

AGENDA

Little Rock Workforce Development Board
Executive Committee Meeting
Little Rock, Arkansas
March 24, 2016

		Page
Call to Order/Welcome	Bryan Day	
Taping of Meeting	Bryan Day	
Roll Call/Determine Quorum	Janet Davis	
Minutes Previous Meeting	Bryan Day	
• February 25, 2016 (ACTION ITEM)		2-5
Chairman's Report	Bryan Day	
• Update on Local Board Member Training		
• Update on Local Strategic Plan Development (ACTION ITEM)		6-9
• Performance Evaluation of Executive Director (ACTION ITEM)		
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		10
• Monthly Financial Report (ACTION ITEM)		11-22
WIOA Service Provider/One Stop Operator's Report	Farrah Hammond	
• PowerPoint Report		
• Performance Report		
Other Business		
Announcements/Meeting Schedule		
• Executive Committee 2016: May 26; June 23; August 25; September 22		
• Full Board 2016: April 28; July 28; October 27		
Adjourn		

MINUTES

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

PRESENT

Executive Committee Members: Bryan Day, Brian Itzkowitz, James McCarther, Linda Kindy, Bentley Wallace, Kathy Fulks, Jo Keegan
LRWDB Staff: W.J. Monagle, Janet Davis, Marie Boyce
LRWDB Attorney: Steve Riggs
Arbor E&T: Farrah Hammond
CEO's Representative: Phyllis Dickerson

ORDER/ROLL CALL

The meeting was called to order at 12:00 p.m. and the audience was 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 present.

MINUTES

Upon a motion by Bentley Wallace, duly seconded by James McCarther, it was unanimously **RESOLVED:** To approve the minutes of the December 10, 2015 meeting with a minor typo correction on page 1.

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. Ms. Hammond then presented an AR Promise Grant video success story.

Performance

Ms. Hammond reported on current performance for the year beginning July 1, 2015. She noted that as of today, Arbor is meeting 8 of the 9 WIOA performance measures.

CHAIRMANS REPORT

Update on Local Board Member Training

Mandatory Local Board training has been scheduled for April 27, 2016, time and location undetermined at this time.

Update on Local Strategic Plan Development

Chairman Day reported that the full Board will meet with a consultant to plan development of the Local Plan at their April 28, 2016 meeting.

Employee Evaluation Form

Chairman Day stated that he would like to change the process for evaluating the Executive Director. He stated that he would like to get the process back on schedule and evaluate staff/set goals in conjunction with development of the budget. The Committee reviewed the proposed evaluation form and it was the consensus of all to change the evaluation process to occur in conjunction with budget development.

Chairman Day requested that members review the evaluation form and provide their comments and proposed changes to Director Monagle. Ms. Dickerson will send a copy of the form that the City utilizes in evaluating managers.

COMMITTEE REPORTS

One-Stop Services

Committee Chair Jo Keegan reported on meetings of the One-Stop Services Committee and activities at the Center.

Youth Services

Committee Chair Kathy Fulks reported on activities of the Youth Services Committee, she reported that she is hoping to hold the second Committee meeting next month.

Services to Individuals with Disabilities

Chairman Day reported that the Committee needs a Chairperson.

EXECUTIVE DIRECTOR'S REPORT

Activity Report

Director Monagle reported on the following:

- AR Promise Grant – The LRWDB was notified that it would receive a sub-recipient contract or \$437,583 to conduct second year services.
- “Super Saturday” held on February 6, 2016, was attended by 296 tax filers
- ADWS announced that the WIOA Combined State Plan was published for public comment by March 10, 2016
- WIOA Transition; ADWS Management meetings with Local Board Directors
- DOL will be conducting WIOA readiness assessments and monitoring trainings on March 7-9, 2016

Director Monagle advised that there are three federal grants that he would like to pursue: H1B Tech-Hire Partnership Grants (ADWS led); Strengthening Working Families Initiative; and Career Pathways for Youth (CPY). All proposals are due by mid to late March. After discussion, upon a motion by Jo Keegan, duly seconded by Linda Kindy, it was unanimously **RESOLVED**: That Director Monagle research all three grants; and determine which (if any) to pursue.

