

**AGENDA  
WORKFORCE CONNECTIONS  
EXECUTIVE COMMITTEE**

**THURSDAY, APRIL 23, 2020 | 1:00 PM**

**VIDEO CONFERENCE ONLY**

The meeting will be livestreamed at <http://www.nvworkforceconnections.org/mis/listen.php>

In accordance with Governor Sisolak's State of Emergency Directive 006, Section 1, there will be no physical location designated for this meeting.

For information regarding Directive 006, see the following:

[http://gov.nv.gov/News/Emergency\\_Orders/2020/2020-03-22 - COVID-19 Declaration of Emergency Directive 006/](http://gov.nv.gov/News/Emergency_Orders/2020/2020-03-22_-_COVID-19_Declaration_of_Emergency_Directive_006/)

This agenda has been properly posted and noticed on the Workforce Connections website at [www.nvworkforceconnections.org](http://www.nvworkforceconnections.org) and the Nevada Public Notice website at <https://notice.nv.gov> in compliance with the Nevada Open Meeting Law, NRS 241, and Governor Sisolak's Directive 006.

**PUBLIC COMMENT**

The Workforce Connections Executive Committee complies with the Nevada Open Meeting Law by taking public comment at the beginning of the meeting prior to approving the agenda, before any other action is taken, and again before the adjournment of the meeting. As required by the Nevada Open Meeting Law, the Executive Committee may only consider items posted on the agenda.

Anyone interested in speaking regarding items on this agenda may participate without being physically present by one of the following methods:

- Email [publiccomment@snvwc.org](mailto:publiccomment@snvwc.org) no later than 12:00 PM on April 23, 2020.
- Call **+1 (669) 900-6833; Meeting ID: 961 6866 6795; Passcode: 013851** when the meeting starts at 1:00 PM on April 23, 2020.

Should you wish to provide public comment on any agenda item or comment on any other matter during the public comment sessions of the agenda, we respectfully request that you observe the following:

- Please state and spell your name for the record.
- In fairness to others, groups or organizations are requested to designate one spokesperson.
- In the interest of time, please limit your comments to three (3) minutes. You are encouraged to give brief, non-repetitive statements to ensure that all relevant information is presented.

It is the intent of the Committee to give all citizens an opportunity to be heard. Welcome to our meeting.

Copies of non-confidential supporting materials provided to the Executive Committee are available upon request. Request for such supporting materials should be made to Suzanne Benson at (702) 636-2300 or [sbenson@snvwc.org](mailto:sbenson@snvwc.org). Such supporting materials are available online at [www.nvworkforceconnections.org](http://www.nvworkforceconnections.org).

Auxiliary aids and services are available upon request to individuals with disabilities by notifying Dianne Tracy in writing at 6330 W. Charleston Blvd., Ste. 150, Las Vegas, NV 89146; or by calling (702) 638-8750; or by fax at (702) 638-8774. The TTY/TDD access number is (800) 326-6868 / Nevada Relay 711. A sign language interpreter may also be made available with twenty-four (24) hours advance notice. An Equal Opportunity Employer/Program.

**NOTE: MATTERS IN THIS AGENDA MAY BE TAKEN OUT OF ORDER.**

**Executive Committee Members:** Valerie Murzl, Board Chair; Commissioner Varlin Higbee, Local Elected Officials Consortium Chair; Jack Martin, Board Vice Chair; Cecil Fielder, Programs Committee Vice Chair; Dan Giraldo, Finance & Budget Committee Chair.

*All items listed on this agenda are for action by the Committee unless otherwise noted. Action may consist of any of the following: approve, deny, condition, hold or table. Public hearings may be declared open by the Chair as required for any of the items on this agenda designated for discussion or possible action or to provide direction and recommendations to Workforce Connections.*

**AGENDA**

1. **CALL TO ORDER**, confirmation of posting, roll call and Pledge of Allegiance.  
*Valerie Murzl, Chair*..... 2
  
2. **FIRST PUBLIC COMMENT SESSION:** Members of the public may now comment on any matter posted on this agenda, which is before the Committee for consideration and action today. Please clearly state and spell your name for the record. Each comment will be limited to three (3) minutes.  
*Valerie Murzl, Chair*..... 5
  
3. **DISCUSSION AND POSSIBLE ACTION:** Approve the agenda with inclusions of any emergency items and deletions of any items.  
*Valerie Murzl, Chair*..... 6
  
4. **DISCUSSION AND POSSIBLE ACTION:** Approve the minutes of the June 7, 2019 Executive Committee meeting.  
*Valerie Murzl, Chair*.....7
  
5. **DISCUSSION AND POSSIBLE ACTION:** Approve Programs Committee’s recommendation to increase the contract ceiling for service providers by allocating WIOA Title I Adult and Dislocated Worker funding totaling 25% of the original award per Section 6.18 Additional Funding and Funding Renewals of the Title I Adult and Dislocated Worker Services in the One-Stop Centers Request for Proposal. Upon authorization by the LEO Consortium, the contract and budget period shall remain July 1, 2019 through June 30, 2020.  
*Valerie Murzl, Chair*..... 12

	Cluster	Adult & Dislocated Worker	Original Award Amount	Additional 25% from RFP	Proposed PY19 Contract Ceiling
a.	North Cluster	ResCare Workforce Services	\$ 2,355,000.00	\$ 588,750.00	\$ 2,943,750.00
b.	South Cluster	ResCare Workforce Services	\$ 2,200,000.00	\$ 550,000.00	\$ 2,750,000.00
c.	Central Cluster	ResCare Workforce Services	\$ 3,780,000.00	\$ 945,000.00	\$ 4,725,000.00
d.	Adult Re-Entry	Foundation for an Independent Tomorrow	\$ 875,000.00	\$ 218,750.00	\$ 1,093,750.00
e.	Adult Re-Entry	Hope for Prisoners	\$ 1,990,000.00	\$ 497,500.00	\$ 2,487,500.00
f.	Nye & Esmeralda	Nye Communities Coalition	\$ 630,000.00	\$ 157,500.00	\$ 787,500.00
g.	Lincoln	Lincoln County Grants Administration	\$ 170,000.00	\$ 42,500.00	\$ 212,500.00
		TOTAL	\$ 12,000,000.00	\$ 3,000,000.00	\$ 15,000,000.00

- 6. DISCUSSION AND POSSIBLE ACTION:** Approve Programs Committee’s recommendation to increase the contract ceiling for service providers by allocating WIOA Title I Youth funding totaling 25% of the original award per Section 6.18 Additional Funding and Funding Renewals of the Title I Youth Services Request for Proposal. Upon authorization by the LEO Consortium, the contract and budget period shall remain July 1, 2019 through June 30, 2020.

*Valerie Murzl, Chair*..... 17

	Cluster	Youth	Original Award Amount	Additional 25% from RFP	Proposed PY19 Contract Ceiling
a.	North Cluster	HELP of Southern Nevada	\$ 1,375,000.00	\$ 343,750.00	\$ 1,718,750.00
b.	South Cluster	ResCare Workforce Services	\$ 1,300,000.00	\$ 325,000.00	\$ 1,625,000.00
c.	Central Cluster	ResCare Workforce Services	\$ 975,000.00	\$ 243,750.00	\$ 1,218,750.00
d.	Youth Re-Entry	Youth Advocate Programs	\$ 650,000.00	\$ 162,500.00	\$ 812,500.00
e.	Nye & Esmeralda	Nye Communities Coalition	\$ 450,000.00	\$ 112,500.00	\$ 562,500.00
f.	Lincoln	Lincoln County Grants Administration	\$ 250,000.00	\$ 62,500.00	\$ 312,500.00
		TOTAL	\$ 5,000,000.00	\$ 1,250,000.00	\$ 6,250,000.00

- 7. DISCUSSION AND POSSIBLE ACTION:** Approve Programs Committee’s recommendation to extend the service providers listed below to continue providing WIOA Title I Adult and Dislocated Worker services. Upon authorization by the LEO Consortium, the contract and budget period shall be July 1, 2020 through June 30, 2021.

*Valerie Murzl, Chair*..... 21

	Cluster	Adult & Dislocated Worker	Original Award Amount	Additional 25% from RFP	Proposed PY20 Contract Ceiling
a.	North Cluster	ResCare Workforce Services	\$ 2,355,000.00	\$ 588,750.00	\$ 2,943,750.00
b.	South Cluster	ResCare Workforce Services	\$ 2,200,000.00	\$ 550,000.00	\$ 2,750,000.00
c.	Central Cluster	ResCare Workforce Services	\$ 3,780,000.00	\$ 945,000.00	\$ 4,725,000.00
d.	Adult Re-Entry	Foundation for an Independent Tomorrow	\$ 875,000.00	\$ 218,750.00	\$ 1,093,750.00
e.	Adult Re-Entry	Hope for Prisoners	\$ 1,990,000.00	\$ 497,500.00	\$ 2,487,500.00
f.	Nye & Esmeralda	Nye Communities Coalition	\$ 630,000.00	\$ 157,500.00	\$ 787,500.00
g.	Lincoln	Lincoln County Grants Administration	\$ 170,000.00	\$ 42,500.00	\$ 212,500.00
		TOTAL	\$ 12,000,000.00	\$ 3,000,000.00	\$ 15,000,000.00

- 8. DISCUSSION AND POSSIBLE ACTION:** Approve Programs Committee’s recommendation to extend the service providers listed below to continue providing WIOA Title I Youth services. Upon authorization by the LEO Consortium, the contract and budget period shall be July 1, 2020 through June 30, 2021.

