

AGENDA

Little Rock Workforce Development Board
Executive Committee Meeting
Little Rock, Arkansas
February 25, 2016

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Call to Order/Welcome	Bryan Day
Taping of Meeting	Bryan Day
Roll Call/Determine Quorum	Janet Davis
Minutes Previous Meeting	Bryan Day
• December 10, 2015 (ACTION ITEM)	2-3
WIOA Service Provider/One Stop Operator's Report	Farrah Hammond
• PowerPoint Report	
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Chairman's Report	Bryan Day
• Update on Local Board Member Training	
• Update on Local Strategic Plan Development	
• Employee Evaluation Form (ACTION ITEM)	6-9
Committee Reports	
• One-Stop Services Committee	Jo Keegan
• Youth Services Committee	Kathy Fulks
• Services to Individuals with Disabilities Committee	
Executive Director's Report	W.J. Monagle
• Activity Report (ACTION ITEM – PURSUE FEDERAL GRANTS)	10
• Monthly Financial Report (ACTION ITEM)	11-22
• Transfer Funds Request (ACTION ITEM)	23
Other Business	
Announcements/Meeting Schedule	
• Executive Committee 2016: March 24; May 26; June 23; August 25; September 22	
Adjourn	

MINUTES

Little Rock Workforce Development Board Executive Committee Meeting December 10, 2015

PRESENT

Executive Committee Members: Brian Itzkowitz, James McCarther, Linda Kindy, Bentley Wallace, Kathy Fulks, Jo Keegan

Board Members: Susan P. North

LRWDB Staff: W.J. Monagle, Marie Boyce

LRWDB Attorney: Steve Riggs

Arbor E&T: Farrah Hammond

AR Department of Workforce Services (ADWS): Stephanie Blair, LaJoy Montgomery

ORDER/ROLL CALL

The meeting to order at 12:00 p.m. and the audience was reminded that the meeting was being recorded for assistance in preparing the minutes. Roll was called and it was determined that a quorum was present.

MINUTES

Upon a motion by Bentley Wallace, duly seconded by James McCarther, it was unanimously **RESOLVED:** To approve the minutes of the September 24, 2015 meeting.

CHAIRMANS REPORT

Board and Committee Vacancies

Vacancies currently exist for:

- The Services to Individuals with Disabilities Committee: Chairperson

Director Monagle reported that Mayor Stodola requested that the Board solicit new business members from the following categories:

- Public Relations
- Health Care
- Manufacturing
- Transportation/Railway

Grandfather and/or Adopt Current Operating Policies during WIOA Transition

Upon a motion by James McCarther, duly seconded by Brian Itzkowitz, it was unanimously **RESOLVED:** To adopt and grandfather to WIOA current Operational Policies and Procedures until further guidance is received from the State of Arkansas.

COMMITTEE REPORTS

One-Stop Services

Committee Chair Jo Keegan reported that a meeting has been scheduled for December 11, 2015

Youth Services

Committee Chair Kathy Fulks reported that a meeting has been scheduled for December 14, 2015

Services to Individuals with Disabilities

Needs a Committee Chairperson

EXECUTIVE DIRECTOR'S REPORT

Activity Report

Director Monagle reported on the following:

- DOL Monitoring Finding #10 (Allocation of Arbor's indirect expense to program and admin) Director Monagle reported that staff continues to work with ADWS and progress has been made toward resolving the finding
- YouthBuild Update
- WIOA Transition; ADWS Management meetings with Local Board Directors; State and Local Strategic Plan Development
- Promise Grant Update
- PY 2015 Summer Youth Employment Program

Monthly Financial Report

Upon a motion by Bentley Wallace, duly seconded by Jo Keegan, it was unanimously **RESOLVED**: To approve the monthly financial reports as presented.

WIOA SERVICE PROVIDER/ONE-STOP OPERATOR REPORT

PowerPoint Presentation

Farrah Hammond presented a report that detailed One-Stop Center activities, program success and services provided to employers.

Performance

Ms. Hammond reported on current performance for the year beginning July 1, 2015. Currently Arbor is meeting 9 of the 13 performance measures.

OTHER BUSINESS/ANNOUNCEMENTS

Bentley Wallace discussed grant training programs. He discussed programs available for the long term unemployed and classes for Manufacturing.

ADJOURNMENT

With no further business to come before the Committee, the meeting adjourned at 12:50 p.m.

Approved:

Board Measures

Common Measures

Carry - In Enrollments

	1			2			3			4			5			6			7			8			9			10			11			12			13			Business Services	
	Providing Intensive Services			10 Key Elements			Placement Emp/Ed Youth			Attainment Deg/Cert			Literacy Numeracy Gain			Entered Employment Rate			Retention Rate			Average Earnings Rate			Job Fairs		Job Orders														
	Adult	DLW	Youth																																						
Goal	50	40	50	12	81.7%	81.5%	72%	84%	88%	88%	93%	\$13,080	\$14,114	2	24																										
7/6/2015	3	1	0	1	x	x	x	x	x	x	x	x	x	0	0																										
7/13/2015	4	2	0	1	x	x	x	x	x	x	x	x	x	0	0																										
7/20/2015	5	2	3	1	x	x	x	x	x	x	x	x	x	0	0																										
7/27/2015	5	2	4	1	x	x	x	x	x	x	x	x	x	0	1																										
8/3/2015	6	2	5	1	x	x	x	x	x	x	x	x	x	0	1																										
8/17/2015	6	2	5	1	x	x	x	x	x	x	x	x	x	0	1																										
8/24/2015	9	3	6	1	x	x	x	x	x	x	x	x	x	0	1																										
8/31/2015	13	3	7	2	x	x	x	x	x	x	x	x	x	0	5																										
9/8/2015	13	3	7	3	x	x	x	x	x	x	x	x	x	0	5																										
9/14/2015	16	4	10	3	x	x	x	x	x	x	x	x	x	0	7																										
9/21/2015	16	4	11	3	55%	46.6%	8.7%	87.5%	81.8%	47%	43.7%	17257	17494	0	7																										
9/28/2015	16	4	11	3	16/29	14/30	2/23	14/16	18/22	16/34	14/32	189829/11	174941/10	0	7																										
10/5/2015	16	4	14	4	54.8%	48%	17%	88%	87.5%	50%	50%	17257	17494	0	7																										
10/12/2015	18	4	17	4	17/31	15/31	4/23	15/17	21/24	17/34	16/32	189829/11	174941/10	0	7																										
10/19/2015	18	4	17	4	55.8%	51.5%	20.8%	88.8%	100%	51.5%	50%	17257	17494	0	7																										
10/26/2015	18	5	17	4	19/34	17/33	5/24	16/18	24/24	17/33	16/32	189829/11	174941/10	1	7																										
					20/34	17/33	6/24	18/20	24/25	18/33	16/32	189829/11	174941/10	1	8																										
					60%	52.9%	25%	85%	92.8%	54.5%	50%	17257	17494	1	8																										
					21/35	18/34	6/24	18/21	26/28	18/33	16/32	189829/11	174941/10	1	8																										
					58.8%	51.5%	25%	85%	92.8%	54.5%	50%	17257	17494	1	8																										
					20/34	17/33	6/24	18/21	26/28	18/33	16/32	189829/11	174941/10																												

Board Measures

Common Measures

	Board Measures				Common Measures									Business Services	
	1	2	3	4	5	6	7	8	9	10	11	12	13	Job Fairs	Job Orders
	Providing Intensive Services Adult DLW Youth			10 Key Elements	Placement Emp/Ed Youth	Attainment Deg/Cert	Literacy Numeracy Gain	Entered Employment Rate Adult DLW		Retention Rate Adult DLW		Average Earnings Rate Adult DLW			
Carry - In Enrollments Goal	50	40	50	12	81.7%	81.5%	72%	84%	88%	88%	93%	\$13,080	\$14,114	2	24
11/2/2015	21	5	17	4	53.8%	52.6%	25%	95%	92.8%	57.5%	50%	17257	17494	1	8
					21/39	20/38	6/24	20/21	26/28	19/33	16/32	189829/11	174941/10		
11/9/2015	23	5	19	4	48.8%	52%	25%	95%	93%	57.5%	50%	17257	17494	1	10
					21/43	22/42	6/24	20/21	27/29	19/33	16/32	189829/11	174941/10		
11/16/2015	24	5	19	4	59%	51%	29%	100%	93%	66.6%	68.7%	16393	18028	1	10
					26/44	22/43	7/24	21/21	27/29	22/33	22/32	245899/15	324513/18		
11/23/2015	26	5	20	5	63.6%	51%	33%	91%	93%	69.7%	68.7%	16393	18028	1	10
					28/44	22/43	8/24	21/23	28/30	23/33	22/32	245899/15	324513/18		
11/30/2015	29	7	20	5	63.6%	51%	41%	91%	93%	69.7%	68.7%	16393	18028	1	10
					28/44	22/43	10/24	21/23	28/30	23/33	22/32	245899/15	324513/18		
12/7/2015	31	7	20	6	65%	54.7%	45.8%	91%	90%	69.7%	68.7%	16393	18028	1	14
					28/43	23/42	11/24	21/23	28/31	23/33	22/32	245899/15	324513/18		
12/14/2015	32	7	20	6	69.7%	64%	45.8%	91%	90%	69.7%	68.7%	16393	18028	1	14
					30/43	27/42	11/24	21/23	28/31	23/33	22/32	245899/15	324513/18		
12/21/2015	34	7	20	7	69.7%	64%	45.8%	91%	90.9%	90.9%	96.8%	16393	18028	1	14
					30/43	27/42	11/24	22/24	30/33	30/33	31/32	245899/15	324513/18		
12/28/2015	34	7	21	7	82.9%	64%	50%	91%	88%	90.9%	96.8%	16393	18028	1	14
					34/41	27/42	12/24	22/24	30/34	30/33	31/32	245899/15	324513/18		
1/4/2016	34	7	21	7	82.9%	65.8%	65%	88%	88%	90.9%	96.8%	16393	18028	1	14
					34/41	27/41	15/23	22/25	30/34	30/33	31/32	245899/15	324513/18		
1/11/2016	36	8	21	8	82.9%	67.5%	65%	92%	97%	90.9%	96.8%	16393	18028	1	14
					34/41	27/40	15/23	23/25	33/34	30/33	31/32	245899/15	324513/18		
1/19/2016	41	9	21	8	82.9%	74%	65%	92%	97%	90.9%	96.8%	16393	18028	1	34
					34/41	29/39	15/23	23/25	33/34	30/33	31/32	245899/15	324513/18		
1/25/2016	41	9	21	8	82.9%	74%	65%	92%	97%	90.9%	96.8%	16393	18028	1	34
					34/41	29/39	15/23	23/25	33/34	30/33	31/32	245899/15	324513/18		
2/1/2016	42	10	21	8	85%	76%	65%	92%	97%	90.9%	96.8%	16393	18028	1	34
					34/40	29/38	15/23	23/25	33/34	30/33	31/32	245899/15	324513/18		
2/8/2016	43	10	21	9	85%	76%	63.6%	92%	97%	90.9%	96.8%	16393	18028	1	34
					34/40	29/38	14/22	23/25	33/34	30/33	31/32	245899/15	324513/18		
2/16/2016	46	11	21	9	82.9%	76.9%	68%	92%	97%	90.9%	96.8%	17713	18028	1	34
					34/41	30/39	15/22	23/25	33/34	30/33	31/32	283408/16	324513/18		

