

Northwest TN Workforce Board

Executive Committee

January 30, 2019 – 10:00 a.m.

Conference Call – 1-877-216-1555, Passcode #845157

Committee members present: Ted Piazza

Committee Members via Conference Call: Gary Reasons, Rita Alexander, Brad Hurley, Ben Marks

Staff Present: Jennifer Bane, Lana Burchfiel, LeAnn Lundberg, Gina Johnson

Staff via conference call: Margaret Prater, Laura Speer

Welcome: Ted Piazza welcomed everyone and confirmed that a quorum was present.

Review and Approval: Minutes for December 18, 2018 Executive Committee Meeting were reviewed.

- **MOTION: Gary Reasons moved to approve the December 18, 2018 Executive Committee minutes as presented. Brad Hurley seconded the motion. All were in favor and the motion carried.**

Facilities and Technology Update: LeAnn Lundberg presented building and maintenance log which she receives from One-Stop Operator, Erica Nance, who tracks issues with facilities and reports them to the Board staff. Most of the things on the logs have been resolved, with the exception of Lake County's heating. A part has been ordered to fix the issue, but as a result, our electricity there is on the high side, and we are trying to get that resolved ASAP. LeAnn has done inventory at all locations up to date and sent to the state for the upcoming PAR visit.

Local and Regional Plan Approval: Jennifer Bane stated both plans were submitted to the state on time. We are supposed to hear back by Friday, 2/1, whether there any deficiencies in our plan or if any changes are needed. Plan presentations to the state workforce board are scheduled for Friday, 2/8. There was only one comment received from a partner staff person during the public comment period asking for clarification on our projected service levels. The amounts listed were monthly averages, not annual amounts.

- **MOTION: Gary Reasons moved to approve the Local and Regional Plan as presented. Rita Alexander seconded the motion. All were in favor and the motion carried.**

Program Oversight

- **LWDA Monitoring Report:** Laura Speer reviewed the Northwest Monitoring Status Report. Dana Sealing had no findings. Site Visits have been completed for Develey, Hexpol, Christian Professional Services, and JD Distributors. Once the Fiscal report is complete it will be noted on the report. In regards to our One-Stop Operator (OSO) and Career Service Providers, they are monitored on a monthly basis and if there are issues they are addressed at that time.
- **Quarterly Complaint Logs Update:** We are required to submit Complaint Logs to the State quarterly for each AJC, regardless of if a complaint is filed. Staff in the AJCS maintain a complaint form and report any complaints to the OSO who adds them to the log and reports them to Laura. The logs are submitted quarterly by the OSO to Laura who then submits them to the State. They are due by the 10th of the month following the end of a quarter. Laura submitted ours on January 9, 2019 at 12:43PM with no complaints listed. The next report is due April 10th for Jan-March 2019.
- **PAR Update:** PAR will be here February 11. They only required two questionnaires ahead of time this year, which is quite a bit less than in prior years. Even though they won't be onsite until February 11, we have already been supplying them with information they have requested. The state has also hired a third party who will come review the local area at the end of April for two-weeks. Margaret Prater said she understood this review to be a result of the realignment to check qualifications of staff, capacity of leadership, etc. The focus is to see if all local areas can operate efficiently. Margaret said we shouldn't have any issues since our staff has been here for a while and is well-trained.

- **Supportive Services Policy Update:** About a year ago when the State required a review of all board policies, there was a change made to the ITA policy to remove the stipulation that only Adults and Dislocated Workers, but not Youth, could have up to half of their courses be in remedial or development classes and still receive funding. The same stipulation was included in the Supportive Services policy but was not removed. Staff recommended that the stipulation be removed from the Supportive Services policy as shown below so it would match the ITA policy:

To be eligible for this stipend, one must be in good standing and making satisfactory progress, be a fulltime student with no more than 1/2 of the credit hours being for remedial / developmental classes ~~(Adults and Dislocated Workers ONLY – does not apply to Youth)~~, must not drop or be removed from a course without notifying and providing needed information to the WIOA staff member regarding this action, etc.

- **MOTION: Gary Reasons moved to approve the policy update as presented. Rita Alexander seconded the motion. All were in favor and the motion carried.**

Performance Update: Laura Speer reviewed the PY18 Q1 Scorecard which details performance results for July – Sept 2018. Tennessee as a whole passed. Page Two shows Northwest also passed. Laura pointed out under the median earnings for Dislocated Worker the actual is in red which means it's below our target. However, because it's more than 90% of the target, it is still considered as passing. This is just for the first quarter and is expected to increase. Jennifer clarified the state offered all areas to accept the state requirements as their targets, which most areas did. We requested to negotiate and submitted documentations showing why our targets, particularly wages, should be less due to the loss of Lauderdale and Tipton counties where we had several employers with higher wages. The state lowered the earnings targets in exchange for increased employment and retention rates.

