

Board Meeting

Date: June 15, 2017
Time: 3.00 p.m.
Location: 4440 Grand Blvd., New Port Richey, 34652
Dial in: 1-800-750-4065 participant code: 7701 773#

Consent Agenda

The Consent Agenda contains the meeting materials from the Executive Committee meetings on April 20, 2017 and May 24, 2017. This is presented to the Board as information and requires no action.

Consent Item

Executive Committee Meeting Materials April 20, 2017 and May 24, 2017Pages 1-24

Board Agenda

Action Items

Item 1 – Minutes from March 16, 2017 meetingPages 25-27
Item 2 – Confirmation of Officers, Committee Chairs, and Executive Committee MembersPage 28
Item 3 – Approval of FY2017-2018 Meeting Schedule Page 29-30
Item 4 – Approval of FY2017-2018 Budget.....Pages 31-35

Information Item

Item 1 - Financial Summary Report YTD April 30, 2017Page 36
Item 2 – Monthly Management Report April 2017Page 37

Public Comments



CONSENT AGENDA

What follows are the minutes from the previous Executive Committee meetings dated April 20, 2017 and May 24, 2017.

This is presented for the Board's review.

If there are no objections to the actions taken on behalf of the Board by the Executive Committee, these actions will be considered approved.

Executive Committee Meeting

April 20, 2017 – 9:00 a.m.

Room B

4440 Grand Blvd., New Port Richey

Dial in: 1.800.750.4065 Participant Code: 8625192#

Committee Members:

Mark Barry, Sondra Cranford, Mark Earl, Dave Lambert, Lex Smith,
Seth Weightman

Agenda

Call to order Mark Earl, Chair

Action Items:

Action Item 1 – Approve minutes of Feb. 8, 2016 and Feb. 28, 2016 meetings Pages 1-4

Action Item 2 – RFP for IT Services Page 5

Action Item 3 – RFP for Audit ServicesPage 6

Information Items:

Information Item 1 – Audit Review Handout

Information Item 2 – Release Survey - Jerome Salatino's Performance ReviewPages 7-10

Information Item 3 – Meeting Schedule 2017-2018.....Page 11

Information Item 4 – Financial Summary Report YTD Feb. 28, 2017Page 12

Information Item 5 – Monthly Management Report February 2017.....Page 13

Public Comments

Adjournment



ACTION ITEM 1
Approval of Minutes

Draft minutes of the February 8, 2017 and February 28, 2017 are presented for review. Any modifications should be requested prior to approval.

Draft
Executive Committee Meeting Minutes
February 8, 2017

Committee Members Present:

Present: Mark Barry, Sondra Cranford, Mark Earl, Lex Smith

Absent: *Dave Lambert, Seth Weightman*

Quorum Present? Yes

Others Present:

PHWB Staff – Jerome Salatino, Kevin Crawford

Proceedings:

Meeting called to order at 10.00 a.m. by Mark Earl, Chair

Action Item 1 – Approve minutes of December 15, 2016 meeting

Minutes from the December 15, 2016 meeting of the Executive Committee were presented for review and comment. With no corrections or comments, a motion was made to accept the minutes.

MOTION made by Mark Barry and seconded by Lex Smith to approve the minutes. Motion carried.

Action Item 2 – Performance Evaluation CY 2016, Jerome Salatino

The annual performance review for the CEO is due and in preparation for that the Committee reviewed the Performance Management Program page, which identifies the established goals for calendar year 2016. It was agreed the survey be sent to the full Board for completion. It was agreed a second meeting of the Executive Committee be convened to go over the results and conduct the performance review. Jerome was asked to provide a self-evaluation as well. Additionally there was discussion around updating Jerome's goals for calendar year 2017. This is to occur at a separate meeting.

MOTION made by Lex Smith and seconded by Mark Barry to approve sending the survey to the Board. Motion carried.



Draft
Executive Committee Meeting Minutes
February 8, 2017
Page 2

Action Item 3 – Finance Update

Kevin Crawford reviewed the points outlined in Discussion Item 1 at the Audit Finance Committee meeting, ie., Status of Audit, Indirect Cost Rate, Pending Budget Reduction and the 401(k) Non-Elective Contribution, with the members of the Executive Committee. It was agreed to table the 401(k) Non-Elective Contribution until next fiscal year, when it would be reviewed at the time of the budget review.

