

AGENDA

Little Rock Workforce Development Board
Quarterly Board Meeting
Little Rock, Arkansas
October 27, 2016
Noon

		Page
Call to Order/Welcome	Bryan Day	
Taping of Meeting	Bryan Day	
Roll Call/Determine Quorum	Janet Davis	
Introduction of New Members and Special Guests	Bryan Day	
Minutes Previous Meeting	Bryan Day	
❖ April 28, 2016 Meeting <i>ACTION ITEM</i>		2-4
❖ July 28, 2016 (no business, quorum not present) <i>ACTION ITEM</i>		5
Ratify Actions of the Executive Committee <i>ACTION ITEMS</i>	Bryan Day	
❖ May 26, 2016 Meeting		
➤ Approved April 2016 Monthly Financial Reports		
➤ Approved Arbor's WIOA Contract Extension PY16 (July 1, 2016 through June 30, 2017)		
❖ June 23, 2016 Meeting		
➤ Approved May 2016 Monthly Financial Reports		
➤ Approved and Adopted Program Year 2016 WIOA Adult, DLW and Youth Budgets		
❖ August 25, 2016 Meeting		
➤ Approved July 2016 Monthly Financial Reports		
Chairman's Report		
❖ Calendar and Meeting Schedule Discussion		(handout)
❖ Nominating Committee		
❖ Committee Reports		
Executive Director's Report	W.J. Monagle	
❖ Activity Report		6
❖ Monthly Financial Report (<i>ACTION ITEM</i>)		7-21
Strategic Plan Development	Becky Parkerson	
❖ Final Draft of Local 2-Year Plan		(handout)
Other Business		
Announcements/Meeting Schedule		
Adjourn		

MINUTES

Little Rock Workforce Development Board Quarterly Board Meeting April 28, 2016

PRESENT

Members Present: Bryan Day, Kathy Fulks, Kristi Barr, Warwick Sabin, Debera Coleman, Susan P. North, Linda Kindy, Mark Bremer, James McCarther, Joe Morgan

LRWDB Staff: W. J. Monagle, Janet Davis, Marie Boyce

LRWDB Attorney: Steve Riggs

Arbor E&T: Farrah Hammond, Rochelle Brown

AR DWS: Stephanie Blair, John Mahony

AR Rehabilitation Services: Rodney Chandler, Ashley Cross, Chris Tharp

ORDER/ROLL CALL

Chair Bryan Day called the meeting to order at 12:00 p.m. The audience was welcomed and reminded that the meeting was being recorded for assistance in preparing the minutes. Janet Davis called roll and determined that a quorum was present.

WIOA SERVICE PROVIDER/ONE-STOP OPERATOR'S REPORT

Performance

Farrah Hammond presented WIOA performance for the year beginning July 1, 2015. She reported that Arbor is currently meeting 9 of 9 WIOA performance measures.

PowerPoint Presentation

Farrah Hammond presented a report that detailed One-Stop Center activities and program successes. Ms. Hammond then presented an AR Promise Grant video success story.

MINUTES OF PREVIOUS MEETING

Upon a motion by Bentley Wallace, duly seconded by James McCarther, it was unanimously **RESOLVED:** To approve the minutes of the January 28, 2016 meeting as presented.

RATIFY ACTIONS OF THE EXECUTIVE COMMITTEE

Actions taken by the Executive Committee at their January 28, 2016 and February 25, 2016 meeting follows:

February 25, 2016 Meeting

- o Approved Employee Evaluation Form and Process
- o Authorized Director to Pursue Federal Grants
- o Approved Funds Transfer Request from WIOA Dislocated Worker to Adult

March 24, 2016 Meeting

- o Approved Local Strategic Plan Development and Board Planning Sessions as outlined in PTi's Discussion Document

Upon a motion by Kathy Fulks, duly seconded by Warwick Sabin, it was unanimously **RESOLVED**: To ratify the actions taken by the Executive Committee as outlined above.

EXECUTIVE DIRECTOR'S REPORT

Monthly Activity Report

Director Monagle submitted his monthly activity report dated April 28, 2016. He highlighted and discussed the following:

- March 30, 2016 meeting with ADWS Deputy Director and Area Manager to discuss the Resource Sharing Agreement and possibility of adjusting space requirements at the LRWFC. By April 22, 2016 current space was re-adopted.
- DOL and ADWS to conduct Local Board Training on April 27, 2016 from 10am to 2pm at the Double Tree Hotel.
- TEGL 17-15 WIOA Adult, DLW and Youth Activities Program Allotments or Program Year 2016.
- April 4, 2016 meeting with City Connections' Arkansas Latinos team to discuss a plan to reach Latinos in Little Rock.
- April 7, 2016 attended the ADWS Director's meeting with other workforce development area administrators and ADWS staff to discuss concerns and receive status updates on current initiatives.
- April 13 2016 attended rally sponsored by Central Arkansas Re-Entry Coalition (CARE) at the State Capitol in support of better meeting the needs of returning citizens to society.
- April 19, 2016 CAHRA, AR Democrat/Gazette Job Fair

Financial Report

Director Monagle presented the Financial Report for the period ended March 31, 2016. Upon a motion by Kathy Fulks, duly seconded by James McCarther, it was unanimously **RESOLVED**: To approve the Financial Report as presented.