Monthly Financial Report

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

Transfer Funds Request

Director Monagle presented a Proposal for the Reallocation of WIOA Funds between Adult and Dislocated Workers (DLW) Programs for PY2015 Budget (Exhibit I). After review and discussion, upon a motion by James McCarther, duly seconded by Jo Keegan, it was unanimously **RESOLVED**: To approve transfer of \$64,500 from the PY2015 DLW funding to the PY2015 Adult funding. Further **RESOLVED**: To increase the Adult program enrollment goals by 40% or 20 enrollments for a total of 70 Adult enrollments; and decrease the DLW enrollments by 50% for a total of 20 DLW enrollments

OTHER BUSINESS/ANNOUNCEMENTS

Director Monagle reminded the audience that Brenda Winston has been nominated for the Community Outreach Award presented on March 3, 2015 by the Human Resource Management Association.

Pulaski Technical College is now offering GED classes on both its North and South campuses.

ADJOURNMENT

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

Approved:

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 2.5 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). 2

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.



Discussion Document

BOARD PLANNING SESSIONS

Presented by:

BECKY PARKERSON



Updated March 9, 2016

BACKGROUND

As of July 1, 2015, the Workforce Innovation and Opportunities Act (WIOA) of 2014 replaced The Workforce Investment Act of 1998 as the primary law under which the LRWDB (formerly the LRWIB) operates. The WIOA eliminates 15 programs from the federal workforce development menu, supersedes core WIA, and amends Wagner-Peyser, YouthBuild, JobCorps, and 1973 Rehabilitation Act, Migrant Farmworker legislation.

The LRWDB must develop and execute a strategy to align with the new WIOA vision. More specifically, the LRWDB needs to devise new and innovative ways to be part of an integrated one-stop delivery system between states, local boards, local officials, core WIOA partners, and one-stop center operators. Through this network, the LRWDB can leverage resources to provide high-quality workforce, economic development, education, and human resource programs.

Because the LRWDB recognizes the pivotal role that effective implementation toward strategic goals can play in the current and future success of the enterprise, the organization is poised to conduct a strategic planning initiative to address the changes brought about by the new law.

THE CURRENT NEED

Under the leadership of Mr. W.J. Monagle, Executive Director, the LRWDB intends to create materials for and conduct strategic planning sessions for Board Members. The sessions should be designed to:

- Create awareness of the link between the WIOA vision, strategic planning, and implementation
- Craft key components of a strategic plan (mission statement, strategic objectives, action plan)
- Increase understanding among Board members regarding their organizational role
- Strengthen collaboration within the one-stop network (businesses, agency partners, local officials)

To prepare for strategic planning sessions, the LRWDB asks that a PTi consultant **attend a training session regarding the WIOA, delivered by the Arkansas Department of Workforce Services** on April 27.

As further preparation, the LRWDB also wishes to engage a PTi consultant to **complete strategic planning interviews according to the following guidelines:**

- Interview guide with questions to maximize consistency/quality of interviews
- Eight to ten 30-minute interviews with core partners and other key stakeholders
- Interviews conducted face-to-face (before/after board events) or by phone
- Interview with Mayor Stodola as a preliminary “framework” interview
- Documentation of interview themes as “feeder” information for strategic planning sessions

Preparation of positioning/invitation correspondence and interview scheduling will be completed by staff at the Little Rock Workforce Investment Board.

The LRWDB also wishes to engage a PTi consultant to **facilitate a series of strategic planning sessions with the Executive Committee and Full Board**. A draft framework for a **total of 4-6 hours** of facilitated strategic planning follows:

Date	Session	Agenda Items
January 28	Introductory Statement	<ul style="list-style-type: none"> • Process/Steps – customization of local strategic plan • Brainstorming Content – items to think about
April 28	State Training Follow-Up	<ul style="list-style-type: none"> • WIOA Orientation – review of the changes
May 26	Executive Committee (extended meeting)	<ul style="list-style-type: none"> • Lessons learned and Best Practices - under WIA • Board mission/vision statements
July 28	Full Board (extended meeting)	<ul style="list-style-type: none"> • Lessons learned and Best Practices - under WIA • Board mission/vision statements
August 25	Executive Committee (extended meeting)	<ul style="list-style-type: none"> • 4-Year Objectives – customize state plan • Key Actions/Responsibilities – customize state plan
October 27	Full Board (extended meeting)	<ul style="list-style-type: none"> • 4-Year Objectives – customize state plan • Key Actions/Responsibilities – customize state plan