Budget & Administration Update: Gina Johnson explained we received reallocated money last month from the grants closed out due to realignment. Adult and DLW went down, but Youth went up. All reallocated funds have to be spent by June 30, 2019. Gina also reviewed the Financial Status Report ending December 31, 2018. Of the total funds expended, 45% was spent on participants. Of the total funds expended and obligated, 51% is for participant funds. \$1,061,963.12 of the \$1,271,732.97 deobligated funds was reissued back as part of the realignment. Of the \$209,769.85 not reissued, \$131,161.04 was lost in formula funding as a result of the realignment. The remaining funds were RESEA, REAP, and transitional funding. The prior RESEA grant ended in June, but the new grant was issued with an April start date and was more funding than we could spend by the 9/30 end date. The REAP money wasn't all spent since we didn't have as many continue to the Work Experience (WE) component as we would have liked. The state allowed us to use it for other WEs, but with the extra transitional funding for Lauderdale and Tipton participants along with special Summer Youth funds, we had about \$13,000 that didn't get spent. The budget looks high because of those reissued contracts but the deobligated funds column shows the funds given back. We are also going to look to see if we need to transfer DW to Adult since we aren't seeing a lot of DWs at this time.

Proposed Future Executive Committee Meeting Dates: Jennifer proposed future meeting dates for the rest of the year, and the group agreed to tentatively scheduled them for: May 1; July 31; and October 30.

Other: Ted requested an update on the line of credit. Staff are reviewing how much of a line of credit may be needed and plan to know before the next board meeting. The bank requires the minutes to show that the line of credit has been approved by the Board of Directors.

As there was no other business, the meeting was adjourned.

Respectfully submitted,

Lana Burchfiel, Public Information Specialist

Northwest TN Workforce Board
Executive Committee
January 30, 2019 – 10:00 a.m.
Conference Call – 1-877-216-1555, Passcode #845157

Agenda

Welcome and Call to Order	Ted Piazza, Chair
Review and Approval of Minutes of 12-18-18 meeting	
Facilities and Technology Update	LeAnn Lundberg
Local and Regional Plan Approval	Jennifer Bane
Program Oversight	
• LWDA Monitoring Report	Laura Speer
• Quarterly Complaint Logs Update	Laura Speer
• PAR Update	Jennifer Bane
• Supportive Service Policy Update	Jennifer Bane
To be eligible for this stipend, one must be in good standing and making satisfactory progress, be a fulltime student with no more than 1/2 of the credit hours being for remedial / developmental classes (Adults and Dislocated Workers ONLY—does not apply to Youth), must not drop or be removed from a course without notifying and providing needed information to the WIOA staff member regarding this action, etc.	
Performance Update	
• Local Performance	Laura Speer
Budget & Administration Update	Gina Johnson
• Financial Status Report	
○ Minimum/Maximum Requirements	
Proposed Future Executive Committee Meeting Dates	Jennifer Bane
• Wednesday, May 1, 2019	
• Wednesday, July 31, 2019	
• Wednesday, October 30, 2019	
Other	

Northwest TN Workforce Board
Executive Committee
Tuesday, December 18, 2018 – 10:00 am
Conference Call

Committee Members via Conference Call: Ted Piazza, Jimmy Williamson, Ben Marks, Gary Reasons, John Killen, Rita

Staff: Jennifer Bane, LeAnn Lundberg, Margaret Prater, Laura Speer, Gina Johnson, Lana Burchfiel

Welcome: Ted Piazza welcomed everyone and confirmed that a quorum was present.

Review and Approval: Minutes for November 5, 2018 Executive Committee Meeting were reviewed.

- **MOTION:** Jimmy Williamson moved to approve the November 5, 2018 Executive Committee minutes as presented. Gary Reasons seconded the motion. All were in favor and the motion carried.

Local and Regional Planning Update: Plans have to be submitted by 18th January. Jennifer gave a brief review of the Local and Regional Plan Modifications, focusing on what differed from the previous plans approved Spring 2017. Most information from the new plans came from the previous ones. The Local Plan is much more detailed than the last local plan. Fortunately most of the questions were already answered in either our current MOU, the certification of the AICs, or the last local or most recent regional plans. New additions include information regarding what services we provide to youth—and how we will respond to the OSY waiver, of which we haven't heard anything back yet from state. Also new were questions asking how we plan to meet the MPCR and how we plan to use the transfer of funds between adult and dislocated worker program. We put in what the law allows, a 100% transfer, which we will use for anything else our plan allows with our existing programs. Additionally, they required us to choose a project working with participants with disabilities, SNAP, or corrections. Because we had already started working with the jails, we decided to go with this partnership that Margaret has written. Regionally, Jackson and Memphis also agreed with the offender project, and we will partner with parole for those have been released. Finally, the local plan now includes more detail regarding the one stop-operator relationships with referrals and partners.