LRWDB CHAIRMAN'S REPORT

Executive Director's Performance Evaluation

Chairman Day advised that the sealed envelope distributed to Board members contains Director Monagle's performance evaluation (without associated salary information). He requested that members review the evaluation and let him know, within two weeks, if they had any questions or concerns.

COMMITTEE REPORTS

Youth Services

Committee Chair Kathy Fulks advised that the Youth Services Committee held an internal meeting March 25, 2016 and discussed the following:

Reaching out to Alternative Schools
The YouthBuild (second co-hart) scheduled to begin July 2016
WIOA Youth Funding for PY16

One-Stop Partner's Committee

Linda Kindy reported for Jo Keegan. Ms. Kindy advised that the Committee met April 20 2016 and discussed the following:

Spring 2016 Job Fairs

Future Job Fairs
DOL monitoring of TANF Program (week of April 20, 2016)
Goodwill Week
AR Rehabilitation Services, services available, outreach to employers
Job Corps outreach for new enrollments
AR PROMISE currently recruiting employers for work experience
LIHEAP (utility assistance program) ended April 15, 2016

Nominating Committee

Chairman Day discussed election of Officers for the year beginning July 1, 2016. He previously appointed James McCarther, Linda Kindy and Jo Keegan to serve on the Nominating Committee. He requested that board members interested in serving on the Committee contact him.

STRATEGIC PLAN DEVELOPMENT

Chairman Day turned the meeting over to Becky Parkerson. Ms. Parkerson reviewed what was learned at Local Board Training on April 27, 2016 and identified major themes to incorporate into a draft mission and vision statement. The Board enumerated more than a dozen significant values that it wanted included and directed Ms. Parker to word craft them into a strong vision and mission statement to be examined by the Executive Committee at its May 29, 2015 meeting.

DATE OF NEXT MEETING/ANNOUNCEMENTS

Chairman Day advised that the board is kicking off our "On-Site/On-Target Workshop Series" with an exciting invitation. LRWDB member Mark Beach of CDI Contractors to have a sneak peek at the project to renovate the Robinson Auditorium and Performing Arts Center on Thursday, May 12, 2016 from 10am to 1pm. Chairman Day noted that the aim of our "On-Site/On-Target Workshop Series" is to familiarize board members with the projects and innovations taking place within our workforce development area and how we can make informed decisions to support those industries and employers as we develop our local plan.

Chairman Day reported that the next quarterly board meeting will be held July 28, 2016.

ADJOURNMENT

With no further business to come before the Committee, the meeting adjourned at 1:20 p.m.

APPROVED

MINUTES

Little Rock Workforce Development Board
Quarterly Board Meeting
July 28, 2016

PRESENT

Members Present: Bryan Day (via teleconference), Linda Kindy, Susan North, Bentley Wallace, Kristi Barr, Jo Keegan
LRWDB Staff: W. J. Monagle, Janet Davis, Marie Boyce
Arbor E&T: Farrah Hammond, Rochelle Brown
AR Rehabilitation Services: Rodney Chandler
Consultant: Becky Parkerson

ORDER/ROLL CALL

Chair Bryan Day called the meeting to order at 12:00 p.m. The audience was welcomed and reminded that the meeting was being recorded for assistance in preparing the minutes. Janet Davis called roll and it was determined that a quorum was NOT present. All present were advised that the meeting would continue as informational only with no business conducted.

The following items were reviewed, with no actions:

Minutes Previous Meeting
Ratify Actions of Executive Committee (May 26, 2016; June 23, 2016)
Chairman's Report (Nominating Committee update)
Committee Reports
WIOA Service Provider/One Stop Operator's Report
Executive Director's Report
Strategic Plan Development

The informational meeting concluded at 1:10 p.m.

APPROVED

October 27, 2016
LRWDB Executive Director's Report
W.J. Monagle

I. Important Accomplishments and Notices

- On 9/23/16 the LRWDB received notice that it would once again receive the 3-year YouthBuild grant award for \$900,000 to serve 50 older youth age 18-24.
- On 10/11/16, the LRWDB executive director presented to the AR Workforce Development Board, highlighting the impact to business profits that workforce centers can exert and our meeting 9 out of 9 measures for the third straight year.
- On 10/12/16 the LRWDB executive director met with ResCare Workforce Services regional executives and our project manager to discuss an emerging One-Stop model of workforce services delivery.
- On 10/24/16 the WIOA Youth Monitoring report was submitted to Arbor E&T.