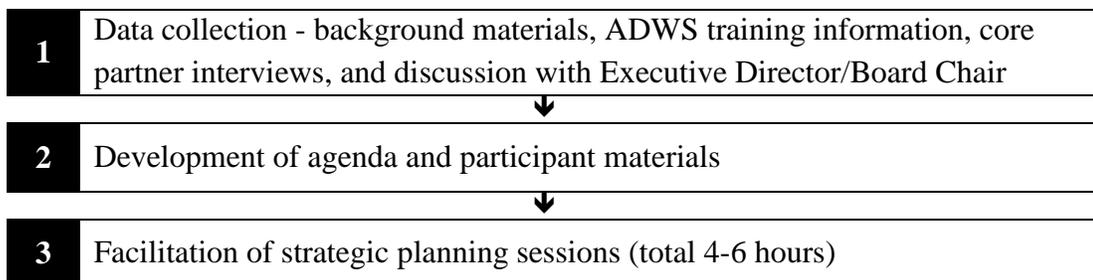
The Introductory Statement took place at the Workforce Center at Little Rock as an agenda item on January 28th, 11:30 a.m. – 1:30 p.m.

At the end of each strategic planning session listed above, participants will be provided with “idea starters” for the next strategic planning discussion.

The strategic planning sessions must be completed in time to facilitate submission of the LRWDB’s 4-year plan in by December 31, 2016.

PROCESS/DELIVERABLES

The three steps involved in creating materials for and delivering the Board Planning Sessions are:



Each planning session will incorporate interactive/experiential activities to engage participants, providing multiple opportunities for applying knowledge/skills. The sessions will be designed to immerse participants in topics that allow them to ‘hit the ground running’ and produce enhanced results. Output of the sessions will include broad categories of findings (e.g., funding, community outreach, technology platform) for approval by the LRWDB at the end of the strategic planning process.

In creating participant materials, PTi will seek to leverage existing WIOA training materials and include one (1) to two (2) customized case studies that will promote hands-on consideration of key issues.

The Board Planning Sessions will cover core topics with an audience of up to 24 participants. PTi will provide the facilitator and a digital copy of participant materials. The LRWDB will print copies of the participant materials for attendees. Based on the assumption that the session will be conducted at a facility in Little Rock, no provision for facilitator travel is included in this discussion document.

INVESTMENT

- Data collection - background materials, ADWS training input, core partner interview input, and Executive Director/Board Chair input
- Development/revision of participant materials, including experiential learning tools
- Facilitation of Introductory Statement and Board Planning Sessions (total 4-6 hours)

Total investment:

\$3,750

Due to the extended nature of the project, payment is due in three equal installments (within 30 days of each completed service milestone):

- Data Collection – ADWS Training and Core Partner Interviews
- Development of Agenda and Participant Materials
- Facilitation of Strategic Planning Sessions

Expenses associated with printing and copying of materials are to be paid by the LRWDB.

Any additional administrative expenses incurred by PTi during the course of the project are to be reimbursed at cost and will be included in the final invoice.

March 24, 2016
LRWDB Executive Director's Report
W.J. Monagle

I. Important Accomplishments and Notices

- On 3/1/16 the LRWDB met with ADWS Deputy Director and Area Manager to discuss hosting a business delegation from China that visited Little Rock and the LRWFC on 3/03/16 as part of a selection process to locate an apparel manufacturing facility that could employ up to 500 persons.
- On 3/4/16 the ADWS forwarded a letter received from the DOL Regional Office that responses to monitoring findings #10 and #11 were accepted and closed.
- *The LRWDB received notice that the DOL and the ADWS would conduct Local Board Training on April 27, 2016. Location TBA.
- On 3/4/16 the LRWDB executive director met with Mayor Mark Stodola to discuss board appointments and possible additional funding sources.
- On 3/08/16 the LRWDB Chair and executive director met with the consultant who will facilitate the LRWDB strategic planning and local plan process.
- On 3/18/16 the LRWDB internal monitor completed the annual program and financial monitoring report on WIOA Adult and DLW Programs. For the third year, Arbor E&T had no findings or concerns with non-compliance.

