

# AGENDA

Little Rock Workforce Development Board  
Full Board Meeting  
January 28, 2016  
12:00 P.M.

PAGE

Call to Order/Welcome	Bryan Day	
Taping of Meeting	Janet Davis	
Roll Call/Determine Quorum	Janet Davis	
Minutes Previous Meetings	Bryan Day	2-4
• September 24, 2015 ( <b>ACTION ITEM</b> )		
Ratify Actions of the Executive Committee	Bryan Day	
• October 29, 2015 – Approved a 1% salary increase ( <b>ACTION ITEM</b> )		
• December 10, 2015 – Adopt and/or grandfather-in current WIA operating policies for this transitional year and until further state and federal guidelines are forthcoming ( <b>ACTION ITEM</b> )		
LRWDB Chair's Report	Bryan Day	
• Recognition of former LRWIB Members		
• PY2014 Financial Audit Presentation		
• Proposed Local & Strategic Plan Consultant/Schedule		5
• Committee Reports		
• Committee Assignments ( <b>Handout Sign-Up</b> )		
• Conflict of Interest Forms		
• Proposed Site Visits between Quarterly Board Meetings ( <b>ACTION ITEM</b> )		
Executive Director's Report	W.J. Monagle	
• LRWIB Annual Report PY2014 ( <b>ACTION ITEM</b> ) - <b>Handout</b>		
• Activity Report		6
• Monthly Financial Report ( <b>ACTION ITEM</b> )		7-20
WIOA Service Provider/One Stop Operator's Report	Farrah Hammond	
• PowerPoint Report		
• Performance Report		21-22
Other Business		
Announcements	Bryan Day	
Adjourn		

Arkansas Workforce Center at Little Rock  
5401 S. University Avenue  
Little Rock, Arkansas

## MINUTES

### Little Rock Workforce Investment Board Quarterly Board Meeting September 24, 2015

#### PRESENT

Members Present: Eric Tate, Joey Dean, James McCarther, Mike South, Kathy Fulks, Jimmy Fuller, Debera Coleman, David McDonald, David Stephens, Bentley Wallace, Jo Keegan, Warwick Sabin, Susan P. North

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

Arbor E&T: Farrah Hammond

AR DWS: Carolyn Talley, LaJoy Montgomery, Amber Jackson

AR Workforce Development Board: Charlie Clark, Chair

#### ORDER/ROLL CALL

Chair Eric Tate 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. Chair Tate recognized the attendance of Charlie Clark, Chair of the Arkansas Workforce Development Board and thanked him for his efforts to be present at the Little Rock local board meeting.

#### MINUTES OF PREVIOUS MEETING

Upon a motion by Bentley Wallace, duly seconded by Jo Keegan it was unanimously **RESOLVED:** To approve the minutes of the August 27, 2015 meeting as presented.

#### CONTINUATION OF WIOA TRANSITION

Upon a motion by Warwick Sabin, duly seconded by Susan P. North, it was unanimously **RESOLVED:** To adopt The LRWDB Bylaws as presented.

Upon a motion by Warwick Sabin, duly seconded by Kathy Fulks, it was unanimously **RESOLVED:** To Approve the CEO/LRWDB Partnership agreement.

Chair Tate assigned the following members to chair their respective committees:

Kathy Fulks – Youth Services Committee

Jo Keegan – One-Stop Partners Advisory Committee

Eric Tate – Executive Committee (per bylaws)

OPEN – Services to Persons with Disabilities Committee

Upon a motion by Bentley Wallace, duly seconded by David Stephens, it was unanimously **RESOLVED:** To accept the committee chair appointments as presented.

Upon a motion by Jo Keegan, duly seconded by Kathy Fulks, it was unanimously **RESOLVED:** To approve the Conflict of Resolution form as presented, and to distribute and require board members to sign it annually.

Upon a motion by Bryan Day, duly seconded by Debera Coleman, it was unanimously **RESOLVED:** To conduct local WIOA strategic planning meetings over the course of two days for two hours each during the months of January and February of 2016.

## ELECTION OF OFFICERS – REVISITED

Chair Tate announced his retirement would take place during the first part of the year 2016, and that he would be moving to Dallas, TX. Therefore a new Chair for this board would need to be nominated and elected. Bryan Day and Mike South were nominated as candidates. Each of them gave a statement of his desires and qualifications for the position as the other waited outside. Chair Tate conducted a vote by secret ballot, and after a temporary adjournment to count the votes, called the meeting back to order and announced that Bryan Day was elected to assume the Chair upon his retirement and resignation.