II. Outreach, Training and Attendance

- On 9/29/16 the LRWDB executive director and staff attended the WIOA Partners Conference. Printed copies of the final WIOA rules were handed out.
- On 10/6/16 the LRWDB executive director attended the monthly meeting with the ADWS Director and senior staff with the 10 LRWDB Administrators to discuss and convey information and updates on WIOA transition.
- *On 10/10/16 volunteers loaded more than 50 boxes of childrens' and young adult books onto a truck at the LRWFC to support to a book drive for Baton Rouge flood victims. Donations came from ADWS, City Connections and ViPS.
- *On 10/12/16 the LRWDB executive director and several Arbor staff attended the graduation of MedLinc's newest class of CNAs, which included 6 WIOA and/or YouthBuild participants. AR Childrens' Hospital hosted the graduation.
- *On 10/17/16 The LRWDB executive director attended the AR Rehabilitation Services Business Summit focusing on hiring persons with a disability.
- *On 10/18/16 the LRWDB executive director welcomed the US State Dept.'s Professional Fellow, Mr. Seymour Valiyev to the LRWFC. The LRWDB will serve as the host organization this youth services professional from Azerbaijan who will spend 30 days visiting our community's youth services networks.
- On 10/24/16 the LRWDB is featured in a ½ page ad in Arkansas Business for that week, which is focusing on the Skills gap.
- *On 10/26/16 Arbor E&T sponsored its 4th annual WIOA Job Fair. More than 30 businesses have signed up and organizers expect 300 to flood into the LRWFC.

III. Budget and Financials

IV. Next Steps – The Timeline for Completing and Submitting the 2-Year Local Plan

- The LRWDB members will have until November 10, 2016 to make comments
- Notice of the Plan published November 13, 2016 for 30-day Public Comment
- Public Comments, if any, will be incorporated December 14-16, 2016
- The plan will be submitted to ADWS on December 16, 2016

Little Rock Workforce Investment Board
Financial Report - All Funding Streams - Summary
September 30, 2016

YEAR	Funding Stream/Program Name/Year	Funding	Spent to Date	Available to Spend	Incurred & Unpaid as of 09/30/2016	LEFT TO SPEND
2015	ADULT P15 (initial PY15 funding)	32,153.00	32,153.00	0.00	0.00	0.00
2015	ADULT F16 (balance PY15 funding)	597,072.00	512,883.02	84,188.98	22,376.65	61,812.33
2016	ADULT P16 (initial PY16 funding)	44,243.00	0.00	44,243.00	0.00	44,243.00
2016	ADULT F17 (balance PY16 funding)	303,196.00	0.00	303,196.00	0.00	303,196.00
2015	DISLOCATED WORKER P15 (initial PY15 funding)	76,967.00	76,967.00	0.00	0.00	0.00
2015	DISLOCATED WORKER F16 (balance PY15 funding)	247,474.00	111,748.72	135,725.28	26,702.34	109,022.94
2016	DISLOCATED WORKER P16 (initial PY16 funding)	68,339.00	0.00	68,339.00	0.00	68,339.00
2015	DISLOCATED WORKER F17 (balance PY16 funding)	364,128.00	0.00	364,128.00	0.00	364,128.00
2015	YOUTH 2015	404,980.00	369,168.71	35,811.29	14,496.79	21,314.50
2016	YOUTH 2016	360,177.00	0.00	360,177.00	0.00	360,177.00
2015	Set-aside Implementation RR	50,000.00	0.00	50,000.00	0.00	50,000.00
2014	YOUTHBUILD	720,000.00	380,304.33	339,695.67	9,183.27	330,512.40
2013	AR PROMISE	582,069.11	410,317.02	171,752.09	20,221.92	151,530.17
	TOTAL	3,850,798.11	1,893,541.80	1,957,256.31	92,980.97	1,864,275.34
	RECAP		END DATE			
2015	WIA TITLE 1 FORMULA ADULT, DLW, YOUTH	192,149.77	6/30/2017			
2016	WIA TITLE 1 FORMULA ADULT, DLW, YOUTH	1,140,083.00				
2014	YOUTHBUILD	330,512.40	6/30/2017			
2015	Set-aside implementation RR	50,000.00	6/30/2017			
2013	AR PROMISE	151,530.17	Second Year Funding			
	TOTAL REMAINING BEFORE OBLIGATIONS	1,864,275.34				
2016	Arbor Contract Obligation WIA Adult, DLW, Youth	675,957.06	6/30/2017			
2016	LRWIB Budget Obligation WIA Adult, DLW, Youth	280,863.95	6/30/2017			
2016	AWFLR Rent/Utilities/Operating Expense Obligation WIA	53,118.88	6/30/2017			
2016	Set-aside implementation RR	50,000.00	6/30/2017			
2015	YOUTHBUILD	330,512.40	12/10/2017			
2013	AR PROMISE	151,530.17	9/30/2017			
	TOTAL OBLIGATIONS	1,541,982.46				
	UNOBLIGATED	322,292.88				

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
2015	DLW F16 Effective 10/01/2015	#1	(\$244,500.00)
2015	Adult F16 Effective 10/01/2015	#1	\$244,500.00

Little Rock Workforce Development Board
 Financial Report - LRWDB ALL COMBINED 2016-2017 - Unposted Transactions Included In Report
 From 9/1/2016 Through 9/30/2016

