



Agenda: Workforce Innovation Board Finance Committee

Monday, March 16th, 2026; 11:00 –11:30 am

Location: 1 N. Dearborn, Ste 750, Chicago, IL, 60602

Quorum: 33% or 1 out of 2 committee members must be physically present in the room. Once quorum is met, additional members or proxies can vote or participate virtually. **(Must be in person/proxies allowed)**

- | | |
|----------------------|---|
| 11:00 – 11:01 | Welcome and Roll Call: Confirmation of Quorum Nicole Shaw, Board Secretary |
| 11:01 – 11:05 | Minutes of December Finance Committee* Jacki Robinson-Ivy, Chair |
| 11:05– 11:25 | Finance Report Jim Kobylinski, Interim Director of Finance <ul style="list-style-type: none">• WIOA Financials for the period ending 12/31/2025 |
| 11:25– 11:27 | CEO’s Remarks George Wright, CEO |
| 11:27– 11:30 | Public Comment and Adjournment |

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



Minutes of The Finance Committee of The WIB

Wednesday, December 10th, 2025; 1:00 – 1:30 pm

Quorum: 33% or 1 out of 2 committee members must be physically present in the room. Once quorum is met, additional members or proxies can vote or participate virtually. (Must be in person/proxies allowed)

Voting Board members in attendance: Jacki Robinson-Ivy, Xochitl Flores

Voting Board members not in attendance:

Staff:

Call to Order

A Finance Committee meeting of The Chicago Cook Workforce Partnership's Workforce Innovation Board was held on December 10th at 1 N Dearborn, Chicago, IL, 60602. It began at 1:01 pm and was presided over by Chairwoman Jacki Robinson-Ivy with Nicole Shaw as Board Secretary. Nicole Shaw confirmed quorum was met and took attendance.

Approval of Minutes

Chairperson Jacki Robinson-Ivy called for a motion to approve the minutes of the March, June, September 2025 meetings. This motion was moved by Jacki Robinson-Ivy and seconded by Xochitl Flores. The motion to approve the minutes of the March, June, and September meetings is carried in unanimous favor by a verbal ballot vote.

Staff Reports

The WIOA Financials report for the period ending on 9/30/2025 was presented by Thadius Elliot, Finance & Grants Manager with oversight from Jose Mota, Director of Finance.

Thadius Elliot reported that the Direct Training expenses for Adult is at 50.3%, Dislocated Worker is at 41.6%, and the Adult and Dislocated Worker Combined are at 46.4%. Thadius Elliot reports that we will meet Direct Training expenses by the June 30th 2026 deadline. He reported that Youth Work Based Training is at 11%, and we are on track to meet the required 20% by June 2026.

Within the first quarter ending 9/30/25 we have spent down 17% of the total budget for PY24/25. Jose Mota stated that more costs for Individual Training Accounts (ITAs) and On The Job Trainings (OJT's) will start to show over the next year. We have executed agreements with all parties that were previously paused due to the government shutdown.

Jose Mota reported that ITA's are obligated at a rapid pace. We are using supplemental dollars to fund ITAs.



CEO's Remarks

George Wright stated that Jose Mota has been working to increase our allowed administrative costs. George advised that the standard going rate for administrative expenses is 23%. We are currently operating at 10% administrative expenses, and a new federal mandate has increased this margin to 15%. George states that no company is operating profitably at a 10% margin, we are not trying to profit but we do not want to lose money. Over the last 2.5 years we have not gotten movement on changing our administrative budget.

There was no public comment at this time.

Chairperson Jacki Robinson-Ivy called for a motion to adjourn the meeting. The motion to adjourn was moved by Xochitl Flores and seconded by Jacki Robinson-Ivy. This meeting was adjourned at 1:26 pm.

