

WDC FINANCE & ADMINISTRATION COMMITTEE

June 16, 2023



SEAKINGWDC.ORG

WELCOME & INTRODUCTIONS



Angela Dunleavy, Board Chair

AGENDA



- Review draft agenda

I. INTRODUCTIONS

II. ACTION ITEMS

- A. Audit Report
- E. PY-23 Budget
- G. Incumbent Worker Training
- H. Policy Updates

III. REPORT-OUT

- A. CEO Report
 - Board Leadership Nomination Committee
 - WIOA Formula Allocation
 - State Funding
 - Board Excellence Dashboard
 - ESD Monitoring PY-22
 - Lookahead Calendar

I. ADJOURNMENT

ACTION ITEMS

AUDIT REPORT

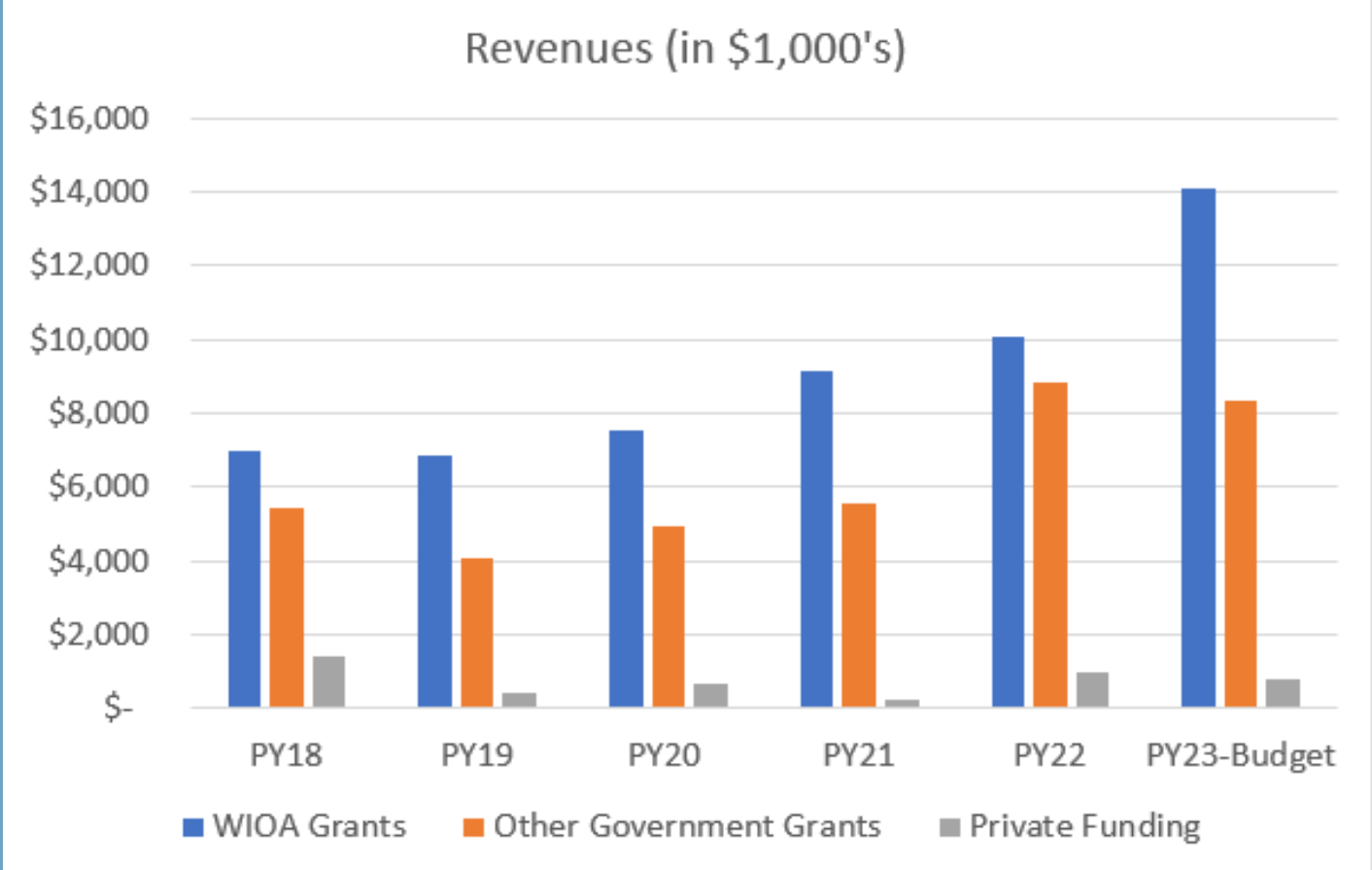
PROGRAM YEAR 2023 ANNUAL BUDGET

July 2023 – June 2024

Program Year 2022 Highlights

- Grants Awarded
 - Dept of Commerce Digital Navigator 10/22-6/23 \$988,505
 - State Funded EcSA 7/22-6/23 \$1,039,448
 - NDWG QUEST Disaster Recovery 10/22-9/24 \$3,189,231
- Subcontractors
 - 118 Active Contracts
 - 59 Unique providers
- Promotions
 - Director of Strategic Partnerships & Funding
 - Operations Manager
- Personnel Hired
 - Contracts and Compliance Manager