	Current Month	Current Month	Budget Variance	Current Year	Total Year Budget	Total Year Budget	Percent Total
	Actual	Budget		To Date Actual		Remaining	Year Budget Remaining
Expenditures							
Salaries	14,069.36	15,069.40	1,000.04	38,466.44	180,832.80	142,366.36	78.73%
SS/Medicare Tax	1,076.30	1,025.00	(51.30)	2,942.65	12,300.00	9,357.35	76.08%
Worker's Compensation	0.00	66.67	66.67	728.00	800.00	72.00	9.00%
Dental	78.04	69.42	(8.62)	212.66	833.00	620.34	74.47%
Disability Insurance	54.66	85.42	30.76	149.00	1,025.00	876.00	85.46%
Group Life Basic	59.54	60.67	1.13	162.28	728.00	565.72	77.71%
Group Medical	1,160.28	1,089.50	(70.78)	3,163.47	13,074.00	9,910.53	75.80%
Retirement	1,266.22	1,207.08	(59.14)	3,421.86	14,485.00	11,063.14	76.38%
Vision	2.07	3.58	1.51	6.40	43.00	36.60	85.12%
Unemployment	0.00	58.33	58.33	0.00	700.00	700.00	100.00%
Dues and Subscriptions	300.00	166.67	(133.33)	850.00	2,000.00	1,150.00	57.50%
Equipment	0.00	250.00	250.00	0.00	3,000.00	3,000.00	100.00%
Equipment Rental	329.18	416.67	87.49	987.54	5,000.00	4,012.46	80.25%
Liability Insurance	0.00	266.67	266.67	0.00	3,200.00	3,200.00	100.00%
Business Expense	25.13	125.00	99.87	88.19	1,500.00	1,411.81	94.12%
Cell Phones	160.00	166.67	6.67	320.00	2,000.00	1,680.00	84.00%
Internet/DSL	19.35	62.50	43.15	19.35	750.00	730.65	97.42%
I T Support	0.00	20.83	20.83	0.00	250.00	250.00	100.00%
Office Phone	197.26	208.33	11.07	394.95	2,500.00	2,105.05	84.20%
Postage and Delivery	0.00	41.67	41.67	0.00	500.00	500.00	100.00%
Printing and Reproduction	0.00	100.00	100.00	0.00	1,200.00	1,200.00	100.00%
Professional Fees - Accou	0.00	1,250.00	1,250.00	0.00	15,000.00	15,000.00	100.00%
Professional Fees - Consu	0.00	666.67	666.67	0.00	8,000.00	8,000.00	100.00%
Professional Fees - Legal	0.00	1,000.00	1,000.00	840.00	12,000.00	11,160.00	93.00%
Outreach	1,530.00	791.67	(738.33)	2,455.00	9,500.00	7,045.00	74.16%
Rent	2,604.62	2,666.67	62.05	7,813.86	32,000.00	24,186.14	75.58%
Shared Costs	0.00	208.33	208.33	17.25	2,500.00	2,482.75	99.31%
Supplies - Catering Board	22.30	233.33	211.03	1,047.99	2,800.00	1,752.01	62.57%
Hardware/Software	0.00	166.67	166.67	1,032.00	2,000.00	968.00	48.40%
Supplies - Office	0.00	233.33	233.33	450.99	2,800.00	2,349.01	83.89%
Staff Development	0.00	166.67	166.67	0.00	2,000.00	2,000.00	100.00%
Travel - Mileage	0.00	83.33	83.33	181.84	1,000.00	818.16	81.82%
Travel - Other	0.00	625.00	625.00	4.04	7,500.00	7,495.96	99.95%
Utilities	<u>0.00</u>	<u>233.33</u>	<u>233.33</u>	<u>1.09</u>	<u>2,800.00</u>	<u>2,798.91</u>	<u>99.96%</u>
Total Expenditures	<u>22,954.31</u>	<u>28,885.07</u>	<u>5,930.76</u>	<u>65,756.85</u>	<u>346,620.80</u>	<u>280,863.95</u>	<u>81.03%</u>

Little Rock Workforce Development Board
 Financial Report - One Stop Rent/Utilities/Shared Costs 2016-2017 - Unposted Transactions Included In Report
 From 9/1/2016 Through 9/30/2016

	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>4,720.46</u>	<u>5,588.10</u>	<u>867.64</u>	<u>13,938.28</u>	<u>67,057.16</u>	<u>53,118.88</u>	<u>79.21%</u>
Total Expenditures	<u>4,720.46</u>	<u>5,588.10</u>	<u>867.64</u>	<u>13,938.28</u>	<u>67,057.16</u>	<u>53,118.88</u>	<u>79.21%</u>

Little Rock Workforce Development Board
 Financial Report - MONTHLY EXPENDITURE REPORT cOMBINED 2016-2017 - Unposted Transactions Included In Report
 From 9/1/2016 Through 9/30/2016