## EXECUTIVE DIRECTOR'S REPORT

### Monthly Activity Report

Director Monagle submitted his monthly activity report dated September 24, 2015. He highlighted and discussed the following:

- The PY 2015 Summer Monitoring Report performed by the ADWS has been completed and there were no findings or concerns with federal program of financial compliance.
- The LRWDB is working in concert with UALR on a Regional Workforce Planning Grant application for \$100,000 from the AR Dept. of Higher Ed. If successful, the effort could lead to a \$1M implementation grant.
- The PY2014 Annual Report to the state has been submitted and will be presented to the AR Workforce Development Board on October 13, 2015. All LRWDB members were invited to attend.
- The annual financial audit performed by BKD, Inc. is scheduled to take place the week of November 2, 2015.

## FINANCIAL REPORTS

Director Monagle presented the Financial Report for the period ended August 31, 2015. Upon a motion by Kathy Fulks, duly seconded by David McDonald, it was unanimously **RESOLVED**: To approve the Financial Report as presented.

## ONE-STOP OPERATOR/TITLE I SERVICE PROVIDER'S REPORT

Farrah Hammond, Project Director/One-Stop Operator for Arbor E&T, presented a power-point presentation that highlighted the following:

- Eight YouthBuild participants have completed a GED or other credential, including Ms Jordan, a H.S. dropout who completed her GED and a CNA certification, and is now enrolled at Pulaski Tech completing her basics to become a RN. We will enroll 40 youth into the YouthBuild Grant by the end of the grant period.
- 2 Summer Youth Employment Program participants were offered full-time positions. Others were offered continued part-time hours and/or afterschool jobs.
- The Business Advisory Team has conducted or attended job fairs for UAMS, Kids First, The Outlets at Little Rock, Church at Rock Creek, CAHRA, and Our House.
- Arbor E&T, dba ResCare Workforce Services achieved perfect Performance Outcomes for PY2014 by meeting or exceeding all of the 9 Common Performance Measures and all 4 local board performance measures. The goals for PY2015 are not public yet.
- Several individual success stories were shared including: Ms. Love who finished her LPN training at Pulaski Tech and is now making \$21.00/hour, and Ms. Green, a DLW and also

a LPN graduate who now makes \$19.35/Hr.; Ms. Hays who works for the State of AR at 18.65/hour; Mr. Campbell, DLW who now works for the AR Dept. of Environmental Quality for \$14.42/hour.

- Ms. Hammond also highlighted the successes of one of the PROMISE Grant participants in the Summer Youth Employment Program who interned with Cromwell Architects and received glowing evaluations.

Chair Tate then announced that these stories are the reason this board exists and why its members serve on it, and thanked all of the membership for their participation. He reminded members to be aware of announcements pertaining to new board member orientations and training.

#### DATE OF NEXT MEETING

The audience was reminded that the next meeting will be held on October 22, 2015.

#### ADJOURNMENT

With no further business to come before the Board, the meeting adjourned at 1:10 p.m.

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Approved

# WIOA Strategic Planning

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## REVIEW THE BACKGROUND

The LRWDB recognizes the pivotal role that effective implementation toward strategic goals can play in helping the organization become part of an integrated one-stop delivery system under the new **Workforce Innovation and Opportunities Act** (WIOA) of 2014.

The organization is poised to conduct a **strategic planning initiative** to address develop and execute a strategy to align with the new WIOA vision, including:

- Creating awareness of the link between the WIOA vision, strategic planning, and implementation
- Crafting components of a strategic Four-Year Local Plan (mission statement, objectives, action plan)
- Increasing understanding among Board members regarding their organizational role
- Strengthening collaboration within the one-stop network (businesses, agency partners, local officials)

## ATTEND PLANNING SESSIONS

### INTRODUCTORY STATEMENT – January 28<sup>th</sup>

- **Process** – steps to customize the State of AR WIOA Combined State Plan to local circumstances
- **Local Board Training** – ADWS projects DOL-sponsored training in early to mid-February

### PLANNING SESSION 1 – March Lunch Meeting

- **WIOA Orientation** - a review of the changes prompted by the WIOA
- **Board Mission/Vision** - “lessons learned” under WIA; new mission/vision

### PLANNING SESSION 2 – March/April Lunch Meeting

- **Strategic Plan** – review of mission statement; strategic 4-year objectives, key actions
- **Roles & Responsibilities** –board member responsibilities; collaborative one-stop delivery system

## BEGIN BRAINSTORMING

To maximize your contribution to the strategic planning sessions, **please review the current annual report and begin to think about ways the LRWDB can...**

- Use “**lessons learned**” to create higher-quality workforce and economic development solutions
- Become more **job-driven** and placement-oriented, rather than training-oriented
- Forge stronger **partnerships** to function as part of an integrated one-stop delivery system

January 28, 2016  
LRWDB Executive Director's Report  
W.J. Monagle

I. Important Accomplishments and Notices

- On 1/28/16 the team of auditors from BKD, Inc. is ready to present a preliminary draft of its annual financial audit. We can expect an unqualified good opinion.
- \*On 1/25/16 the final LRWIB Annual Report for PY2014 was submitted for your review and will be posted online pending any feedback.
- On 12/15-18/15 the LRWDB received the ADWS Monitoring and Compliance Unit for the annual monitoring review of WIA/WIOA programs for PY2014.