II. Outreach, Training and Attendance

- On 3/03/16 the LRWDB sponsored and staff from Arbor and the LRWDB attended the annual luncheon of the Human Resource Management Association where Brenda Winston was nominated for the Community Outreach Award.
- On 3/04/16 the LRWDB executive director and staff from Arbor met with the City of Little Rock's Community Programs staff to exchange information.
- On 3/07/16 the LRWDB executive director and ADWS area manager met with DOL Regional staff from Dallas to discuss our progress and readiness making the full transition to WIOA. Final rules and regulations are now due out in June.
- On 3/8-9/16 staff from Arbor and the LRWDB jointly attended monitoring training workshops sponsored by the DOL and conducted by Mayer & Mayer.
- On 3/10/16 the LWDA administrators held telephone conference to discuss hosting a workshop on engaging youth participants and staff under the WIOA.
- *On 3/11/19 the LRWDB executive director attended his 2nd CNA graduation event at St. Vincent Hospital. The first was at the LRSD Metropolitan Career & Technical Academy. Both classes were trained by our partner, MedLinc, Inc.
- The meeting of the Youth Services Committee took place on 3/14/16 with 14 community and program partners in attendance, including AWDB chair Charlie Clark. The One-Stop Partners Advisory Committee had its meeting on 3/23/16.

III. Budget and Financials

IV. Next Steps

- *The next LRWIB Executive Committee meeting is scheduled for 5/26/2016.
- *The next LRWIB Full Board is scheduled for 4/28/2016.

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

YEAR	Funding Stream/Program Name/Year	Funding	Spent to Date	Available to Spend	Incurred & Unpaid as of 02/29/2016	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	234,141.12	117,684.88	23,336.45	94,348.43
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	467,588.42	24,427.58	20,839.43	3,588.15
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	159,126.59	245,853.41	13,480.05	232,373.36
2014	YOUTHBUILD	720,000.00	280,001.49	439,998.51	19,183.32	420,815.19
2013	AR PROMISE	211,610.56	159,351.13	52,259.43	30,204.29	22,055.14
	TOTAL	3,492,871.56	2,111,482.75	1,381,388.81	107,043.54	1,274,345.27
	RECAP		END DATE			
2014	WIA TITLE 1 FORMULA ADULT, DLW, YOUTH	3,588.15	6/30/2016			
2015	WIA TITLE 1 FORMULA ADULT, DLW, YOUTH	827,886.79	6/30/2017			
2014	YOUTHBUILD	420,815.19	6/30/2017			
2013	AR PROMISE	22,055.14	First Yr Funding			
	TOTAL REMAINING BEFORE OBLIGATIONS	1,274,345.27				
2015	Arbor Contract Obligation WIA Adult, DLW, Youth	476,016.42	6/30/2016			
2015	LRWIB Budget Obligation WIA Adult, DLW, Youth	145,735.13	6/30/2016			
2015	AWFLR Rent/Utilities/Operating Expense Obligation WIA	25,429.46	6/30/2016			
2015	YOUTHBUILD	420,815.19	6/30/2017			
2013	AR PROMISE	22,055.14	6/30/2016			
	TOTAL OBLIGATIONS	1,090,051.34				
	UNOBLIGATED	184,293.93				