	Current Month		Current Month	Current Year	Total Budget	Total Budget Remaining	Percent Total Budget Remaining
	Current Month Actual	Current Month Budget	Budget Variance	to date Actual			
Expenditures							
Salaries	25,932.58	30,130.38	4,197.80	82,916.85	361,564.57	278,647.72	77.07%
One Stop Fringe	7,067.03	7,417.67	350.64	21,078.57	89,012.07	67,933.50	76.32%
Administration	1,080.81	1,234.97	154.16	3,127.29	14,819.61	11,692.32	78.90%
Indirect Costs	3,425.41	4,147.27	721.86	10,759.41	49,767.29	39,007.88	78.38%
Incentive Award	0.00	250.00	250.00	45.00	3,000.00	2,955.00	98.50%
Equipment	645.42	785.67	140.25	1,597.00	9,428.00	7,831.00	83.06%
Individual Training Accounts	8,697.18	13,692.93	4,995.75	19,553.49	164,315.10	144,761.61	88.10%
Liability Insurance	203.61	320.00	116.39	571.19	3,840.00	3,268.81	85.13%
Miscellaneous	102.88	35.13	(67.75)	189.76	421.56	231.80	54.99%
Office Phone	206.00	920.13	714.13	1,532.43	11,041.60	9,509.17	86.12%
Postage and Delivery	52.21	290.83	238.62	326.40	3,490.00	3,163.60	90.65%
Outreach	190.15	121.00	(69.15)	190.15	1,452.00	1,261.85	86.90%
Supplies - Office	338.08	583.33	245.25	745.70	7,000.00	6,254.30	89.35%
Supportive Services	899.04	1,000.00	100.96	2,731.79	12,000.00	9,268.21	77.24%
Other Program Expense	0.00	213.21	213.21	0.00	2,558.50	2,558.50	100.00%
Profit	13,877.48	4,625.83	(9,251.65)	13,877.48	55,510.00	41,632.52	75.00%
Staff Development	60.00	71.00	11.00	60.00	852.00	792.00	92.96%
Travel - Mileage	49.35	591.67	542.32	388.84	7,100.00	6,711.16	94.52%
Travel - Other	0.00	530.83	530.83	0.00	6,370.00	6,370.00	100.00%
Work Experience	<u>743.56</u>	<u>4,807.99</u>	<u>4,064.43</u>	<u>25,589.79</u>	<u>57,695.90</u>	<u>32,106.11</u>	<u>55.65%</u>
Total Expenditures	<u>63,570.79</u>	<u>71,769.85</u>	<u>8,199.06</u>	<u>185,281.14</u>	<u>861,238.20</u>	<u>675,957.06</u>	<u>78.49%</u>

Little Rock Workforce Development Board

Financial Report - Monthly Expenditure Report by Fund Arbor 2016-2017 - Unposted Transactions Included In Report
From 9/1/2016 Through 9/30/2016

100 - WIOA Adult

	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	8,934.50	8,737.81	(196.69)	27,598.56	104,853.72	77,255.16	73.68%
One Stop Fringe	1,701.96	2,151.13	449.17	4,870.55	25,813.50	20,942.95	81.13%
Administration	385.13	359.22	(25.91)	974.29	4,310.69	3,336.40	77.40%
Indirect Costs	1,112.74	1,208.10	95.36	3,349.38	14,497.20	11,147.82	76.90%
Equipment	328.59	238.09	(90.50)	606.31	2,857.12	2,250.81	78.78%
Individual Training	4,500.66	3,863.42	(637.24)	15,356.97	46,361.00	31,004.03	66.88%
Liability Insurance	68.03	92.80	24.77	175.46	1,113.60	938.14	84.24%
Miscellaneous	34.37	10.20	(24.17)	59.57	122.40	62.83	51.33%
Office Phone	68.82	267.92	199.10	456.30	3,215.06	2,758.76	85.81%
Postage and	17.44	84.34	66.90	96.58	1,012.10	915.52	90.46%
Outreach	63.53	35.09	(28.44)	63.53	421.08	357.55	84.91%
Supplies - Office	0.00	169.17	169.17	121.67	2,030.00	1,908.33	94.01%
Supportive Services	809.04	333.33	(475.71)	1,832.79	4,000.00	2,167.21	54.18%
Other Program	0.00	64.65	64.65	0.00	775.75	775.75	100.00%
Profit	4,302.49	1,434.17	(2,868.32)	4,302.49	17,210.00	12,907.51	75.00%
Staff Development	0.00	20.59	20.59	0.00	247.08	247.08	100.00%
Travel - Mileage	49.35	215.58	166.23	49.35	2,587.00	2,537.65	98.09%
Travel - Other	0.00	150.91	150.91	0.00	1,810.90	1,810.90	100.00%
Total Expenditures	<u>22,376.65</u>	<u>19,436.52</u>	<u>(2,940.13)</u>	<u>59,913.80</u>	<u>233,238.20</u>	<u>173,324.40</u>	<u>74.31%</u>

Little Rock Workforce Development Board

Financial Report - Monthly Expenditure Report by Fund Arbor 2016-2017 - Unposted Transactions Included In Report
From 9/1/2016 Through 9/30/2016