Date of Approval:

Draft



Finance Committee

PY24 & PY25 WIOA Financials

March 16th, 2026

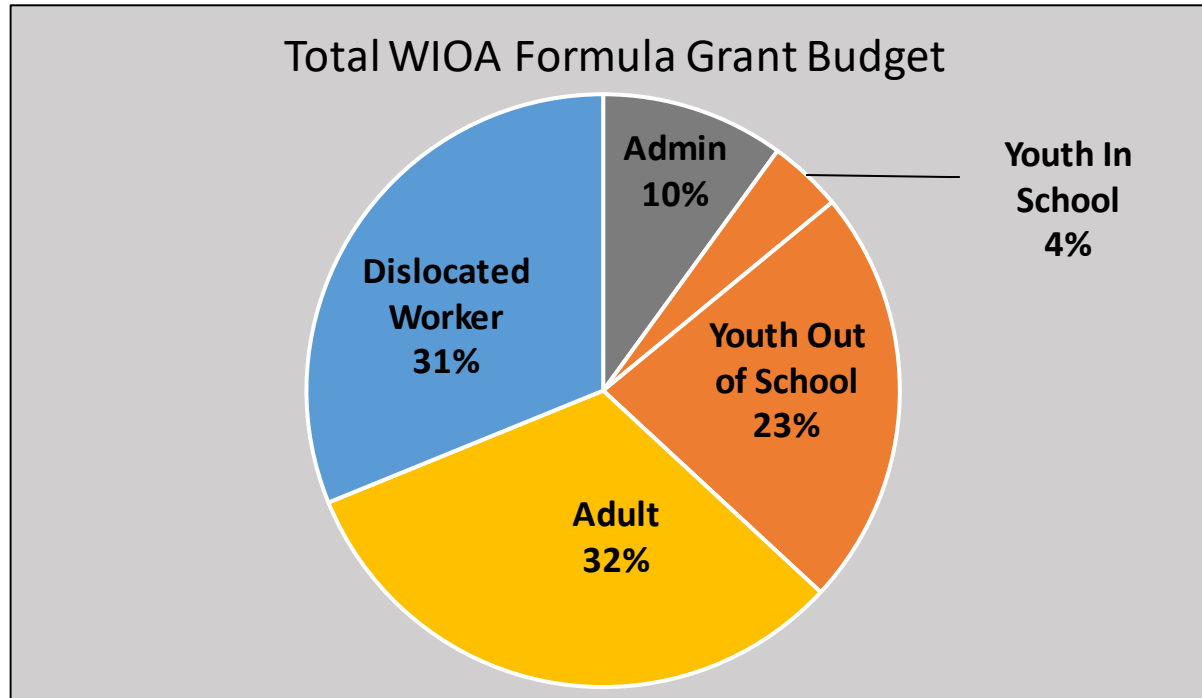
Jim Kobylinski, Interim Director of Finance

Data as of: 12/31/25

PY25 WIOA GRANT

BUDGET

The budget for the WIOA 25 Grant (25-681007) is \$62,283,830. This is a 2-year grant from 7/1/25 to 6/30/27.