Common Measures 7 of 9

Added board measures 2 of 4 Total measures obtained: 9 of 13

Legend

Measures Met	Continuing to Improve	Board Measures
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Little Rock Workforce Development Board Performance Evaluation Form

Employee Name: _____ Supervisor: _____

Evaluation Period: _____

Rating Categories and Definitions

Fully Demonstrated (4) Performance shows thorough attention to completing all assigned tasks. Unusual problems are generally handled well. Employee strives for job improvement and regularly displays initiative. The employee goes beyond what is expected.

Usually Demonstrated (3) Performance meets the requirements of the position. The position is being covered in an adequate manner and the responsibilities are being handled completely. The rating is not to be used for below average performance.

Sometimes Demonstrated (2) Performance does not consistently meet the minimum expectations for the position. The supervisor should provide a specific, written plan for improvement.

Seldom Demonstrated (1) Performance does not meet the requirements of the position.

For all of the Performance Areas, designate in the boxes below the performance rating or place an "X" in the not applicable (NA) column:

Performance Areas Evaluated	4.0	3.9 - 3.0	2.9 - 2.0	1.9 - 1.0	N/A
Quality of Work - work processes and results are accurate, efficient and meet established standards; takes early corrective action to avoid problems/errors; incorporates values and standards (internal and external) in preparing products and providing service.					

Performance Area Evaluated	4.0	3.9 - 3.0	2.9 - 2.0	1.9 - 1.0	N/A
Quantity of Work - completes assigned volume of work within established time constraints while maintaining accuracy and attention to detail.					
Follows instructions - understands and completes assigned tasks.					
Initiative - brings issues to the attention of appropriate personnel as needed; persists when difficulties arise; takes action to avoid problems; proactively pursues new and more effective ways of completing tasks					
Relationship with Supervisor - employee positively responds to and incorporates supervisory directions and comments; employee proactively seeks counsel from supervisor on ways to improve performance.					
Relationship with Co-workers - employee has positive, professional interaction with co-workers. The employee uses tact and courtesy in interacting with co-workers.					
Relationship with Customers / Vendors - employee has positive, professional interactions with both internal and external customers/citizens/vendors and other agency staff. The employee uses tact and courtesy in interactions with these individuals.					
Attendance and Reliability - Employee arrives on time and demonstrates consistent attendance. The employee contacts the supervisor on a timely basis when he or she will be late or absent.					

Performance Area Evaluated	4.0	3.9 - 3.0	2.9 - 2.0	1.9 - 1.0	N/A
Capacity to Develop - Employee demonstrates the ability and willingness to accept new or more complex duties and responsibilities					
Sum of Columns					
Total Average of Columns					
Employee's Performance Evaluation Rating					

<p>Goals for next Evaluation Period</p>
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Supervisor's Comments

Employee Comments

Supervisor's Signature _____

Date _____

I acknowledge that my Performance Evaluation was discussed with me and that I have been given a copy.

Employee's Signature _____

Date _____

February 25, 2016
LRWDB Executive Director's Report
W.J. Monagle

I. Important Accomplishments and Notices

- On 1/29/16 the LRWDB was notified that it would receive a sub-recipient contract for \$437,583.58 to conduct the second year of the PROMISE Grant. We will be working with 92 identified youth to provide a summer work experience.
- *On 2/6/16 the Central AR EITC Coalition held its annual "Super Saturday" event. In a single day, 296 working families filed their taxes free of charge, saving them around \$100,000 in preparation fees. An estimated \$331,000 in additional EITC refunds will be returned to the Little Rock economy.
- *On 2/8/16 the ADWS announced that the WIOA Combined State Plan was published for public comment for a period of 30 days until March 10, 2016.
- The ADWS also announced that the DOL will be conducting WIOA readiness assessments and monitoring trainings on 3/7-9/16 at the Crowne Plaza Hotel.
- On 2/16/16 the LRWDB received notice that the DOL and the ADWS would conduct Local Board Training on April 18, 20 or 27, 2016. Exact date TBA.
- *Brenda Winston is nominated for the Community Outreach Award by the Human Resource Management Association of Arkansas and will be celebrated at a luncheon on March 3, 2016. As a way to reach HR Professionals, the LRWDB agreed to be a sponsor. Interested in attending? Contact W.J. Monagle.
- There are three federal grants which I wish your approval to pursue: H1B Tech-Hire Partnership Grants (ADWS-led); Strengthening Working Families Initiative; and Career Pathways for Youth (CPY). All due by mid to late March.

II. Outreach, Training and Attendance

- On 2/09/16 the LRWDB executive director and Arbor E&T staff met with staff from DHS to begin discussions to jointly host a Youth Career & Education Fair that will take place during the week of March 21, 2016.
- The meeting of the One-Stop Partners Advisory Committee took place on 2/19/16 and plans are being set to have a Youth Services Committee meeting.
- On 2/18/16 the LRWDB executive director met with the associate vice president of the Winthrop Rockefeller Foundation to discuss changes coming with the WIOA, strategic workforce development and Arkansas public policy initiatives.
- On 2/22/16 the LRWDB executive director hosted a delegation from the Ukraine who are in the US through Global Ties Arkansas and the US State Dept. studying the issue of accountability and preventing corruption.

