



Agenda

Workforce Innovation Board

Finance Committee

Monday, September 16; 11:00 am –11:30 am

Location: 69 W Washington St, Chicago, IL, 60602. Floor 22, Conference Room G

Quorum: 33% or 2 of 3 board members

(Must be in person/proxies allowed)

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|----------------------|---|
| 11:00 – 11:01 | Welcome
Amelia Fulgham, Board Liaison |
| 11:01 – 11:05 | Attendance; Minutes of June Finance Committee*
Jacki Robinson-Ivy and Smita Shah, WIB Co-Chairs |
| 11:05– 11:25 | Finance Report
Jose Mota, Director of Finance <ul style="list-style-type: none">• WIOA Budgets to actuals through 6/30/24 |
| 11:25– 11:30 | Public Comment and Adjournment |

*Denotes items requiring a committee vote to recommend action to the WIB



Minutes

Workforce Innovation Board

Finance Committee

Monday, June 17; 11:00 am –11:30 am

Location: 69 W Washington St, Chicago, IL, 60602. Floor 22, Conference Room C

Quorum: No

Attendance: Xochitl Flores

Amelia Fulgham began the meeting at 11:01 am and took attendance.

Jose Mota advised that the PY 23 requirements of 80% spend down obligation needs to be met by 6/30/2024. He advises that over the last 14 years, we have never had an issue meeting this requirement.

Xochitl Flores asked how we are planning on handling 105% percent?

Jose Mota advised that when \$1.5 M to \$2 M is on the table, he is not worried about variance, and we will reconnect costs into administrative expenses if needed over 40 agencies.

Jose states that the direct trainer requirements of 15% are to be met by 6/30. This includes ITA, OJC and incumbent workers.

Jose advised that the last training requirements are met after year 2 at 20%. This is for work experience, internships, OJTs and staff time.

Jose stated that the budget for PY 24 has a \$51 M increase from last year. Overall, the funding stream is increasing. To create the preliminary budget, we reach out to agencies with awards from WIOA and project expenses for next year.

Xochitl Flores asked how often the projections are given?

Jose Mota asks for projections from the agencies in April and receives them in May.

Jose advised that there will be money that is not going to be spent in the agency across all the funding streams. He states that we are moving \$600K from 1D to Adult programs.

Xochitl Flores asked how is this determined to move \$600K from one allocation to the other?

Jose Mota stated that Amy Santacaterina reviews risk assessments and metrics met. He states that he is unsure of the formula for how awards are given.



Amy Santacaterina advised that the Adult programs have had higher expenses than the Dislocated Workers programs. There are less dislocated workers in the sites. Another factor is the ITAs. The draw on ITAs on the Adult side always exceeds as the demand is heavier on the Adult side. The Dislocated Workers programs have other funds coming in such as national Dislocated Worker grants to supplement their budget.

There was no public comment. The meeting adjourned at 11:11 am.



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Finance Committee

PY2023 WIOA Financials

Jose Mota, Director of Finance

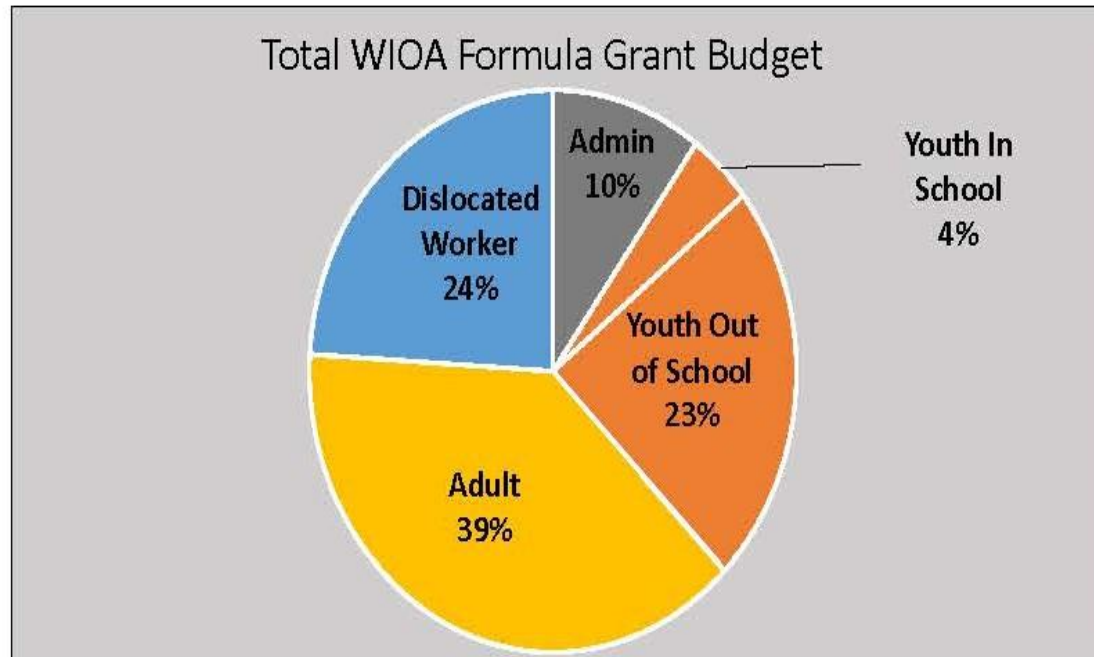
Chicago Cook Workforce Partnership
LWIA 7 WORKFORCE INNOVATION BOARD