 - Three Project Managers
 - Communications Specialist
 - Policy Specialist
 - Data Analyst
 - Director of Industry Strategies
 - Executive Assistant
 - Project Manager (projected hire)

Program Year 2023 Revenue



Program Year 2023 Revenue

- **WIOA**

- \$8,685,709 Budgeted Carry-in from PY22 (compared to \$7.07mil carry-in from PY21 in to PY22)
- \$8,633,947 Budgeted PY23 award (compared to \$11.68mil award in PY22)
- (\$3,236,119) Carry-forward into PY24, 38% of PY23 award

- **Other Government Funding**

- Carry-in from Federal EcSA, KC Homeless Project, KC JIA, KC Recovery/Career Corps, QUEST
- Budgeted for renewal of KC Grants (JIA and VSHSL) and State Funded EcSA
- Added \$500,000 funding from City/County for operational expenses

- **Private Funding**

- Carry-in from Gates Foundation and Chase grants
- Budgeted \$150,000 from Bank of America based on previous year annual awards

Program Year 2023 Staffing

- **Budgeted Replacements**

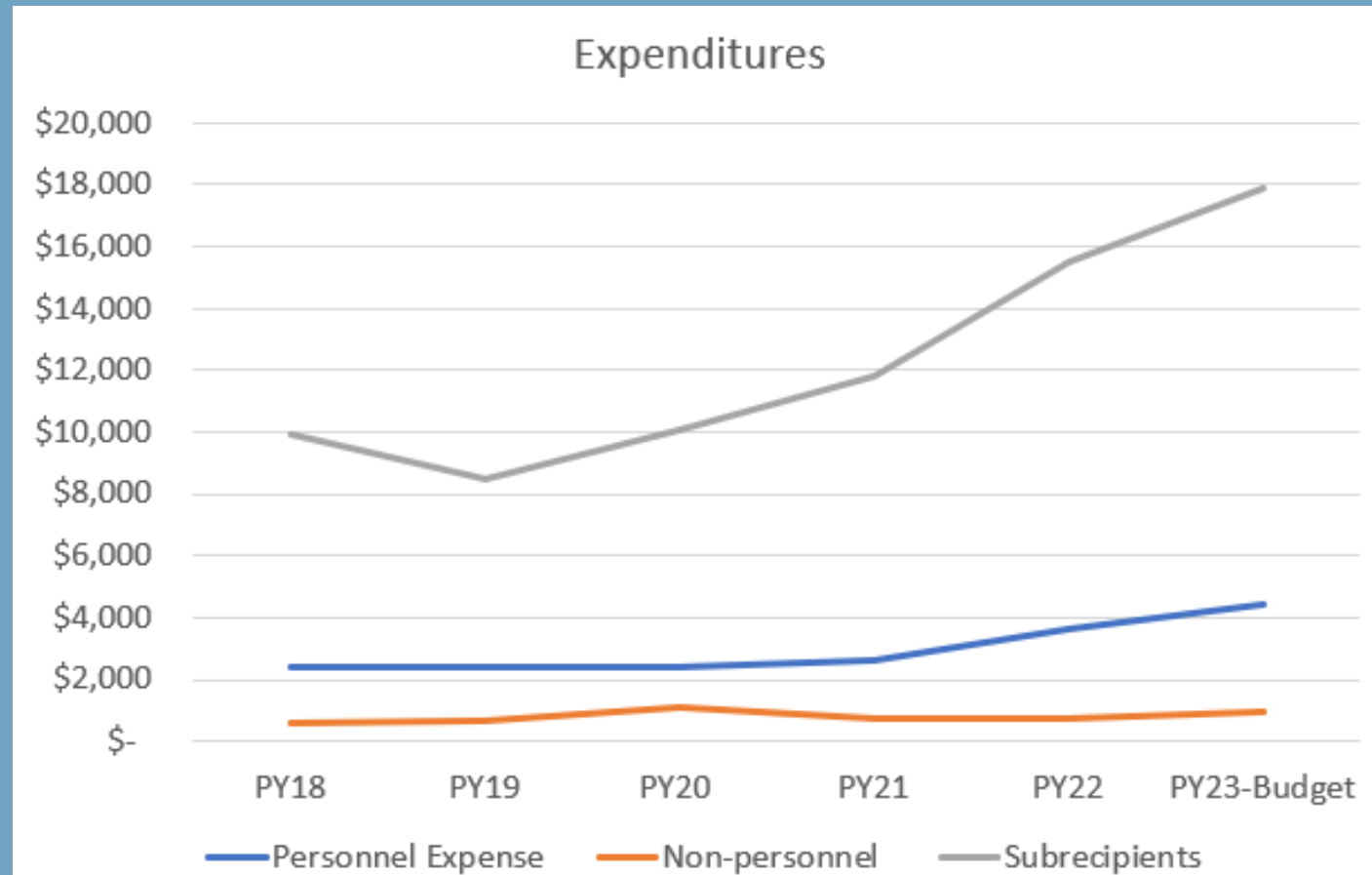
- Director of Industry Strategies June 2023