Ted asked how we are looking for the regional plan. The Regional Planning Council (RPC) was also sent all the planning guides. Jenn is in the process of updating the Regional Plan. She had to pull some updated labor market information and make some technical changes, such as new local area names, and is hoping to have a draft done by Thursday to send out to the RPC and local stakeholders. A conference call for local area directors was held yesterday and she feels comfortable with the regional deadline. Ted asked if everyone was participating equally. Jennifer explained that the only parts left are ones not already not addressed in the last plan. The parts that are left were fortunately dictated in the state's strategy, so we just have to address how we will react locally and regionally. Margaret shared that Jenn will be doing the lion's share of the regional plan. Memphis is in transition from the fiscal agent changing from the City of Memphis to Shelby County and is experiencing staffing shortages and the Southwest area is still getting used to their new contractor. Also, Jenn did it last time for the group. Fortunately most of it overlaps with what we did last time. Much of what we said we were going to do still applies. At 2:30 there is a conference call for the local partners so we hope get some input on the local plan. Mayor Reasons agreed to provide

the necessary signature. The plan also requires an afterhours listening session, which will occur on January 14th at Martin from 5-6 for public comment. This will be sent to papers and posted online.

Review and Approval of Training Provider Application and Appeal Process Policy: This policy is required as part of the local plan. State had listed new guidelines, so the items in red are a result of the state's updated policy. Changes included the updating of names and websites. That's really all the changes made. Anything specific came from state policy. Margaret stated the very first sentence still says local workforce INVESTMENT board on the copy sent to the Executive Committee, but we have already removed "investment" from the sentence.

- **Jimmy Williamson moved to approve the policy. Gary Reasons seconded the motion. All were in favor and the motion carried.**

Other: Gina provided an update on the inquires for the Line of Credit. Security Bank called Lines of Credit Demand Deposit Loans (DDL). We can request any amount that we want to get pre-approved for and the bank will approve or deny. It should be an amount we can afford. The DDL will be associated with our checking account. One DDL per checking account is allowed. If checking account withdraws more than our balance, the exact amount will be pulled from the DDL & deposited in the checking account. Fees are \$1 per daily transfer and 15.96% interest accrued daily on the balance owed. If seven checks go through in one day, there will only be one transfer from DDL to checking account so there would only be a \$1 fee. We can pay off balance as often as needed. Documentation needed to open a DDL include our Financial statements and Collateral, depending on amount requested.

At this time, we are only looking at the line of credit through the bank we are currently using. Members questioned who exactly is borrowing the money, and it was clarified that technically, a line of credit would be made to the Board of Directors. The purpose of this line of credit is to act as a bridge loan, used only when we get a grant and must spend the money before we have actually received the funds. We did ask the auditors, and if we have to pay the interest it will have to come out of unrestricted funds. An example of when a line of credit would have been helpful was when we first transferred from Dyersburg State and had to close out all the grants, but no new grant money was immediately available. During this most recent transition at the end of September, the state already had transitional funding to carry us through this gap period, and unlike last time, we had other grants to cover it. Jimmy is going to call to try to get the interest rate down.

There being no further business, the meeting was adjourned.

Respectfully submitted,
Lana Burchfiel
Public Information Specialist

BUILDING MAINTENANCE LOG

FACILITY NAME: American Job Centers	LOCATION: Northwest Area
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FACILITY NAME: American Job Centers	LOCATION: Northwest Area
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LWIA 12 MONITORING STATUS REPORT