Data as of: 06/30/24

PY23 WIOA GRANT

BUDGET

The budget for the WIOA 23 Grant (23-681007) is \$56,722,939. This is a 2-year grant from 7/1/23 to 6/30/25.

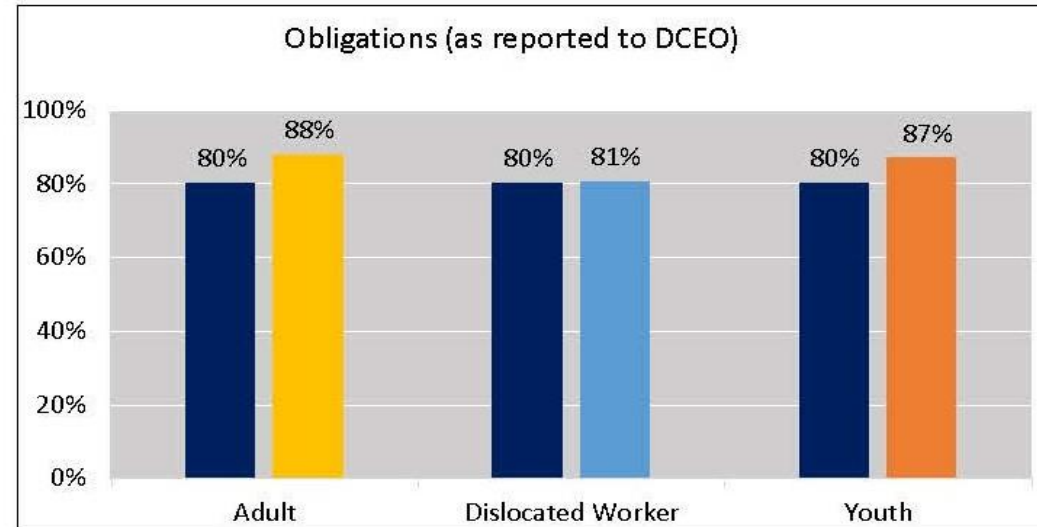


Admin	\$5,672,293
Youth In School	\$2,420,000
Youth Out of School	\$13,196,227
Adult	\$21,805,810
Dislocated Worker	\$13,628,609
Total	\$56,722,939

OBLIGATIONS

The grant requires that within the first year of the two year cycle, the LWIA must obligate a minimum of 80% of the amount of youth, adult and dislocated worker funds each program year by June 30 or face a loss of grant funds (after subtracting 10% from each funding stream for administration). As of the current reporting period, the actual costs plus obligations are as follows:

	Adult	Dislocated Worker	Youth (In & Out of School)
Total Budget	\$23,805,810	\$11,628,609	\$15,616,227
Required %	80%	80%	80%
Required 80%	\$19,044,648	\$9,302,887	\$12,492,982
Actual \$	\$20,926,869	\$9,386,085	\$13,581,822
Actual %	88%	81%	87%