120 - WIOA

Dislocated Worker

	Current Month	Current Month	Current Month	Current Year	Total Budget	Total Budget	Percent Total
	Actual	Budget	Budget	to date Actual			
			Variance			Remaining	Budget
							Remaining
Expenditures							
Salaries	12,008.77	11,449.55	(559.23)	34,869.67	137,394.54	102,524.87	74.62%
One Stop Fringe	2,691.65	2,818.72	127.07	7,494.03	33,824.59	26,330.56	77.84%
Administration	473.40	468.12	(5.28)	1,264.59	5,617.45	4,352.86	77.49%
Indirect Costs	1,524.93	1,573.25	48.32	4,370.82	18,879.05	14,508.23	76.85%
Equipment	217.34	290.72	73.38	590.22	3,488.64	2,898.42	83.08%
Individual Training	3,944.52	9,079.51	5,134.99	3,944.52	108,954.10	105,009.58	96.38%
Liability Insurance	93.00	121.60	28.60	237.30	1,459.20	1,221.90	83.74%
Miscellaneous	46.99	13.34	(33.65)	80.76	160.10	79.34	49.56%
Office Phone	94.11	348.48	254.37	614.48	4,181.81	3,567.33	85.31%
Postage and	23.85	110.52	86.67	129.73	1,326.20	1,196.47	90.22%
Outreach	86.86	45.98	(40.88)	86.86	551.76	464.90	84.26%
Supplies - Office	231.92	221.67	(10.25)	396.36	2,660.00	2,263.64	85.10%
Supportive Services	90.00	333.33	243.33	431.00	4,000.00	3,569.00	89.22%
Other Program	0.00	75.00	75.00	0.00	900.00	900.00	100.00%
Profit	5,175.00	1,725.00	(3,450.00)	5,175.00	20,700.00	15,525.00	75.00%
Staff Development	0.00	26.98	26.98	0.00	323.76	323.76	100.00%
Travel - Mileage	0.00	209.50	209.50	3.78	2,514.00	2,510.22	99.85%
Travel - Other	0.00	204.98	204.98	0.00	2,459.80	2,459.80	100.00%
Total Expenditures	26,702.34	29,116.25	2,413.91	59,689.12	349,395.00	289,705.88	82.92%

Little Rock Workforce Development Board

Financial Report - Monthly Expenditure Report by Fund Arbor 2016-2017 - Unposted Transactions Included In Report
From 9/1/2016 Through 9/30/2016

110 - WIOA Youth

	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	4,989.31	9,943.03	4,953.72	20,448.62	119,316.31	98,867.69	82.86%
One Stop Fringe	2,673.42	2,447.83	(225.59)	8,713.99	29,373.98	20,659.99	70.33%
Administration	222.28	407.62	185.34	888.41	4,891.47	4,003.06	81.84%
Indirect Costs	787.74	1,365.92	578.18	3,039.21	16,391.04	13,351.83	81.46%
Incentive Award	0.00	250.00	250.00	45.00	3,000.00	2,955.00	98.50%
Equipment	99.49	256.85	157.36	400.47	3,082.24	2,681.77	87.01%
Individual Training	252.00	750.00	498.00	252.00	9,000.00	8,748.00	97.20%
Liability Insurance	42.58	105.60	63.02	158.43	1,267.20	1,108.77	87.50%
Miscellaneous	21.52	11.59	(9.93)	49.43	139.06	89.63	64.45%
Office Phone	43.07	303.73	260.66	461.65	3,644.73	3,183.08	87.33%
Postage and	10.92	95.98	85.06	100.09	1,151.70	1,051.61	91.31%
Outreach	39.76	39.93	0.17	39.76	479.16	439.40	91.70%
Supplies - Office	106.16	192.50	86.34	227.67	2,310.00	2,082.33	90.14%
Supportive Services	0.00	333.33	333.33	468.00	4,000.00	3,532.00	88.30%
Other Program	0.00	73.56	73.56	0.00	882.75	882.75	100.00%
Profit	4,399.99	1,466.67	(2,933.32)	4,399.99	17,600.00	13,200.01	75.00%
Staff Development	60.00	23.43	(36.57)	60.00	281.16	221.16	78.66%
Travel - Mileage	0.00	166.58	166.58	335.71	1,999.00	1,663.29	83.21%
Travel - Other	0.00	174.94	174.94	0.00	2,099.30	2,099.30	100.00%
Work Experience	<u>743.56</u>	<u>4,807.99</u>	<u>4,064.43</u>	<u>25,589.79</u>	<u>57,695.90</u>	<u>32,106.11</u>	<u>55.65%</u>
Total Expenditures	<u>14,491.80</u>	<u>23,217.08</u>	<u>8,725.28</u>	<u>65,678.22</u>	<u>278,605.00</u>	<u>212,926.78</u>	<u>76.43%</u>

Little Rock Workforce Development Board
 Financial Report - YouthBuild All Locations 2016-2017 - Unposted Transactions Included In Report
 From 9/1/2016 Through 9/30/2016