- **Budgeted New Positions**

- ETO Lead September 2023
- Director of Impact October 2023
- Monitor October 2023
- Grants Manager January 2024
- Project Manager January 2024
- Project Manager If NIH Grant is awarded

- **Total PY23 Headcount (excluding potential Project Manager): 29**

Program Year 2023 Expenditures



Program Year 2023 Expenditures

	7/1/2018 - 6/30/2019	7/1/2019 - 6/30/2020	7/1/2020 - 6/30/2021	7/1/2021 - 6/30/2022	7/1/2022 - 6/30/2023 (Projected)	PY23 Budget
Total Revenue	13,889,783	11,398,884	12,590,458	16,132,139	19,940,743	23,221,144
Expenses						
Total Salaries and Benefits	2,452,543	2,451,311	2,419,029	2,635,089	3,655,575	4,388,987
Total Subcontractors	9,939,829	8,484,635	10,070,166	11,826,517	15,531,886	17,886,547
Total Occupancy (Rent, Utilities, Telecom)	240,652	254,931	315,786	273,142	269,199	282,000
Total Equipment/Supplies/Furniture	54,980	68,045	86,546	54,482	62,665	66,900
Total Professional Services/A133 Audit	49,602	172,163	577,405	269,414	186,217	228,200
Total Travel/Professional Development	95,795	66,794	47,356	56,752	110,426	228,755
Total Printing/Publications	-	-	3,380	4,788	1,768	4,500
Total Insurance	27,032	27,565	29,769	36,543	43,504	45,000
Total Dues/Memberships	49,515	46,096	39,046	66,135	78,414	90,000
Total Expenses	12,909,948	11,571,540	13,588,483	15,222,862	19,939,653	23,220,889
Revenue over (under) Expenses	979,835	(172,656)	(998,025)	909,277	1,089	255

Program Year 2023 Expenditures

- Increase in Salaries & Benefits due to assumed 5% COLA and five added positions
- Increase in Subcontractor expense in line with increased revenue
- Professional Services, budgeting to continue using All Things HR (\$5.4k/month) and ISOutsource (\$25k annually)
- Increase in Travel/Professional Development due to increasing Professional Development from \$2k/year per employee to \$5k and low expenditure for Council Travel/Meetings in PY22.
- Increasing Printing/Publications to expand marketing and outreach projects

Any questions or comments?

INCUMBENT WORKER TRAINING



WHAT IS INCUMBENT WORKER TRAINING?



For businesses to remain competitive in the Seattle-King County's thriving economy, a well-trained workforce that is up-to-date on industry-recognized skills is necessary.

The Incumbent Worker Training (IWT) under WIOA provides workers and employers funding for continuing education, training, and upskilling to increase both participants' and companies' competitiveness.