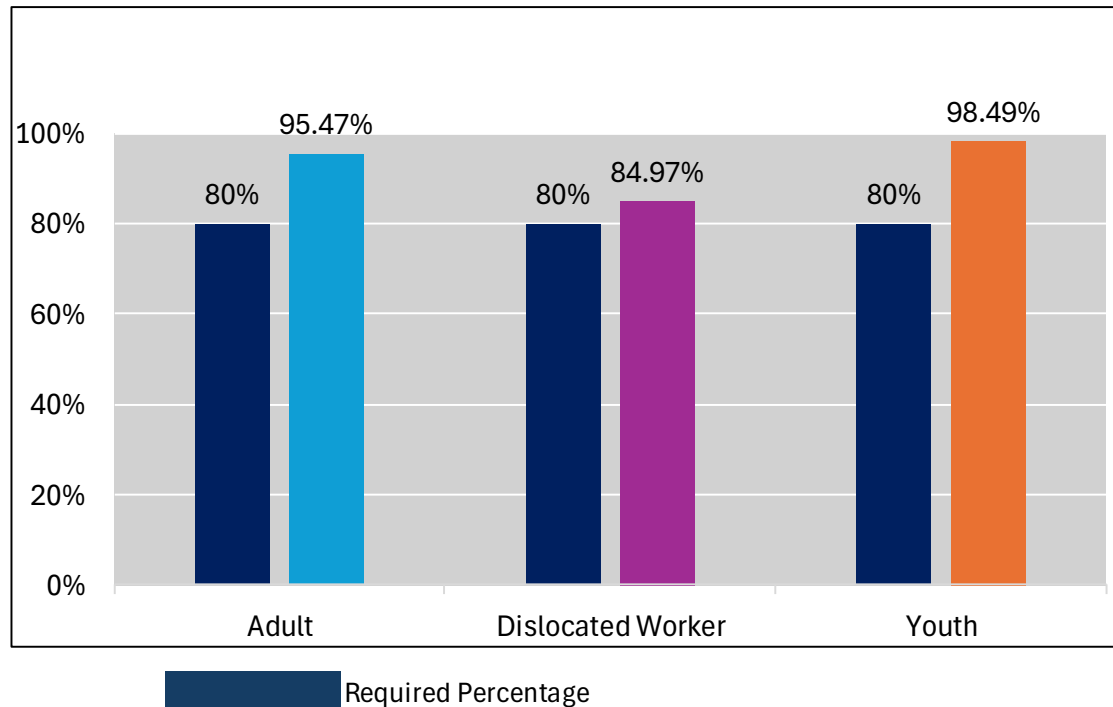


| | |
|---------------------|---------------------|
| Admin | \$6,228,381 |
| Youth In School | \$2,514,004 |
| Youth Out of School | \$14,239,359 |
| Adult | \$19,894,128 |
| Dislocated Worker | \$19,407,958 |
| Total | \$62,283,830 |

OBLIGATIONS

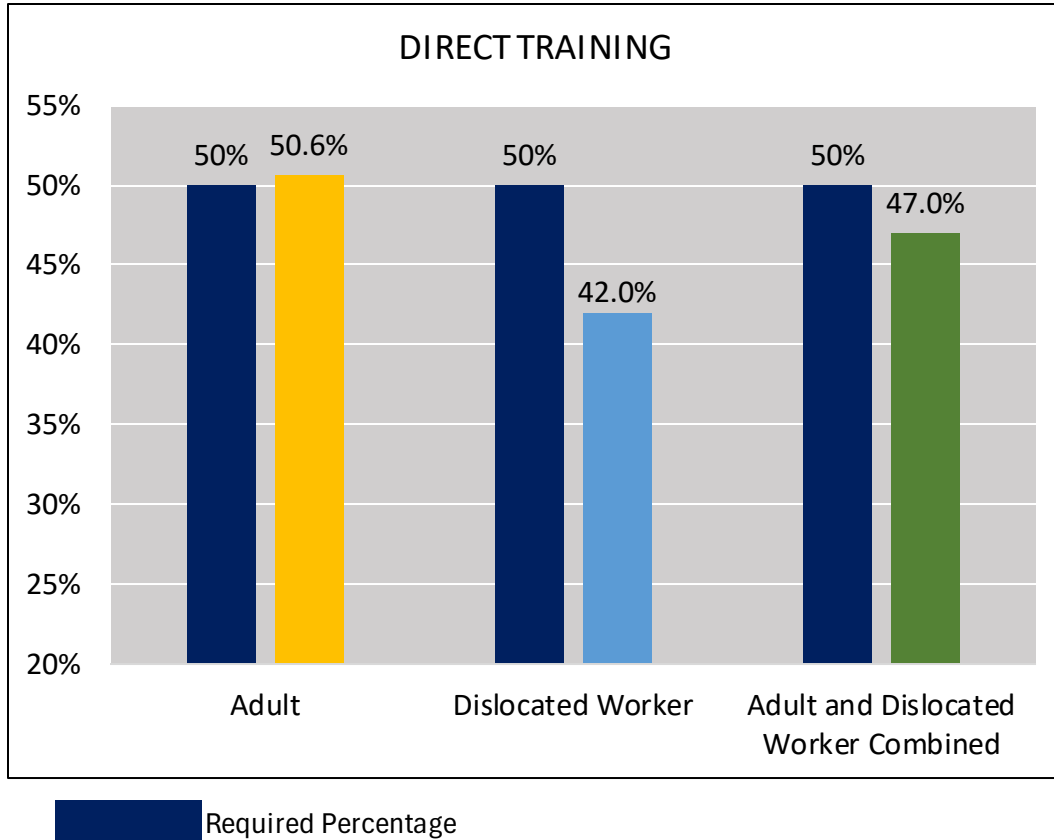
The grant requires that within the first year of the two year cycle, the LWIA must obligate a minimum of 80% of the amount of youth, adult and dislocated worker funds each program year by June 30 or face a loss of grant funds (after subtracting 10% from each funding stream for administration). As of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