MOTION was made by Sondra Cranford and seconded by Mark Barry to approve tabling the 401(k) Non-Elective Contribution until the next fiscal year. Motion carried.

Information Item 1 – Sector Strategies

PHWB will focus its goals on the areas of Healthcare and Manufacturing. Information will be provided to Board members on the sector strategies meeting for interest in attending.

Information Item 2 – Financial Summary Report YTD 12/31/2016

Kevin Crawford reviewed the Financial Summary Report YTD 12/31/2016 with the Committee.

Information Item 3 – Monthly Management Report December 2016

Jerome reviewed the rankings in the Monthly Management Report with the Committee.

With no further business to discuss and no public comments, the meeting adjourned.



Draft
Executive Committee Meeting Minutes
February 28, 2017

Committee Members Present:

Present: Mark Barry, Sondra Cranford, Mark Earl, Lex Smith, Seth Weightman

Absent: Dave Lambert

Quorum Present? Yes

Others Present:

PHWB Staff – Jerome Salatino, Brenda Gause

Proceedings:

Meeting called to order at 3.05 p.m. by Mark Earl, Chair

At the opening of the Executive Committee meeting, Jerome proposed an item for discussion with regard to providing funding to Marchman Technical School in the amount of \$15,000.00. The money would be used toward hiring an instructor and providing tools and supplies for this pilot program. This money would be provided from FY 2017/2018 unrestricted funds.

Seth Weightman formalized the discussion item into an action item:

Action Item 1 – Funding for Plumbing Pilot Program

Seth Weightman made a motion to approve using \$15,000 from FY 2017/2018 unrestricted funds for the plumbing pilot program. Mark Barry seconded the motion. MOTION carried.



Information Item 1

Audit Review

See handout.

ACTION ITEM 2

RFP for Information Technology Services

BACKGROUND

Pasco Hernando Workforce Board, Inc. (PHWB) has contracted all Information Technology (IT) services, including the website, telephone system, all computer software, hardware, and all networking issues, with Complete Technology Solutions (CTS) for the past four years. Prior to that time, IT was provided in-house. PHWB was faced with budget cuts for the coming fiscal year and, after intensive research, felt it would be more cost effective to outsource IT services.

INFORMATION

The total cost savings in eliminating the IT Department was approximately \$100,000 per year. With the current contract ending on June 30, 2017, it is necessary to issue a new RFP for Information Technology services.

RECOMMENDATION

Staff requests approval to issue a Request for Proposal (RFP) for Information Technology services to include full maintenance services for the wide-area network serving the One Stop Centers, as well as the local area network serving the administrative office. These services would include providing internet access, email, security, phone systems, website maintenance and interfacing with the State systems utilized by staff.

ACTION ITEM 3

Recommendation for Financial and Compliance Audit Services

BACKGROUND

The Pasco Hernando Workforce Board, Inc. (PHWB) has contracted with Grau & Associates to perform financial and compliance audit services for the past three years. This contract will end on June 30, 2017.

JUSTIFICATION/REASON

Once the proposals are received, the chair and three members of the PHWB Audit/Finance Committee will review and rate the proposals based on the following criteria as noticed in the RFP:

- Recent Audit Experience
- Organization, Size and Structure of the Firm
- Qualifications of Staff
- Understanding of Work to be Performed
- Cost

Once an organization has been selected, the recommendation to move forward with negotiations will be presented to either the Executive Committee or the full Board.

RECOMMENDATION

PHWB staff requests permission to issue an RFP for financial and compliance audit services.

1. Questions

* 1. How satisfied are you that the Chief Executive Officer has a clear understanding of the mission and strategy of the Pasco-Hernando Workforce Board and plays a key role in translating that mission into action?

- Extremely satisfied - 5
- Satisfied - 4
- Neutral - 3
- Unsatisfied - 2
- Extremely unsatisfied - 1
- Not enough knowledge - 0

Comment Section:

* 2. How satisfied are you that the Chief Executive Officer has accomplished the objectives set by the Board/Committee for the performance period?

- Extremely satisfied - 5
- Satisfied - 4
- Neutral - 3
- Unsatisfied - 2
- Extremely unsatisfied - 1
- Not enough knowledge - 0

Comment Section:

* 3. How satisfied are you that the Chief Executive Officer has selected and developed qualified staff and built morale among staff?