II. Outreach, Training and Attendance

- On 12/10/15 the LRWDB executive director and board member Kathy Fulks attended the meeting of the Central AR WDB in Lonoke, AR.
- \*The first official meetings of the One-Stop Partners Advisory Committee (12/11/15) and Youth Services Committee (12/14) took place very successfully.
- On 12/16/15 the LRWDB executive director met with members and the director of the GLRCC Venture Center to tour the center, discuss website development, and develop relationships in the start-up and entrepreneurial community of LR.
- \*The entire LRWFC Staff from all of its partner agencies conducted a toys and clothes drive for items and Christmas gifts needed by the Women & Children First Center Against Domestic Violence and delivered them on 12/21/15.
- \*On 12/29/15 Arbor E&T and YouthBuild staff coordinated a youth workshop entitled "Welcome to the Real World," consisting of workshops and a panel discussion of young professionals on securing financial stability.
- On 1/7/16 the LRWDB executive director conferenced with senior management of ADWS to discuss WIOA transition, State Plan development, identification of WIOA Regions, local board training, and updates on the eligible training provider policy, current discretionary grants, and new grant opportunities.
- \*On 1/13/16 the LRWDB executive director led the planning committee of the EITC Coalition to finalize plans for the annual "Super Saturday Free Tax Assistance and Filing" event on 2/6/16 at the AR State Fairgrounds.
- On 1/19/16 the LRWDB executive director attended the quarterly meeting of the AWDB Strategic Planning Committee and full board.
- On 1/23-24/16 the LRWDB executive director hosted the annual conference of Arkansas United Communities Coalition, a strategic planning meeting that will train and organize local Latino advocates around citizen and worker rights.

III. Budget and Financials

IV. Next Steps

- \*The next LRWIB Full Board is scheduled for 4/28/2016.
- \*The next LRWIB Executive Committee meeting is scheduled for 2/25/2016.
- Setting the dates with consultant for the LRWDB strategic planning process.

Little Rock Workforce Investment Board  
Financial Report - All Funding Streams - Summary  
December 2015

YEAR	Funding Stream/Program Name/Year	Funding	Spent to Date	Available to Spend	Incurred & Unpaid as of 12/31/2015	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	18,033.39	14,119.61	14,119.61	0.00
2015	ADULT F16 (balance PY15 funding)	351,826.00	0.00	351,826.00	137,758.67	214,067.33
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	324,777.00	167,239.00	83,653.65	83,585.35
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	349,125.31	10,263.69	10,263.69	0.00
2015	YOUTH 2015	404,980.00	0.00	404,980.00	111,908.42	293,071.58
2014	YOUTHBUILD	720,000.00	179,257.62	540,742.38	20,858.76	519,883.62
2013	AR PROMISE	211,610.56	151,517.67	60,092.89	20,151.98	39,940.91
	<b>TOTAL</b>	<b>3,492,871.56</b>	<b>1,442,442.99</b>	<b>2,050,428.57</b>	<b>398,714.78</b>	<b>1,651,713.79</b>
	<b>RECAP</b>		<b>END DATE</b>			
2014	WIA TITLE 1 FORMULA ADULT, DLW, YOUTH	83,585.35	6/30/2016			
2015	WIA TITLE 1 FORMULA ADULT, DLW, YOUTH	1,008,303.91	6/30/2017			
2014	YOUTHBUILD	519,883.62	6/30/2017			
2013	AR PROMISE	39,940.91	First Yr Funding			
	<b>TOTAL REMAINING BEFORE OBLIGATIONS</b>	<b>1,651,713.79</b>				
2015	Arbor Contract Obligation WIA Adult, DLW, Youth	611,620.11	6/30/2016			
2015	LRWIB Budget Obligation WIA Adult, DLW, Youth	202,261.08	6/30/2016			
2015	AWFLR Rent/Utilities/Operating Expense Obligation WIA	35,835.80	6/30/2016			
2015	YOUTHBUILD	519,883.62	6/30/2017			
2013	AR PROMISE	39,940.91	6/30/2016			
	<b>TOTAL OBLIGATIONS</b>	<b>1,409,541.52</b>				
	<b>UNOBLIGATED</b>	<b>242,172.27</b>				

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 12/1/2015 Through 12/31/2015