**10 - Little Rock Workforce
 Development Board**

	Current Period Actual	Current Month Budget	Current Month Budget Variance	Current Year Actual	Total Budget - Original	Total Budget Variance - Original	Percent Total Budget Remaining - Original
Expenditures							
YouthBuild							
Salaries	1,223.42	1,184.17	(39.25)	3,700.06	14,210.00	10,509.94	73.96%
SS/Medicare Tax	93.60	90.63	(2.97)	283.07	1,087.57	804.50	73.97%
Dental	6.76	13.30	6.54	20.52	159.60	139.08	87.14%
Disability Insurance	4.74	10.47	5.73	14.35	125.65	111.30	88.58%
Group Life Basic	5.16	10.44	5.28	15.63	125.30	109.67	87.53%
Group Medical	100.92	86.45	(14.48)	304.83	1,037.34	732.51	70.61%
Retirement	110.12	116.35	6.23	333.02	1,396.16	1,063.14	76.15%
Vision	0.18	3.71	3.53	0.35	44.56	44.21	99.21%
Supplies - Office	0.00	83.33	83.33	0.00	1,000.00	1,000.00	100.00%
Other Program Expense	0.00	83.33	83.33	0.00	1,000.00	1,000.00	100.00%
YB Van Insurance &	0.00	193.41	193.41	0.00	2,320.93	2,320.93	100.00%
Travel - Mileage	0.00	166.67	166.67	0.00	2,000.00	2,000.00	100.00%
Travel - Other	0.00	425.22	425.22	0.00	5,102.67	5,102.67	100.00%
Total Expenditures	<u>1,544.90</u>	<u>2,467.48</u>	<u>922.58</u>	<u>4,671.83</u>	<u>29,609.78</u>	<u>24,937.95</u>	<u>84.22%</u>

Little Rock Workforce Development Board
 Financial Report - YouthBuild All Locations 2016-2017 - Unposted Transactions Included In Report
 From 9/1/2016 Through 9/30/2016

15 - Arbor Education & Training

	Current Period Actual	Current Month Budget	Current Month Budget Variance	Current Year Actual	Total Budget - Original	Total Budget Variance - Original	Percent Total Budget Remaining - Original
Expenditures							
YouthBuild							
Salaries	6,249.08	6,875.00	625.92	19,084.56	82,500.00	63,415.44	76.87%
One Stop Fringe	770.95	1,916.67	1,145.72	2,377.27	23,000.00	20,622.73	89.66%
Worker's Compensation	73.33	166.67	93.34	125.50	2,000.00	1,874.50	93.72%
Individual Training Accounts	0.00	1,750.00	1,750.00	0.00	21,000.00	21,000.00	100.00%
Cell Phones	115.44	274.75	159.31	346.30	3,296.96	2,950.66	89.50%
Supplies - Office	0.00	83.33	83.33	0.00	1,000.00	1,000.00	100.00%
YB Participant Uniforms &	0.00	300.00	300.00	0.00	3,600.00	3,600.00	100.00%
Equipment							
Case Management Fees	425.13	625.00	199.87	1,100.63	7,500.00	6,399.37	85.32%
Travel - Mileage	0.00	83.33	83.33	44.00	1,000.00	956.00	95.60%
YB GED Participation	1,050.00	1,250.00	200.00	1,505.00	15,000.00	13,495.00	89.97%
Work Experience	<u>2,665.35</u>	<u>3,072.00</u>	<u>406.65</u>	<u>4,629.95</u>	<u>36,864.00</u>	<u>32,234.05</u>	<u>87.44%</u>
Total Expenditures	<u>11,349.28</u>	<u>16,396.75</u>	<u>5,047.47</u>	<u>29,213.21</u>	<u>196,760.96</u>	<u>167,547.75</u>	<u>85.15%</u>

Little Rock Workforce Development Board
 Financial Report - YouthBuild All Locations 2016-2017 - Unposted Transactions Included In Report
 From 9/1/2016 Through 9/30/2016

18 - Little Rock School District

	Current Period Actual	Current Month Budget	Current Month Budget Variance	Current Year Actual	Total Budget - Original	Total Budget Variance - Original	Percent Total Budget Remaining - Original
Expenditures							
YouthBuild							
Salaries	0.00	3,681.25	3,681.25	0.00	44,175.00	44,175.00	100.00%
Fringe	0.00	1,150.00	1,150.00	0.00	13,800.00	13,800.00	100.00%
LRSD GED Materials	0.00	127.08	127.08	0.00	1,525.00	1,525.00	100.00%
LRSD GED Testing Fees	<u>0.00</u>	<u>41.67</u>	<u>41.67</u>	<u>0.00</u>	<u>500.00</u>	<u>500.00</u>	<u>100.00%</u>
Total Expenditures	<u>0.00</u>	<u>5,000.00</u>	<u>5,000.00</u>	<u>0.00</u>	<u>60,000.00</u>	<u>60,000.00</u>	<u>100.00%</u>

**25 - AWFLR Rent/Utilities/Operating
 Maintenance**

	Current Period Actual	Current Month Budget	Current Month 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>840.00</u>	<u>3,360.00</u>	<u>2,520.00</u>	<u>75.00%</u>
Total Expenditures	<u>280.00</u>	<u>280.00</u>	<u>0.00</u>	<u>840.00</u>	<u>3,360.00</u>	<u>2,520.00</u>	<u>75.00%</u>

Little Rock Workforce Development Board
 Financial Report - YouthBuild All Locations 2016-2017 - Unposted Transactions Included In Report
 From 9/1/2016 Through 9/30/2016

30 - Habitat For Humanity

	Current Period Actual	Current Month Budget	Current Month Budget Variance	Current Year Actual	Total Budget - Original	Total Budget Variance - Original	Percent Total Budget Remaining - Original
Expenditures							
YouthBuild							
Salaries	0.00	2,484.58	2,484.58	3,745.00	29,815.00	26,070.00	87.44%
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>	100.00%
Total Expenditures	<u>0.00</u>	<u>2,939.19</u>	<u>2,939.19</u>	<u>3,745.00</u>	<u>35,270.22</u>	<u>31,525.22</u>	<u>89.38%</u>