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

	Current Month					Total Year Budget		Percent Total
	Current Month	Current Month	Budget	Current Year	Total Year Budget	Remaining	Year Budget Remaining	
	Actual	Budget	Variance	To Date Actual				
Expenditures								
Salaries	13,659.59	13,208.33	(451.26)	102,278.46	158,500.00	56,221.54	35.47%	
SS/Medicare Tax	1,044.98	1,016.67	(28.31)	7,824.39	12,200.00	4,375.61	35.87%	
Dental	78.04	69.42	(8.62)	574.81	833.00	258.19	31.00%	
Disability Insurance	54.66	85.42	30.76	402.20	1,025.00	622.80	60.76%	
Group Life Basic	59.54	60.67	1.13	438.62	728.00	289.38	39.75%	
Group Medical	1,160.28	1,089.50	(70.78)	8,549.07	13,074.00	4,524.93	34.61%	
Retirement	1,229.40	1,190.42	(38.98)	9,002.73	14,285.00	5,282.27	36.98%	
Vision	2.10	3.58	1.48	14.96	43.00	28.04	65.21%	
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	2,554.96	5,000.00	2,445.04	48.90%	
Liability Insurance	0.00	333.33	333.33	1,750.00	4,000.00	2,250.00	56.25%	
Business Expense	0.00	125.00	125.00	1,455.80	1,500.00	44.20	2.95%	
Cell Phones	160.00	166.67	6.67	1,280.00	2,000.00	720.00	36.00%	
Internet/DSL	19.35	62.50	43.15	135.45	750.00	614.55	81.94%	
I T Support	0.00	20.83	20.83	0.00	250.00	250.00	100.00%	
Office Phone	199.24	208.33	9.09	1,390.97	2,500.00	1,109.03	44.36%	
Postage and Delivery	0.00	41.67	41.67	53.41	500.00	446.59	89.32%	
Printing and	0.00	100.00	100.00	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 -	2,000.00	666.67	(1,333.33)	2,300.00	8,000.00	5,700.00	71.25%	
Professional Fees - Legal	1,100.00	1,000.00	(100.00)	7,580.00	12,000.00	4,420.00	36.83%	
Outreach	1,884.00	791.67	(1,092.33)	4,849.00	9,500.00	4,651.00	48.96%	
Rent	2,604.62	2,666.67	62.05	20,836.96	32,000.00	11,163.04	34.88%	
Shared Costs	198.41	208.33	9.92	1,076.15	2,500.00	1,423.85	56.95%	
Supplies - Catering	357.98	233.33	(124.65)	1,722.23	2,800.00	1,077.77	38.49%	
Hardware/Software	0.00	166.67	166.67	985.00	2,000.00	1,015.00	50.75%	
Supplies - Office	113.24	233.33	120.09	998.41	2,800.00	1,801.59	64.34%	
Staff Development	0.00	166.67	166.67	75.00	2,000.00	1,925.00	96.25%	
Travel - Mileage	0.00	83.33	83.33	148.10	1,000.00	851.90	85.19%	
Travel - Other	1,050.00	625.00	(425.00)	2,134.47	7,500.00	5,365.53	71.54%	
Utilities	154.81	233.33	78.52	1,790.60	2,800.00	1,009.40	36.05%	
Other	0.00	1,323.68	1,323.68	0.00	15,884.14	15,884.14	100.00%	
Total Expenditures	27,449.61	28,514.35	1,064.74	196,437.01	342,172.14	145,735.13	42.59%	

Little Rock Workforce Investment Board
 Financial Report - One Stop Rent/Utilities/Shared Costs 2015-2016 - Unposted Transactions Included In Report
 From 2/1/2016 Through 2/29/2016

	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>5,376.44</u>	<u>5,588.10</u>	<u>211.66</u>	<u>41,627.70</u>	<u>67,057.16</u>	<u>25,429.46</u>	<u>37.92%</u>
Total Expenditures	<u>5,376.44</u>	<u>5,588.10</u>	<u>211.66</u>	<u>41,627.70</u>	<u>67,057.16</u>	<u>25,429.46</u>	<u>37.92%</u>

Little Rock Workforce Investment Board
 Financial Report - Monthly Expenditure Report Combined 2015-2016 - Unposted Transactions Included In Report
 From 2/1/2016 Through 2/29/2016