III. Budget and Financials

IV. Next Steps

- *The next LRWIB Executive Committee meeting is scheduled for 3/24/2016.
- *The next LRWIB Full Board is scheduled for 4/28/2016.
- Setting the dates with consultant for the LRWDB strategic planning process.
- Establish process for procuring name change-related work (i.e., logo, website.)

Little Rock Workforce Investment Board
Financial Report - All Funding Streams - Summary
January 2016

YEAR	Funding Stream/Program Name/Year	Funding	Spent to Date	Available to Spend	Incurred & Unpaid as of 01/31/2016	LEFT TO SPEND
2014	ADULT P 14 (initial PY14 funding)	64,594.50	64,594.50	0.00		0.00
2014	ADULT FY 15 (balance PY14 funding)	314,502.00	314,502.00	0.00		0.00
2015	ADULT P15 (initial PY15 funding)	32,153.00	32,153.00	0.00	0.00	0.00
2015	ADULT F16 (balance PY15 funding)	351,826.00	178,147.65	173,678.35	43,851.95	129,826.40
2014	DISLOCATED WORKER P 14 (initial PY14 funding)	40,635.50	40,635.50	0.00	0.00	0.00
2014	DISLOCATED WORKER FY 15 (balance PY14 funding)	492,016.00	435,033.96	56,982.04	17,721.12	39,260.93
2015	DISLOCATED WORKER P15 (initial PY15 funding)	76,967.00	0.00	76,967.00	0.00	76,967.00
2015	DISLOCATED WORKER F16 (balance PY15 funding)	424,198.00	0.00	424,198.00	0.00	424,198.00
2014	YOUTH 2014	359,389.00	359,389.00	0.00	0.00	0.00
2015	YOUTH 2015	404,980.00	136,299.17	268,680.83	14,374.66	254,306.17
2014	YOUTHBUILD	720,000.00	266,666.26	453,333.74	13,335.23	439,998.51
2013	AR PROMISE	211,610.56	159,352.13	52,258.43		52,258.43
	TOTAL	3,492,871.56	1,986,773.17	1,506,098.39	89,282.96	1,416,815.44
	RECAP		END DATE			
2014	WIA TITLE 1 FORMULA ADULT, DLW, YOUTH	39,260.93	6/30/2016			
2015	WIA TITLE 1 FORMULA ADULT, DLW, YOUTH	885,297.57	6/30/2017			
2014	YOUTHBUILD	439,998.51	6/30/2017			
2013	AR PROMISE	52,258.43	First Yr Funding			
	TOTAL REMAINING BEFORE OBLIGATIONS	1,416,815.44				
2015	Arbor Contract Obligation WIA Adult, DLW, Youth	535,072.35	6/30/2016			
2015	LRWIB Budget Obligation WIA Adult, DLW, Youth	173,184.74	6/30/2016			
2015	AWFLR Rent/Utilities/Operating Expense Obligation WIA	30,805.90	6/30/2016			
2015	YOUTHBUILD	439,998.51	6/30/2017			
2013	AR PROMISE	52,258.43	6/30/2016			
	TOTAL OBLIGATIONS	1,231,319.93				
	UNOBLIGATED	185,495.51				

PY	Modifications/Transfers	Modification #	Amount
2014	DLW PY14, Effective 10/01/2014	#1	(\$40,635.50)
2014	Adult PY14, Effective 10/01/2014	#1	\$40,635.50

Little Rock Workforce Investment Board
 Financial Report - LRWDB ALL COMBINED 2015-2016 - Unposted Transactions Included In Report
 From 1/1/2016 Through 1/31/2016

	Current Month			Current Year To Date Actual	Total Year Budget	Total Year Budget		Percent Total Year Budget Remaining
	Current Month Actual	Current Month Budget	Budget Variance			Remaining	Remaining	
Expenditures								
Salaries	13,659.58	13,208.33	(451.25)	88,618.87	158,500.00	69,881.13	44.09%	
SS/Medicare Tax	1,044.95	1,016.67	(28.28)	6,779.41	12,200.00	5,420.59	44.43%	
Dental	78.04	69.42	(8.62)	496.77	833.00	336.23	40.36%	
Disability Insurance	54.66	85.42	30.76	347.54	1,025.00	677.46	66.09%	
Group Life Basic	59.54	60.67	1.13	379.08	728.00	348.92	47.93%	
Group Medical	1,160.28	1,089.50	(70.78)	7,388.79	13,074.00	5,685.21	43.48%	
Retirement	1,229.40	1,190.42	(38.98)	7,773.33	14,285.00	6,511.67	45.58%	
Vision	2.09	3.58	1.49	12.86	43.00	30.14	70.09%	
Unemployment	0.00	250.00	250.00	750.00	3,000.00	2,250.00	75.00%	
Dues and Subscriptions	0.00	166.67	166.67	725.00	2,000.00	1,275.00	63.75%	
Equipment	0.00	250.00	250.00	0.00	3,000.00	3,000.00	100.00%	
Equipment Rental	319.37	416.67	97.30	2,235.59	5,000.00	2,764.41	55.29%	
Liability Insurance	1,750.00	333.33	(1,416.67)	1,750.00	4,000.00	2,250.00	56.25%	
Business Expense	35.47	125.00	89.53	1,455.80	1,500.00	44.20	2.95%	
Cell Phones	160.00	166.67	6.67	1,120.00	2,000.00	880.00	44.00%	
Internet/DSL	38.70	62.50	23.80	116.10	750.00	633.90	84.52%	
I T Support	0.00	20.83	20.83	0.00	250.00	250.00	100.00%	
Office Phone	377.46	208.33	(169.13)	1,191.73	2,500.00	1,308.27	52.33%	
Postage and Delivery	0.00	41.67	41.67	53.41	500.00	446.59	89.32%	
Printing and	4.04	100.00	95.96	72.26	1,200.00	1,127.74	93.98%	
Professional Fees -	0.00	1,250.00	1,250.00	12,688.00	15,000.00	2,312.00	15.41%	
Professional Fees -	200.00	666.67	466.67	300.00	8,000.00	7,700.00	96.25%	
Professional Fees - Legal	0.00	1,000.00	1,000.00	6,480.00	12,000.00	5,520.00	46.00%	
Outreach	2,965.00	791.67	(2,173.33)	2,965.00	9,500.00	6,535.00	68.79%	
Rent	2,604.62	2,666.67	62.05	18,232.34	32,000.00	13,767.66	43.02%	
Shared Costs	215.23	208.33	(6.90)	877.74	2,500.00	1,622.26	64.89%	
Supplies - Catering	298.99	233.33	(65.66)	1,364.25	2,800.00	1,435.75	51.28%	
Hardware/Software	0.00	166.67	166.67	985.00	2,000.00	1,015.00	50.75%	
Supplies - Office	432.07	233.33	(198.74)	885.17	2,800.00	1,914.83	68.39%	
Staff Development	0.00	166.67	166.67	75.00	2,000.00	1,925.00	96.25%	
Travel - Mileage	93.04	83.33	(9.71)	148.10	1,000.00	851.90	85.19%	
Travel - Other	0.00	625.00	625.00	1,084.47	7,500.00	6,415.53	85.54%	
Utilities	159.06	233.33	74.27	1,635.79	2,800.00	1,164.21	41.58%	
Other	0.00	1,323.68	1,323.68	0.00	15,884.14	15,884.14	100.00%	
Total Expenditures	26,941.59	28,514.35	1,572.76	168,987.40	342,172.14	173,184.74	50.61%	