Subcontractor	Purpose of Subcontract	Scheduled	Date of Review (s)	Finding	Corrective Action Needed	Last Monitoring by QC's
1808-1906-OJT-26-1218113-RSP Dana Sealing Products, LLC 100 Plumley Drive TN 38242 Gooch, HR Manager 1540 endrea.gooch@dana.com	Paris, Andrea (731) 231-1540 On-the-Job Training: 08-13-18 to 06-01-19	Scheduled: 10-04-2018	Site Visit: 10-04-2018 Fiscal: 12-13-2018	No Findings		Letter Mailed: 01-03-2019
1811-1911-OJT-47-4589822-CB Develey Mustard Mustard Lane TN 38024 Lana Hammons lana.hammons@develeyusa.com (731) 325-5357	1845 Dyersburg, Lana Hammons On-the-Job Training 11-04-18 to 11-04-19	Scheduled: 12-19-18	Site Visit: 12-19-18 Fiscal:			Letter mailed:
1809-1908-OJT-20-1329172-MULTI Hexpol Compounding, LLC Connell Avenue 38024	150 S. Dyersburg, TN (731) 287-3203 On the Job Training: 09-17-18 to 08-05-19	Scheduled: 12-19-18	Site Visit: 12-19-18 Fiscal:			Letter mailed:
1811-1911-OJT-81-4986266-MULTI Christian Professional Services, LLC Attn: Ester Christian Sellers Buttermile Lane Martin, TN 38237 c.sellers.charter.net 5516	161 On-the-Job Training: 11-15-18 to 11-15-19 (731) 514-	Scheduled: 12-04-18	Site Visit: 12-04-18 Fiscal:			Letter Mailed:
JD Distributors 1808-1908-OJT-62-1786773-MULTI 408 E. Florida Ave Union City, TN 38261 731.885.0096 Keisha Hooper khooper@jddist.com	On the Job Training: 08-02-18 TO 08-03-19	Scheduled: 12-04-2018	Site Visit: 12-04-18 Fiscal:			Letter Mailed:
RFP CONTRACTACTS THROUGH 06-30-2019						
1809-1906-CSP-62-0800930-MULTI Dyersburg State Community College 1510 Lake Road TN 38024 Bowyer and Youth Services	Dyersburg, Dr. Karen Title I Career Career and Business Services	Dates: 09-28-18 to 09-30-19	Fiscal:		Invoice Checked Monthly per Executive Director	Letter Mailed:
1809-1906-OSO-27-0093730-SHARE ODLE Management Group, LLC 9937 East Bell Road Scottsdale, AZ 85260 Pamela Hunnicutt Operator	One Stop Operator One-Stop Operator Services	Expires: 06-30-2019	Fiscal: 10-25-2018		Invoices Checked Monthly per Executive Director	Letter Mailed: 11-01-2018



Department of
**Labor & Workforce
Development**

January 11, 2019

The Honorable Gary Reasons
Crockett County Mayor
Northwest Tennessee Workforce Board
1 South Bells St., Ste 3
Alamo, TN 38001

Dear Mayor Reasons,

Staff from the Tennessee Department of Labor and Workforce Development (TDLWD) will conduct an on-site review of the following grants between TDLWD and Northwest Tennessee Workforce Board. The review will begin with an entrance conference on February 11, 2019, at 11:00 a.m. The grant list includes the following:

Service Provided	Contract Number	Contract Period	Contract Max. Liability
Adult	LW12P171ADULT18	07/01/17 – 06/30/19	\$134,403.00
Adult	LW12F172ADULT17	07/01/17 – 06/30/18	\$182,887.73
Adult	LW12F181ADULT18	10/01/17 – 06/30/19	\$925,702.00
Adult	LW12P172ADULT18	07/01/18 – 09/30/18	\$675.00
Adult	LWNWP181ADULT19	07/01/18 – 06/30/20	\$122,183.00
Adult	LWNWF191ADULT19	10/01/18 – 06/30/20	\$649,410.00
Dislocated Worker	LW12F172DSLWK17	07/01/17 – 06/30/18	\$385,695.49
Dislocated Worker	LW12P171DSLWK18	07/01/17 – 06/30/19	\$147,624.00
Dislocated Worker	LW12P172DSLWK18	07/01/18 – 09/30/18	\$21,937.00
Dislocated Worker	LW12F181DSLWK18	10/01/17 – 06/30/19	\$903,450.00
Dislocated Worker	LWNWP181DSLWK19	07/01/18 – 06/30/20	\$117,132.00
Dislocated Worker	LWNWF191DSLWK19	10/01/18 – 06/30/20	\$555,301.00
Youth	LW12P162YOUTH17	07/01/17 – 06/30/18	\$103,699.89
Youth	LW12P172YOUTH18	07/01/17 – 06/30/19	\$983,408.40
Youth	LW12P173YOUTH18	07/01/17 – 06/30/19	\$4,594.00
Youth	LW12P181YOUTH19	04/01/18 – 11/14/18	\$384,885.00
Youth	LWNWP181YOUTH19	07/01/18 – 06/30/20	\$384,884.00
Rapid Response	LW12F173DWRSP17	07/01/17 – 06/30/18	\$57,500.00