- Extremely satisfied - 5
- Satisfied - 4
- Neutral - 3
- Unsatisfied - 2
- Extremely unsatisfied - 1
- Not enough knowledge - 0

Comment Section:

* 4. How satisfied are you that the Chief Executive Officer is knowledgeable regarding financial matters and has established a system of accurate accounting?

- Extremely satisfied - 5
- Satisfied - 4
- Neutral - 3
- Unsatisfied - 2
- Extremely unsatisfied - 1
- Not enough knowledge - 0

Comment Section:

* 5. How satisfied are you that the Chief Executive Officer has assured that the organization has suitable systems, policies and processes for accounting, fund management, personnel management, information technology, and risk management?

- Extremely satisfied - 5
- Satisfied - 4
- Neutral - 3
- Unsatisfied - 2
- Extremely unsatisfied - 1
- Not enough knowledge - 0

Comment Section:

* 6. How satisfied are you that the Chief Executive Officer works effectively with the Board and maintains good communication?

- Extremely satisfied - 5
- Satisfied - 4
- Neutral - 3
- Unsatisfied - 2
- Extremely unsatisfied - 1
- Not enough knowledge - 0

Comment Section:

* 7. How satisfied are you that the Chief Executive Officer maintains a positive reputation in the community and cultivates effective relationships with public officials, consumers, and other relevant community organizations?

- Extremely satisfied - 5
- Satisfied - 4
- Neutral - 3
- Unsatisfied - 2
- Extremely unsatisfied - 1
- Not enough knowledge - 0

Comment Section:

* 8. Enter your name:

Information Item 3

Draft

Meeting Schedule: July 1, 2017 – June 30, 2018

July 2017		
Committee	Day, Date	Time
Executive, NPR, Rm A	Wednesday, July 12	9.00a
August 2017		
Committee	Day, Date	Time
Audit Finance, NPR, Rm A	Wednesday, Aug. 16	9.00a
Executive, NPR, Rm A	Wednesday, Aug. 16	10.00a
September 2017		
Committee	Day, Date	Time
Board – SH, Rm A	Wednesday, Sept. 6	3.00p
October 2017		
Committee	Day, Date	Time
Executive, NPR, Rm A	Wednesday, Oct. 11	9.00a
November 2017		
Committee	Day, Date	Time
Audit Finance – NPR, Rm A	Wednesday, Nov. 15	9.00a
Executive – NPR, Rm A	Wednesday, Nov. 15	10.00a
December 2017		
Committee	Day, Date	Time
Board – NPR, Rm A	Wednesday, Dec. 6	3.00p
January 2018		
Committee	Day, Date	Time
Executive – NPR, Rm A	Wednesday, Jan. 10	9.00a
February 2018		
Committee	Day, Date	Time
Audit Finance – NPR, Rm A	Wednesday, Feb. 7	9.00a
Executive – NPR, Rm A	Wednesday, Feb. 7	10.00a
March 2018		
Committee	Day, Date	Time
Board – SH, Rm A	Thursday, Mar. 16	3.00p
April 2018		
Committee	Day, Date	Time
Executive – NPR	Wednesday, Apr. 11	9.00a
May 2018		
Committee	Day, Date	Time
Audit Finance – NPR	Wednesday, May 9	9.00a
Executive – NPR	Wednesday, May 9	10.00a
June 2018		
Committee	Day, Date	Time
Annual Meeting – NPR	Thursday, June 7	3.00p

One-Stop Governance Committee meetings TBD
 Youth Committee meetings TBD
 Services to Individuals with Disabilities Committee meetings TBD

Offices:

SH – 7361 Forest Oaks Blvd., Spring Hill, FL 34606
NPR – 4440 Grand Blvd., New Port Richey, FL 34652