*Valerie Murzl, Chair*..... 26

	Cluster	Youth	Original Award Amount	Additional 25% from RFP	Proposed PY20 Contract Ceiling
a.	North Cluster	HELP of Southern Nevada	\$ 1,375,000.00	\$ 343,750.00	\$ 1,718,750.00
b.	South Cluster	ResCare Workforce Services	\$ 1,300,000.00	\$ 325,000.00	\$ 1,625,000.00
c.	Central Cluster	ResCare Workforce Services	\$ 975,000.00	\$ 243,750.00	\$ 1,218,750.00
d.	Youth Re-Entry	Youth Advocate Programs	\$ 650,000.00	\$ 162,500.00	\$ 812,500.00
e.	Nye & Esmeralda	Nye Communities Coalition	\$ 450,000.00	\$ 112,500.00	\$ 562,500.00
f.	Lincoln	Lincoln County Grants Administration	\$ 250,000.00	\$ 62,500.00	\$ 312,500.00
		TOTAL	\$ 5,000,000.00	\$ 1,250,000.00	\$ 6,250,000.00

- 9. DISCUSSION AND POSSIBLE ACTION:** Approve staff’s recommendation to extend the current contract with KRA Corporation to provide One-Stop Operator services throughout the Southern Nevada Workforce Development Area. This will be the final extension on a four-year procurement. The extension amount shall not exceed \$1,500,000. Upon authorization by the LEO Consortium, the contract and budget period shall be July 1, 2020 through June 30, 2021.  
*Valerie Murzl, Chair*..... **30**
- 10. DISCUSSION AND POSSIBLE ACTION:** Approve PY2019 WIOA Title I Formula Budget. Upon authorization by the LEO Consortium, the budget period shall remain July 1, 2019 through June 30, 2020.  
*Jim KostECKi, Chief Financial Officer* ..... **31**
- 11. DISCUSSION AND POSSIBLE ACTION:** Approve PY2020 (Estimated) WIOA Title I Formula Budget. Upon authorization by the LEO Consortium, the budget period shall be July 1, 2020 through June 30, 2021.  
*Jim KostECKi, Chief Financial Officer* ..... **40**
- 12. SECOND PUBLIC COMMENT SESSION:** Members of the public may now comment on any matter or topic, which is relevant to or within the authority or jurisdiction of the Committee. You may comment now even if you commented earlier, however, please do not simply repeat the same comment you previously made. Please clearly state and spell your name for the record. Each comment will be limited to three (3) minutes.  
*Valerie Murzl, Chair*..... **49**
- 13. ADJOURNMENT**

**Agenda Item 2. FIRST PUBLIC COMMENT SESSION:**

Members of the public may now comment on any matter posted on this agenda, which is before the Committee for consideration and action today. Please clearly state and spell your name for the record. Each comment will be limited to three (3) minutes.

*Valerie Murzl, Chair*

**Agenda Item 3. DISCUSSION AND POSSIBLE ACTION:**

Approve the agenda with inclusions of any emergency items and deletions of any items.

*Valerie Murzl, Chair*

**Agenda Item 4. DISCUSSION AND POSSIBLE ACTION:**

Approve the minutes of the June 7, 2019 Executive Committee meeting.

*Valerie Murzl, Chair*

## MINUTES

### EXECUTIVE COMMITTEE

JUNE 7, 2019 | 2:00 pm

**Workforce Connections**  
**Rosalie Boulware Conference Room**  
**6330 W. Charleston Blvd., Suite 150**  
**Las Vegas, NV 89146**

#### **Members Present**

Valerie Murzl, Chair, Workforce Connections Board  
Councilwoman Gerri Schroder, Chair, Local Elected Officials Consortium  
Jack Martin, Vice Chair, Workforce Connections Board  
Jerrie Merritt, Chair, Finance & Budget Committee  
Peter Guzman, Vice Chair, Programs Committee

#### **Members Absent**

None

#### **Staff Present**

Jaime Cruz, Executive Director  
Irene Bustamante Adams, Deputy Director & Chief Strategy Officer  
Suzanne Benson, Board Administrator  
Jim Kostecki, Chief Financial Officer  
Brett Miller, Manager, Strategic Analysis Manager  
Alletha Muzorewa, Program Manager  
Sonia Mendez, Administrative Specialist

#### **Others Present**

Jan Pieri, HR Consultant  
Jack Eslinger, City of Las Vegas  
Ron Hilke, DETR/WISS  
Melvin King, Nevada Partners, Inc.  
Omar Williams, Nevada Partners, Inc.  
Joe Sharpe, ResCare Workforce Services  
Amy Licht, Olive Crest

It should be noted that all attendees may not be listed above.

#### **1) CALL TO ORDER, confirmation of posting, roll call, Pledge of Allegiance.**

The meeting was called to order by Chair Valerie Murzl at 2:00 pm. Staff confirmed the meeting had been properly noticed and posted in accordance with the Nevada Open Meeting Law. Roll call was taken and a quorum was present.



**2) FIRST PUBLIC COMMENT SESSION.**

None

**3) DISCUSSION AND POSSIBLE ACTION: Approve the agenda with inclusions of any emergency items and deletion of any items.**

Jaime Cruz, Executive Director, confirmed there are no changes to the agenda.

*A motion was made by Peter Guzman and seconded by Jack Martin to approve the agenda as presented. Motion carried.*

**4) DISCUSSION AND POSSIBLE ACTION: Approve the minutes of the August 9, 2018 Executive Committee meeting.**

The minutes are provided on page 7-11 of the agenda packet.

*A motion was made by Jerrie Merritt and seconded by Jack Martin to approve the minutes of the August 9, 2018 Executive Committee meeting as presented. Motion carried.*

**5) INFORMATION: Strategic Initiatives Update Report – Status Update on Transition of New Contracts.**

Irene Bustamante Adams, Deputy Director & Chief Strategy Officer, presented the update provided on page 12 of the agenda packet:

1. Workforce Connections (WC) has met with all non-funded partners to review and begin the contract closeout process.
2. All participant files from Southern Nevada Regional Housing Authority (SNRHA) were transferred by April 30, 2019. WC is awaiting final invoices from SNRHA to formally closeout the contract.
3. Two entities have requested a no cost extension for their contracts to ensure a smooth transition for participants.
4. WC held two employment opportunity workshops on May 16, 2019 to coordinate agencies that were recommended for funding to speak about their organizations and potential job opportunities for employees of agencies that were not recommended for funding.
5. WC has met with all recommended funded partners to start the PY19 contract negotiation process. WC received a draft budget and scope of work from each of the entities and formal contract negotiations will take place during the month of June 2019.

6. Letters of intent will be distributed no later than June 25, 2019 giving authority to provide WIOA Title I services on July 1, 2019. WC expects to have all contracts fully executed no later than July 31, 2019.

**6) DISCUSSION AND POSSIBLE ACTION: Approve staff's recommendation for a no cost contract extension with Olive Crest to provide WIOA Title I services to foster youth who are actively enrolled and/or receiving follow-up services. Upon approval by the Executive Committee and authorization by the Local Elected Officials Consortium, the contract extension period shall be July 1, 2019 through October 31, 2019.**

Jaime Cruz provided background. This no cost contract extension will allow Olive Crest to serve existing foster youth and assist with the transition of those youth to the awarded One-Stop Affiliate sites.

Olive Crest's letter of request is provided on page 14 of the agenda packet.

*A motion was made by Jack Martin and seconded by Councilwoman Gerri Schroder to approve staff's recommendation for a no cost contract extension with Olive Crest to provide WIOA Title I services to foster youth who are actively enrolled and/or receiving follow-up services. Upon authorization by the Local Elected Officials Consortium, the contract extension period shall be July 1, 2019 through October 31, 2019. Motion carried.*

**7) DISCUSSION AND POSSIBLE ACTION: Approve staff's recommendation for a no cost contract extension with Nevada Partners, Inc. to provide WIOA Title I services to youth who are actively enrolled and/or receiving follow-up services under the Youth Pre-Entry Workforce Development Program. Upon approval by the Executive Committee and authorization by the Local Elected Officials Consortium, the contract extension period shall be July 1, 2019 through August 31, 2019.**

Jaime Cruz provided background. This no cost contract extension will allow Nevada Partners, Inc. (NPI) to continue serving existing pre-entry youth at Spring Mountain Youth Camp and follow-up participants by providing work experience opportunities and assisting participants find employment.

NPI's letter of request is provided on page 16 of the agenda packet.

*A motion was made by Councilwoman Gerri Schroder and seconded by Peter Guzman to approve staff's recommendation for a no cost contract extension with Nevada Partners, Inc. to provide WIOA Title I services to you who are actively enrolled and/or receiving follow-up services under the Youth Pre-Entry Workforce Development Program. Upon authorization by the Local Elected Officials*

*Consortium, the contract extension period shall be July 1, 2019 through August 31, 2019. Jack Martin and Jerrie Merritt abstained. Motion carried.*

**8) INFORMATION: Executive Director's Update**

Jaime Cruz, Executive Director, provided an update.

- a. Update on recent work by legal counsel.
  1. Response filed to civil action against WC.
  2. Response filed to the OAG complaint regarding the Open Meeting Law violation.
- b. Update on current Request for Proposals (RFP) process and funding cycle.
  1. Responded to dispute letters of two providers.
  2. Request for no-cost extensions approved today for Olive Crest and NPI.
- c. Update on system/community partnerships.
  1. Nevada Work Ready Communities. Staff will work with the rural county commissioners on plans for their communities.
  2. Workforce Blueprint 2.0 is a project with Las Vegas Global Economic Alliance (LVGEA), Las Vegas Metro Chamber of Commerce and Workforce Connections to develop a workforce map for Southern Nevada.

**9) INFORMATION: Executive Committee Members Comments**

None.

**10) SECOND PUBLIC COMMENT SESSION**

None.

**11) Adjournment**

The meeting adjourned at 2:30 p.m.

**Agenda Item 5. DISCUSSION AND POSSIBLE ACTION:**

Approve Programs Committee's recommendation to increase the contract ceiling for service providers by allocating WIOA Title I Adult and Dislocated Worker funding totaling 25% of the original award per Section 6.18 Additional Funding and Funding Renewals of the Title I Adult and Dislocated Worker Services in the One-Stop Centers Request for Proposal. Upon authorization by the LEO Consortium, the contract and budget period shall remain July 1, 2019 through June 30, 2020.

*Valerie Murzl, Chair*

	Cluster	Adult & Dislocated Worker	Original Award Amount	Additional 25% from RFP	Proposed PY19 Contract Ceiling
a.	North Cluster	ResCare Workforce Services	\$ 2,355,000.00	\$ 588,750.00	\$ 2,943,750.00
b.	South Cluster	ResCare Workforce Services	\$ 2,200,000.00	\$ 550,000.00	\$ 2,750,000.00
c.	Central Cluster	ResCare Workforce Services	\$ 3,780,000.00	\$ 945,000.00	\$ 4,725,000.00
d.	Adult Re-Entry	Foundation for an Independent Tomorrow	\$ 875,000.00	\$ 218,750.00	\$ 1,093,750.00
e.	Adult Re-Entry	Hope for Prisoners	\$ 1,990,000.00	\$ 497,500.00	\$ 2,487,500.00
f.	Nye & Esmeralda	Nye Communities Coalition	\$ 630,000.00	\$ 157,500.00	\$ 787,500.00
g.	Lincoln	Lincoln County Grants Administration	\$ 170,000.00	\$ 42,500.00	\$ 212,500.00
		TOTAL	\$ 12,000,000.00	\$ 3,000,000.00	\$ 15,000,000.00

**a.) North Cluster - ResCare****PYTD January 31, 2020****Population Served:**

Adult and Dislocated Workers

**Performance Metrics:**

Enrollments:	331 enrollments /	425 goal =	78% of goal achieved
Trainings:	192 trainings /	390 prior enrollments =	49% were trained
Placement:	132 placements /	390 prior enrollments =	34% were placed
Average Wage:	\$ 12.66 for placements		
Expenditures:	49% of contract expended		

**Comments:** No concerns noted.

\*Trainings and placement are measured on the prior cohort enrollments due to the fact that entire cycles of placement can be more accurately evaluated.