Service Provided	Contract Number	Contract Period	Contract Max. Liability
Rapid Response	LW12F174CBRSP17	07/01/17 – 06/30/18	\$306,192.57
Rapid Response	LW12F162APRSP16	04/30/18 – 06/30/18	\$25,000.00
Rapid Response	LW12F176APRSP17	04/30/18 – 09/30/18	\$48,000.00
Rapid Response	LW12F175SERSP17	04/11/18 – 09/30/18	\$143,060.00
Rapid Response	LW12F177ADRSP17	05/18/18 – 06/30/19	\$475,000.00
Rapid Response	LW12P151TFRSP16	05/24/18 – 06/30/18	\$12,500.00
Statewide Activities	LW12F172MNSWA17	07/01/17 – 06/30/18	\$11,500.00
Statewide Activities	LW12P152NCSWA16	07/01/17 – 06/30/18	\$89,337.34
Statewide Activities	LW12P153YUSWA16	05/18/18 – 06/30/18	\$31,500.00
Statewide Activities	LW12P151MNSWA16	05/24/18 – 06/30/18	\$1,250.00
Statewide Activities	LW12F171TFSWA17	07/01/18 – 11/14/18	\$527,250.00
Statewide Activities	LW12P161MNSWA17	07/01/18 – 11/14/18	\$52,725.00
Statewide Activities	LWNWP171MNSWA18	07/01/18 – 12/31/18	\$16,575.00
Statewide Activities	LWNWP171TFSWA18	07/01/18 – 12/31/18	\$165,750.00
Statewide Activities	LWNWP181MNSWA19	10/01/18 – 09/30/19	\$27,777.00
Statewide Activities	LWNWP181CBSWA19	10/01/18 – 09/30/19	\$527,778.00
Reemployment Services & Eligibility Assessment	LW12F172RESEA17	07/01/17 – 06/30/18	\$163,630.55
Reemployment Services & Eligibility Assessment	LW12F181RESEA18	04/01/18 – 11/14/18	\$60,667.00
Reemployment Services & Eligibility Assessment	LWNWP181RESEA19	10/01/18 – 09/30/19	\$43,333.00
Supplemental Nutrition Assistance Program	LW12F181QSNAP18	10/01/17 – 09/30/18	\$56,241.00
Infrastructure Funding Agreement	LW12P171ESIFA18	07/01/17 – 11/14/18	\$397,435.09

Prior to the on-site review, we will be requesting needed information from Ms. Bane and their staff. When this information is requested, we will indicate which critical pieces of information are needed as soon as possible. We will also confirm all arrangements

with Ms. Bane, prior to the start of the on-site review. If you have any questions, please contact me at (615) 741-6537.

Sincerely,

A handwritten signature in cursive script that reads "Christopher A. Risher".

Christopher A. Risher, CFE
Director of Internal Audit

cc: Jennifer Bane, Executive Director
Gina Johnson, Fiscal Director
Jimmy Williamson, LWDB Chair
Deniece Thomas, TDLWD
James Roberson, TDLWD
Ivan Greenfield, TDLWD
Jaylene Younge, TDLWD
Robert T. Manning, TDLWD

WIOA Federal Reporting Score Card

PY18 Q1 WIOA Core Performance Measures	Tennessee						
Adult Measures	Pass/Fail		Pass	Dislocated Worker	Pass/Fail		Pass
	Negotiated	Actual	% of Goal		Negotiated	Actual	% of Goal
Exiters	0	3519		Exiters	0	1530	
Participants Served	0	7293		Participants Served	0	3089	
EER 2nd Qtr after exit	83.00%	87.11%	105%	EER 2nd Qtr after exit	81.00%	87.70%	108%
EER 4th Qtr after exit	83.00%	84.79%	102%	EER 4th Qtr after exit	81.00%	87.80%	108%
Med. Earnings	\$ 6,633.00	\$ 6,818	103%	Med. Earnings	\$ 6,900.00	\$ 8,078.00	117%
Cred. Attainment	58.00%	68.22%	118%	Cred. Attainment	68.50%	77.80%	114%
MSG	Baseline	55.76%		MSG	Baseline	49.00%	
Youth	Pass/Fail		Pass	Wagner-Peyser	Pass/Fail		Pass
	Negotiated	Actual	% of Goal		Negotiated	Actual	% of Goal
Exiters	0	2250		Exiters		9859	
Participants Served	0	4704		Participants Served		58542	
EER 2nd Qtr after exit	79.00%	80.70%	102%	EER 2nd Qtr after exit	65%	71.68%	110%
EER 4th Qtr after exit	75.00%	81.60%	109%	EER 4th Qtr after exit	65%	71.11%	109%
Cred. Attainment	70.00%	73.40%	105%	Med. Earnings	\$ 4,587	\$ 5,195.00	113%
MSG	Baseline	45.10%					