Revised 03/29/2017

Information Item 4

Pasco Hernando Workforce Board, Inc.
 Financial Summary Report
 28-Feb-17

% of Year
 Elapsed
 67%

Program:	Approved Budget	FY16 Accrued Expenditures	Goodwill Obligations	Total Accrued Expenditures	Budget Balance Remaining	Percent Expended or Obligated
WIOA Adult	\$ 1,974,579	\$ 750,488	\$ 63,414	\$ 813,903	\$ 1,160,676	41%
WIOA Dislocated Worker	\$ 1,465,266	\$ 1,115,326	\$ 56,923	\$ 1,172,250	\$ 293,016	80%
WIOA Youth	\$ 1,662,927	\$ 739,755		\$ 739,755	\$ 923,172	44%
Grant	\$ 68,012	\$ 26,190		\$ 26,190	\$ 41,822	39%
Trade Adjustment Assistance*	\$ 102,990	\$ 60,444	\$ 15,860	\$ 76,303	\$ 26,687	74%
Subtotal WIOA	\$ 5,273,774	\$ 2,692,203	\$ 136,197	\$ 2,828,400	\$ 2,445,374	54%
Wagner Peyser *	\$ 590,237	\$ 168,749	\$ -	\$ 168,749	\$ 421,488	29%
Veterans Programs *	\$ 129,712	\$ 17,824	\$ -	\$ 17,824	\$ 111,888	14%
Supplemental Nutrition Assistance Program	\$ 271,457	\$ 125,071	\$ -	\$ 125,071	\$ 146,386	46%
Re-Employment Assistance (formerly Unemployment Comp)	\$ 44,071	\$ 20,946	\$ -	\$ 20,946	\$ 23,125	48%
Reemployment Services & Eligibility Assessment (RESEA)	\$ 180,462	\$ 131,289	\$ -	\$ 131,289	\$ 49,173	73%
Subtotal Employment Services	\$ 1,215,939	\$ 463,878	\$ -	\$ 463,878	\$ 752,061	38%
Welfare Transition Program	\$ 1,866,373	\$ 1,545,581	\$ -	\$ 1,545,581	\$ 320,792	83%
Subtotal Welfare Transition Program	\$ 1,866,373	\$ 1,545,581	\$ -	\$ 1,545,581	\$ 320,792	83%
US DOL LEAP	\$ 216,407	\$ 26,373	\$ -	\$ 26,373	\$ 190,034	12%
Subtotal US DOL LEAP	\$ 216,407	\$ 26,373	\$ -	\$ 26,373	\$ 190,034	12%
Corporate Unrestricted Funds	\$ 30,000	\$ 17,304	\$ -	\$ 17,304	\$ 12,696	58%
Subtotal Corporate	\$ 30,000	\$ 17,304	\$ -	\$ 17,304	\$ 12,696	58%
Total FY 2017 Budget	\$ 8,602,493	\$ 4,745,340	\$ 136,197	\$ 4,881,537	\$ 3,720,956	57%

* Does not include DEO Staff Salaries

Information Item 5

Monthly Management Report Year to Date

* = Provided by Goodwill ** = Provided by Eckerd

Report Source

2016
DEO's YTD February
MMR

State
Goals
MMR

2017
DEO's YTD February
MMR

State
Goals
MMR

WTP
WTP Entered Employment Rate
WTP Entered Employment Wage Rate
All Family Participation Rate
WTP Two Parent Participation Rate

Closed Due to Earnings	Cases Closed	Performance	Ranking	Goals
282	778	36.2%	8	N/A
Entry Wage	LLSIL Family- 3	Performance	Ranking	Goals
\$9.90	\$13.55	73.0%	9	N/A
Work Engaged	Received TANF	Performance	Ranking	Goals
775	1,772	43.7%	9	N/A
Work Engaged	Received TANF	Performance	Ranking	Goals
40	97	41.2%	10	N/A

Closed Due to Earnings	Cases Closed	Performance	Ranking	Goals
282	729	38.7%	5	N/A
Entry Wage	LLSIL Family- 3	Performance	Ranking	Goals
\$10.24	\$13.63	75.1%	4	N/A
Work Engaged	Received TANF	Performance	Ranking	Goals
804	1,666	48.3%	5	N/A
Work Engaged	Received TANF	Performance	Ranking	Goals
68	139	48.9%	7	N/A

WIOA Adults and Dislocated Workers
Employed Worker Outcome Rate *
WIOA Adult EER *
WIOA Adult Wage Rate *
WIOA DW EER *
WIOA DW Wage Rate *

Entered Employment	Total Exits	Performance	Ranking	Goals
82	83	98.8%	7	N/A
Entered Employment	Total Exits	Performance	Ranking	Goals
57	57	100.0%	1	74.0%
Entry Wage	LLSIL Family-3	Performance	Ranking	Goals
\$18.08	\$13.55	133.4%	9	N/A
Entered Employment	Total Exits	Performance	Ranking	Goals
79	79	100.0%	1	80.0%
Entry Wage	LLSIL Family-3	Performance	Ranking	Goals
\$17.89	\$13.55	132.0%	10	N/A