ACTION REQUESTED:



The action requested to the committee is to approve the \$15,000 reserved from the WIOA Adult and Dislocated Worker Programs for the purpose of funding the Incumbent Worker Training Program.

POLICY UPDATES REVIEW AND APPROVE:



TAA and Dislocated Worker Co-Enrollment

Youth Incentive Policy

Adult and Dislocated Worker Incentive Policy



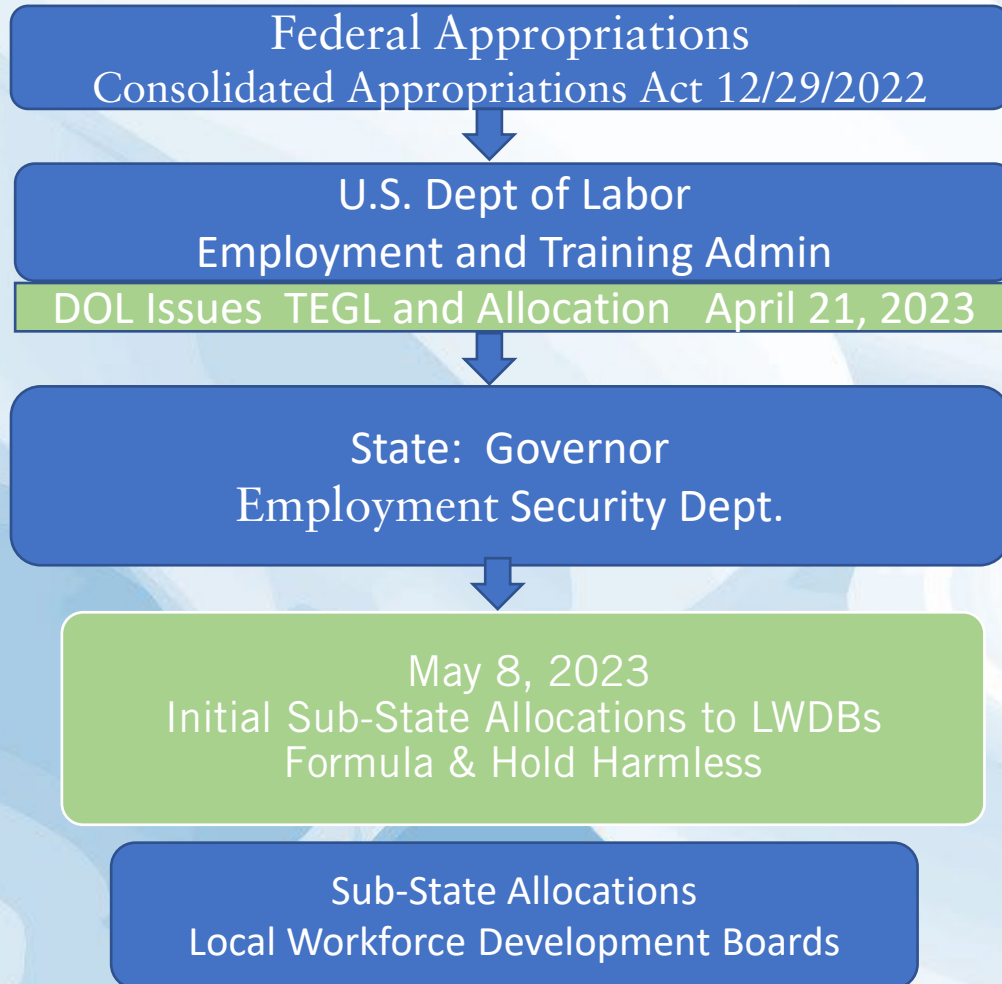
CEO REPORT OUT

BOARD LEADERSHIP NOMINATION COMMITTEE

WIOA PY23 / FY24 ALLOCATION

WIOA ALLOCATION PROCESS

Agenda Item IIIa
Information



WIOA APPROPRIATIONS

State Title IB

WIOA Title IB:

- Youth
- Adults
- Dislocated Workers

Wagner Peyser (State Employment Services))

Workforce Information Fund (State Activities)

State Reserve (Governor's Discretionary Fund)

- No more than 15% of state youth, adult and dislocated workers allocation
- Statewide activities
- Allocation to Local Workforce Boards