WIOA Federal Reporting Score Card

PY18 Q1 WIOA Core Performance Measures	West Tennessee Region								
	47130 Greater Memphis			47145 Northwest Tennessee			47160 Southwest Tennessee		
Adult Measures	Pass/Fail		Fail	Pass/Fail		Pass	Pass/Fail		Pass
	Negotiated	Actual	% of Goal	Negotiated	Actual	% of Goal	Negotiated	Actual	% of Goal
Exiters	0	793		0	234		0	194	
Participants Served	0	1177		0	650		0	315	
EER 2nd Qtr after exit	83.00%	80.79%	97%	85.00%	94.38%	111%	83.00%	94.57%	114%
EER 4th Qtr after exit	83.00%	79.23%	95%	84.00%	90.90%	108%	83.00%	92.66%	112%
Med. Earnings	\$ 6,633.00	\$ 5,799.00	87%	\$ 6,483.00	\$ 6,676.00	103%	\$ 6,633.00	\$ 7,747.00	117%
Cred. Attainment	58.00%	57.92%	100%	58.00%	76.78%	132%	58.00%	61.40%	106%
MSG	Baseline	50.71%		Baseline	62.68%		Baseline	57.85%	
Dislocated Worker	Pass/Fail		Pass	Pass/Fail		Pass	Pass/Fail		Pass
	Negotiated	Actual	% of Goal	Negotiated	Actual	% of Goal	Negotiated	Actual	% of Goal
Exiters	0	149		0	60		0	26	
Participants Served	0	197		0	120		0	37	
EER 2nd Qtr after exit	81.00%	84.90%	105%	83.00%	93.80%	113%	81.00%	100.00%	123%
EER 4th Qtr after exit	81.00%	84.50%	104%	83.00%	89.30%	108%	81.00%	100.00%	123%
Med. Earnings	\$ 6,900.00	\$ 7,003.00	101%	\$ 6,800.00	\$ 6,599.00	97%	\$ 6,900.00	\$ 10,005.00	145%
Cred. Attainment	68.50%	73.90%	108%	68.50%	86.10%	126%	68.50%	80.00%	117%
MSG	Baseline	46.00%		Baseline	64.00%		Baseline	32.30%	
Youth	Pass/Fail		Fail	Pass/Fail		Pass	Pass/Fail		Pass
	Negotiated	Actual	% of Goal	Negotiated	Actual	% of Goal	Negotiated	Actual	% of Goal
Exiters	0	536		0	74		0	168	
Participants Served	0	1050		0	165		0	320	
EER 2nd Qtr after exit	79.00%	73.20%	93%	79.00%	93.60%	118%	79.00%	76.70%	97%
EER 4th Qtr after exit	75.00%	80.00%	107%	75.00%	88.20%	118%	75.00%	85.60%	114%
Cred. Attainment	70.00%	43.50%	62%	70.00%	79.20%	113%	70.00%	72.20%	103%
MSG	Baseline	40.80%		Baseline	67.20%		Baseline	20.20%	

FINANCIAL STATUS REPORT FOR MONTH ENDING 12/31/2018								
AS OF DATE	CONTRACT BUDGET 12/31/2018	CUM. EXPENSE 12/31/2018	CURRENT MO ACCRUALS 12/31/2018	TOTAL EXP/ACCR 12/31/2018	OBLIGATIONS 12/31/2018	TOTAL EXP ACCR & OBLG 12/31/2018	DEOBLIGATED FUNDS 12/31/2018	UNOBLIGATED BALANCE 12/31/2018
FORMULA PROGRAM FUNDS				invoiced not pd	July-Jan 18 not pd			
ADULT OPERATIONS	\$ 1,012,778.99	\$ 679,149.31	\$ 39,941.09	\$ 719,090.40	\$ 59,782.92	\$ 778,873.32	\$ (29,739.15)	\$ 204,166.52
ADULT PARTICIPANT	\$ 675,185.99	\$ 283,113.09	\$ 13,429.34	\$ 296,542.43	\$ 17,571.22	\$ 314,113.65	\$ 115,568.22	\$ 245,504.12
ADULT TOTAL	\$ 1,687,964.98	\$ 962,262.40	\$ 53,370.43	\$ 1,015,632.83	\$ 77,354.14	\$ 1,092,986.97	\$ 85,829.07	\$ 509,148.94
PERCENTAGE PARTICIPANT	40.00%	29.42%	25.16%	29.20%	22.72%	28.74%		48.22%
PERCENTAGE EXP/OBLG						65%		
DSLWK OPERATIONS	\$ 1,116,320.33	\$ 324,797.06	\$ 11,524.18	\$ 336,321.24	\$ 17,245.06	\$ 353,566.30	\$ 327,603.09	\$ 435,150.95
DSLWK PARTICIPANT	\$ 744,213.56	\$ 216,757.37	\$ 541.74	\$ 217,299.11	\$ 56,319.35	\$ 273,618.46	\$ 135,361.13	\$ 335,233.97
DSLWK TOTAL	\$ 1,860,533.89	\$ 541,554.43	\$ 12,065.92	\$ 553,620.35	\$ 73,564.41	\$ 627,184.76	\$ 462,964.22	\$ 770,384.91
PERCENTAGE PARTICIPANT	40.00%	40.03%	4.49%	39.25%	76.56%	43.63%		43.52%
PERCENTAGE EXP/OBLG						34%		
YOUTH OPERATIONS	\$ 959,483.52	\$ 602,060.63	\$ 25,356.05	\$ 627,416.68	\$ 37,939.18	\$ 665,355.86	\$ 172,918.99	\$ 121,208.67
YOUTH PARTICIPANT	\$ 783,859.24	\$ 366,595.07	\$ 3,816.86	\$ 370,411.93	\$ 151,723.08	\$ 522,135.01	\$ 175,510.05	\$ 86,214.18
YOUTH TOTAL	\$ 1,743,342.75	\$ 968,655.70	\$ 29,172.91	\$ 997,828.61	\$ 189,662.26	\$ 1,187,490.87	\$ 348,429.04	\$ 207,422.84
PERCENTAGE PARTICIPANT	44.96%	37.85%	13.08%	37.12%	80.00%	43.97%		41.56%
PERCENTAGE EXP/OBLG						68%		