Entered Employment	Total Exits	Performance	Ranking	Goals
55	55	100.0%	1	N/A
Entered Employment	Total Exits	Performance	Ranking	Goals
101	101	100.0%	1	74.0%
Entry Wage	LLSIL Family-3	Performance	Ranking	Goals
\$16.67	\$13.63	122.3%	15	N/A
Entered Employment	Total Exits	Performance	Ranking	Goals
78	78	100.0%	1	80.0%
Entry Wage	LLSIL Family-3	Performance	Ranking	Goals
\$18.42	\$13.63	135.1%	7	N/A

WIOA Youth
WIOA In-School Youth Outcome Rate **
WIOA Out-of-School Youth Outcome Rate **
WIOA YY Positive Outcome Rate **

Placed	In School Exits	Performance	Ranking	Goals
4	4	100.0%	1	N/A
Placed	Out of School Exits	Performance	Ranking	Goals
79	79	100.0%	1	N/A
Positive Outcomes	Youth Exiters	Performance	Ranking	Goals
31	31	100.0%	1	N/A

Placed	In School Exits	Performance	Ranking	Goals
1	1	100.0%	1	N/A
Placed	Out of School Exits	Performance	Ranking	Goals
33	33	100.0%	1	N/A
Positive Outcomes	Youth Exiters	Performance	Ranking	Goals
15	15	100.0%	1	N/A

Wagner Peyser
WP Entered Employment Rate
WP EER for those Employed at Participation
WP Job Placement Wage Rate
WP Short Term Veterans EER
WP Percent Of Job Openings Filled

Entered Employment	Wagner Peyser Exiters	Performance	Ranking	Goals
6,645	10,449	63.6%	5	58.0%
Placed After Exit	Employed At Participation	Performance	Ranking	Goals
1,100	1,857	59.2%	4	N/A
Avg Placement Wage	LLSIL Family-3	Performance	Ranking	Goals
\$11.50	\$13.55	84.9%	8	N/A
Vets Placed after 90 Days of No Service	Vets with 90 Days of No Service	Performance	Ranking	Goals
414	487	85.0%	1	N/A
Job Openings Filled	Job openings Received	Performance	Ranking	Goals
443	1,910	23.2%	14	N/A

Entered Employment	Wagner Peyser Exiters	Performance	Ranking	Goals
5,849	10,708	54.6%	4	58.0%
Placed After Exit	Employed At Participation	Performance	Ranking	Goals
914	1,954	46.8%	5	N/A
Avg Placement Wage	LLSIL Family-3	Performance	Ranking	Goals
\$12.96	\$13.63	95.1%	5	N/A
Vets Placed after 90 Days of No Service	Vets with 90 Days of No Service	Performance	Ranking	Goals
365	619	59.0%	3	N/A
Job Openings Filled	Job openings Received	Performance	Ranking	Goals
267	1,482	18.0%	11	N/A

Reemployment Services and Eligibility Assessment
RESEA Entered Employment
RESEA Job Placement Wage Rate

Entered Employment	REA Job Seekers with 90 days of No Service	Performance	Ranking	Goals
1,363	2,074	65.7%	5	N/A
Average Placement Wage	LLSIL Family- 3	Performance	Ranking	Goals
\$12.43	\$13.55	91.7%	8	N/A

Entered Employment	RESEA Job Seekers with 90 days of No Service	Performance	Ranking	Goals
1,049	1,815	57.8%	5	N/A
Average Placement Wage	LLSIL Family- 3	Performance	Ranking	Goals
\$14.44	\$13.63	105.9%	5	N/A

Executive Committee Meeting

May 24, 2017 – 3:00 p.m.

Room A

7361 Forest Oaks Blvd., Spring Hill

Dial in: 1.800.750.4065 Participant Code: 8625192#

Committee Members:

Mark Barry, Sondra Cranford, Mark Earl, Dave Lambert, Lex Smith,
Seth Weightman

Agenda

Call to order Mark Earl, Chair

Action Items:

Action Item 1 – Approve minutes of April 20, 2017 meeting Pages 1-3

Action Item 2 – Extension for Direct Services Provider Page 4

Information Items:

Information Item 1 – Extension of Local Area Designation..... Page 5-6

Information Item 2 – Monthly Management Report March 2017Page 7

Information Item 3 – Financial Summary Report YTD April 30, 2017.....Page 8

Public Comments

Adjournment



ACTION ITEM 1

Approval of Minutes

Draft minutes of the April 20, 2017 Executive Committee Meeting are presented for review. Any modifications should be requested prior to approval.