PY 23/FY24 WIOA FORMULA ALLOCATION

July 1, 2023- June 30, 2024

	PY23/FY24 Allocation	PY22/FY23 Allocation	PY22-PY23 Variance	
			Amount	%
YOUTH	\$ 3,202,363	\$ 4,132,739	- \$ 930,376	- 22.5%
ADULT	\$ 3,035,814	\$ 3,906,050	- \$ 870,236	- 22.3%
DW	\$ 2,395,770	\$ 3,644,433	- \$1,248.663	- 34.3%
TOTAL	\$ 8,633,947	\$11,683,222	- \$3,049,275	- 26.1%

WIOA FUNDING ALLOCATION PROCESS

STEP 1: FORMULA ALLOCATION METRICS

WIOA FORMULA ALLOCATION DATA

Youth and Adult

- # Unempl in Areas of Substantial Unemployment 6.5% +
- # Excess Unemployed more than 4.5%
- # Economically Disadvantaged Youth/Adults

Dislocated Worker

- # Unemployed
- # Excess Unemployed more than 4.5%
- # Long Term Unemployed 15 weeks plus

Unemployment Data Source: State LMEA (July 2021 -June 2022)

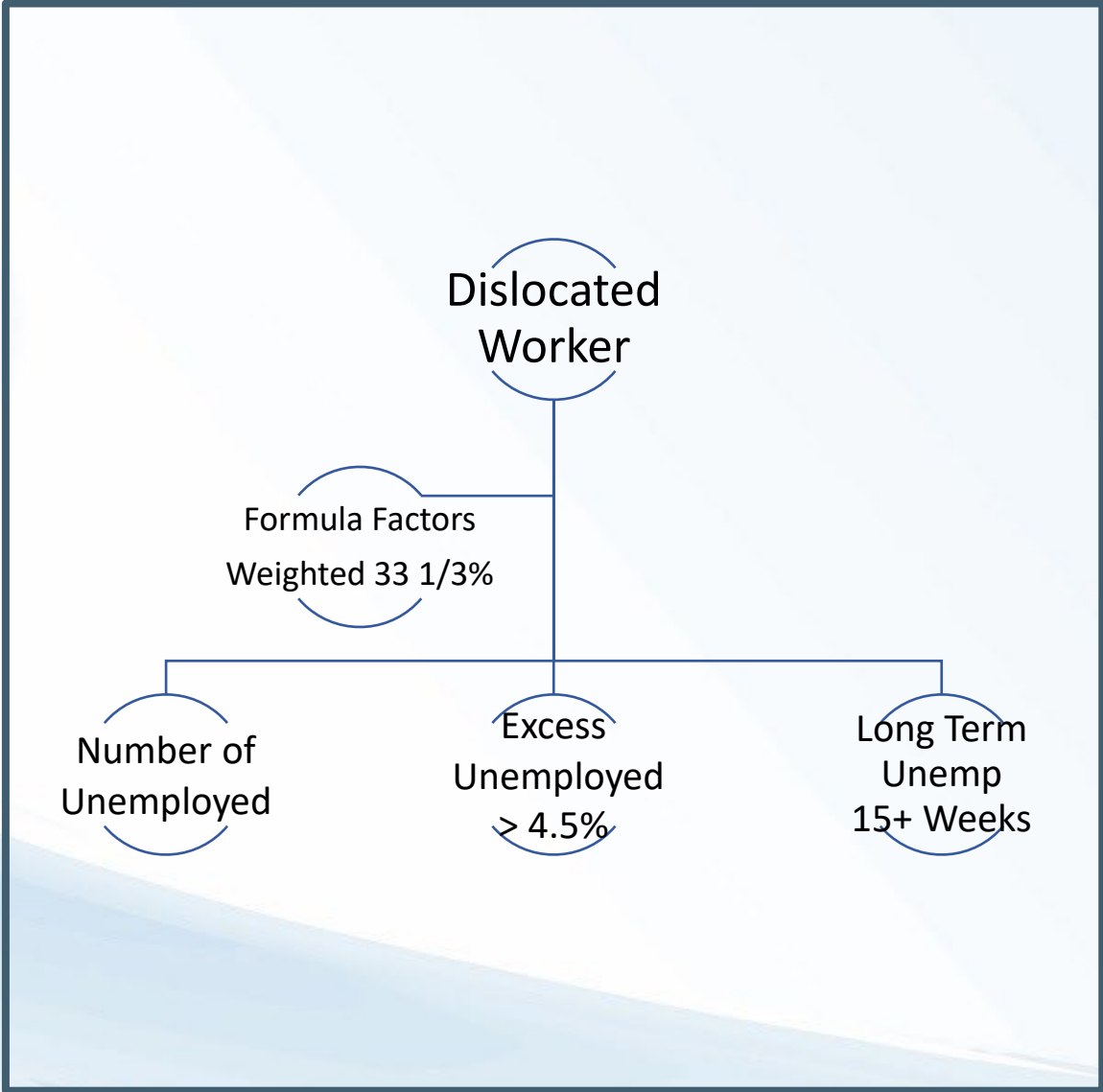
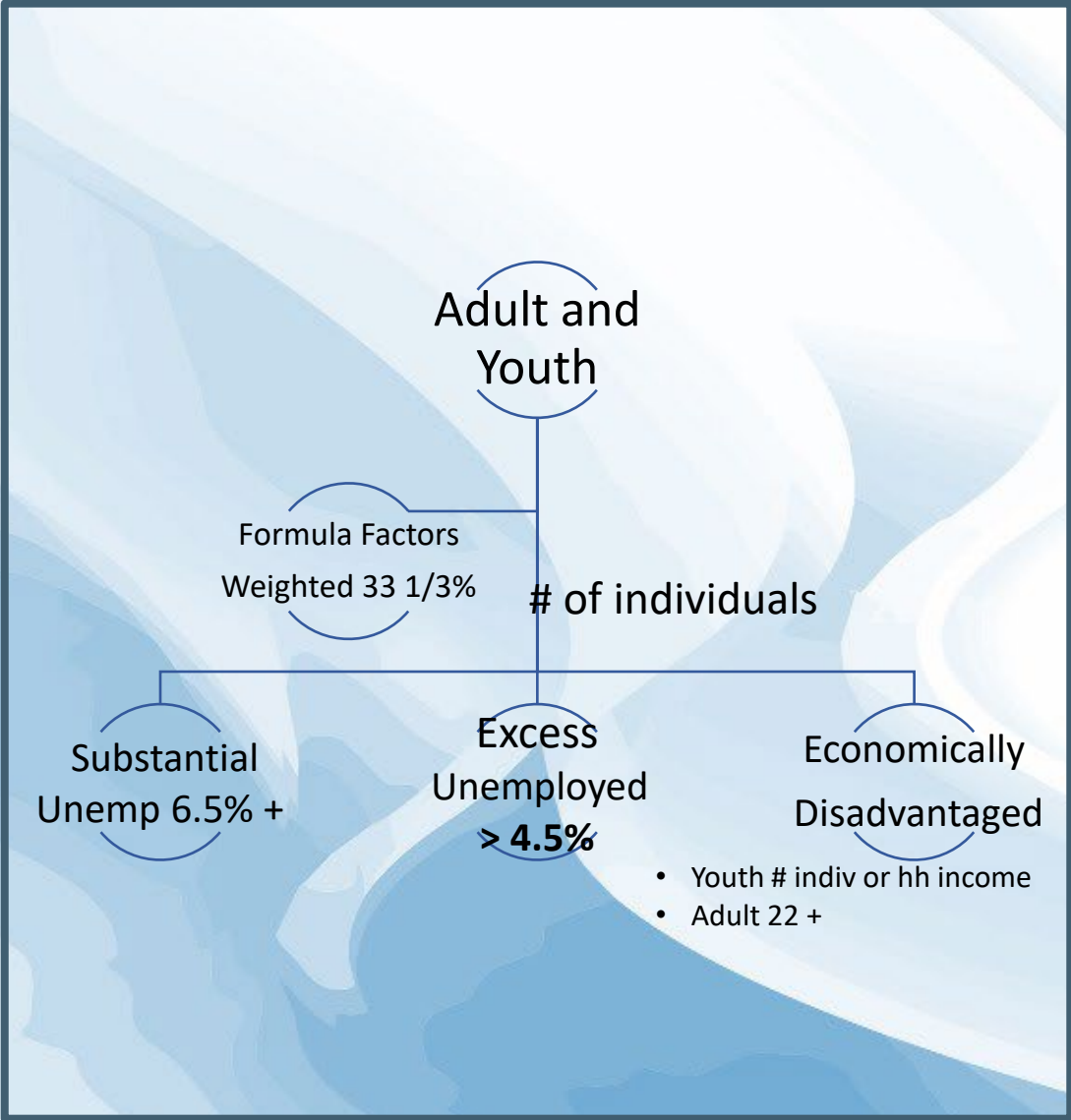
Economically Disadvantaged Source: Census Jan 1, 2016- Dec 31, 2022