**b.) South Cluster - ResCare****PYTD January 31, 2020****Population Served:**

Adult and Dislocated Workers

**Performance Metrics:**

Enrollments:	217 enrollments /	400 goal =	54% of goal achieved
Trainings:	125 trainings /	240 prior enrollments =	52% were trained
Placement:	68 placements /	240 prior enrollments =	28% were placed
Average Wage:	\$ 15.59 for placements		
Expenditures:	40% of contract expended		

**Comments:** Enrollments are behind pace. RWS has enrolled 217 participants as of January 31, 2020 which is 54% of the enrollment goal. Enrollments should be at least 58% towards enrollment goal.

\*Trainings and placement are measured on the prior cohort enrollments due to the fact that entire cycles of placement can be more accurately evaluated.

**c.) Central Cluster - ResCare****PYTD January 31, 2020****Population Served:**

Adult and Dislocated Workers

**Performance Metrics:**

Enrollments:	522 enrollments /	600 goal =	87% of goal achieved
Trainings:	290 trainings /	679 prior enrollments =	43% were trained
Placement:	307 placements /	679 prior enrollments =	45% were placed
Average Wage:	\$ 16.03 for placements		
Expenditures:	58% of contract expended		

**Comments:** No concerns noted.

\*Trainings and placement are measured on the prior cohort enrollments due to the fact that entire cycles of placement can be more accurately evaluated.

**d.) Re-Entry Cluster - FIT**

**PYTD January 31, 2020**

**Population Served:**

Re-entry population

**Performance Metrics:**

Enrollments:	83 enrollments /	157	goal =	53% of goal achieved
Trainings:	86 trainings /	126	prior enrollments =	68% were trained
Placement:	89 placements /	126	prior enrollments =	71% were placed
Average Wage:	\$ 15.90 for placements			
Expenditures:	51% of contract expended			

**Comments:** No concerns noted.

\*Trainings and placement are measured on the prior cohort enrollments due to the fact that entire cycles of placement can be more accurately evaluated.

**e.) Re-entry - Hope for Prisoners**

**PYTD January 31, 2020**

**Population Served:**

Re-entry population

**Performance Metrics:**

Enrollments:	81 enrollments /	150	goal =	54% of goal achieved
Trainings:	80 trainings /	165	prior enrollments =	48% were trained
Placement:	65 placements /	165	prior enrollments =	39% were placed
Average Wage:	\$ 12.94 for placements			
Expenditures:	37% of contract expended			

**Comments:** As of invoices submitted through January 2020, HFP is not meeting the 40% training requirement. They are currently at 37%. Enrollments are behind pace. HFP has enrolled 81 participants as of January 31, 2020 which is 54% of the enrollment goal. Enrollments should be at least 58% towards enrollment goal. HFP has been issued a Notice of Deficiency for a lack of programmatic oversight, ongoing data entry errors/omissions and fiscal capacity concerns. HFP is currently meeting all corrective action benchmarks required by WC.

\*Trainings and placement are measured on the prior cohort enrollments due to the fact that entire cycles of placement can be more accurately evaluated.

**f.) Rural - Nye**

**PYTD January 31, 2020**

**Population Served:**

Adult and Dislocated Workers

**Performance Metrics:**

Enrollments:	41 enrollments /	100	goal =	41% of goal achieved
Trainings:	30 trainings /	68	prior enrollments =	44% were trained
Placement:	46 placements /	68	prior enrollments =	68% were placed
Average Wage:	\$ 12.28 for placements			
Expenditures:	64% of contract expended			

**Comments:** Enrollments are behind pace. Nye CC has enrolled 41 participants as of January 31, 2020 which is 41% of the enrollment goal. Enrollments should be at least 58% towards enrollment goal. Nye CC is currently on Low-Risk Status for insufficient expenditure rates for training activities for Program Year 2018. Nye CC is currently meeting this requirement for Program Year 2018.

\*Trainings and placement are measured on the prior cohort enrollments due to the fact that entire cycles of placement can be more accurately evaluated.

g.) **Rural - Lincoln****PYTD January 31, 2020****Population Served:**

Adult and Dislocated Workers

**Performance Metrics:**

Enrollments:	14 enrollments /	31	goal =	45% of goal achieved
Trainings:	9 trainings /	17	prior enrollments =	53% were trained
Placement:	8 placements /	17	prior enrollments =	47% were placed
Average Wage:	\$ 16.56 for placements			
Expenditures:	49% of contract expended			

**Comments:**

As of invoices submitted through January 2020, LC is not meeting the 40% training requirement. They are currently at 31%. Enrollments are behind pace. LC has enrolled 14 participants as of January 31, 2020 which is 45% of the enrollment goal. Enrollments should be at least 58% towards enrollment goal.

\*Trainings and placement are measured on the prior cohort enrollments due to the fact that entire cycles of placement can be more accurately evaluated.

## ***Title I Adult and Dislocated Worker Services in One-Stop Centers***

### **6.18 Additional Funding and Funding Renewals**

WC may grant sub-recipients additional funding, at its sole discretion, based on the availability of funds and the needs of the SNWDA. In the initial funding period, WC may award additional funds totaling up to twenty-five percent (25%) of the original award amount. WC reserves the right to incorporate a performance-based model to award additional funds. In subsequent funding periods, WC may grant sub-recipients up to one-hundred twenty-five percent (125%) of the original award amount, but funding could decrease depending on available funding. Per State requirements, WC may fund sub-recipients for up to four consecutive years without an additional procurement action. WC does not make any guarantees, express or implied, that funding will be renewed beyond the initial funding period.



**Agenda Item 6. DISCUSSION AND POSSIBLE ACTION:**

Approve Programs Committee's recommendation to increase the contract ceiling for service providers by allocating WIOA Title I Youth funding totaling 25% of the original award per Section 6.18 Additional Funding and Funding Renewals of the Title I Youth Services Request for Proposal. Upon authorization by the LEO Consortium, the contract and budget period shall remain July 1, 2019 through June 30, 2020.

*Valerie Murzl, Chair*

	Cluster	Youth	Original Award Amount	Additional 25% from RFP	Proposed PY19 Contract Ceiling
a.	North Cluster	HELP of Southern Nevada	\$ 1,375,000.00	\$ 343,750.00	\$ 1,718,750.00
b.	South Cluster	ResCare Workforce Services	\$ 1,300,000.00	\$ 325,000.00	\$ 1,625,000.00
c.	Central Cluster	ResCare Workforce Services	\$ 975,000.00	\$ 243,750.00	\$ 1,218,750.00
d.	Youth Re-Entry	Youth Advocate Programs	\$ 650,000.00	\$ 162,500.00	\$ 812,500.00
e.	Nye & Esmeralda	Nye Communities Coalition	\$ 450,000.00	\$ 112,500.00	\$ 562,500.00
f.	Lincoln	Lincoln County Grants Administration	\$ 250,000.00	\$ 62,500.00	\$ 312,500.00
		TOTAL	\$ 5,000,000.00	\$ 1,250,000.00	\$ 6,250,000.00

**a.) North Cluster - HELP****PYTD January 31, 2020****Population Served:**

Youth

**Performance Metrics:**

Enrollments:	71 enrollments /	145	goal =	49% of goal achieved
Work-Based Learning:	100 Work-Based Learning /	271	prior enrollments =	37% did Work-Based Learning
Trainings:	15 trainings /	271	prior enrollments =	6% were trained
Placement:	66 placements /	271	prior enrollments =	24% were placed
Average Wage:	\$ 10.59 for placements			
Expenditures:	44% of contract expended			

**Comments:** Enrollments are behind pace. HELP has enrolled 71 participants as of January 31, 2020 which is 49 % of the enrollment goal. Enrollments should be at least 58% towards enrollment goal.

\*Work-Based Learning, Trainings and placement are measured on the prior cohort enrollments due to the fact that entire cycles of placement can be more accurately evaluated.

**b.) South Cluster - ResCare****PYTD January 31, 2020****Population Served:**

Youth

**Performance Metrics:**

Enrollments:	69 enrollments /	140	goal =	49% of goal achieved
Work-Based Learning:	30 Work-Based Learning /	129	prior enrollments =	23% did Work-Based Learning
Trainings:	27 trainings /	129	prior enrollments =	21% were trained
Placement:	31 placements /	129	prior enrollments =	24% were placed
Average Wage:	\$ 12.29 for placements			
Expenditures:	30% of contract expended			

**Comments:** Enrollments are behind pace. RWS South has enrolled 69 participants as of January 31, 2020 which is 49 % of the enrollment goal. Enrollments should be at least 58% towards enrollment goal.

\*Work-Based Learning, Trainings and placement are measured on the prior cohort enrollments due to the fact that entire cycles of placement can be more accurately evaluated.

**c.) Central Cluster - ResCare****PYTD January 31, 2020****Population Served:**

Youth

**Performance Metrics:**

Enrollments:	83 enrollments /	125	goal =	66% of goal achieved
Work-Based Learning:	68 Work-Based Learning /	131	prior enrollments =	52% did Work-Based Learning
Trainings:	8 trainings /	131	prior enrollments =	6% were trained
Placement:	24 placements /	131	prior enrollments =	18% were placed
Average Wage:	\$ 15.59 for placements			
Expenditures:	60% of contract expended			

**Comments:** No concerns noted.

\*Work-Based Learning, Trainings and placement are measured on the prior cohort enrollments due to the fact that entire cycles of placement can be more accurately evaluated.

**d.) Re-Entry Cluster - YAP****PYTD January 31, 2020****Population Served:**

Youth - Re-entry

**Performance Metrics:**

Enrollments:	77 enrollments /	80	goal =	96% of goal achieved
Work-Based Learning:	81 Work-Based Learning /	136	prior enrollments =	60% did Work-Based Learning
Trainings:	12 trainings /	136	prior enrollments =	9% were trained
Placement:	27 placements /	136	prior enrollments =	20% were placed
Average Wage:	\$ 11.21 for placements			
Expenditures:	53% of contract expended			

**Comments:** No concerns noted.

\*Work-Based Learning, Trainings and placement are measured on the prior cohort enrollments due to the fact that entire cycles of placement can be more accurately evaluated.