Draft
Executive Committee Meeting Minutes
April 20, 2017

Committee Members Present:

Present: Mark Barry, Sondra Cranford, Mark Earl, Lex Smith

Absent: *Dave Lambert, Seth Weightman*

Quorum Present? Yes

Others Present:

PHWB Staff – Jerome Salatino, Heather Harter, Bethany Hamm, Jessica Weightman
Ron Goss - Eckerd

Proceedings:

Meeting called to order at 9:02 a.m. by Mark Earl, Chair

Action Item 1 – Approve minutes of Feb. 8, 2017 and Feb. 28, 2017 meetings

Minutes from the Feb. 8, 2017 and Feb. 28, 2017 meetings of the Executive Committee were presented for review and comment. With no corrections or comments, a motion was made to accept the minutes.

MOTION made by Mark Barry and seconded by Lex Smith to approve the minutes.
Motion carried.

Action Item 2 – RFP for IT Services

A request to issue a new RFP for IT Services was presented to the Executive Committee as the current contract will end on June 30, 2017

MOTION made by Mark Barry and seconded by Lex Smith to approve issuing a new RFP for IT Services. Motion carried.

Action Item 3 – RFP for Audit Services

A request to issue a new RFP for Audit Services was presented to the Executive Committee as the current contract will end on June 30, 2017.



Draft
Executive Committee Meeting Minutes
April 20, 2017
Page 2

MOTION was made by Lex Smith and seconded by Sondra Cranford to approve issuing a new RFP for audit services. Motion carried

Information Item 1 – Audit Review

Jerome reviewed the audit handout with the members of the Executive Committee. No insufficiencies were found for the audit period. There was some discussion on the indirect cost finding and it was noted that a viable methodology would be prepared and applied when allocating indirect cost on a monthly basis.

Information Item 2 – Release Survey – Jerome Salatino’s Performance Review

It was agreed that with the completion of the audit review, the survey for Jerome’s performance review would be released to the Board. The survey should be completed by the Board members by May 5, 2017.

Information Item 3 – Meeting Schedule 2017-2018

A draft meeting schedule for the committee meetings for fiscal year 2017-2018 was presented to the Executive Committee for review.

Information Item 4 – Financial Summary Report YTD Feb. 28, 2017

Jerome reviewed the Financial Summary Report YTD Feb. 28, 2017 with the Committee.

Information Item 5 – Monthly Management Report February 2017

Jerome reviewed the rankings in the Monthly Management Report with the Committee.

With no further business to discuss and no public comments, the meeting adjourned.



ACTION ITEM 2

2017 Extension to Remain a Direct Services Provider

BACKGROUND

In 2008, after the passing of Senate Bill 428, regional workforce boards were allowed to apply to be a provider of direct services. The Pasco Hernando Workforce Board (PHWB) chose to apply and our application was accepted (in the following order) by the Board Members, Chief Elected Officials, DEO, CareerSource Florida and the Governor.

By eliminating the middle man (the Provider) PHWB was able to cut costs by shaving the profit and overhead by 19% in the first year. There were other cost cutting measures that were put into effect as well, beginning with hiring more part time staff to cover peak times in the Centers thereby providing better customer service.

Any Regional Workforce Board that wishes to receive an extension to operate as a direct provider of workforce services (other than training services) must formally request the extension to do so and continue to indicate this in its local service delivery plan.

The formal process is initiated by the submission of a request for extension stating whether the region wishes to extend its permission to be designated as a direct provider of workforce services (other than training services).

JUSTIFICATION/REASON

PHWB is required to submit an extension request every three years if it wishes to maintain the status of Direct Services Provider. Our current extension expires June 30, 2017.

RECOMMENDATION:

Staff recommends the approval of this plan so that it can be forwarded to the Chief Elected Officials for approval on May 23, 2017. The plan is due to CareerSource Florida no later than May 31, 2017.

INFORMATION ITEM 1

Extension of Local Area Designation

BACKGROUND

Under the Workforce Innovation and Opportunity Act (Pub. L. 113-128), the Governor must designate local workforce development areas after consultation with the State Workforce Board (SWB), local chief elected officials (CEO) and LWDBs.

WIOA requires that the Governor approve a request for initial designation as a local workforce development area from any area that was designated as a local workforce development area for purposes of the Workforce Investment Act (WIA) of 1998 for the two-year period preceding the enactment of WIOA, provided the area performed successfully and sustained fiscal integrity.