Little Rock Workforce Investment Board
 Financial Report - One Stop Rent/Utilities/Shared Costs 2015-2016 - Unposted Transactions Included In Report
 From 1/1/2016 Through 1/31/2016

	Current Month Actual	Current Period Budget - Original	Current Period Budget Variance - Original	Current Year To Date Actual	Total Budget	Total Budget Remaining	Percent Total Budget Remaining - Original
Expenditures							
One Stop Rent, Util, Misc Exp	<u>5,029.90</u>	<u>5,588.10</u>	<u>558.20</u>	<u>36,251.26</u>	<u>67,057.16</u>	<u>30,805.90</u>	<u>45.94%</u>
Total Expenditures	<u>5,029.90</u>	<u>5,588.10</u>	<u>558.20</u>	<u>36,251.26</u>	<u>67,057.16</u>	<u>30,805.90</u>	<u>45.94%</u>

Little Rock Workforce Investment Board
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	Current Month		Budget Variance	Current Year to date Actual	Total Budget	Total Budget Remaining	Percent Total Budget Remaining
	Current Month Actual	Current Month Budget					
Expenditures							
Salaries	37,173.12	30,423.50	(6,749.63)	213,979.06	365,081.94	151,102.88	41.39%
One Stop Fringe	10,572.89	7,439.93	(3,132.97)	50,467.70	89,279.10	38,811.40	43.47%
Administration	1,213.44	1,241.67	28.23	7,297.00	14,900.00	7,603.00	51.03%
Indirect Costs	4,977.62	4,299.93	(677.69)	28,006.28	51,599.19	23,592.91	45.72%
Incentive Award	0.00	833.33	833.33	700.00	10,000.00	9,300.00	93.00%
Equipment	0.00	785.75	785.75	459.44	9,429.00	8,969.56	95.13%
Individual Training Accounts	17,679.16	19,945.14	2,265.98	90,694.33	239,341.68	148,647.35	62.11%
Liability Insurance	229.50	341.67	112.17	1,325.50	4,100.00	2,774.50	67.67%
Miscellaneous	159.60	212.50	52.90	1,090.21	2,550.00	1,459.79	57.25%
Office Phone	605.38	925.00	319.62	4,385.00	11,100.00	6,715.00	60.50%
Postage and Delivery	155.74	334.33	178.59	1,050.87	4,012.00	2,961.13	73.81%
Outreach	1,155.67	383.33	(772.34)	1,155.67	4,600.00	3,444.33	74.88%
Supplies - Office	638.91	741.67	102.76	4,009.32	8,900.00	4,890.68	54.95%
Supportive Services	1,338.00	2,708.33	1,370.33	9,857.22	32,500.00	22,642.78	69.67%
Other Program Expense	0.00	316.67	316.67	306.89	3,800.00	3,493.11	91.92%
Profit	0.00	5,579.17	5,579.17	24,462.50	66,950.00	42,487.50	63.46%
Staff Development	40.00	216.67	176.67	738.97	2,600.00	1,861.03	71.58%
Travel - Mileage	0.00	900.00	900.00	1,937.18	10,800.00	8,862.82	82.06%
Travel - Other	0.00	575.00	575.00	3,896.37	6,900.00	3,003.63	43.53%
Summer Youth	0.00	3,973.63	3,973.63	47,683.58	47,683.58	0.00	0.00%
Work Experience	8.73	3,656.13	3,647.40	824.56	43,873.51	43,048.95	98.12%
Total Expenditures	<u>75,947.76</u>	<u>85,833.33</u>	<u>9,885.57</u>	<u>494,327.65</u>	<u>1,030,000.00</u>	<u>535,672.35</u>	<u>52.01%</u>