	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)	74,959.29	158,500.00	83,540.71	52.71%	
SS/Medicare Tax	1,044.96	1,016.67	(28.29)	5,734.46	12,200.00	6,465.54	53.00%	
Dental	78.04	69.42	(8.62)	418.73	833.00	414.27	49.73%	
Disability Insurance	54.66	85.42	30.76	292.88	1,025.00	732.12	71.43%	
Group Life Basic	59.54	60.67	1.13	319.54	728.00	408.46	56.11%	
Group Medical	1,226.52	1,089.50	(137.02)	6,228.51	13,074.00	6,845.49	52.36%	
Retirement	1,229.40	1,190.42	(38.98)	6,543.93	14,285.00	7,741.07	54.19%	
Vision	2.09	3.58	1.49	10.77	43.00	32.23	74.95%	
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	1,916.22	5,000.00	3,083.78	61.68%	
Liability Insurance	0.00	333.33	333.33	0.00	4,000.00	4,000.00	100.00%	
Business Expense	0.00	125.00	125.00	1,385.58	1,500.00	114.42	7.63%	
Cell Phones	160.00	166.67	6.67	960.00	2,000.00	1,040.00	52.00%	
Internet/DSL	19.35	62.50	43.15	77.40	750.00	672.60	89.68%	
I T Support	0.00	20.83	20.83	0.00	250.00	250.00	100.00%	
Office Phone	192.80	208.33	15.53	814.27	2,500.00	1,685.73	67.43%	
Postage and Delivery	53.41	41.67	(11.74)	53.41	500.00	446.59	89.32%	
Printing and	0.00	100.00	100.00	68.22	1,200.00	1,131.78	94.31%	
Professional Fees -	12,688.00	1,250.00	(11,438.00)	12,688.00	15,000.00	2,312.00	15.41%	
Professional Fees -	100.00	666.67	566.67	100.00	8,000.00	7,900.00	98.75%	
Professional Fees - Legal	0.00	1,000.00	1,000.00	4,380.00	12,000.00	7,620.00	63.50%	
Outreach	0.00	791.67	791.67	0.00	9,500.00	9,500.00	100.00%	
Rent	2,604.62	2,666.67	62.05	15,627.72	32,000.00	16,372.28	51.16%	
Shared Costs	198.41	208.33	9.92	662.51	2,500.00	1,837.49	73.50%	
Supplies - Catering	0.00	233.33	233.33	1,065.26	2,800.00	1,734.74	61.95%	
Hardware/Software	0.00	166.67	166.67	985.00	2,000.00	1,015.00	50.75%	
Supplies - Office	105.76	233.33	127.57	453.10	2,800.00	2,346.90	83.82%	
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	55.06	1,000.00	944.94	94.49%	
Travel - Other	0.00	625.00	625.00	1,084.47	7,500.00	6,415.53	85.54%	
Utilities	148.77	233.33	84.56	1,476.73	2,800.00	1,323.27	47.26%	
Other	0.00	1,323.68	1,323.68	0.00	15,884.14	15,884.14	100.00%	
<b>Total Expenditures</b>	<b>33,945.28</b>	<b>28,514.35</b>	<b>(5,430.94)</b>	<b>139,911.06</b>	<b>342,172.14</b>	<b>202,261.08</b>	<b>59.11%</b>	

Little Rock Workforce Investment Board  
 Financial Report - One Stop Rent/Utilities/Shared Costs 2015-2016 - Unposted Transactions Included In Report  
 From 12/1/2015 Through 12/31/2015

	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>5,365.22</u>	<u>5,588.10</u>	<u>222.88</u>	<u>31,221.36</u>	<u>67,057.16</u>	<u>35,835.80</u>	<u>53.44%</u>
Total Expenditures	<u>5,365.22</u>	<u>5,588.10</u>	<u>222.88</u>	<u>31,221.36</u>	<u>67,057.16</u>	<u>35,835.80</u>	<u>53.44%</u>

Little Rock Workforce Investment Board

Financial Report - Monthly Expenditure Report by Fund Arbor 2015-2016 - Unposted Transactions Included In Report  
From 12/1/2015 Through 12/31/2015

	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	30,120.81	30,423.50	302.68	176,805.94	365,081.94	188,276.00	51.57%
One Stop Fringe	10,848.83	7,439.93	(3,408.91)	39,894.81	89,279.10	49,384.29	55.31%
Administration	927.96	1,241.67	313.71	6,083.56	14,900.00	8,816.44	59.17%
Indirect Costs	4,440.32	4,299.93	(140.39)	23,028.66	51,599.19	28,570.53	55.37%
Incentive Award	40.00	833.33	793.33	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	11,585.04	19,945.14	8,360.10	73,015.17	239,341.68	166,326.51	69.49%
Liability Insurance	163.08	341.67	178.59	1,096.00	4,100.00	3,004.00	73.27%
Miscellaneous	477.33	212.50	(264.83)	930.61	2,550.00	1,619.39	63.51%
Office Phone	608.52	925.00	316.48	3,779.62	11,100.00	7,320.38	65.95%
Postage and	0.00	334.33	334.33	895.13	4,012.00	3,116.87	77.69%
Outreach	0.00	383.33	383.33	0.00	4,600.00	4,600.00	100.00%
Supplies - Office	1,554.46	741.67	(812.79)	3,370.41	8,900.00	5,529.59	62.13%
Supportive Services	2,773.03	2,708.33	(64.70)	8,519.22	32,500.00	23,980.78	73.79%
Other Program	22.95	316.67	293.72	306.89	3,800.00	3,493.11	91.92%
Profit	9,012.50	5,579.17	(3,433.33)	24,462.50	66,950.00	42,487.50	63.46%
Staff Development	0.00	216.67	216.67	698.97	2,600.00	1,901.03	73.12%
Travel - Mileage	78.65	900.00	821.35	1,937.18	10,800.00	8,862.82	82.06%
Travel - Other	1,521.83	575.00	(946.83)	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	39.34	3,656.13	3,616.79	815.83	43,873.51	43,057.68	98.14%
Total Expenditures	<u>74,214.65</u>	<u>85,833.33</u>	<u>11,618.68</u>	<u>418,379.89</u>	<u>1,030,000.00</u>	<u>611,620.11</u>	<u>59.38%</u>