| | Adult | Dislocated Worker | Youth (In & Out of School) |
|--------------|--------------|-------------------|-------------------------------|
| Total Budget | \$19,894,128 | \$19,407,958 | \$16,753,363 |
| Required % | 80% | 80% | 80% |
| Required 80% | \$15,915,302 | \$15,526,366 | \$13,402,690 |
| Actual \$ | \$18,993,841 | \$16,490,736 | \$16,500,600 |
| Actual % | 95.47% | 84.97% | 98.49% |



DIRECT TRAINING

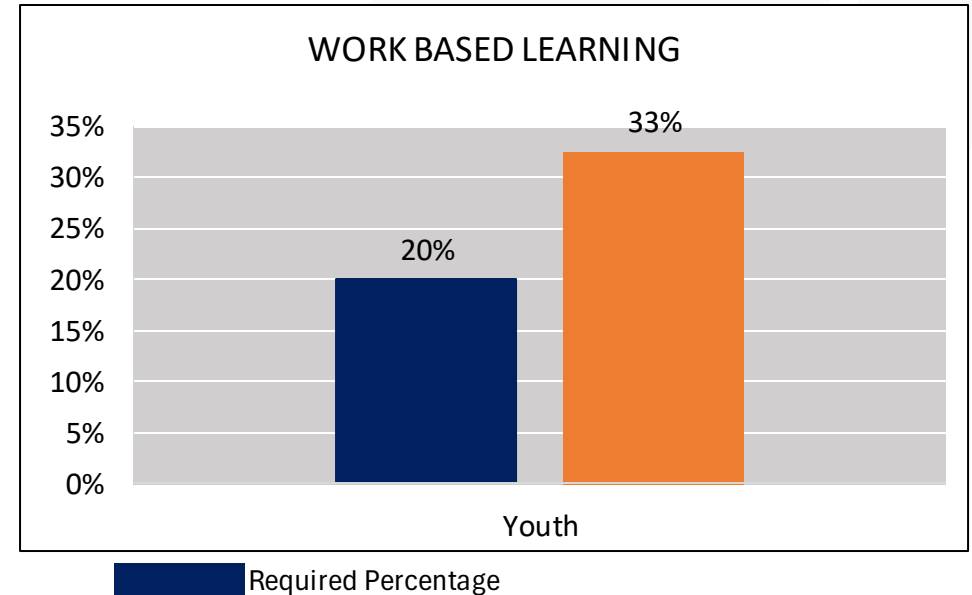
The grant requires that by June 30, at least 50% of the Actual Expenses of the combined Adult and Dislocated Worker funding streams (from prior year grant funds and current year grant funds) are spent on Direct Training. Below are the % through the current reporting period.



WORK BASED LEARNING

“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.