	Current Month Actual	Current Month Budget	Current Month Budget Variance	Current Year to date Actual	Total Budget	Total Budget Remaining	Percent Total Budget Remaining
Expenditures							
Salaries	15,367.52	12,473.63	(2,893.89)	89,382.11	149,683.60	60,301.49	40.29%
One Stop Fringe	5,973.52	3,050.37	(2,923.15)	22,119.21	36,604.43	14,485.22	39.57%
Administration	486.63	500.00	13.37	2,913.28	6,000.00	3,086.72	51.45%
Indirect Costs	2,207.20	1,751.14	(456.06)	11,746.62	21,013.71	9,267.09	44.10%
Equipment	0.00	311.08	311.08	182.90	3,733.00	3,550.10	95.10%
Individual Training Accounts	17,679.16	9,988.77	(7,690.39)	75,253.33	119,865.26	44,611.93	37.22%
Liability Insurance	92.58	133.33	40.75	532.04	1,600.00	1,067.96	66.75%
Miscellaneous	64.38	75.00	10.62	431.52	900.00	468.48	52.05%
Office Phone	244.21	366.67	122.46	1,760.43	4,400.00	2,639.57	59.99%
Postage and Delivery	62.82	125.00	62.18	423.35	1,500.00	1,076.65	71.78%
Outreach	466.19	158.33	(307.86)	466.19	1,900.00	1,433.81	75.46%
Supplies - Office	257.74	258.33	0.59	1,596.89	3,100.00	1,503.11	48.49%
Supportive Services	950.00	1,166.67	216.67	6,617.71	14,000.00	7,382.29	52.73%
Other Program Expense	0.00	108.33	108.33	103.36	1,300.00	1,196.64	92.05%
Profit	0.00	2,166.67	2,166.67	9,500.00	26,000.00	16,500.00	63.46%
Staff Development	0.00	83.33	83.33	283.74	1,000.00	716.26	71.63%
Travel - Mileage	0.00	375.00	375.00	739.31	4,500.00	3,760.69	83.57%
Travel - Other	0.00	241.67	241.67	1,553.80	2,900.00	1,346.20	46.42%
Total Expenditures	<u>43,851.95</u>	<u>33,333.33</u>	<u>(10,518.62)</u>	<u>225,605.79</u>	<u>400,000.00</u>	<u>174,394.21</u>	<u>43.60%</u>

120 - WIOA Dislocated Worker

	Current Month			Current Year to date Actual	Total Budget	Total Budget Remaining	Percent Total Budget Remaining
	Current Month Actual	Current Month Budget	Budget Variance				
Expenditures							
Salaries	12,416.17	9,431.28	(2,984.89)	69,009.15	113,175.40	44,166.25	39.02%
One Stop Fringe	2,398.90	2,306.38	(92.52)	14,360.54	27,676.52	13,315.98	48.11%
Administration	393.87	400.00	6.13	2,228.89	4,800.00	2,571.11	53.56%
Indirect Costs	1,550.74	1,345.97	(204.77)	8,780.88	16,151.66	7,370.78	45.63%
Equipment	0.00	243.33	243.33	134.50	2,920.00	2,785.50	95.39%
Individual Training Accounts	0.00	9,123.04	9,123.04	8,441.00	109,476.42	101,035.42	92.29%
Liability Insurance	74.93	108.33	33.40	408.46	1,300.00	891.54	68.58%
Miscellaneous	52.11	70.83	18.72	335.48	850.00	514.52	60.53%
Office Phone	197.65	291.67	94.02	1,346.21	3,500.00	2,153.79	61.54%
Postage and Delivery	50.85	116.67	65.82	332.60	1,400.00	1,067.40	76.24%
Outreach	377.33	141.67	(235.66)	377.33	1,700.00	1,322.67	77.80%
Supplies - Office	208.60	308.33	99.73	1,245.50	3,700.00	2,454.50	66.34%
Supportive Services	0.00	1,208.33	1,208.33	260.00	14,500.00	14,240.00	98.21%
Other Program Expense	0.00	83.33	83.33	82.70	1,000.00	917.30	91.73%
Profit	0.00	1,787.50	1,787.50	7,837.50	21,450.00	13,612.50	63.46%
Staff Development	0.00	91.67	91.67	208.47	1,100.00	891.53	81.05%
Travel - Mileage	0.00	275.00	275.00	313.56	3,300.00	2,986.44	90.50%
Travel - Other	0.00	166.67	166.67	1,179.45	2,000.00	820.55	41.03%
Total Expenditures	<u>17,721.15</u>	<u>27,500.00</u>	<u>9,778.85</u>	<u>116,882.22</u>	<u>330,000.00</u>	<u>213,117.78</u>	<u>64.58%</u>