Little Rock Workforce Investment Board

Financial Report - Monthly Expenditure Report by Fund Arbor 2015-2016 - Unposted Transactions Included In Report  
From 12/1/2015 Through 12/31/2015

100 - WIOA Adult

	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	11,916.84	12,473.63	556.79	74,014.59	149,683.60	75,669.01	50.55%
One Stop Fringe	4,156.83	3,050.37	(1,106.46)	16,145.69	36,604.43	20,458.74	55.89%
Administration	355.34	500.00	144.66	2,426.65	6,000.00	3,573.35	59.56%
Indirect Costs	1,738.31	1,751.14	12.83	9,539.42	21,013.71	11,474.29	54.60%
Equipment	0.00	311.08	311.08	182.90	3,733.00	3,550.10	95.10%
Individual Training	8,585.04	9,988.77	1,403.73	57,574.17	119,865.26	62,291.09	51.97%
Liability Insurance	62.86	133.33	70.47	439.46	1,600.00	1,160.54	72.53%
Miscellaneous	183.97	75.00	(108.97)	367.14	900.00	532.86	59.21%
Office Phone	234.52	366.67	132.15	1,516.22	4,400.00	2,883.78	65.54%
Postage and	0.00	125.00	125.00	360.53	1,500.00	1,139.47	75.96%
Outreach	0.00	158.33	158.33	0.00	1,900.00	1,900.00	100.00%
Supplies - Office	599.09	258.33	(340.76)	1,339.15	3,100.00	1,760.85	56.80%
Supportive Services	2,461.03	1,166.67	(1,294.36)	5,667.71	14,000.00	8,332.29	59.52%
Other Program	0.00	108.33	108.33	103.36	1,300.00	1,196.64	92.05%
Profit	3,500.00	2,166.67	(1,333.33)	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	30.32	375.00	344.68	739.31	4,500.00	3,760.69	83.57%
Travel - Other	<u>586.51</u>	<u>241.67</u>	<u>(344.84)</u>	<u>1,553.80</u>	<u>2,900.00</u>	<u>1,346.20</u>	<u>46.42%</u>
Total Expenditures	<u>34,410.66</u>	<u>33,333.33</u>	<u>(1,077.33)</u>	<u>181,753.84</u>	<u>400,000.00</u>	<u>218,246.16</u>	<u>54.56%</u>

Little Rock Workforce Investment Board

Financial Report - Monthly Expenditure Report by Fund Arbor 2015-2016 - Unposted Transactions Included In Report  
From 12/1/2015 Through 12/31/2015

110 - WIOA Youth

	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	8,827.63	8,518.58	(309.05)	46,198.37	102,222.94	56,024.57	54.81%
One Stop Fringe	3,794.41	2,083.18	(1,711.23)	11,787.48	24,998.15	13,210.67	52.85%
Administration	291.80	341.67	49.87	1,821.89	4,100.00	2,278.11	55.56%
Indirect Costs	1,369.37	1,202.82	(166.55)	6,259.10	14,433.82	8,174.72	56.64%
Incentive Award	40.00	833.33	793.33	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	0.00	833.33	833.33	7,000.00	10,000.00	3,000.00	30.00%
Liability Insurance	50.54	100.00	49.46	323.01	1,200.00	876.99	73.08%
Miscellaneous	147.97	66.67	(81.30)	280.10	800.00	519.90	64.99%
Office Phone	188.64	266.67	78.03	1,114.84	3,200.00	2,085.16	65.16%
Postage and	0.00	92.67	92.67	252.85	1,112.00	859.15	77.26%
Outreach	0.00	83.33	83.33	0.00	1,000.00	1,000.00	100.00%
Supplies - Office	481.88	175.00	(306.88)	994.36	2,100.00	1,105.64	52.65%
Supportive Services	252.00	333.33	81.33	2,591.51	4,000.00	1,408.49	35.21%
Other Program	22.95	125.00	102.05	120.83	1,500.00	1,379.17	91.94%
Profit	2,625.00	1,625.00	(1,000.00)	7,125.00	19,500.00	12,375.00	63.46%
Staff Development	0.00	41.67	41.67	206.76	500.00	293.24	58.65%
Travel - Mileage	24.36	250.00	225.64	884.31	3,000.00	2,115.69	70.52%
Travel - Other	471.82	166.67	(305.15)	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	39.34	3,656.13	3,616.79	815.83	43,873.51	43,057.68	98.14%
Total Expenditures	<u>18,627.71</u>	<u>25,000.00</u>	<u>6,372.29</u>	<u>137,464.98</u>	<u>300,000.00</u>	<u>162,535.02</u>	<u>54.18%</u>