**e.) Rural - Nve****PYTD January 31, 2020****Population Served:**

Youth

**Performance Metrics:**

Enrollments:	24 enrollments /	60	goal =	40% of goal achieved
Work-Based Learning:	28 Work-Based Learning /	52	prior enrollments =	54% did Work-Based Learning
Trainings:	2 trainings /	52	prior enrollments =	4% were trained
Placement:	18 placements /	52	prior enrollments =	35% were placed
Average Wage:	\$ 9.32 for placements			
Expenditures:	43% of contract expended			

**Comments:** Enrollments are behind pace. NYE CC has enrolled 24 participants as of January 31, 2020 which is 40 % of the enrollment goal. Enrollments should be at least 58% towards enrollment goal.

\*Work-Based Learning, Trainings and placement are measured on the prior cohort enrollments due to the fact that entire cycles of placement can be more accurately evaluated.

**f.) Rural - Lincoln****PYTD January 31, 2020****Population Served:**

Youth

**Performance Metrics:**

Enrollments:	11 enrollments /	38	goal =	29% of goal achieved
Work-Based Learning:	21 Work-Based Learning /	27	prior enrollments =	78% did Work-Based Learning
Trainings:	2 trainings /	27	prior enrollments =	7% were trained
Placement:	7 placements /	27	prior enrollments =	26% were placed
Average Wage:	\$ 10.13 for placements			
Expenditures:	42% of contract expended			

**Comments:** Enrollments are behind pace. RWS South has enrolled 11 participants as of January 31, 2020 which is 29 % of the enrollment goal. Enrollments should be at least 58% towards enrollment goal.

\*Work-Based Learning, Trainings and placement are measured on the prior cohort enrollments due to the fact that entire cycles of placement can be more accurately evaluated.

## *Title I Youth Services*

### **6.18 Additional Funding and Funding Renewals**

WC may grant sub-recipients additional funding, at its sole discretion, based on the availability of funds and the needs of the SNWDA. In the initial funding period, WC may award additional funds totaling up to twenty-five percent (25%) of the original award amount. WC reserves the right to incorporate a performance-based model to award additional funds. In subsequent funding periods, WC may grant sub-recipients up to one-hundred twenty-five percent (125%) of the original award amount, but funding could decrease depending on available funding. Per State requirements, WC may fund sub-recipients for up to four consecutive years without an additional procurement action. WC does not make any guarantees, express or implied, that funding will be renewed beyond the initial funding period.

**Agenda Item 7. DISCUSSION AND POSSIBLE ACTION:**

Approve Programs Committee's recommendation to extend the service providers listed below to continue providing WIOA Title I Adult and Dislocated Worker services. Upon authorization by the LEO Consortium, the contract and budget period shall be July 1, 2020 through June 30, 2021.

*Valerie Murzl, Chair*

	Cluster	Adult & Dislocated Worker	Original Award Amount	Additional 25% from RFP	Proposed PY20 Contract Ceiling
a.	North Cluster	ResCare Workforce Services	\$ 2,355,000.00	\$ 588,750.00	\$ 2,943,750.00
b.	South Cluster	ResCare Workforce Services	\$ 2,200,000.00	\$ 550,000.00	\$ 2,750,000.00
c.	Central Cluster	ResCare Workforce Services	\$ 3,780,000.00	\$ 945,000.00	\$ 4,725,000.00
d.	Adult Re-Entry	Foundation for an Independent Tomorrow	\$ 875,000.00	\$ 218,750.00	\$ 1,093,750.00
e.	Adult Re-Entry	Hope for Prisoners	\$ 1,990,000.00	\$ 497,500.00	\$ 2,487,500.00
f.	Nye & Esmeralda	Nye Communities Coalition	\$ 630,000.00	\$ 157,500.00	\$ 787,500.00
g.	Lincoln	Lincoln County Grants Administration	\$ 170,000.00	\$ 42,500.00	\$ 212,500.00
		TOTAL	\$ 12,000,000.00	\$ 3,000,000.00	\$ 15,000,000.00

**a.) North Cluster - ResCare****PYTD January 31, 2020****Population Served:**

Adult and Dislocated Workers

**Performance Metrics:**

Enrollments:	331 enrollments /	425 goal =	78% of goal achieved
Trainings:	192 trainings /	390 prior enrollments =	49% were trained
Placement:	132 placements /	390 prior enrollments =	34% were placed
Average Wage:	\$ 12.66 for placements		
Expenditures:	49% of contract expended		

**Comments:** No concerns noted.

\*Trainings and placement are measured on the prior cohort enrollments due to the fact that entire cycles of placement can be more accurately evaluated.

**b.) South Cluster - ResCare****PYTD January 31, 2020****Population Served:**

Adult and Dislocated Workers

**Performance Metrics:**

Enrollments:	217 enrollments /	400 goal =	54% of goal achieved
Trainings:	125 trainings /	240 prior enrollments =	52% were trained
Placement:	68 placements /	240 prior enrollments =	28% were placed
Average Wage:	\$ 15.59 for placements		
Expenditures:	40% of contract expended		

**Comments:** Enrollments are behind pace. RWS has enrolled 217 participants as of January 31, 2020 which is 54% of the enrollment goal. Enrollments should be at least 58% towards enrollment goal.

\*Trainings and placement are measured on the prior cohort enrollments due to the fact that entire cycles of placement can be more accurately evaluated.

**c.) Central Cluster - ResCare****PYTD January 31, 2020****Population Served:**

Adult and Dislocated Workers

**Performance Metrics:**

Enrollments:	522 enrollments /	600 goal =	87% of goal achieved
Trainings:	290 trainings /	679 prior enrollments =	43% were trained
Placement:	307 placements /	679 prior enrollments =	45% were placed
Average Wage:	\$ 16.03 for placements		
Expenditures:	58% of contract expended		

**Comments:** No concerns noted.

\*Trainings and placement are measured on the prior cohort enrollments due to the fact that entire cycles of placement can be more accurately evaluated.

**d.) Re-Entry Cluster - FIT**

**PYTD January 31, 2020**

**Population Served:**

Re-entry population

**Performance Metrics:**

Enrollments:	83 enrollments /	157	goal =	53% of goal achieved
Trainings:	86 trainings /	126	prior enrollments =	68% were trained
Placement:	89 placements /	126	prior enrollments =	71% were placed
Average Wage:	\$ 15.90 for placements			
Expenditures:	51% of contract expended			

**Comments:** No concerns noted.

\*Trainings and placement are measured on the prior cohort enrollments due to the fact that entire cycles of placement can be more accurately evaluated.

**e.) Re-entry - Hope for Prisoners**

**PYTD January 31, 2020**

**Population Served:**

Re-entry population

**Performance Metrics:**

Enrollments:	81 enrollments /	150	goal =	54% of goal achieved
Trainings:	80 trainings /	165	prior enrollments =	48% were trained
Placement:	65 placements /	165	prior enrollments =	39% were placed
Average Wage:	\$ 12.94 for placements			
Expenditures:	37% of contract expended			

**Comments:** As of invoices submitted through January 2020, HFP is not meeting the 40% training requirement. They are currently at 37%. Enrollments are behind pace. HFP has enrolled 81 participants as of January 31, 2020 which is 54% of the enrollment goal. Enrollments should be at least 58% towards enrollment goal. HFP has been issued a Notice of Deficiency for a lack of programmatic oversight, ongoing data entry errors/omissions and fiscal capacity concerns. HFP is currently meeting all corrective action benchmarks required by WC.

\*Trainings and placement are measured on the prior cohort enrollments due to the fact that entire cycles of placement can be more accurately evaluated.

**f.) Rural - Nye**

**PYTD January 31, 2020**

**Population Served:**

Adult and Dislocated Workers

**Performance Metrics:**

Enrollments:	41 enrollments /	100	goal =	41% of goal achieved
Trainings:	30 trainings /	68	prior enrollments =	44% were trained
Placement:	46 placements /	68	prior enrollments =	68% were placed
Average Wage:	\$ 12.28 for placements			
Expenditures:	64% of contract expended			

**Comments:** Enrollments are behind pace. Nye CC has enrolled 41 participants as of January 31, 2020 which is 41% of the enrollment goal. Enrollments should be at least 58% towards enrollment goal. Nye CC is currently on Low-Risk Status for insufficient expenditure rates for training activities for Program Year 2018. Nye CC is currently meeting this requirement for Program Year 2018.

\*Trainings and placement are measured on the prior cohort enrollments due to the fact that entire cycles of placement can be more accurately evaluated.

g.) **Rural - Lincoln****PYTD January 31, 2020****Population Served:**

Adult and Dislocated Workers

**Performance Metrics:**

Enrollments:	14 enrollments /	31	goal =	45% of goal achieved
Trainings:	9 trainings /	17	prior enrollments =	53% were trained
Placement:	8 placements /	17	prior enrollments =	47% were placed
Average Wage:	\$ 16.56 for placements			
Expenditures:	49% of contract expended			

**Comments:**

As of invoices submitted through January 2020, LC is not meeting the 40% training requirement. They are currently at 31%. Enrollments are behind pace. LC has enrolled 14 participants as of January 31, 2020 which is 45% of the enrollment goal. Enrollments should be at least 58% towards enrollment goal.

\*Trainings and placement are measured on the prior cohort enrollments due to the fact that entire cycles of placement can be more accurately evaluated.



## ***Title I Adult and Dislocated Worker Services in One-Stop Centers***

### **6.18 Additional Funding and Funding Renewals**

WC may grant sub-recipients additional funding, at its sole discretion, based on the availability of funds and the needs of the SNWDA. In the initial funding period, WC may award additional funds totaling up to twenty-five percent (25%) of the original award amount. WC reserves the right to incorporate a performance-based model to award additional funds. In subsequent funding periods, WC may grant sub-recipients up to one-hundred twenty-five percent (125%) of the original award amount, but funding could decrease depending on available funding. Per State requirements, WC may fund sub-recipients for up to four consecutive years without an additional procurement action. WC does not make any guarantees, express or implied, that funding will be renewed beyond the initial funding period.

**Agenda Item 8. DISCUSSION AND POSSIBLE ACTION:**

Approve Programs Committee's recommendation to extend the service providers listed below to continue providing WIOA Title I Youth services. Upon authorization by the LEO Consortium, the contract and budget period shall be July 1, 2020 through June 30, 2021.