	Current Month Actual	Current Month Budget	Current Month Budget Variance	Current Year to date Actual	Total Budget	Total Budget Remaining	Percent Total Budget Remaining
Expenditures							
Salaries	9,389.43	8,518.58	(870.85)	55,587.80	102,222.94	46,635.14	45.62%
One Stop Fringe	2,200.47	2,083.18	(117.29)	13,987.95	24,998.15	11,010.20	44.04%
Administration	332.94	341.67	8.73	2,154.83	4,100.00	1,945.17	47.44%
Indirect Costs	1,219.68	1,202.82	(16.86)	7,478.78	14,433.82	6,955.04	48.19%
Incentive Award	0.00	833.33	833.33	700.00	10,000.00	9,300.00	93.00%
Equipment	0.00	231.33	231.33	142.04	2,776.00	2,633.96	94.88%
Individual Training Accounts	0.00	833.33	833.33	7,000.00	10,000.00	3,000.00	30.00%
Liability Insurance	61.99	100.00	38.01	385.00	1,200.00	815.00	67.92%
Miscellaneous	43.11	66.67	23.56	323.21	800.00	476.79	59.60%
Office Phone	163.52	266.67	103.15	1,278.36	3,200.00	1,921.64	60.05%
Postage and Delivery	42.07	92.67	50.60	294.92	1,112.00	817.08	73.48%
Outreach	312.15	83.33	(228.82)	312.15	1,000.00	687.85	68.78%
Supplies - Office	172.57	175.00	2.43	1,166.93	2,100.00	933.07	44.43%
Supportive Services	388.00	333.33	(54.67)	2,979.51	4,000.00	1,020.49	25.51%
Other Program Expense	0.00	125.00	125.00	120.83	1,500.00	1,379.17	91.94%
Profit	0.00	1,625.00	1,625.00	7,125.00	19,500.00	12,375.00	63.46%
Staff Development	40.00	41.67	1.67	246.76	500.00	253.24	50.65%
Travel - Mileage	0.00	250.00	250.00	884.31	3,000.00	2,115.69	70.52%
Travel - Other	0.00	166.67	166.67	1,163.12	2,000.00	836.88	41.84%
Summer Youth	0.00	3,973.63	3,973.63	47,683.58	47,683.58	0.00	0.00%
Work Experience	8.73	3,656.13	3,647.40	824.56	43,873.51	43,048.95	98.12%
Total Expenditures	<u>14,374.66</u>	<u>25,000.00</u>	<u>10,625.34</u>	<u>151,839.64</u>	<u>300,000.00</u>	<u>148,160.36</u>	<u>49.39%</u>

Little Rock Workforce Investment Board
 Financial Report - YouthBuild All Locations 2015-2016 - Unposted Transactions Included In Report
 From 1/1/2016 Through 1/31/2016

10 - Little Rock Workforce Development Board

	Current Period Actual	Current Month Budget	Current Monh Budget Variance	Current Year Actual	Total Budget - Original	Total Budget Variance - Original	Percent Total Budget Remaining - Original
Expenditures							
YouthBuild							
Salaries	1,187.78	1,184.17	(3.61)	7,111.77	14,210.00	7,098.23	49.95%
SS/Medicare Tax	90.86	90.63	(0.23)	543.93	1,087.57	543.64	49.99%
Dental	6.76	13.30	6.54	40.68	159.60	118.92	74.51%
Disability Insurance	4.74	10.47	5.73	28.51	125.65	97.14	77.31%
Group Life Basic	5.16	10.44	5.28	31.04	125.30	94.26	75.23%
Group Medical	100.92	86.45	(14.48)	613.47	1,037.34	423.87	40.86%
Retirement	106.88	116.35	9.47	639.99	1,396.16	756.17	54.16%
Vision	0.16	3.71	3.55	0.98	44.56	43.58	97.80%
Supplies - Office	0.00	216.67	216.67	0.00	2,600.00	2,600.00	100.00%
Participant Const Supplies YB	0.00	1,248.03	1,248.03	13,220.10	14,976.41	1,756.31	11.73%
Other Program Expense	0.00	220.00	220.00	2,466.39	2,640.00	173.61	6.58%
YB Van Insurance &	0.00	193.41	193.41	0.00	2,320.93	2,320.93	100.00%
Travel - Mileage	0.00	492.57	492.57	443.70	5,910.87	5,467.17	92.49%
Travel - Other	(140.00)	425.22	565.22	45.00	5,102.67	5,057.67	99.12%
Total Expenditures	1,363.26	4,311.42	2,948.16	25,185.56	51,737.06	26,551.50	51.32%

Little Rock Workforce Investment Board
 Financial Report - YouthBuild All Locations 2015-2016 - Unposted Transactions Included In Report
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15 - Arbor Education & Training

	Current Period Actual	Current Month Budget	Current Monh Budget Variance	Current Year Actual	Total Budget - Original	Total Budget Variance - Original	Percent Total Budget Remaining - Original
Expenditures							
YouthBuild							
Salaries	5,863.63	6,738.89	875.26	42,010.44	80,866.67	38,856.23	48.05%
One Stop Fringe	1,243.16	2,707.56	1,464.40	6,381.37	32,490.69	26,109.32	80.36%
Worker's Compensation	48.53	372.36	323.83	350.91	4,468.29	4,117.38	92.15%
Incentive Award	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
Individual Training Accounts	0.00	3,103.67	3,103.67	1,085.00	37,244.00	36,159.00	97.09%
Cell Phones	109.04	274.75	165.71	763.46	3,296.96	2,533.50	76.84%
Office Phone	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
Supplies - Office	0.00	248.05	248.05	1,267.46	2,976.56	1,709.10	57.42%
Participant Const Supplies YB	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
YB Participant Uniforms &	0.00	693.88	693.88	3,219.18	8,326.57	5,107.39	61.34%
Equipment							
Case Management Fees	376.37	856.48	480.11	3,061.42	10,277.77	7,216.35	70.21%
Travel - Mileage	93.44	195.65	102.21	126.76	2,347.83	2,221.07	94.60%
YB GED Participation	500.00	2,497.50	1,997.50	9,180.00	29,970.00	20,790.00	69.37%
Work Experience	<u>1,788.26</u>	<u>9,690.54</u>	<u>7,902.28</u>	<u>13,484.98</u>	<u>116,286.52</u>	<u>102,801.54</u>	<u>88.40%</u>
Total Expenditures	<u>10,022.43</u>	<u>27,379.32</u>	<u>17,356.89</u>	<u>80,930.98</u>	<u>328,551.86</u>	<u>247,620.88</u>	<u>75.37%</u>