Little Rock Workforce Investment Board

Financial Report - Monthly Expenditure Report by Fund Arbor 2015-2016 - Unposted Transactions Included In Report  
From 12/1/2015 Through 12/31/2015

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	9,376.34	9,431.28	54.94	56,592.98	113,175.40	56,582.42	50.00%
One Stop Fringe	2,897.59	2,306.38	(591.21)	11,961.64	27,676.52	15,714.88	56.78%
Administration	280.82	400.00	119.18	1,835.02	4,800.00	2,964.98	61.77%
Indirect Costs	1,332.64	1,345.97	13.33	7,230.14	16,151.66	8,921.52	55.24%
Equipment	0.00	243.33	243.33	134.50	2,920.00	2,785.50	95.39%
Individual Training	3,000.00	9,123.04	6,123.04	8,441.00	109,476.42	101,035.42	92.29%
Liability Insurance	49.68	108.33	58.65	333.53	1,300.00	966.47	74.34%
Miscellaneous	145.39	70.83	(74.56)	283.37	850.00	566.63	66.66%
Office Phone	185.36	291.67	106.31	1,148.56	3,500.00	2,351.44	67.18%
Postage and	0.00	116.67	116.67	281.75	1,400.00	1,118.25	79.88%
Outreach	0.00	141.67	141.67	0.00	1,700.00	1,700.00	100.00%
Supplies - Office	473.49	308.33	(165.16)	1,036.90	3,700.00	2,663.10	71.98%
Supportive Services	60.00	1,208.33	1,148.33	260.00	14,500.00	14,240.00	98.21%
Other Program	0.00	83.33	83.33	82.70	1,000.00	917.30	91.73%
Profit	2,887.50	1,787.50	(1,100.00)	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	23.97	275.00	251.03	313.56	3,300.00	2,986.44	90.50%
Travel - Other	463.50	166.67	(296.83)	1,179.45	2,000.00	820.55	41.03%
Total Expenditures	<u>21,176.28</u>	<u>27,500.00</u>	<u>6,323.72</u>	<u>99,161.07</u>	<u>330,000.00</u>	<u>230,838.93</u>	<u>69.95%</u>

Little Rock Workforce Investment Board  
 Financial Report - YouthBuild All Locations 2015-2016 - Unposted Transactions Included In Report  
 From 12/1/2015 Through 12/31/2015

10 - Little Rock Workforce Development Board

	Current Period Actual	Current Month Budget	Current Month Budget Vaiance	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)	5,923.99	14,210.00	8,286.01	58.31%
SS/Medicare Tax	90.86	90.63	(0.23)	453.07	1,087.57	634.50	58.34%
Dental	6.76	13.30	6.54	33.92	159.60	125.68	78.75%
Disability Insurance	4.74	10.47	5.73	23.77	125.65	101.88	81.08%
Group Life Basic	5.16	10.44	5.28	25.88	125.30	99.42	79.35%
Group Medical	106.68	86.45	(20.24)	512.55	1,037.34	524.79	50.59%
Retirement	106.88	116.35	9.47	533.11	1,396.16	863.05	61.82%
Vision	0.16	3.71	3.55	0.82	44.56	43.74	98.16%
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	<u>185.00</u>	<u>425.22</u>	<u>240.22</u>	<u>185.00</u>	<u>5,102.67</u>	<u>4,917.67</u>	<u>96.37%</u>
Total Expenditures	<u>1,694.02</u>	<u>4,311.42</u>	<u>2,617.40</u>	<u>23,822.30</u>	<u>51,737.06</u>	<u>27,914.76</u>	<u>53.96%</u>

Little Rock Workforce Investment Board  
 Financial Report - YouthBuild All Locations 2015-2016 - Unposted Transactions Included In Report  
 From 12/1/2015 Through 12/31/2015