*Valerie Murzl, Chair*

	Cluster	Youth	Original Award Amount	Additional 25% from RFP	Proposed PY20 Contract Ceiling
a.	North Cluster	HELP of Southern Nevada	\$ 1,375,000.00	\$ 343,750.00	\$ 1,718,750.00
b.	South Cluster	ResCare Workforce Services	\$ 1,300,000.00	\$ 325,000.00	\$ 1,625,000.00
c.	Central Cluster	ResCare Workforce Services	\$ 975,000.00	\$ 243,750.00	\$ 1,218,750.00
d.	Youth Re-Entry	Youth Advocate Programs	\$ 650,000.00	\$ 162,500.00	\$ 812,500.00
e.	Nye & Esmeralda	Nye Communities Coalition	\$ 450,000.00	\$ 112,500.00	\$ 562,500.00
f.	Lincoln	Lincoln County Grants Administration	\$ 250,000.00	\$ 62,500.00	\$ 312,500.00
		TOTAL	\$ 5,000,000.00	\$ 1,250,000.00	\$ 6,250,000.00

**a.) North Cluster - HELP****PYTD January 31, 2020****Population Served:**

Youth

**Performance Metrics:**

Enrollments:	71 enrollments /	145	goal =	49% of goal achieved
Work-Based Learning:	100 Work-Based Learning /	271	prior enrollments =	37% did Work-Based Learning
Trainings:	15 trainings /	271	prior enrollments =	6% were trained
Placement:	66 placements /	271	prior enrollments =	24% were placed
Average Wage:	\$ 10.59 for placements			
Expenditures:	44% of contract expended			

**Comments:** Enrollments are behind pace. HELP has enrolled 71 participants as of January 31, 2020 which is 49 % of the enrollment goal. Enrollments should be at least 58% towards enrollment goal.

\*Work-Based Learning, Trainings and placement are measured on the prior cohort enrollments due to the fact that entire cycles of placement can be more accurately evaluated.

**b.) South Cluster - ResCare****PYTD January 31, 2020****Population Served:**

Youth

**Performance Metrics:**

Enrollments:	69 enrollments /	140	goal =	49% of goal achieved
Work-Based Learning:	30 Work-Based Learning /	129	prior enrollments =	23% did Work-Based Learning
Trainings:	27 trainings /	129	prior enrollments =	21% were trained
Placement:	31 placements /	129	prior enrollments =	24% were placed
Average Wage:	\$ 12.29 for placements			
Expenditures:	30% of contract expended			

**Comments:** Enrollments are behind pace. RWS South has enrolled 69 participants as of January 31, 2020 which is 49 % of the enrollment goal. Enrollments should be at least 58% towards enrollment goal.

\*Work-Based Learning, Trainings and placement are measured on the prior cohort enrollments due to the fact that entire cycles of placement can be more accurately evaluated.

**c.) Central Cluster - ResCare****PYTD January 31, 2020****Population Served:**

Youth

**Performance Metrics:**

Enrollments:	83 enrollments /	125	goal =	66% of goal achieved
Work-Based Learning:	68 Work-Based Learning /	131	prior enrollments =	52% did Work-Based Learning
Trainings:	8 trainings /	131	prior enrollments =	6% were trained
Placement:	24 placements /	131	prior enrollments =	18% were placed
Average Wage:	\$ 15.59 for placements			
Expenditures:	60% of contract expended			

**Comments:** No concerns noted.

\*Work-Based Learning, Trainings and placement are measured on the prior cohort enrollments due to the fact that entire cycles of placement can be more accurately evaluated.

**d.) Re-Entry Cluster - YAP****PYTD January 31, 2020****Population Served:**

Youth - Re-entry

**Performance Metrics:**

Enrollments:	77 enrollments /	80	goal =	96% of goal achieved
Work-Based Learning:	81 Work-Based Learning /	136	prior enrollments =	60% did Work-Based Learning
Trainings:	12 trainings /	136	prior enrollments =	9% were trained
Placement:	27 placements /	136	prior enrollments =	20% were placed
Average Wage:	\$ 11.21 for placements			
Expenditures:	53% of contract expended			

**Comments:** No concerns noted.

\*Work-Based Learning, Trainings and placement are measured on the prior cohort enrollments due to the fact that entire cycles of placement can be more accurately evaluated.

**e.) Rural - Nve****PYTD January 31, 2020****Population Served:**

Youth

**Performance Metrics:**

Enrollments:	24 enrollments /	60	goal =	40% of goal achieved
Work-Based Learning:	28 Work-Based Learning /	52	prior enrollments =	54% did Work-Based Learning
Trainings:	2 trainings /	52	prior enrollments =	4% were trained
Placement:	18 placements /	52	prior enrollments =	35% were placed
Average Wage:	\$ 9.32 for placements			
Expenditures:	43% of contract expended			

**Comments:** Enrollments are behind pace. NYE CC has enrolled 24 participants as of January 31, 2020 which is 40 % of the enrollment goal. Enrollments should be at least 58% towards enrollment goal.

\*Work-Based Learning, Trainings and placement are measured on the prior cohort enrollments due to the fact that entire cycles of placement can be more accurately evaluated.

**f.) Rural - Lincoln****PYTD January 31, 2020****Population Served:**

Youth

**Performance Metrics:**

Enrollments:	11 enrollments /	38	goal =	29% of goal achieved
Work-Based Learning:	21 Work-Based Learning /	27	prior enrollments =	78% did Work-Based Learning
Trainings:	2 trainings /	27	prior enrollments =	7% were trained
Placement:	7 placements /	27	prior enrollments =	26% were placed
Average Wage:	\$ 10.13 for placements			
Expenditures:	42% of contract expended			

**Comments:** Enrollments are behind pace. RWS South has enrolled 11 participants as of January 31, 2020 which is 29 % of the enrollment goal. Enrollments should be at least 58% towards enrollment goal.

\*Work-Based Learning, Trainings and placement are measured on the prior cohort enrollments due to the fact that entire cycles of placement can be more accurately evaluated.

## *Title I Youth Services*

### **6.18 Additional Funding and Funding Renewals**

WC may grant sub-recipients additional funding, at its sole discretion, based on the availability of funds and the needs of the SNWDA. In the initial funding period, WC may award additional funds totaling up to twenty-five percent (25%) of the original award amount. WC reserves the right to incorporate a performance-based model to award additional funds. In subsequent funding periods, WC may grant sub-recipients up to one-hundred twenty-five percent (125%) of the original award amount, but funding could decrease depending on available funding. Per State requirements, WC may fund sub-recipients for up to four consecutive years without an additional procurement action. WC does not make any guarantees, express or implied, that funding will be renewed beyond the initial funding period.

**Agenda Item 9. DISCUSSION AND POSSIBLE ACTION:**

Approve staff's recommendation to extend the current contract with KRA Corporation to provide One-Stop Operator services throughout the Southern Nevada Workforce Development Area. This will be the final extension on a four-year procurement. The extension amount shall not exceed \$1,500,000. Upon authorization by the LEO Consortium, the contract and budget period shall be July 1, 2020 through June 30, 2021.

*Valerie Murzl, Chair*

**Agenda Item 10. DISCUSSION AND POSSIBLE ACTION:**

Approve PY2019 WIOA Title I Formula Budget. Upon authorization by the LEO Consortium, the budget period shall remain July 1, 2019 through June 30, 2020.

*Jim Kostecki, Chief Financial Officer*

**WORKFORCE CONNECTIONS  
PY2019 WIOA Formula Budget  
July 1, 2019 - June 30, 2020  
(Revised Budget - March 1, 2020)**

Revenue by Funding Stream	Approved Budget PY2019	Proposed Budget PY2019	\$ Change	Available for LWDB Operations		Community Resource Allocations	TOTAL
				10% Admin	15% Program		
PY2017 Dislocated Worker-Rapid Response	585,520	835,520	250,000	83,552	125,328	626,640	835,520
PY2018 Dislocated Worker-Rapid Response	1,733,050	1,733,050	-	173,305	259,958	1,299,787	1,733,050
PY2018 Adult	5,500,000	5,243,558	(256,442)	524,356	786,534	3,932,668	5,243,558
PY2018 Dislocated Worker	500,000	650,282	150,282	65,028	97,542	487,712	650,282
PY2018 Youth	1,700,000	1,556,369	(143,631)	155,637	233,455	1,167,277	1,556,369
PY2019 Adult	12,289,445	12,305,688	16,243	1,230,569	1,845,853	9,229,266	12,305,688
PY2019 Dislocated Worker	1,000,000	1,003,909	3,909	100,391	150,586	752,932	1,003,909
PY2019 Youth	6,658,292	6,677,990	19,698	667,799	1,001,699	5,008,492	6,677,990
Other Revenues (Program Income and Interest)	60,025	60,025	-		25	60,000	60,025
<b>Total Revenue by Funding Stream</b>	<b>\$ 30,026,332</b>	<b>\$ 30,066,391</b>	<b>\$ 40,059</b>	<b>\$ 3,000,637</b>	<b>\$ 4,500,980</b>	<b>\$ 22,564,774</b>	<b>\$ 30,066,391</b>
			0.1%	Subtotal Board Operations \$ 7,501,617			

Notes:

1. PY2019 Revenues include WIOA formula and Rapid Response funding in the total amount of \$19,987,587 and \$2,568,570 respectively.
2. Carry forward funds for PY2018 amount to \$7,450,209.
3. The Department of Labor allows local boards to expend up to 10% of their total allocation for administrative costs. WC also allocates 15% of the total allocation for program management and oversight.
4. WIOA funds have a two year life at the local board level and an additional year at the state level.

Community Resource Allocations	Approved Budget PY2019	Proposed Budget PY2019	\$ Change	Community Resource Allocations		TOTAL
				Comprehensive Center	Service Provider Contracts	
Adult Services	13,372,083	13,191,934	(180,149)	347,500	12,844,434	13,191,934
Dislocated Worker Services	2,893,927	3,197,071	303,144	180,000	3,017,071	3,197,071
Youth Services	6,268,719	6,175,769	(92,950)	72,500	6,103,269	6,175,769
<b>Subtotal Community Resource Allocations</b>	<b>\$ 22,534,729</b>	<b>\$ 22,564,774</b>	<b>\$ 30,045</b>	<b>\$ 600,000</b>	<b>\$ 21,964,774</b>	<b>\$ 22,564,774</b>

Board Operations	Approved Budget PY2019	Proposed Budget PY2019	\$ Change	Admin	Program	Total
Subtotal Operating Expenditures	7,491,603	7,501,617	10,014	2,086,654	5,414,963	7,501,617
<b>Total Expenditures</b>	<b>\$ 30,026,332</b>	<b>\$ 30,066,391</b>		<b>\$ 2,086,654</b>	<b>\$ 5,414,963</b>	
<b>Fund Balance</b>	<b>\$ -</b>	<b>\$ -</b>		<b>\$ 913,983</b>	<b>\$ (913,983)</b>	<b>\$ -</b>

NOTE: PY2018 funding period is available July 1, 2018 through June 30, 2020 (after two years, funds revert to the State for one additional year)  
PY2019 funding period is available July 1, 2019 through June 30, 2021 (after two years, funds revert to the State for one additional year)