	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	26,351.84	30,423.50	4,071.66	240,330.90	365,081.94	124,751.04	34.17%
One Stop Fringe	7,330.52	7,439.93	109.41	57,798.22	89,279.10	31,480.88	35.26%
Administration	1,093.41	1,241.67	148.26	8,390.41	14,900.00	6,509.59	43.69%
Indirect Costs	4,018.96	4,299.93	280.97	32,025.24	51,599.19	19,573.95	37.93%
Incentive Award	195.00	833.33	638.33	895.00	10,000.00	9,105.00	91.05%
Equipment	2,733.72	785.75	(1,947.97)	3,193.16	9,429.00	6,235.84	66.13%
Individual Training Accounts	9,788.14	19,945.14	10,157.00	100,482.47	239,341.68	138,859.21	58.02%
Liability Insurance	259.39	341.67	82.28	1,584.89	4,100.00	2,515.11	61.34%
Miscellaneous	152.57	212.50	59.93	1,242.78	2,550.00	1,307.22	51.26%
Office Phone	233.28	925.00	691.72	4,618.28	11,100.00	6,481.72	58.39%
Postage and Delivery	81.81	334.33	252.52	1,132.68	4,012.00	2,879.32	71.77%
Outreach	2,097.43	383.33	(1,714.10)	3,253.10	4,600.00	1,346.90	29.28%
Supplies - Office	1,328.29	741.67	(586.62)	5,337.61	8,900.00	3,562.39	40.03%
Supportive Services	1,964.50	2,708.33	743.83	11,821.72	32,500.00	20,678.28	63.63%
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	0.00	216.67	216.67	738.97	2,600.00	1,861.03	71.58%
Travel - Mileage	245.61	900.00	654.39	2,182.79	10,800.00	8,617.21	79.79%
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	<u>1,781.46</u>	<u>3,656.13</u>	<u>1,874.67</u>	<u>2,606.02</u>	<u>43,873.51</u>	<u>41,267.49</u>	<u>94.06%</u>
Total Expenditures	<u>59,655.93</u>	<u>85,833.33</u>	<u>26,177.40</u>	<u>553,983.58</u>	<u>1,030,000.00</u>	<u>476,016.42</u>	<u>46.22%</u>

Little Rock Workforce Investment Board

Financial Report - Monthly Expenditure Report by Fund Arbor 2015-2016 - Unposted Transactions Included In Report
From 2/1/2016 Through 2/29/2016

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	10,332.37	12,473.63	2,141.26	99,714.48	149,683.60	49,969.12	33.38%
One Stop Fringe	2,222.84	3,050.37	827.53	24,342.05	36,604.43	12,262.38	33.50%
Administration	428.80	500.00	71.20	3,342.08	6,000.00	2,657.92	44.30%
Indirect Costs	1,515.25	1,751.14	235.89	13,261.87	21,013.71	7,751.84	36.89%
Equipment	1,076.54	311.08	(765.46)	1,259.44	3,733.00	2,473.56	66.26%
Individual Training	6,563.82	9,988.77	3,424.95	81,817.15	119,865.26	38,048.11	31.74%
Liability Insurance	102.15	133.33	31.18	634.19	1,600.00	965.81	60.36%
Miscellaneous	60.09	75.00	14.91	491.61	900.00	408.39	45.38%
Office Phone	91.87	366.67	274.80	1,852.30	4,400.00	2,547.70	57.90%
Postage and	32.22	125.00	92.78	455.57	1,500.00	1,044.43	69.63%
Outreach	825.97	158.33	(667.64)	1,292.16	1,900.00	607.84	31.99%
Supplies - Office	523.08	258.33	(264.75)	2,119.97	3,100.00	980.03	31.61%
Supportive Services	1,457.00	1,166.67	(290.33)	8,074.71	14,000.00	5,925.29	42.32%
Other Program	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	104.45	375.00	270.55	843.76	4,500.00	3,656.24	81.25%
Travel - Other	0.00	241.67	241.67	1,553.80	2,900.00	1,346.20	46.42%
Total Expenditures	<u>25,336.45</u>	<u>33,333.33</u>	<u>7,996.88</u>	<u>250,942.24</u>	<u>400,000.00</u>	<u>149,057.76</u>	<u>37.26%</u>

Little Rock Workforce Investment Board

Financial Report - Monthly Expenditure Report by Fund Arbor 2015-2016 - Unposted Transactions Included In Report
From 2/1/2016 Through 2/29/2016