15 - Arbor Education & Training

	Current Period Actual	Current Month Budget	Current Month Budget Vaiance	Current Year Actual	Total Budget - Original	Total Budget Variance - Original	Percent Total Budget Remaining - Original
<b>Expenditures</b>							
<b>YouthBuild</b>							
Salaries	6,297.70	6,738.89	441.19	36,146.81	80,866.67	44,719.86	55.30%
One Stop Fringe	718.11	2,707.56	1,989.45	5,138.21	32,490.69	27,352.48	84.19%
Worker's Compensation	36.97	372.36	335.39	302.38	4,468.29	4,165.91	93.23%
Incentive Award	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
Individual Training Accounts	1,000.00	3,103.67	2,103.67	1,085.00	37,244.00	36,159.00	97.09%
Cell Phones	109.04	274.75	165.71	654.42	3,296.96	2,642.54	80.15%
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%
<b>Equipment</b>							
Case Management Fees	438.29	856.48	418.19	2,685.05	10,277.77	7,592.72	73.88%
Travel - Mileage	0.00	195.65	195.65	33.32	2,347.83	2,314.51	98.58%
YB GED Participation	1,490.00	2,497.50	1,007.50	8,680.00	29,970.00	21,290.00	71.04%
Work Experience	<u>1,472.31</u>	<u>9,690.54</u>	<u>8,218.23</u>	<u>11,696.72</u>	<u>116,286.52</u>	<u>104,589.80</u>	<u>89.94%</u>
<b>Total Expenditures</b>	<u>11,562.42</u>	<u>27,379.32</u>	<u>15,816.90</u>	<u>70,908.55</u>	<u>328,551.86</u>	<u>257,643.31</u>	<u>78.42%</u>

Little Rock Workforce Investment Board  
 Financial Report - YouthBuild All Locations 2015-2016 - Unposted Transactions Included In Report  
 From 12/1/2015 Through 12/31/2015

18 - Little Rock School District

	Current Period Actual	Current Month Budget	Current Month Budget Vaiance	Current Year Actual	Total Budget - Original	Total Budget Variance - Original	Percent Total Budget Remaining - Original
Expenditures							
YouthBuild							
Salaries	1,337.50	2,056.25	718.75	8,075.00	24,675.00	16,600.00	67.27%
Fringe	293.72	262.36	(31.36)	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	0.00	32.92	32.92	0.00	395.00	395.00	100.00%
Total Expenditures	<u>1,631.22</u>	<u>2,536.04</u>	<u>904.82</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  
 Financial Report - YouthBuild All Locations 2015-2016 - Unposted Transactions Included In Report  
 From 12/1/2015 Through 12/31/2015

25 - AWF-LK Rent/Utilities/Operating  
 Maintenance

	Current Period Actual	Current Month Budget	Current Month Budget Vaiance	Current Year Actual	Total Budget - Original	Total Budget Variance - Original	Percent Total Budget Remaining - Original
Expenditures							
YouthBuild							
One Stop Rent, Util, Misc Exp	280.00	280.00	0.00	1,680.00	3,360.00	1,680.00	50.00%
Total Expenditures	280.00	280.00	0.00	1,680.00	3,360.00	1,680.00	50.00%

Little Rock Workforce Investment Board  
 Financial Report - YouthBuild All Locations 2015-2016 - Unposted Transactions Included In Report  
 From 12/1/2015 Through 12/31/2015

30 - Habitat For Humanity

	Current Period Actual	Current Month Budget	Current Month Budget Vaiance	Current Year Actual	Total Budget - Original	Total Budget Variance - Original	Percent Total Budget Remaining - Original
Expenditures							
YouthBuild							
Salaries	1,050.00	2,484.58	1,434.58	11,095.00	29,815.00	18,720.00	62.79%
Participant Const Supplies YB	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>5,455.22</u>	<u>5,455.22</u>	100.00%
Total Expenditures	<u>1,050.00</u>	<u>2,484.58</u>	<u>1,434.58</u>	<u>11,095.00</u>	<u>35,270.22</u>	<u>24,175.22</u>	<u>68.54%</u>

Little Rock Workforce Investment Board  
 Financial Report - Promise GRANT 2015 - Unposted Transactions Included In Report  
 From 11/1/2015 Through 11/30/2015

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	2,400.00	2,400.00	9,862.88	12,000.00	2,137.12	17.81%
SS/Medicare Tax	0.00	183.60	183.60	754.57	918.00	163.43	17.80%
Dental	0.00	22.40	22.40	56.15	112.00	55.85	49.87%
Disability Insurance	0.00	18.80	18.80	39.75	94.00	54.25	57.71%
Group Life Basic	0.00	18.00	18.00	42.78	90.00	47.22	52.47%
Group Medical	0.00	286.00	286.00	898.14	1,430.00	531.86	37.19%
Retirement	0.00	216.00	216.00	887.68	1,080.00	192.32	17.81%
Vision	0.00	4.00	4.00	1.91	20.00	18.09	90.45%
Supplies - Office	0.00	50.00	50.00	0.00	250.00	250.00	100.00%
Travel - Mileage	0.00	150.00	150.00	55.07	750.00	694.93	92.66%
Total Expenditures	<u>0.00</u>	<u>3,348.80</u>	<u>3,348.80</u>	<u>12,598.93</u>	<u>16,744.00</u>	<u>4,145.07</u>	<u>24.76%</u>