**WORKFORCE CONNECTIONS  
PY2019 WIOA Formula Budget  
July 1, 2019 - June 30, 2020  
(Revised Budget - March 1, 2020)**

<b>Board Operations</b>	<b>Authorized FTE</b>	<b>Actual FTE</b>	<b>Approved Budget PY2019</b>	<b>Proposed Budget PY2019</b>	<b>\$ Change</b>	<b>Admin</b>	<b>Program</b>	<b>Total</b>
6500 Salaries	26.00	23.00	2,300,000	2,300,000	-	460,000	1,840,000	2,300,000
7000 Accounting and Auditing			150,000	150,000	-	150,000	-	150,000
7005 Legal Fees			250,000	250,000	-	250,000	-	250,000
7010 Legal Publication Advertising			20,000	20,000	-	5,000	15,000	20,000
7020 Licenses and Permits			10,000	10,000	-	2,500	7,500	10,000
7025 Dues and Subscriptions			20,000	20,000	-	5,000	15,000	20,000
7030 Postage and Delivery			10,000	10,000	-	2,500	7,500	10,000
7035 Printing and Reproduction			15,000	15,000	-	3,750	11,250	15,000
7040 Office Supplies			40,000	40,000	-	10,000	30,000	40,000
7045 Systems Communications			125,000	125,000	-	31,250	93,750	125,000
7050 Training, and Seminars			50,000	50,000	-	12,500	37,500	50,000
7055 Travel and Mileage			175,000	175,000	-	43,750	131,250	175,000
7060 Utilities			40,000	40,000	-	10,000	30,000	40,000
7065 Telephone			30,000	30,000	-	7,500	22,500	30,000
7070 Facilities Rent/Lease			220,000	220,000	-	55,000	165,000	220,000
7075 Facilities Repairs and Maintenance			200,000	200,000	-	50,000	150,000	200,000
7080 Admin Support Contracts			120,000	120,000	-	120,000	-	120,000
7085A Program Support Contracts			300,000	300,000	-	-	300,000	300,000
7085B Program Support Contracts - IT/Web			300,000	300,000	-	75,000	225,000	300,000
7090 Non-Board Meetings and Outreach			150,000	150,000	-	37,500	112,500	150,000
7095 Consortium, Board and Committee Meetings and Travel			75,000	75,000	-	18,750	56,250	75,000
7100 Insurance			100,000	100,000	-	25,000	75,000	100,000
7100-7120 Employee Fringe Benefits			905,000	905,000	-	226,250	678,750	905,000
7125 Employer Payroll Taxes			70,000	70,000	-	17,500	52,500	70,000
7130/7135 Payroll Services and Bank Fees			15,000	15,000	-	15,000	-	15,000
7200 Equipment - Operating Leases			50,000	50,000	-	12,500	37,500	50,000
7215/8500 Capital - Equipment and Furniture			150,000	150,000	-	37,500	112,500	150,000
8500 Capital - Tenant Improvements			50,000	50,000	-	12,500	37,500	50,000
8900 Strategic Initiative - WIOA			651,603	661,617	10,014	165,404	496,213	661,617
8900 Strategic Initiative - 1st Qtr 2019			900,000	900,000	-	225,000	675,000	900,000
<b>Subtotal Board Operations</b>			<b>7,491,603</b>	<b>7,501,617</b>	<b>10,014</b>	<b>2,086,654</b>	<b>5,414,963</b>	<b>7,501,617</b>

**Workforce Connections  
Program Year 2019  
WIOA Formula Budget Narrative**

Workforce Connections is responsible for providing management and oversight of the Workforce Development Area's employment and training programs and services. The Board's staff provides direct support to the Workforce Development Area by carrying out the Board's operational plans. Staff responsibilities include implementing Board policies and establishing techniques and methods to achieve the Board's mission. Staff administers and oversees all internal administrative service provisions, including program administration, management analysis and administration support for the Workforce Development Board.

**Revenues:**

Workforce Innovation and Opportunity Act (WIOA) Program Year PY2019 allotted funds are in the amount of \$19,987,587 and an additional amount of Rapid Response funding from DETR in the amount of \$2,568,570. Funding is allocated among the three funding streams: Adult - \$12,305,688, Dislocated Worker - \$3,572,479 (includes Rapid Response funding), Youth - \$6,677,990.

Funding for PY2019 formula funding increased by \$1,530,243 (8.29%), compared to the PY2018 WIOA allocation which was \$18,457,344.

Other anticipated funding includes operating carry forward funds from PY2018 WIOA allocation of \$7,450,209 and program income/interest at \$60,025.

Total budgeted revenues for PY2019 are \$30,066,391.

**Administrative and Program Operating Expenditures – Board Staff:**

The Department of Labor allows local workforce development boards to expend up to 10% of their total formula funding allocation for administrative services. For programmatic operations and oversight, the board of directors has allocated 15% of the total budget allocation. Such operational and management oversight includes, but is not limited to:

- Providing technical assistance to contracted service providers
- Tracking and monitoring of participating clients and performance outcomes
- Program oversight and monitoring of service provider contracts

- 6500 - Salaries: \$2,300,000** – Allocated costs for administrative and program staff salaries.
- 7000 - Accounting and Auditing: \$150,000** – Allocated costs for the 2 CFR 200 audit as well as extended accounting, financial consulting, and technical support.
- |                     |           |
|---------------------|-----------|
| External Audit      | \$ 80,000 |
| Accounting Services | \$ 70,000 |
- 7005 Legal Fees: \$250,000** – Allocated costs for legal services in areas such as Board and official open meetings preparation including review of agendas, contract agreements, RFPs, and policies.
- 7010 Legal Publication Advertising: \$20,000** – Allocated costs for legal publications including job postings, Request for Proposals notices, and controlled advertisements.
- 7020 Licenses and Permits: \$10,000** – Allocated costs for software licenses and permits associated with new computers or purchased upgrades for current software.
- 7025 Dues and Subscriptions: \$20,000** – Allocated costs for memberships in trade and technical associations that benefit Workforce Connections’ outreach and oversight initiatives. They offer valuable key contacts for workforce/economic development and technical information support.
- 7030 Postage and Delivery: \$10,000** – Allocated costs for postage and mail delivery including such activities as routine postage, courier delivery service, and Federal Express delivery.
- 7035 Printing and Reproduction: \$15,000** – Allocated costs for ancillary copying and printing costs associated with Board administration and daily operations.
- 7040 Office Supplies: \$40,000** – Allocated costs for various office supplies needed for daily operations.
- 7045 Systems Communications: \$125,000** – Allocated costs for support systems such as data backup, internet services, and web hosting for e-mail support.
- 7050 Training and Seminars (Staff): \$50,000** – Allocated costs for local and out-of-town staff training and seminars for both local and out-of-town locations for fiscal, program, and systems management.
- 7055 Travel and Mileage (Staff): \$175,000** – Allocated costs for local mileage and out-of-town staff travel for grant related matters, State and USDOL sponsored training and conferences. Mileage includes an array of programmatic and fiscal activities, local and rural areas site reviews and monitoring visits to ensure compliance with WIOA initiatives and work plans. The increase is due to the organization being requested to present best practices at national and regional conferences. Also, increased travel to view best practices in other local areas.

- 7060 Utilities: \$40,000** – Allocated costs for electric and gas.
- 7065 Telephone: \$30,000** – Allocated costs for all activities related to telephone services including local and long-distance phone charges and wireless communication.
- 7070 Rent (Offices): \$220,000** – Allocated costs for Workforce Connections’ office space for staff in support of the Board’s administrative and programmatic functions.
- 7075 Facilities Maintenance: \$200,000** – Allocated costs for equipment or facility repairs and maintenance and security guard services.
- 7080 Admin Support Contracts: \$120,000** – Allocated costs for administrative support agreements, HR consultant and temporary staffing with focus on administrative, fiscal, and personnel management.
- 7085A Program Support Contracts: \$300,000** – Allocated costs for program support training agreements.
- 7085B Program Support Contracts – IT and Web: \$300,000** – Allocated costs for temporary staffing to support program and data support activities.
- 7090 Non-Board Meetings and Outreach: \$150,000** – Allocated costs for business and employer outreach initiatives to attract businesses and establish partnerships for workforce development and employer services.
- 7095 Board Meetings and Travel: \$75,000** – Allocated costs for facility and event related charges tied to board and committee meetings and Board/LEO Consortium member travel to grant activities.
- 7100 Insurance: \$100,000** – Allocated costs for Board anticipated liability insurance costs for workers’ compensation, general business liability, auto, and Board of Directors’ and officers’ errors and omissions liability.
- 7100-7120 Employee Fringe Benefits: \$905,000** – Allocated costs for employee benefits including medical, dental, life insurance, and Public Employees Retirement System (PERS) contributions. A rate of 37% of the total salaries is used to calculate the fringe benefits.
- 7125 Employer Payroll Taxes: \$70,000** – Allocated costs for employer payroll taxes which are calculated at 3% of total salaries.
- 7130-7135 Bank/Payroll Services: \$15,000** – Allocated costs for various banking services which include wire transfers, ACH payments, and payroll services.
- |                  |          |
|------------------|----------|
| Bank Fees        | \$10,000 |
| Payroll Services | \$ 5,000 |
- 7200 Equipment – Operating Leases: \$50,000** – Allocated costs for existing leases on copiers and postage meter equipment as well as any rental equipment needed in daily operations.

**8500 Capital – Equipment and Furniture: \$200,000** – Allocated costs for equipment and furniture including computers, servers, and furniture for administrative and programmatic support staff.

**8900 Strategic Initiatives: \$1,561,617 – An increase of \$10,014** – These funds are available to be allocated for future workforce initiatives approved by the Board.