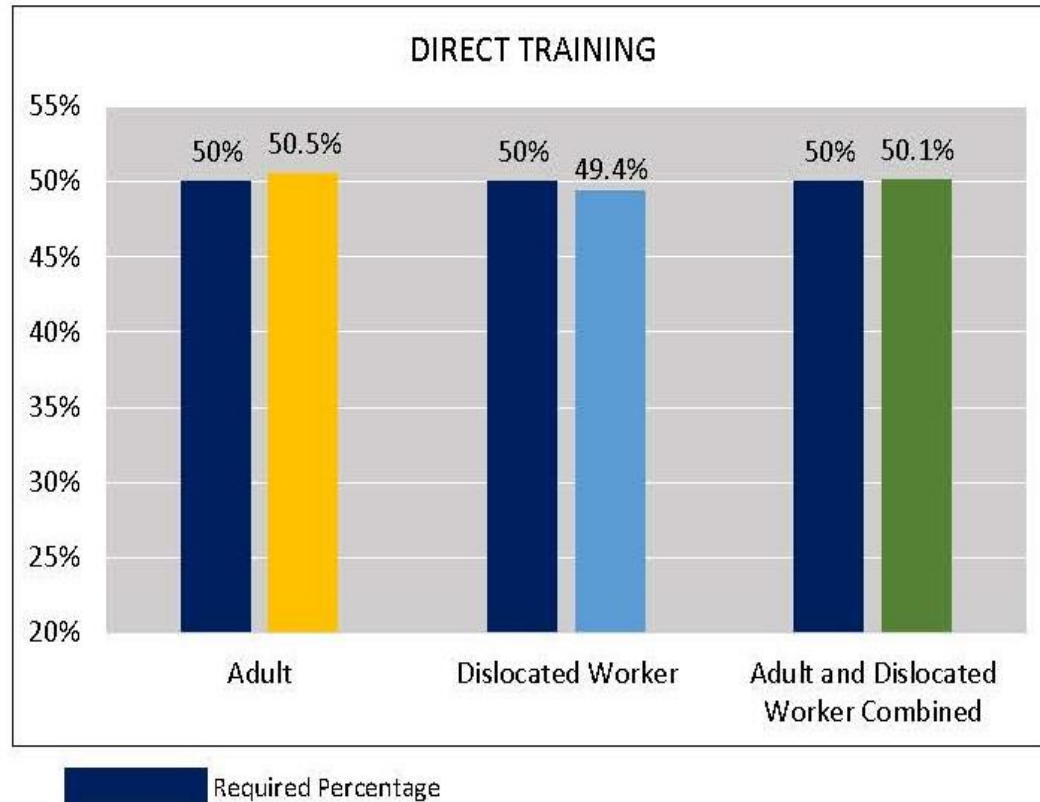


Required Percentage

Required Percentage

DIRECT TRAINING

The grant requires that by June 30, at least 50% of the Actual Expenses of the combined Adult and Dislocated Worker funding streams (from prior year grant funds and current year grant funds) are spent on Direct Training. Below are the % through the current reporting period.



WORK BASED TRAINING

“WIOA and 20 CFR § 681.590(a) require that a minimum of 20 percent of local area funds for the Title I Youth program be spent on work experience. As explained in 20 CFR § 681.590(b), local area administrative costs are not subject to the 20 percent minimum work experience expenditure requirement. Leveraged resources cannot be used to fulfill any part of the 20 percent minimum.”

The percentages shown for Adult and Dislocated Worker are for informational purposes.



Chicago Cook Workforce Partnership						
WIOA Formula Funds PY23						
FY24 July 1, 2023 to June 30, 2024						
Expenses as of June 30, 2024						
<u>Description</u>	<u>Admin</u>	<u>Adult</u>	<u>Dislocated</u>	<u>Youth In</u>	<u>Youth Out</u>	<u>Total</u>
PY23 Grant# 23-681007 July 1, 2023 to June 30, 2025						
Revenue	\$ 2,005,607	\$ 18,117,346	\$ 8,273,547	\$ 2,138,472	\$ 11,049,026	\$ 41,583,998
Salary	\$ 988,688	\$ 478,463	\$ 382,771	\$ 82,022	\$ 423,782	\$ 2,355,726
Fringes/Taxes	\$ 192,356	\$ 132,284	\$ 105,828	\$ 22,677	\$ 117,166	\$ 570,311
Other Costs	\$ 824,563	\$ 293,213	\$ 266,083	\$ 34,654	\$ 247,710	\$ 1,666,223
Subgrantees		\$ 17,213,386	\$ 7,518,865	\$ 1,999,118	\$ 10,260,368	\$ 36,991,738
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Expenses	\$ 2,005,607	\$ 18,117,346	\$ 8,273,547	\$ 2,138,472	\$ 11,049,026	\$ 41,583,998
Balance	\$ 0	\$ (0)	\$ 0	\$ 0	\$ (0)	\$ 0



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Questions?



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