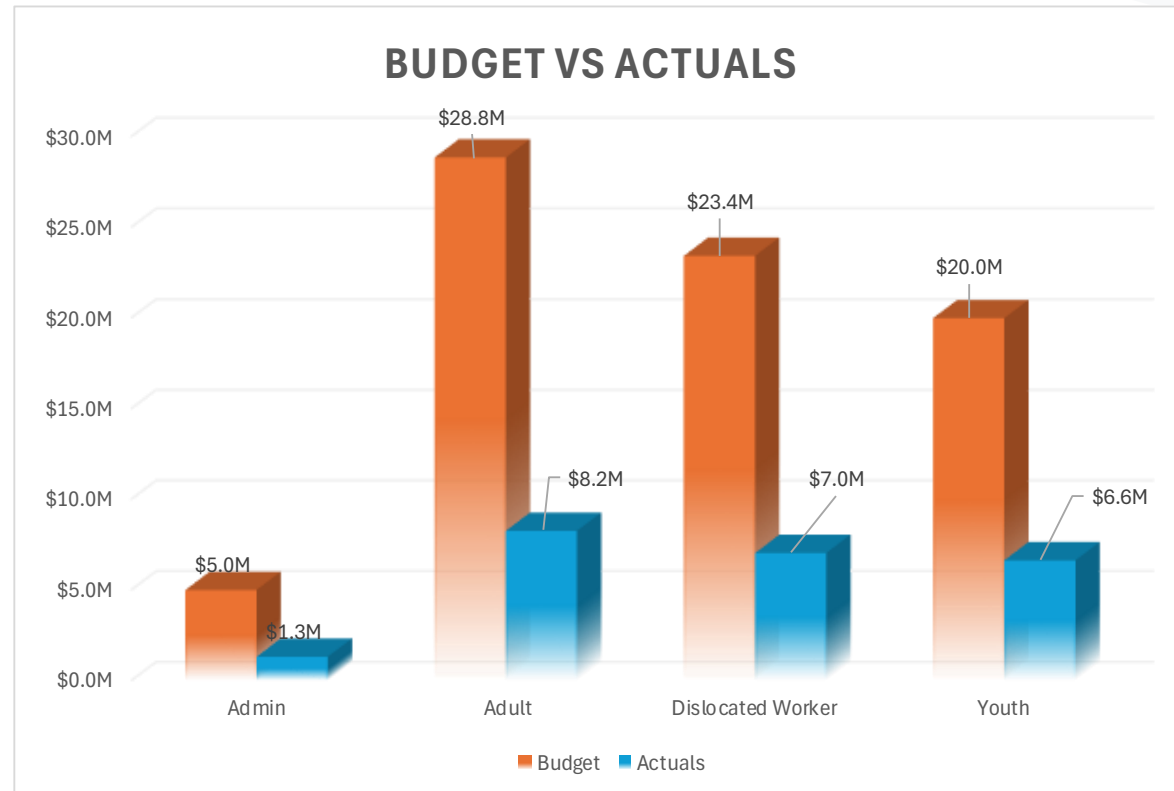


WIOA Financials

PY24/PY25

Period Ending 12/31/25

| Funding Stream | Budget | Actuals | % Spent | Balance |
|--------------------|----------------------|----------------------|------------|-------------------|
| Admin | \$ 4,965,569 | \$ 1,282,703 | 26% | 3,682,866 |
| Adult | \$ 28,823,577 | \$ 8,227,038 | 29% | 20,596,539 |
| Dislocated Worker | \$ 23,394,500 | \$ 7,007,060 | 30% | 16,387,440 |
| Youth | \$ 19,964,948 | \$ 6,602,572 | 33% | 13,362,376 |
| Grand Total | \$ 77,148,595 | \$ 23,119,373 | 30% | 54,029,222 |



WIOA Financials
PY24/PY25
Administration

| <u>Budget Category</u> | <u>Budget</u> | <u>Expenditure</u> |
|-----------------------------|---------------------|---------------------|
| | 4,965,569 | |
| Personnel Costs | | 1,063,723 |
| Staff Development | | - |
| Travel | | 85 |
| Capital Outlay Expenditures | | 2,739 |
| Contractual Services | | 173,228 |
| Insurance | | - |
| Materials & Supplies | | - |
| Operation & Maintenance | | 20,927 |
| Rent | | 22,000 |
| Total | \$ 4,965,569 | \$ 1,282,703 |