STEP 2: HOLD HARMLESS ADJUSTMENT

Intent: mitigate year-to-year volatility in funding levels

- No less than 90% avg % share from prior 2 years
- Redistributed from other Areas

WIOA ALLOCATION FORMULA DATA



PY23 SEATTLE KING COUNTY FORMULA ALLOCATION METRICS

METRIC	STATE	Sea-King	% of State
ADULT and YOUTH			
Unempl in Areas of Substantial Unemployment > 6.5%	172,782	40,683	23.55%
Excess unemployed in excess of 4.5%	15,458	20,625	22.98%
Economically Disadvantaged			
• Adult (22 and older)	533,185	129,935	24.37%
• Youth (based on indiv or hh income)	97,294	22,390	23.01%
DISLOCATED WORKER			
Excess unemployed in excess of 4.5%	15,458	20,625	22.98%
Total Unemployed	162,110	37,450	23.10%
LT Unemployed 15+ Weeks	54,924	14,107	25.68%

PY23 – PY22 FORMULA ALLOCATION DATA METRICS COMPARISON PY22-PY23

FORMULA METRICS	PY23			PY22		
	State Total	Seattle King County		State Total	Seattle King County	
		#	% of State		#	% of State
ADULT AND YOUTH						
• Unemployed in ASU	172,782	40,683	23.55%	264,453	77,885	29.45%
• Excess unemployed	15,458	0	0	89,751	20,625	22.98%
• Adult Econ Disadvantaged	533,185	129,935	24.37%	579,344	148,435	25.6%
• Youth Econ Disadvantaged	97,294	22,390	23.01%	125,880	31,665	25.15%
DISLOCATED WORKER						
• Total Unemployed	162,110	37,450	23.10%	227,762	63,243	27.77%
• Excess Unemployed	15,458	0	0	89,751	20,625	22.98%
• Long Term Unemployed	54,924	14,107	25.68%	306,668	101,004	32.95%

HOLD HARMLESS MITIGATION

PY23/FY24 Formula Allocation and Hold Harmless Mitigation

Allocation Calculations:

- Allocation based on data factors: \$6,964,505
- Hold harmless adjustment: + \$1,669,442
- Final allocation: \$8,633,947