**WORKFORCE CONNECTIONS  
PY2019 WIOA Formula Budget  
One-Stop Center - Charleston  
(Revised Budget - March 1, 2020)**

<b>One-Stop Center</b>	<b>Authorized FTE</b>	<b>Actual FTE</b>	<b>Approved Budget PY2019</b>	<b>Proposed Budget PY2019</b>	<b>\$ Change</b>	<b>Admin</b>	<b>Program</b>	<b>Total</b>
6500 Salaries					-			-
7000 Accounting and Auditing					-			-
7005 Legal Fees					-			-
7010 Legal Publication Advertising					-			-
7020 Licenses and Permits					-		-	-
7025 Dues and Subscriptions			1,000	1,000	-		1,000	1,000
7030 Postage and Delivery			6,000	6,000	-		6,000	6,000
7035 Printing and Reproduction			-	-	-		-	-
7040 Office Supplies			25,000	25,000	-		25,000	25,000
7045 Systems Communications			35,000	35,000	-		35,000	35,000
7050 Training, and Seminars - Staff			-	-	-		-	-
7055 Travel and Mileage - Staff			-	-	-		-	-
7060 Utilities			30,000	30,000	-		30,000	30,000
7065 Telephone			-	-	-		-	-
7070 Facility Rent/Lease			165,000	165,000	-		165,000	165,000
7075 Facilities Repairs and Maintenance			105,000	105,000	-		105,000	105,000
7080 Admin Support Contracts			-	-	-	-	-	-
7085A Program Support Contracts			-	-	-		-	-
7085B Program Support Contracts - IT/Web			-	-	-		-	-
7090 Non-Board Meetings and Outreach			-	-	-		-	-
7095 Board Meetings and Travel			-	-	-		-	-
7100 Insurance			20,000	20,000	-		20,000	20,000
7100-7120 Employee Fringe Benefits			-	-	-		-	-
7125 Employer Payroll Taxes			-	-	-		-	-
7130/7135 Payroll Services and Bank Fees			-	-	-	-	-	-
7200 Equipment - Operating Leases			48,000	48,000	-		48,000	48,000
7215/8500 Capital - Equipment and Furniture			30,000	30,000	-		30,000	30,000
GASB Depreciation			50,000	50,000	-		50,000	50,000
8900 Strategic Initiative - WIOA			85,000	85,000	-		85,000	85,000
<b>Subtotal One-Stop Center</b>			<b>600,000</b>	<b>600,000</b>	<b>-</b>	<b>-</b>	<b>600,000</b>	<b>600,000</b>

**Workforce Connections  
Program Year 2019  
WIOA One-Stop Center Budget Narrative-Adjustment Requests**

- 7025 Dues and Subscriptions: \$1,000** – Allocated costs for memberships in trade and technical associations that benefit Workforce Connections’ outreach and oversight initiatives. They offer valuable key contacts for workforce/economic development and technical information support.
  
- 7030 Postage and Delivery: \$6,000** – Allocated costs for postage and mail delivery including such activities as routine postage, courier delivery service, and Federal Express delivery.
  
- 7040 Office Supplies: \$25,000** – Allocated costs for program support training agreements and security guard costs.
  
- 7045 Systems Communications: \$35,000** – Allocated costs for support systems such as data backup, internet services, and web hosting for e-mail support.
  
- 7060 Utilities: \$30,000** – Allocated costs for electric and gas.
  
- 7070 Rent (Offices): \$165,000** – Allocated costs for Workforce Connections’ office space for service provider staff in support of the comprehensive One-Stop career center.
  
- 7075 Facilities Maintenance: \$105,000** – Allocated costs for equipment, security and facility repairs and maintenance.
  
- 7100 Insurance: \$20,000** – Allocated costs for Board anticipated liability insurance costs for workers’ compensation, general business liability, auto, and Board of Directors’ and officers’ errors and omissions liability.
  
- 7200 Equipment – Operating Leases: \$48,000** – Allocated costs for existing leases on copiers and postage meter equipment as well as any rental equipment needed in daily operations.
  
- 8500 Capital – Equipment and Furniture: \$30,000** – Allocated costs for equipment and furniture including computers, servers, and furniture for administrative and programmatic support staff.
  
- 8900 Strategic Initiatives: \$85,000** – These funds are available to be allocated for future workforce initiatives approved by the Board.

**Agenda Item 11. DISCUSSION AND POSSIBLE ACTION:**

Approve PY2020 (Estimated) WIOA Title I Formula Budget. Upon authorization by the LEO Consortium, the budget period shall be July 1, 2020 through June 30, 2021.

*Jim Kostecki, Chief Financial Officer*



**WORKFORCE CONNECTIONS  
PY2020 WIOA Formula Budget  
July 1, 2020 - June 30, 2021  
(Estimated Budget - July 1, 2020)**

Revenue by Funding Stream		Approved Budget PY2019	Proposed Budget PY2020	\$ Change	Available for LWDB Operations		Community Resource Allocations	TOTAL
PY2017 Dislocated Worker-Rapid Response		835,520	-	(835,520)	-	-	-	-
PY2018 Dislocated Worker-Rapid Response	Estimated	1,733,050	1,350,000	(383,050)	135,000	202,500	1,012,500	1,350,000
PY2019 Adult	Estimated	5,243,558	5,400,000	156,442	540,000	810,000	4,050,000	5,400,000
PY2019 Dislocated Worker	Estimated	650,282	1,000,000	349,718	100,000	150,000	750,000	1,000,000
PY2019 Youth	Estimated	1,556,369	2,900,000	1,343,631	290,000	435,000	2,175,000	2,900,000
PY2020 Adult	Estimated	12,305,688	12,305,688	-	1,230,569	1,845,853	9,229,266	12,305,688
PY2020 Dislocated Worker	Estimated	1,003,909	1,003,909	-	100,391	150,586	752,932	1,003,909
PY2020 Youth	Estimated	6,677,990	6,677,990	-	667,799	1,001,699	5,008,492	6,677,990
Other Revenues (Program Income and Interest)		60,025	60,750	725		750	60,000	60,750
<b>Total Revenue by Funding Stream</b>		<b>\$ 30,066,391</b>	<b>\$ 30,698,337</b>	<b>\$ 631,946</b>	<b>\$ 3,063,759</b>	<b>\$ 4,596,388</b>	<b>\$ 23,038,190</b>	<b>\$ 30,698,337</b>
				2.1%	Subtotal Board Operations		\$ 7,660,147	

Notes:

1. PY2020 **ESTIMATED** Revenues include WIOA formula funding in the total amount of \$19,987,587.
2. **ESTIMATED** carry forward funds for PY2019 and PY2018 Rapid Response amount to \$10,650,000.
3. The Department of Labor allows local boards to expend up to 10% of their total allocation for administrative costs. WC also allocates 15% of the total allocation for program management and oversight.
4. WIOA funds have a two year life at the local board level and an additional year at the state level.

Community Resource Allocations		Approved Budget PY2019	Proposed Budget PY2020	\$ Change	Comprehensive Center	Service Provider Contracts	TOTAL
Adult Services		13,191,934	13,309,266	117,332	347,500	12,961,766	13,309,266
Dislocated Worker Services		3,009,571	2,545,432	(464,139)	180,000	2,365,432	2,545,432
Youth Services		6,175,769	7,183,492	1,007,723	72,500	7,110,992	7,183,492
<b>Subtotal Community Resource Allocations</b>		<b>\$ 22,377,274</b>	<b>\$ 23,038,190</b>	<b>\$ 660,916</b>	<b>\$ 600,000</b>	<b>\$ 22,438,190</b>	<b>\$ 23,038,190</b>

Board Operations		Approved Budget PY2019	Proposed Budget PY2020	\$ Change	Admin	Program	Total
Subtotal Operating Expenditures		7,439,117	7,660,147	221,030	2,126,287	5,533,860	7,660,147
<b>Total Expenditures</b>		<b>\$ 29,816,391</b>	<b>\$ 30,698,337</b>		<b>\$ 2,126,287</b>	<b>\$ 5,533,860</b>	
<b>Fund Balance</b>		<b>\$ 250,000</b>	<b>\$ -</b>		<b>\$ 937,472</b>	<b>\$ (937,472)</b>	<b>\$ -</b>

NOTE: PY2019 funding period is available July 1, 2019 through June 30, 2021 (after two years, funds revert to the State for one additional year)  
PY2020 funding period is available July 1, 2020 through June 30, 2022 (after two years, funds revert to the State for one additional year)

**WORKFORCE CONNECTIONS  
PY2020 WIOA Formula Budget  
July 1, 2020 - June 30, 2021  
(Estimated Budget - July 1, 2020)**

<b>Board Operations</b>	<b>Authorized FTE</b>	<b>Actual FTE</b>	<b>Approved Budget PY2019</b>	<b>Proposed Budget PY2020</b>	<b>\$ Change</b>	<b>Admin</b>	<b>Program</b>	<b>Total</b>
6500 Salaries	26.00	23.00	2,300,000	2,300,000	-	460,000	1,840,000	2,300,000
7000 Accounting and Auditing			150,000	150,000	-	150,000	-	150,000
7005 Legal Fees			250,000	250,000	-	250,000	-	250,000
7010 Legal Publication Advertising			20,000	20,000	-	5,000	15,000	20,000
7020 Licenses and Permits			10,000	10,000	-	2,500	7,500	10,000
7025 Dues and Subscriptions			20,000	20,000	-	5,000	15,000	20,000
7030 Postage and Delivery			10,000	10,000	-	2,500	7,500	10,000
7035 Printing and Reproduction			15,000	15,000	-	3,750	11,250	15,000
7040 Office Supplies			40,000	40,000	-	10,000	30,000	40,000
7045 Systems Communications			125,000	125,000	-	31,250	93,750	125,000
7050 Training, and Seminars			50,000	50,000	-	12,500	37,500	50,000
7055 Travel and Mileage			175,000	175,000	-	43,750	131,250	175,000
7060 Utilities			40,000	40,000	-	10,000	30,000	40,000
7065 Telephone			30,000	30,000	-	7,500	22,500	30,000
7070 Facilities Rent/Lease			220,000	220,000	-	55,000	165,000	220,000
7075 Facilities Repairs and Maintenance			200,000	200,000	-	50,000	150,000	200,000
7080 Admin Support Contracts			120,000	120,000	-	120,000	-	120,000
7085A Program Support Contracts			300,000	300,000	-	-	300,000	300,000
7085B Program Support Contracts - IT/Web			300,000	300,000	-	75,000	225,000	300,000
7090 Non-Board Meetings and Outreach			150,000	150,000	-	37,500	112,500	150,000
7095 Consortium, Board and Committee Meetings and Travel			75,000	75,000	-	18,750	56,250	75,000
7100 Insurance			100,000	100,000	-	25,000	75,000	100,000
7100-7120 Employee Fringe Benefits			905,000	905,000	-	226,250	678,750	905,000
7125 Employer Payroll Taxes			70,000	70,000	-	17,500	52,500	70,000
7130/7135 Payroll Services and Bank Fees			15,000	15,000	-	15,000	-	15,000
7200 Equipment - Operating Leases			50,000	50,000	-	12,500	37,500	50,000
7215/8500 Capital - Equipment and Furniture			150,000	150,000	-	37,500	112,500	150,000
8500 Capital - Tenant Improvements			50,000	50,000	-	12,500	37,500	50,000
8900 Strategic Initiative - WIOA			599,117	820,147	221,030	205,037	615,110	820,147
8900 Strategic Initiative - 1st Qtr 2020			900,000	900,000	-	225,000	675,000	900,000
<b>Subtotal Board Operations</b>			<b>7,439,117</b>	<b>7,660,147</b>	<b>221,030</b>	<b>2,126,287</b>	<b>5,533,860</b>	<b>7,660,147</b>

**Workforce Connections  
Program Year 2020  
WIOA Formula Budget Narrative**

Workforce Connections is responsible for providing management and oversight of the Workforce Development Area's employment and training programs and services. The Board's staff provides direct support to the Workforce Development Area by carrying out the Board's operational plans. Staff responsibilities include implementing Board policies and establishing techniques and methods to achieve the Board's mission. Staff administers and oversees all internal administrative service provisions, including program administration, management analysis and administration support for the Workforce Development Board.