WIOA Financials

PY24/PY25

Adult

| <u>Budget Category</u> | <u>Budget</u> | <u>Expenditure</u> |
|-----------------------------|----------------------|---------------------|
| | 2,109,565 | |
| Personnel Costs | | 571,562 |
| Staff Development | | - |
| Travel | | 886 |
| Capital Outlay Expenditures | | - |
| Contractual Services | | 3,696 |
| Insurance | | - |
| Materials & Supplies | | - |
| Operation & Maintenance | | 1,968 |
| Rent | | 63,375 |
| Total | \$ 2,109,565 | \$ 641,486 |
| PY24 | 6,451,636 | 2,774,375 |
| American Job Centers | 4,498,250 | 1,690,217 |
| ITAS | 8,064,927 | 2,431,556 |
| OJT | 1,400,000 | 35,524 |
| Affiliates | 2,374,005 | 127,344 |
| Career Pathways | 2,505,000 | 104,727 |
| Sector Centers | 965,194 | 328,459 |
| Chattam Center | 230,000 | 18,173 |
| One Stop Operator | 225,000 | 75,178 |
| Total | \$ 26,714,012 | \$ 7,585,552 |
| Grand Total | \$ 28,823,577 | \$ 8,227,038 |

WIOA Financials
PY24/PY25
Dislocated

| <u>Budget Category</u> | <u>Budget</u> | <u>Expenditure</u> |
|-----------------------------|----------------------|---------------------|
| | 1,678,064 | |
| Personnel Costs | | 457,249 |
| Staff Development | | - |
| Travel | | 705 |
| Capital Outlay Expenditures | | - |
| Contractual Services | | 2,956 |
| Insurance | | - |
| Materials & Supplies | | - |
| Operation & Maintenance | | - |
| Rent | | 63,375 |
| Total | \$ 1,678,064 | \$ 524,285 |
| PY24 | 3,656,542 | 1,878,914 |
| American Job Centers | 4,696,250 | 1,766,203 |
| ITAS | 6,775,225 | 1,570,942 |
| OJT | 1,191,750 | 543,524 |
| Affiliates | 2,057,000 | 184,350 |
| Career Pathways | 905,000 | 64,516 |
| Sector Centers | 979,669 | 345,642 |
| Chattam Center | 230,000 | 41,506 |
| One Stop Operator | 225,000 | 75,178 |
| Incumbent Worker | 1,000,000 | 12,000 |
| Total | \$ 21,716,436 | \$ 6,482,775 |
| Grand Total | \$ 23,394,500 | \$ 7,007,060 |



WIOA Financials
PY24/PY25
Youth

| <u>Budget Category</u> | <u>Budget</u> | <u>Expenditure</u> |
|---|----------------------|---------------------|
| | 2,205,454 | |
| Personnel Costs | | 604,222 |
| Staff Development | | - |
| Travel | | 927 |
| Capital Outlay Expenditures | | - |
| Contractual Services | | 3,907 |
| Insurance | | - |
| Materials & Supplies | | - |
| Operation & Maintenance | | - |
| Rent | | 31,129 |
| Total | \$ 2,205,454 | \$ 640,185 |
| PY24 | 1,170,586 | 1,170,586 |
| Affiliates (Youth In School) | 2,050,000 | 474,828 |
| American Job Centers (Youth Out School) | 2,842,000 | 850,584 |
| ITAS (Youth Out School) | 3,200,608 | 1,212,148 |
| OJT | 225,000 | 2,379 |
| Affiliates (Youth Out School) | 8,145,000 | 2,205,556 |
| Sector Centers (Youth Out School) | 126,300 | 46,306 |
| Total | \$ 17,759,494 | \$ 5,962,387 |
| Grand Total | \$ 19,964,948 | \$ 6,602,572 |

Questions?