SUBSEQUENT DESIGNATION

Local workforce development areas that receive an initial designation shall be granted a ***subsequent designation*** if, for the two most recent program years, the local workforce development area performed successfully and sustained fiscal integrity, and in the case of a local workforce development area in a planning region, met the regional planning requirements as described in WIOA Sec. 106(c)(1). The process for a local area to submit a subsequent designation request is outlined below:

a. The CEOs must submit a request for subsequent designation (Attachment A) to CareerSource Florida and DEO every two years beginning July 1, 2017. The completed form must be submitted via email to: WIOA@deo.myflorida.com. The application to request subsequent designation is due by April 15 of the renewal year.

b. DEO and CareerSource Florida will review the request submitted to verify that the stated requirements were met. The submissions will be made available for public review at www.careersourceflorida.com/wioa for a period not to exceed ten days.

After the receipt and review of public comment, CareerSource Florida will review the submissions along with any public comments received, and make recommendations to the Governor regarding the local workforce development area's subsequent designation.

d. Each local workforce development area will be notified of the Governor's designation decision within ten business days of receipt by DEO and CareerSource Florida. The Governor may review a local workforce development area at any time to evaluate whether that area continues to meet the requirements for subsequent designation. Additionally, the Governor must review a local workforce development area before submitting the State Plan during each four-year State planning cycle to evaluate whether the area continues to meet the requirements for subsequent designation.

Under the authority granted to states in WIOA Section 106(b)(2), each of Florida's existing local workforce investment areas that were operating in accordance with WIA

were automatically granted an initial designation as a local workforce development area. This initial designation became effective July 1, 2015 and will expire on June 30, 2017.

JUSTIFICATION/REASON

PHWB is required to submit an extension request every two years if it wishes to maintain the Local Area Designation. The application to request subsequent designation is due by April 15 of the renewal year.

The requirements that are to be met is that the area:

- **Performed Successfully** - For the purpose of determining subsequent local workforce development area designation, the term “**performed successfully**” means the local workforce development area met or exceeded the adjusted levels of performance for primary indicators of performance for the last two consecutive years for which data are available, and that the local area has not failed the same measure for the last two consecutive program years.
- **Sustained Fiscal Integrity** for all program years means the Secretary of the United States Department of Labor has not made a formal determination that either the grant recipient or the administrative entity of the area misexpended funds due to willful disregard of the requirements of the provision involved, gross negligence or failure to comply with accepted standards of administration for the two-year period preceding the determination.

RECOMMENDATION:

PHWB staff requested the approval of this request by the Chief Elected Officials in Pasco County on April 12, 2017 and Hernando County on April 28, 2017. The plan is due to CareerSource Florida upon receipt of signature pages.

Monthly Management Report Year to Date

* = Provided by Goodwill ** = Provided by Eckerd

Report Source

2016
DEO's YTD March
MMR

State
Goals
MMR

2017
DEO's YTD March
MMR

State
Goals
MMR

WTP
WTP Entered Employment Rate
WTP Entered Employment Wage Rate
All Family Participation Rate
WTP Two Parent Participation Rate

Closed Due to Earnings	Cases Closed	Performance	Ranking	Goals
311	853	36.5%	8	N/A
Entry Wage	LLSIL Family- 3	Performance	Ranking	Goals
\$9.85	\$13.55	72.7%	10	N/A
Work Engaged	Received TANF	Performance	Ranking	Goals
879	1,971	44.6%	8	N/A
Work Engaged	Received TANF	Performance	Ranking	Goals
45	105	42.9%	10	N/A

Closed Due to Earnings	Cases Closed	Performance	Ranking	Goals
322	836	38.5%	5	N/A
Entry Wage	LLSIL Family- 3	Performance	Ranking	Goals
\$10.18	\$13.63	74.7%	6	N/A
Work Engaged	Received TANF	Performance	Ranking	Goals
895	1,847	48.5%	5	N/A
Work Engaged	Received TANF	Performance	Ranking	Goals
72	151	47.7%	7	N/A

WIOA Adults and Dislocated Workers
Employed Worker Outcome Rate *
WIOA Adult EER *
WIOA Adult Wage Rate *
WIOA DW EER *
WIOA DW Wage Rate *