FORMULA PERCENTAGES

TOTAL FORMULA OPERATIONS	\$ 3,088,582.84	\$ 1,606,007.00	\$ 76,821.32	\$ 1,682,828.32	\$ 114,967.16	\$ 1,797,795.48	\$ 470,782.93	\$ 760,526.13
TOTAL FORMULA PARTICIPANT	\$ 2,203,258.78	\$ 866,465.53	\$ 17,787.94	\$ 884,253.47	\$ 225,613.65	\$ 1,109,867.12	\$ 426,439.40	\$ 666,952.26
TOTAL ALL FORMULA	\$ 5,291,841.62	\$ 2,472,472.53	\$ 94,609.26	\$ 2,567,081.79	\$ 340,580.81	\$ 2,907,662.60	\$ 897,222.33	\$ 1,427,478.39
PERCENTAGE PARTICIPANT	41.64%	35.04%	18.80%	34.45%	66.24%	38.17%		46.72%
PERCENTAGE EXPENDED /OBL				48.51%		54.95%		
YOUTH OUT OF SCHOOL	\$ 1,735,474.87	\$ 960,787.82	\$ 29,172.91	\$ 989,980.73	\$ 175,806.42	\$ 1,165,767.15		\$ 569,707.72
PERCENTAGE OUT SCHOOL	99.55%	99.19%	100.00%	99.21%	92.69%	98.17%		
YOUTH WORK EXPERIENCE	\$ 348,668.55	\$ 406,591.01	\$ 15,910.75	\$ 422,501.76	\$ 32,977.80	\$ 455,479.56		\$ (106,811.01)
PERCENTAGE WORK EXP	20.00%	41.97%	54.54%	42.34%	17.39%	38.36%		
OTHER FUNDS								
TRANSITIONAL FUNDING	\$ 693,000.00	\$ 644,621.88	\$ -	\$ 644,621.88	\$ -	\$ 644,621.88	\$ 48,378.12	\$ 48,378.12
CONS. BUSINESS	\$ 527,778.00	\$ 23,692.80	\$ -	\$ 23,692.80	\$ 58,184.00	\$ 81,876.80		\$ 445,901.20
RAPID RESPONSE	\$ 728,855.53	\$ 303,943.39	\$ 23,023.98	\$ 326,967.37	\$ 181,457.84	\$ 508,425.21	\$ 219,056.61	\$ 1,373.71
RAMP	\$ 143,060.00	\$ 143,060.00	\$ -	\$ 143,060.00	\$ -	\$ 143,060.00		\$ -
RESEA	\$ 93,600.00	\$ 50,331.87	\$ 2,409.49	\$ 52,741.36	\$ 32,326.61	\$ 85,067.97	\$ 11,517.87	\$ (2,985.84)
TOTAL OTHER FUNDS	\$ 2,186,293.53	\$ 1,165,649.94	\$ 25,433.47	\$ 1,191,083.41	\$ 271,968.45	\$ 1,463,051.88	\$ 278,952.60	\$ 444,289.07
TOTAL PROG FORMULA/OTHER	\$ 7,478,135.15	\$ 3,638,122.47	\$ 120,042.73	\$ 3,758,165.20	\$ 612,549.26	\$ 4,370,714.46	\$ 1,176,174.93	\$ 1,931,245.76
ADMINISTRATION	\$ 711,128.37	\$ 410,399.75	\$ 999.29	\$ 411,399.04	\$ 4,965.67	\$ 416,364.71	\$ 95,558.04	\$ 199,205.62
TOTAL ALL FUNDS	\$ 8,189,263.52	\$ 4,048,522.22	\$ 121,042.02	\$ 4,169,564.24	\$ 617,514.93	\$ 4,787,079.17	\$ 1,271,732.97	\$ 2,130,451.38
PARTICIPANT % ALL FUNDS								
TOTAL FORMULA OPERATIONS	\$ 3,088,582.84	\$ 1,606,007.00	\$ 76,821.32	\$ 1,682,828.32	\$ 114,967.16	\$ 1,797,795.48	\$ 470,782.93	\$ 760,526.13
TOTAL FORMULA PARTICIPANT	\$ 2,203,258.78	\$ 866,465.53	\$ 17,787.94	\$ 884,253.47	\$ 225,613.65	\$ 1,109,867.12	\$ 426,439.40	\$ 666,952.26
CONS. BUSINESS	\$ 527,778.00	\$ 23,692.80	\$ -	\$ 23,692.80	\$ 58,184.00	\$ 81,876.80	\$ -	\$ 445,901.20
RAPID RESPONSE	\$ 728,855.53	\$ 303,943.39	\$ 23,023.98	\$ 326,967.37	\$ 181,457.84	\$ 508,425.21	\$ 219,056.61	\$ 1,373.71
RAMP	\$ 143,060.00	\$ 143,060.00	\$ -	\$ 143,060.00	\$ -	\$ 143,060.00		\$ -
TOTAL FORMULA-CB-RR-RAMP	\$ 6,691,535.15	\$ 2,943,168.72	\$ 117,633.24	\$ 3,060,801.96	\$ 580,222.65	\$ 3,641,024.61	\$ 1,116,278.94	\$ 1,874,753.30
TOTAL PARTICIPANT- CB - RR	\$ 3,602,952.31	\$ 1,337,161.72	\$ 40,811.92	\$ 1,377,973.64	\$ 465,255.49	\$ 1,843,229.13	\$ 645,496.01	\$ 1,114,227.17
PERCENTAGE PARTICIPANT	54%	45%	35%	45%	80%	51%		59%