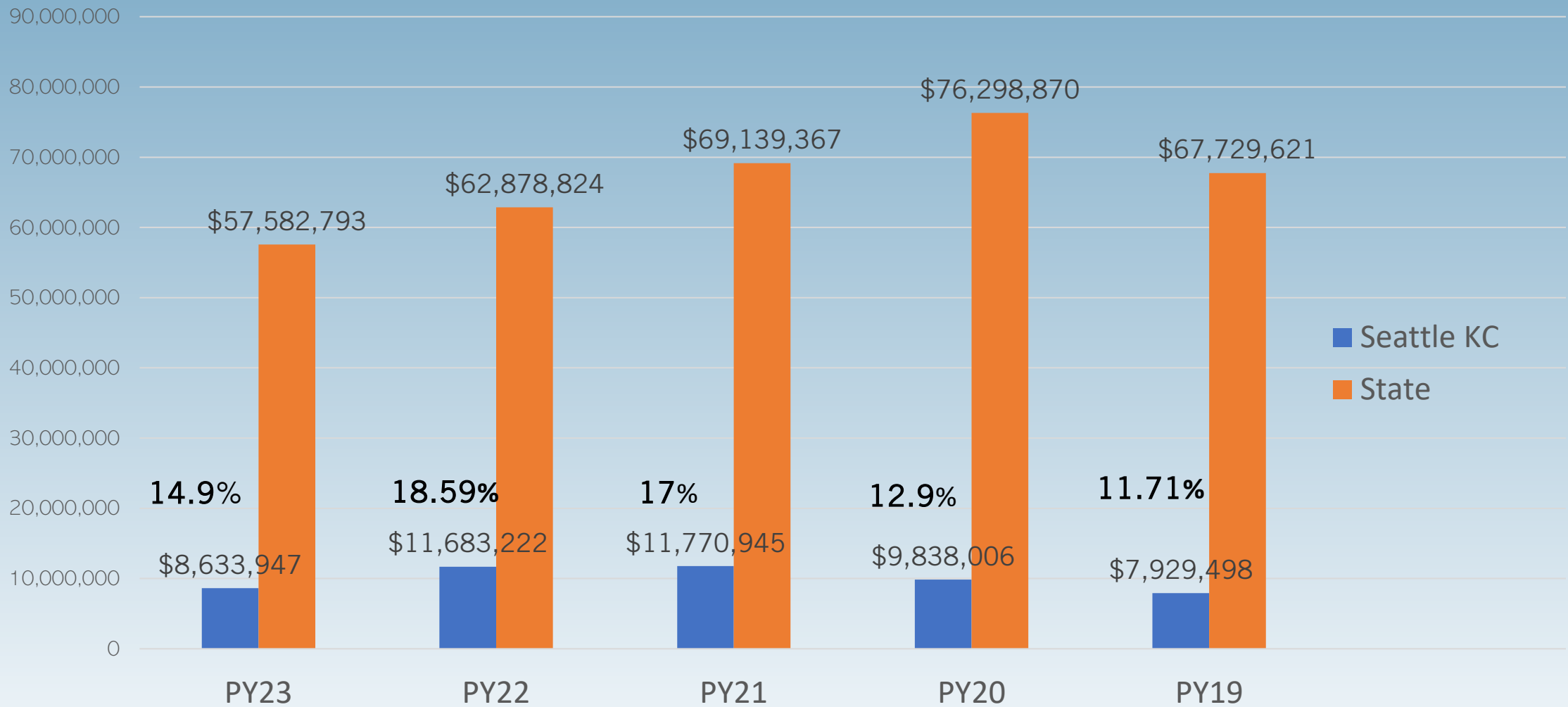
	Allocation Formula Factors	Hold Harmless Adjustment	FINAL Allocation PY23/FY24	PY22/FY23 Allocation	PY22-PY23 Variance	
					Amount	%
YOUTH	\$ 2,524,124	+ \$ 678,239	\$ 3,202,363	\$ 4,132,739	\$ 930,376	22.5%
ADULT	\$ 2,448,973	+ \$ 586,841	\$ 3,035,814	\$ 3,906,050	\$ 870,236	22.3%
DW	\$ 1,991,408	+ \$ 404,362	\$ 2,395,770	\$ 3,644,433	\$1,248,663	34.3%
TOTAL	\$6,964,505	+ \$1,669,442	\$ 8,633,947	\$11,683,222	\$3,049,275	26.1%

PY23 PY22 FUNDING COMPARISON BY REGION

REGION	PY23	PY22	VARIANCE \$	VARIANCE %
1 - Olympic	\$ 1,807,321	\$ 2,232,620	\$ (425,299)	-19.0%
2 - Pac Mountain	\$ 3,688,751	\$ 3,923,092	\$ (234,341)	-6.0%
3 - Northwest	\$ 2,913,895	\$ 3,250,396	\$ (336,501)	-10.4%
4 - Snohomish	\$ 3,569,307	\$ 4,843,619	\$ (1,274,312)	-26.3%
5 - Seattle-King	\$ 8,633,947	\$ 11,683,222	\$ (3,049,275)	-26.1%
6 - Tacoma-Pierce	\$ 6,397,269	\$ 6,476,056	\$ (78,787)	-1.2%
7 - Southwest	\$ 2,985,215	\$ 3,799,570	\$ (814,355)	-21.4%
8 - North Central	\$ 2,448,185	\$ 2,714,787	\$ (266,602)	-9.8%
9 - South Central	\$ 4,382,333	\$ 4,192,387	\$ 189,946	4.5%
10 - Eastern	\$ 1,638,326	\$ 1,911,244	\$ (272,918)	-14.3%
11 - Benton-Franklin	\$ 2,254,254	\$ 2,465,545	\$ (211,291)	-8.6%
12 - Spokane	\$ 3,124,193	\$ 3,971,149	\$ (846,956)	-21.3%
TOTAL	\$ 43,842,996	\$ 51,463,687	\$ (7,620,691)	-14.81%

WIOA Formula Funds Trends

State and Seattle King County Allocation Amount, Percent of State



Percent Share of State WIOA Funding Declining to Pre-Covid Levels

STATE FUNDING

BOARD EXCELLENCE DASHBOARD

ESD MONITORING PY22

LOOKAHEAD CALENDAR

REMINDERS



FULL BOARD LUNCHEON & MEETING

June 22nd, Bethaday Community Learning Space