Little Rock Workforce Investment Board  
 Financial Report - Promise GRANT 2015 - Unposted Transactions Included In Report  
 From 11/1/2015 Through 11/30/2015

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	6,191.39	9,248.83	3,057.44	45,786.84	46,244.15	457.31	0.99%
One Stop Fringe	793.02	2,178.64	1,385.62	8,201.70	10,893.21	2,691.51	24.71%
Indirect Costs	685.49	1,402.48	716.99	5,821.92	7,012.42	1,190.50	16.98%
Cell Phones	163.56	255.00	91.44	605.13	1,275.00	669.87	52.54%
Supplies - Office	0.00	1,100.00	1,100.00	4,697.84	5,500.00	802.16	14.58%
Supportive Services	0.00	2,915.00	2,915.00	68.69	14,575.00	14,506.31	99.53%
Case Management Fees	0.00	2,457.90	2,457.90	12,289.51	12,289.51	0.00	0.00%
Travel - Mileage	0.00	600.00	600.00	1,416.22	3,000.00	1,583.78	52.79%
Work Experience	0.00	18,815.42	18,815.42	67,478.64	94,077.12	26,598.48	28.27%
Total Expenditures	<u>7,833.46</u>	<u>38,973.28</u>	<u>31,139.82</u>	<u>146,366.49</u>	<u>194,866.41</u>	<u>48,499.92</u>	<u>24.89%</u>

**Board Measures**

**Common Measures**

Carry - In Enrollments

	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						
<b>Goal</b>	<b>50</b>	<b>40</b>	<b>50</b>	<b>12</b>	<b>81.7%</b>	<b>81.5%</b>	<b>72%</b>	<b>84%</b>	<b>88%</b>	<b>88%</b>	<b>93%</b>	<b>\$13,080</b>	<b>\$14,114</b>	<b>2</b>	<b>24</b>			
7/6/2015	3	1	0	1	x	x	x	x	x	x	x	x	x	x	x	0	0	
					x	x	x	x	x	x	x	x	x	x	x			
7/13/2015	4	2	0	1	x	x	x	x	x	x	x	x	x	x	x	0	0	
					x	x	x	x	x	x	x	x	x	x	x			
7/20/2015	5	2	3	1	x	x	x	x	x	x	x	x	x	x	x	0	0	
					x	x	x	x	x	x	x	x	x	x	x			
7/27/2015	5	2	4	1	x	x	x	x	x	x	x	x	x	x	x	0	1	
					x	x	x	x	x	x	x	x	x	x	x			
8/3/2015	6	2	5	1	x	x	x	x	x	x	x	x	x	x	x	0	1	
					x	x	x	x	x	x	x	x	x	x	x			
8/17/2015	6	2	5	1	x	x	x	x	x	x	x	x	x	x	x	0	1	
					x	x	x	x	x	x	x	x	x	x	x			
8/24/2015	9	3	6	1	x	x	x	x	x	x	x	x	x	x	x	0	1	
					x	x	x	x	x	x	x	x	x	x	x			
8/31/2015	13	3	7	2	x	x	x	x	x	x	x	x	x	x	x	0	5	
					x	x	x	x	x	x	x	x	x	x	x			
9/8/2015	13	3	7	3	x	x	x	x	x	x	x	x	x	x	x	0	5	
					x	x	x	x	x	x	x	x	x	x	x			
9/14/2015	16	4	10	3	x	x	x	x	x	x	x	x	x	x	x	0	7	
					x	x	x	x	x	x	x	x	x	x	x			
9/21/2015	16	4	11	3	55%	46.6%	8.7%	87.5%	81.8%	47%	43.7%	17257	17494			0	7	
					16/29	14/30	2/23	14/16	18/22	16/34	14/32	189829/11	174941/10					
9/28/2015	16	4	11	3	54.8%	48%	17%	88%	87.5%	50%	50%	17257	17494			0	7	
					17/31	15/31	4/23	15/17	21/24	17/34	16/32	189829/11	174941/10					
10/5/2015	16	4	14	4	55.8%	51.5%	20.8%	88.8%	100%	51.5%	50%	17257	17494			0	7	
					19/34	17/33	5/24	16/18	24/24	17/33	16/32	189829/11	174941/10					
10/12/2015	18	4	17	4	58.8%	51.5%	25%	90%	96%	54.5%	50%	17257	17494			1	7	
					20/34	17/33	6/24	18/20	24/25	18/33	16/32	189829/11	174941/10					
10/19/2015	18	4	17	4	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					
10/26/2015	18	5	17	4	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**

Carry - In Enrollments	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			
<b>Goal</b>	<b>50</b>	<b>40</b>	<b>50</b>	<b>12</b>	<b>81.7%</b>	<b>81.5%</b>	<b>72%</b>	<b>84%</b>	<b>88%</b>	<b>88%</b>	<b>93%</b>	<b>\$13,080</b>	<b>\$14,114</b>	<b>2</b>	<b>24</b>
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		

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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