Little Rock Workforce Development Board
 Financial Report - PROMISE GRANT 2016 - Unposted Transactions Included In Report
 From 9/1/2016 Through 9/30/2016

**10 - Little Rock Workforce
 Development Board**

	Current Period Actual	Current Month Budget	Current Month Budget Variance	Current Year Actual	Total Budget - Original	Total Budget Variance - Original	Percent Total Budget Remaining - Original
Expenditures							
Promise Grant							
Salaries	0.00	1,016.67	1,016.67	12,132.52	12,200.00	67.48	0.55%
SS/Medicare Tax	0.00	77.50	77.50	928.17	930.00	1.83	0.20%
Dental	0.00	9.33	9.33	69.04	112.00	42.96	38.36%
Disability Insurance	0.00	7.83	7.83	48.49	94.00	45.51	48.41%
Group Life Basic	0.00	7.50	7.50	52.65	90.00	37.35	41.50%
Group Medical	0.00	104.17	104.17	1,051.00	1,250.00	199.00	15.92%
Retirement	0.00	91.67	91.67	1,091.97	1,100.00	8.03	0.73%
Vision	0.00	0.33	0.33	1.14	4.00	2.86	71.50%
Supplies - Office	0.00	18.33	18.33	0.00	220.00	220.00	100.00%
Travel - Mileage	<u>0.00</u>	<u>62.50</u>	<u>62.50</u>	<u>84.14</u>	<u>750.00</u>	<u>665.86</u>	<u>88.78%</u>
Total Expenditures	<u>0.00</u>	<u>1,395.83</u>	<u>1,395.83</u>	<u>15,459.12</u>	<u>16,750.00</u>	<u>1,290.88</u>	<u>7.71%</u>

Little Rock Workforce Development Board
 Financial Report - PROMISE GRANT 2016 - Unposted Transactions Included In Report
 From 9/1/2016 Through 9/30/2016

15 - Arbor Education & Training

	Current Period Actual	Current Month Budget	Current Month Budget Variance	Current Year Actual	Total Budget - Original	Total Budget Variance - Original	Percent Total Budget Remaining - Original
Expenditures							
Promise Grant							
Salaries	7,805.41	7,436.90	(368.51)	86,268.63	89,242.80	2,974.17	3.33%
One Stop Fringe	2,315.45	1,784.86	(530.59)	21,376.84	21,418.27	41.43	0.19%
Fringe	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
Worker's Compensation	58.29	443.00	384.71	2,714.12	5,316.04	2,601.92	48.94%
PROMISE ADP	16.66	16.65	(0.02)	32.59	199.74	167.15	83.68%
PROMISE GLPL	114.30	41.67	(72.63)	184.24	500.00	315.76	63.15%
Indirect Costs	1,450.60	1,127.76	(322.84)	11,302.12	13,533.12	2,231.00	16.49%
Incentive Award	450.00	1,934.81	1,484.81	5,400.00	23,217.70	17,817.70	76.74%
Cell Phones	196.07	340.00	143.93	1,602.34	4,080.00	2,477.66	60.73%
Postage and Delivery	0.00	0.00	0.00	67.89	0.00	(67.89)	0.00%
Supplies - Office	64.97	684.88	619.91	2,521.01	8,218.54	5,697.53	69.33%
PROMISE EVENTS	4,676.66	1,048.15	(3,628.51)	6,852.20	12,577.75	5,725.55	45.52%
Supportive Services	36.00	833.33	797.33	3,844.00	10,000.00	6,156.00	61.56%
Case Management Fees	969.93	2,053.21	1,083.28	21,395.82	24,638.48	3,242.66	13.16%
Travel - Mileage	0.00	354.17	354.17	1,345.19	4,250.00	2,904.81	68.35%
PROMISE PAYROLL & TAXES	<u>2,067.58</u>	<u>15,469.72</u>	<u>13,402.14</u>	<u>94,560.41</u>	<u>185,636.62</u>	<u>91,076.21</u>	<u>49.06%</u>
Total Expenditures	<u>20,221.92</u>	<u>33,569.09</u>	<u>13,347.17</u>	<u>259,467.40</u>	<u>402,829.06</u>	<u>143,361.66</u>	<u>35.59%</u>

**25 - AWFLR Rent/Utilities/Operating
 Maintenance**

	Current Period Actual	Current Month Budget	Current Month Budget Variance	Current Year Actual	Total Budget - Original	Total Budget Variance - Original	Percent Total Budget Remaining - Original
Expenditures							
Promise Grant							
One Stop Rent, Util, Misc Exp	<u>128.57</u>	<u>128.57</u>	<u>0.00</u>	<u>1,028.56</u>	<u>1,542.84</u>	<u>514.28</u>	<u>33.33%</u>
Total Expenditures	<u>128.57</u>	<u>128.57</u>	<u>0.00</u>	<u>1,028.56</u>	<u>1,542.84</u>	<u>514.28</u>	<u>33.33%</u>