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	5,925.43	8,518.58	2,593.15	61,513.23	102,222.94	40,709.71	39.82%
One Stop Fringe	2,294.29	2,083.18	(211.11)	16,282.24	24,998.15	8,715.91	34.87%
Administration	256.06	341.67	85.61	2,410.89	4,100.00	1,689.11	41.20%
Indirect Costs	972.40	1,202.82	230.42	8,451.18	14,433.82	5,982.64	41.45%
Incentive Award	195.00	833.33	638.33	895.00	10,000.00	9,105.00	91.05%
Equipment	631.49	231.33	(400.16)	773.53	2,776.00	2,002.47	72.14%
Individual Training	0.00	833.33	833.33	7,000.00	10,000.00	3,000.00	30.00%
Liability Insurance	59.92	100.00	40.08	444.92	1,200.00	755.08	62.92%
Miscellaneous	35.24	66.67	31.43	358.45	800.00	441.55	55.19%
Office Phone	53.88	266.67	212.79	1,332.24	3,200.00	1,867.76	58.37%
Postage and	18.90	92.67	73.77	313.82	1,112.00	798.18	71.78%
Outreach	484.50	83.33	(401.17)	796.65	1,000.00	203.35	20.34%
Supplies - Office	306.84	175.00	(131.84)	1,473.77	2,100.00	626.23	29.82%
Supportive Services	391.50	333.33	(58.17)	3,371.01	4,000.00	628.99	15.72%
Other Program	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	0.00	41.67	41.67	246.76	500.00	253.24	50.65%
Travel - Mileage	73.14	250.00	176.86	957.45	3,000.00	2,042.55	68.08%
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	<u>1,781.46</u>	<u>3,656.13</u>	<u>1,874.67</u>	<u>2,606.02</u>	<u>43,873.51</u>	<u>41,267.49</u>	<u>94.06%</u>
Total Expenditures	<u>13,480.05</u>	<u>25,000.00</u>	<u>11,519.95</u>	<u>165,319.69</u>	<u>300,000.00</u>	<u>134,680.31</u>	<u>44.89%</u>

Little Rock Workforce Investment Board

Financial Report - Monthly Expenditure Report by Fund Arbor 2015-2016 - Unposted Transactions Included In Report
From 2/1/2016 Through 2/29/2016

120 - WIOA

Dislocated Worker

	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	10,094.04	9,431.28	(662.76)	79,103.19	113,175.40	34,072.21	30.11%
One Stop Fringe	2,813.39	2,306.38	(507.01)	17,173.93	27,676.52	10,502.59	37.95%
Administration	408.55	400.00	(8.55)	2,637.44	4,800.00	2,162.56	45.05%
Indirect Costs	1,531.31	1,345.97	(185.34)	10,312.19	16,151.66	5,839.47	36.15%
Equipment	1,025.69	243.33	(782.36)	1,160.19	2,920.00	1,759.81	60.27%
Individual Training	3,224.32	9,123.04	5,898.72	11,665.32	109,476.42	97,811.10	89.34%
Liability Insurance	97.32	108.33	11.01	505.78	1,300.00	794.22	61.09%
Miscellaneous	57.24	70.83	13.59	392.72	850.00	457.28	53.80%
Office Phone	87.53	291.67	204.14	1,433.74	3,500.00	2,066.26	59.04%
Postage and	30.69	116.67	85.98	363.29	1,400.00	1,036.71	74.05%
Outreach	786.96	141.67	(645.29)	1,164.29	1,700.00	535.71	31.51%
Supplies - Office	498.37	308.33	(190.04)	1,743.87	3,700.00	1,956.13	52.87%
Supportive Services	116.00	1,208.33	1,092.33	376.00	14,500.00	14,124.00	97.41%
Other Program	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	68.02	275.00	206.98	381.58	3,300.00	2,918.42	88.44%
Travel - Other	0.00	166.67	166.67	1,179.45	2,000.00	820.55	41.03%
Total Expenditures	<u>20,839.43</u>	<u>27,500.00</u>	<u>6,660.57</u>	<u>137,721.65</u>	<u>330,000.00</u>	<u>192,278.35</u>	<u>58.27%</u>