**Revenues:**

Workforce Innovation and Opportunity Act (WIOA) Program Year PY2020 **ESTIMATED** allotted funds are in the amount of \$19,987,587. Funding is allocated among the three funding streams: Adult - \$12,305,688, Dislocated Worker - \$1,003,909, and Youth - \$6,677,990.

Funding for PY2020 formula funding is estimated to be flat compared to the PY2019 WIOA allocation.

Other anticipated funding includes **ESTIMATED** operating carry forward funds from PY2019 WIOA allocation and PY2018 Rapid Response funds of \$10,650,000 and program income/interest at \$60,750.

Total budgeted revenues for PY2020 are \$30,698,337.

**Administrative and Program Operating Expenditures – Board Staff:**

The Department of Labor allows local workforce development boards to expend up to 10% of their total formula funding allocation for administrative services. For programmatic operations and oversight, the board of directors has allocated 15% of the total budget allocation. Such operational and management oversight includes, but is not limited to:

- Providing technical assistance to contracted service providers
- Tracking and monitoring of participating clients and performance outcomes
- Program oversight and monitoring of service provider contracts

- 6500 - Salaries: \$2,300,000** – Allocated costs for administrative and program staff salaries.
- 7000 - Accounting and Auditing: \$150,000** – Allocated costs for the 2 CFR 200 audit as well as extended accounting, financial consulting, and technical support.
- |                     |           |
|---------------------|-----------|
| External Audit      | \$ 80,000 |
| Accounting Services | \$ 70,000 |
- 7005 Legal Fees: \$250,000** – Allocated costs for legal services in areas such as Board and official open meetings preparation including review of agendas, contract agreements, RFPs, and policies.
- 7010 Legal Publication Advertising: \$20,000** – Allocated costs for legal publications including job postings, Request for Proposals notices, and controlled advertisements.
- 7020 Licenses and Permits: \$10,000** – Allocated costs for software licenses and permits associated with new computers or purchased upgrades for current software.
- 7025 Dues and Subscriptions: \$20,000** – Allocated costs for memberships in trade and technical associations that benefit Workforce Connections’ outreach and oversight initiatives. They offer valuable key contacts for workforce/economic development and technical information support.
- 7030 Postage and Delivery: \$10,000** – Allocated costs for postage and mail delivery including such activities as routine postage, courier delivery service, and Federal Express delivery.
- 7035 Printing and Reproduction: \$15,000** – Allocated costs for ancillary copying and printing costs associated with Board administration and daily operations.
- 7040 Office Supplies: \$40,000** – Allocated costs for various office supplies needed for daily operations.
- 7045 Systems Communications: \$125,000** – Allocated costs for support systems such as data backup, internet services, and web hosting for e-mail support.
- 7050 Training and Seminars (Staff): \$50,000** – Allocated costs for local and out-of-town staff training and seminars for both local and out-of-town locations for fiscal, program, and systems management.
- 7055 Travel and Mileage (Staff): \$175,000** – Allocated costs for local mileage and out-of-town staff travel for grant related matters, State and USDOL sponsored training and conferences. Mileage includes an array of programmatic and fiscal activities, local and rural areas site reviews and monitoring visits to ensure compliance with WIOA initiatives and work plans. The increase is due to the organization being requested to present best practices at national and regional conferences. Also, increased travel to view best practices in other local areas.

- 7060 Utilities: \$40,000** – Allocated costs for electric and gas.
- 7065 Telephone: \$30,000** – Allocated costs for all activities related to telephone services including local and long-distance phone charges and wireless communication.
- 7070 Rent (Offices): \$220,000** – Allocated costs for Workforce Connections’ office space for staff in support of the Board’s administrative and programmatic functions.
- 7075 Facilities Maintenance: \$200,000** – Allocated costs for equipment or facility repairs and maintenance and security guard services.
- 7080 Admin Support Contracts: \$120,000** – Allocated costs for administrative support agreements, HR consultant and temporary staffing with focus on administrative, fiscal, and personnel management.
- 7085A Program Support Contracts: \$300,000** – Allocated costs for program support training agreements.
- 7085B Program Support Contracts – IT and Web: \$300,000** – Allocated costs for temporary staffing to support program and data support activities.
- 7090 Non-Board Meetings and Outreach: \$150,000** – Allocated costs for business and employer outreach initiatives to attract businesses and establish partnerships for workforce development and employer services.
- 7095 Board Meetings and Travel: \$75,000** – Allocated costs for facility and event related charges tied to board and committee meetings and Board/LEO Consortium member travel to grant activities.
- 7100 Insurance: \$100,000** – Allocated costs for Board anticipated liability insurance costs for workers’ compensation, general business liability, auto, and Board of Directors’ and officers’ errors and omissions liability.
- 7100-7120 Employee Fringe Benefits: \$905,000** – Allocated costs for employee benefits including medical, dental, life insurance, and Public Employees Retirement System (PERS) contributions. A rate of 37% of the total salaries is used to calculate the fringe benefits.
- 7125 Employer Payroll Taxes: \$70,000** – Allocated costs for employer payroll taxes which are calculated at 3% of total salaries.
- 7130-7135 Bank/Payroll Services: \$15,000** – Allocated costs for various banking services which include wire transfers, ACH payments, and payroll services.
- |                  |          |
|------------------|----------|
| Bank Fees        | \$10,000 |
| Payroll Services | \$ 5,000 |
- 7200 Equipment – Operating Leases: \$50,000** – Allocated costs for existing leases on copiers and postage meter equipment as well as any rental equipment needed in daily operations.

**8500 Capital – Equipment and Furniture: \$200,000** – Allocated costs for equipment and furniture including computers, servers, and furniture for administrative and programmatic support staff.

**8900 Strategic Initiatives: \$1,720,147 – An increase of \$221,030** – These funds are available to be allocated for future workforce initiatives approved by the Board.

**WORKFORCE CONNECTIONS  
 PY2020 WIOA Formula Budget  
 One-Stop Center - Charleston  
 (Estimated Budget - July 1, 2020)**

<b>One-Stop Center</b>	<b>Authorized FTE</b>	<b>Actual FTE</b>	<b>Approved Budget PY2019</b>	<b>Proposed Budget PY2020</b>	<b>\$ Change</b>	<b>Admin</b>	<b>Program</b>	<b>Total</b>
6500 Salaries					-			-
7000 Accounting and Auditing					-			-
7005 Legal Fees					-			-
7010 Legal Publication Advertising					-			-
7020 Licenses and Permits					-		-	-
7025 Dues and Subscriptions			1,000	1,000	-		1,000	1,000
7030 Postage and Delivery			6,000	6,000	-		6,000	6,000
7035 Printing and Reproduction			-	-	-		-	-
7040 Office Supplies			25,000	25,000	-		25,000	25,000
7045 Systems Communications			35,000	35,000	-		35,000	35,000
7050 Training, and Seminars - Staff			-	-	-		-	-
7055 Travel and Mileage - Staff			-	-	-		-	-
7060 Utilities			30,000	30,000	-		30,000	30,000
7065 Telephone			-	-	-		-	-
7070 Facility Rent/Lease			165,000	165,000	-		165,000	165,000
7075 Facilities Repairs and Maintenance			105,000	105,000	-		105,000	105,000
7080 Admin Support Contracts			-	-	-	-	-	-
7085A Program Support Contracts			-	-	-		-	-
7085B Program Support Contracts - IT/Web			-	-	-		-	-
7090 Non-Board Meetings and Outreach			-	-	-		-	-
7095 Board Meetings and Travel			-	-	-		-	-
7100 Insurance			20,000	20,000	-		20,000	20,000
7100-7120 Employee Fringe Benefits			-	-	-		-	-
7125 Employer Payroll Taxes			-	-	-		-	-
7130/7135 Payroll Services and Bank Fees			-	-	-	-	-	-
7200 Equipment - Operating Leases			48,000	48,000	-		48,000	48,000
7215/8500 Capital - Equipment and Furniture			30,000	30,000	-		30,000	30,000
GASB Depreciation			50,000	50,000	-		50,000	50,000
8900 Strategic Initiative - WIOA			85,000	85,000	-		85,000	85,000
<b>Subtotal One-Stop Center</b>			<b>600,000</b>	<b>600,000</b>	<b>-</b>	<b>-</b>	<b>600,000</b>	<b>600,000</b>

**Workforce Connections  
Program Year 2020  
WIOA One-Stop Center Budget Narrative-Adjustment Requests**

- 7025 Dues and Subscriptions: \$1,000** – Allocated costs for memberships in trade and technical associations that benefit Workforce Connections’ outreach and oversight initiatives. They offer valuable key contacts for workforce/economic development and technical information support.
  
- 7030 Postage and Delivery: \$6,000** – Allocated costs for postage and mail delivery including such activities as routine postage, courier delivery service, and Federal Express delivery.
  
- 7040 Office Supplies: \$25,000** – Allocated costs for program support training agreements and security guard costs.
  
- 7045 Systems Communications: \$35,000** – Allocated costs for support systems such as data backup, internet services, and web hosting for e-mail support.
  
- 7060 Utilities: \$30,000** – Allocated costs for electric and gas.
  
- 7070 Rent (Offices): \$165,000** – Allocated costs for Workforce Connections’ office space for service provider staff in support of the comprehensive One-Stop career center.
  
- 7075 Facilities Maintenance: \$105,000** – Allocated costs for equipment, security and facility repairs and maintenance.
  
- 7100 Insurance: \$20,000** – Allocated costs for Board anticipated liability insurance costs for workers’ compensation, general business liability, auto, and Board of Directors’ and officers’ errors and omissions liability.
  
- 7200 Equipment – Operating Leases: \$48,000** – Allocated costs for existing leases on copiers and postage meter equipment as well as any rental equipment needed in daily operations.
  
- 8500 Capital – Equipment and Furniture: \$30,000** – Allocated costs for equipment and furniture including computers, servers, and furniture for administrative and programmatic support staff.
  
- 8900 Strategic Initiatives: \$85,000** – These funds are available to be allocated for future workforce initiatives approved by the Board.



**Agenda Item 12. SECOND PUBLIC COMMENT SESSION:**

Members of the public may now comment on any matter or topic, which is relevant to or within the authority or jurisdiction of the Committee. You may comment now even if you commented earlier, however, please do not simply repeat the same comment you previously made. Please clearly state and spell your name for the record. Each comment will be limited to three (3) minutes.

*Valerie Murzl, Chair*