* \$ 1,061,963.12 of the \$1,271,732.97 deobligated funds was reissued back as part of the realignment. Of the \$209,769.85 not reissued, \$131,161.04 was lost in formula funding as a result of the realignment. The remaining funds were RESEA, REAP, and transitional funding.

ATTACHMENT 1: Minimum Participant Cost Rate Calculations by Program Year

MPCR Calculation Methodology:

- A. Total Qualifying Expenditures = sum of all allowable WIOA funded services by program as identified Section A and B of MPCR policy
 B. Total Cumulative Expenditure = Total Cumulative Program Expenditures (as reported on the relevant Monthly Expenditure Report)
 C. MPCR by Program = Total Qualifying Expenditures divided by Total Cumulative Expenditure

Notes:

1. Per State policy the MPCR calculation excludes obligations and the reserve for Local admin costs
 2. MPCR is based on the combined formula fund totals not the individual program totals
 3. the relevant data is the be keyed into the input cells (orange colored cells only)

MPCR Threshold		40.0%					
Program	Funding Type	Program Year 2017			Program Year 2018		
		Quarter End Monthly Expenditure Report			Quarter End Monthly Expenditure Report		
		Total Qualifying Expenditures (A)	Total Cumulative Expenditures-Program (B)	MPCR by Program (C)	Total Qualifying Expenditures (A)	Total Cumulative Expenditures-Program (B)	MPCR by Program (C)
WIOA Youth	PY	17,823.60	80,524.64	22.1%	26,750.89	97,525.17	27.4%
WIOA Adult	PY	0.00	4,204.43	0.0%	274.76	63,228.94	0.4%
	FY	47,228.10	140,513.10	33.6%	43,588.87	44,701.98	97.5%
WIOA Dislocated Worker	PY	823.40	12,011.60	6.9%	2,320.00	34,509.65	6.7%
	FY	54,146.55	71,824.25	75.4%	4,840.74	4,840.74	100.0%
RSP	FY	376,603.33	376,603.33	100.0%			
SWA	PY				23,692.80	23,692.80	100.0%
Transitional	FY	117,277.95	644,621.88	18.2%			
Grand Total		613,902.93	1,330,303.23	46.1%	101,468.06	268,499.28	37.8%

Was the MPCR Threshold Met?

YES

NO

Two Year Summary		
Total Qualifying Expenditures	Total Cumulative Expenditures (Program Only)	Combined MPCR
715,370.99	1,598,802.51	44.7%

Dec-18