Little Rock Workforce Investment Board
 Financial Report - YouthBuild All Locations 2015-2016 - Unposted Transactions Included In Report
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18 - Little Rock School District

	Current Period Actual	Current Month Budget	Current Monh Budget Variance	Current Year Actual	Total Budget - Original	Total Budget Variance - Original	Percent Total Budget Remaining - Original
Expenditures							
YouthBuild							
Salaries	0.00	2,056.25	2,056.25	8,075.00	24,675.00	16,600.00	67.27%
Fringe	0.00	262.36	262.36	1,773.28	3,148.37	1,375.09	43.68%
LRSD GED Materials	0.00	184.51	184.51	0.00	2,214.14	2,214.14	100.00%
LRSD GED Testing Fees	<u>0.00</u>	<u>32.92</u>	<u>32.92</u>	<u>0.00</u>	<u>395.00</u>	<u>395.00</u>	<u>100.00%</u>
Total Expenditures	<u>0.00</u>	<u>2,536.04</u>	<u>2,536.04</u>	<u>9,848.28</u>	<u>30,432.51</u>	<u>20,584.23</u>	<u>67.64%</u>

Little Rock Workforce Investment Board
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25 - AWFLR Rent/Utilities/Operating
 Maintenance

	Current Period Actual	Current Month Budget	Current Monh Budget Variance	Current Year Actual	Total Budget - Original	Total Budget Variance - Original	Percent Total Budget Remaining - Original
Expenditures							
YouthBuild							
One Stop Rent, Util, Misc Exp	<u>280.00</u>	<u>280.00</u>	<u>0.00</u>	<u>1,960.00</u>	<u>3,360.00</u>	<u>1,400.00</u>	<u>41.67%</u>
Total Expenditures	<u>280.00</u>	<u>280.00</u>	<u>0.00</u>	<u>1,960.00</u>	<u>3,360.00</u>	<u>1,400.00</u>	<u>41.67%</u>

Little Rock Workforce Investment Board
 Financial Report - YouthBuild All Locations 2015-2016 - Unposted Transactions Included In Report
 From 1/1/2016 Through 1/31/2016

30 - Habitat For Humanity

	Current Period Actual	Current Month Budget	Current Monh Budget Variance	Current Year Actual	Total Budget - Original	Total Budget Variance - Original	Percent Total Budget Remaining - Original
Expenditures							
YouthBuild							
Salaries	1,950.00	2,484.58	534.58	13,045.00	29,815.00	16,770.00	56.25%
Participant Const Supplies YB	<u>0.00</u>	<u>454.60</u>	<u>454.60</u>	<u>0.00</u>	<u>5,455.22</u>	<u>5,455.22</u>	<u>100.00%</u>
Total Expenditures	<u>1,950.00</u>	<u>2,939.19</u>	<u>989.19</u>	<u>13,045.00</u>	<u>35,270.22</u>	<u>22,225.22</u>	<u>63.01%</u>

Little Rock Workforce Development Board

Proposal for the Reallocation of WIOA Funds between Adult and Dislocated Worker Programs for PY2015 Budget

1. Request 63 percent or \$56,000.00 of ITA Dislocated Worker funding stream be transferred to the Adult funding stream to sufficiently serve low-income individuals, ex-offenders, public assistance recipients, and unemployment insurance claimant exhaustees.
2. Request 58.6 percent or \$8,500.00 of Supportive Service Dislocated Worker funding stream be transferred to the Supportive Service Adult funding stream to sufficiently serve low-income individuals, ex-offenders, public assistance recipients, and unemployment insurance claimant exhaustees.
3. Request to modify the Adult and Dislocated Worker enrollments by increasing the Adult enrollment goal by 40 percent or 20 enrollments for a total of 70 Adult enrollments. Thus, decreasing the Dislocated Worker enrollment by 50 percent or Dislocated Worker enrollment goal of 20.

Purpose and Background

Arbor E&T, dba ResCare Workforce Services has requested consideration to transfer above funds from the Dislocated Worker program to the Adult programs. This is allowed by the WIOA law, as it was under the WIA. In fact, the WIOA has expanded this flexibility, so that now 100% of funds can be transferred between these two funding streams based upon the local need and economic environment.

In PY2014, Arbor was barely able to meet its enrollment goal of 40 new Dislocated Workers. In PY2015, those qualified and interested are in shorter supply, with only 9 persons enrolled YTD. We are hearing of fewer company closings and layoffs than in the past.

The gradual drop in Arkansas' unemployment rate, has made a relative impact on the unemployment rate for the City of Little Rock. According to the data analysis, produced by Discover Arkansas, the City of Little Rock unemployment rate average dropped seven-tenths of a percentage point from 5.2 percent for half of WIOA program year 2014 (July 1, 2014 to December 2014) to 4.5 percent for half of WIOA program year 2015 (July 1, 2015 to December 2015). If the unemployment rate continues to gradual decline for the City of Little Rock, a continuous decrease in dislocated worker enrollments will occur for WIOA program year 2015 (July 1, 2015 to June 30, 2016).

Conclusion

The total ITA Adult funding after the allocations of funds will be an estimated \$89,000.00. The total Supportive Service Adult funding after allocations of funds will be an estimated \$13,500.00. The total ITA Dislocated Worker funding after the allocations of funds will be an estimated \$33,000.00. The total Supportive Service Dislocated Worker funding after allocation of funds will be an estimated \$6,000.00. There will be sufficient funding in both Adult and Dislocated Workers funding streams to adequately serve WIOA Adult and Dislocated Worker participates.