Little Rock Workforce Development Board
 Financial Report - YouthBuild All Locations 2015-2016 - Unposted Transactions Included In Report
 From 2/1/2016 Through 2/29/2016

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	1,187.77	1,184.17	(3.60)	8,299.54	14,210.00	5,910.46	41.59%
SS/Medicare Tax	90.85	90.63	(0.22)	634.78	1,087.57	452.79	41.63%
Dental	6.76	13.30	6.54	47.44	159.60	112.16	70.28%
Disability Insurance	4.74	10.47	5.73	33.25	125.65	92.40	73.54%
Group Life Basic	5.16	10.44	5.28	36.20	125.30	89.10	71.11%
Group Medical	100.92	86.45	(14.48)	714.39	1,037.34	322.95	31.13%
Retirement	106.88	116.35	9.47	746.87	1,396.16	649.29	46.51%
Vision	0.15	3.71	3.56	1.13	44.56	43.43	97.46%
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	0.00	425.22	425.22	45.00	5,102.67	5,057.67	99.12%
Total Expenditures	1,503.23	4,311.42	2,808.19	26,688.79	51,737.06	25,048.27	48.41%

Little Rock Workforce Development Board
 Financial Report - YouthBuild All Locations 2015-2016 - Unposted Transactions Included In Report
 From 2/1/2016 Through 2/29/2016

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	6,282.94	6,738.89	455.95	48,293.38	80,866.67	32,573.29	40.28%
One Stop Fringe	1,318.36	2,707.56	1,389.20	7,699.73	32,490.69	24,790.96	76.30%
Worker's Compensation	44.16	372.36	328.20	395.07	4,468.29	4,073.22	91.16%
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	109.34	274.75	165.41	872.80	3,296.96	2,424.16	73.53%
Office Phone	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
Supplies - Office	148.64	248.05	99.41	1,416.10	2,976.56	1,560.46	52.42%
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	401.41	856.48	455.07	3,462.83	10,277.77	6,814.94	66.31%
Travel - Mileage	161.66	195.65	33.99	288.42	2,347.83	2,059.41	87.72%
YB GED Participation	690.00	2,497.50	1,807.50	9,870.00	29,970.00	20,100.00	67.07%
Work Experience	<u>1,594.73</u>	<u>9,690.54</u>	<u>8,095.81</u>	<u>15,079.71</u>	<u>116,286.52</u>	<u>101,206.81</u>	<u>87.03%</u>
Total Expenditures	<u>10,751.24</u>	<u>27,379.32</u>	<u>16,628.08</u>	<u>91,682.22</u>	<u>328,551.86</u>	<u>236,869.64</u>	<u>72.10%</u>

Little Rock Workforce Development Board
 Financial Report - YouthBuild All Locations 2015-2016 - Unposted Transactions Included In Report
 From 2/1/2016 Through 2/29/2016

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	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 Development Board
 Financial Report - YouthBuild All Locations 2015-2016 - Unposted Transactions Included In Report
 From 2/1/2016 Through 2/29/2016

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>2,240.00</u>	<u>3,360.00</u>	<u>1,120.00</u>	<u>33.33%</u>
Total Expenditures	<u>280.00</u>	<u>280.00</u>	<u>0.00</u>	<u>2,240.00</u>	<u>3,360.00</u>	<u>1,120.00</u>	<u>33.33%</u>

Little Rock Workforce Development Board
 Financial Report - YouthBuild All Locations 2015-2016 - Unposted Transactions Included In Report
 From 2/1/2016 Through 2/29/2016

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	3,360.00	2,484.58	(875.42)	16,405.00	29,815.00	13,410.00	44.98%
Participant Const Supplies YB	0.00	454.60	454.60	0.00	5,455.22	5,455.22	100.00%
Total Expenditures	<u>3,360.00</u>	<u>2,939.19</u>	<u>(420.82)</u>	<u>16,405.00</u>	<u>35,270.22</u>	<u>18,865.22</u>	<u>53.49%</u>