Entered Employment	Total Exits	Performance	Ranking	Goals
103	103	100.0%	1	N/A
Entered Employment	Total Exits	Performance	Ranking	Goals
59	59	100.0%	1	74.0%
Entry Wage	LLSIL Family-3	Performance	Ranking	Goals
\$18.36	\$13.55	135.5%	6	N/A
Entered Employment	Total Exits	Performance	Ranking	Goals
85	85	100.0%	1	80.0%
Entry Wage	LLSIL Family-3	Performance	Ranking	Goals
\$17.65	\$13.55	130.3%	10	N/A

Entered Employment	Total Exits	Performance	Ranking	Goals
504	504	100.0%	1	N/A
Entered Employment	Total Exits	Performance	Ranking	Goals
110	110	100.0%	1	74.0%
Entry Wage	LLSIL Family-3	Performance	Ranking	Goals
\$17.21	\$13.63	126.3%	13	N/A
Entered Employment	Total Exits	Performance	Ranking	Goals
84	84	100.0%	1	80.0%
Entry Wage	LLSIL Family-3	Performance	Ranking	Goals
\$18.49	\$13.63	135.7%	9	N/A

WIOA Youth
WIOA In-School Youth Outcome Rate **
WIOA Out-of-School Youth Outcome Rate **
WIOA YY Positive Outcome Rate **

Placed	In School Exits	Performance	Ranking	Goals
4	4	100.0%	1	N/A
Placed	Out of School Exits	Performance	Ranking	Goals
85	85	100.0%	1	N/A
Positive Outcomes	Youth Exiters	Performance	Ranking	Goals
32	32	100.0%	1	N/A

Placed	In School Exits	Performance	Ranking	Goals
3	3	100.0%	1	N/A
Placed	Out of School Exits	Performance	Ranking	Goals
40	40	100.0%	1	N/A
Positive Outcomes	Youth Exiters	Performance	Ranking	Goals
18	18	100.0%	1	N/A

Wagner Peyser
WP Entered Employment Rate
WP EER for those Employed at Participation
WP Job Placement Wage Rate
WP Short Term Veterans EER
WP Percent Of Job Openings Filled

Entered Employment	Wagner Peyser Exiters	Performance	Ranking	Goals
7,447	11,623	64.1%	5	58.0%
Placed After Exit	Employed At Participation	Performance	Ranking	Goals
1,238	2,077	59.6%	4	N/A
Avg Placement Wage	LLSIL Family-3	Performance	Ranking	Goals
\$11.46	\$13.55	84.6%	9	N/A
Vets Placed after 90 Days of No Service	Vets with 90 Days of No Service	Performance	Ranking	Goals
468	558	83.9%	1	N/A
Job Openings Filled	Job openings Received	Performance	Ranking	Goals
477	2,190	21.8%	14	N/A

Entered Employment	Wagner Peyser Exiters	Performance	Ranking	Goals
6,267	11,458	54.7%	4	58.0%
Placed After Exit	Employed At Participation	Performance	Ranking	Goals
984	2,071	47.5%	5	N/A
Avg Placement Wage	LLSIL Family-3	Performance	Ranking	Goals
\$13.14	\$13.63	96.4%	4	N/A
Vets Placed after 90 Days of No Service	Vets with 90 Days of No Service	Performance	Ranking	Goals
408	695	58.7%	4	N/A
Job Openings Filled	Job openings Received	Performance	Ranking	Goals
279	1,813	15.4%	13	N/A

Reemployment Services and Eligibility Assessment
RESEA Entered Employment
RESEA Job Placement Wage Rate

Entered Employment	REA Job Seekers with 90 days of No Service	Performance	Ranking	Goals
1,509	2,295	65.8%	4	N/A
Average Placement Wage	LLSIL Family- 3	Performance	Ranking	Goals
\$12.23	\$13.55	90.3%	9	N/A

Entered Employment	RESEA Job Seekers with 90 days of No Service	Performance	Ranking	Goals
1,162	1,980	58.7%	4	N/A
Average Placement Wage	LLSIL Family- 3	Performance	Ranking	Goals
\$14.63	\$13.63	107.3%	4	N/A

Information Item 3

Pasco Hernando Workforce Board, Inc. Financial Summary Report 30-Apr-17						% of Year Elapsed 83%	
Program:	Approved Budget	FY16 Accrued Expenditures	Goodwill Obligations**	Total Accrued Expenditures	Budget Balance Remaining	Percent Expended or Obligated	
WIOA Adult	\$ 1,974,579	\$ 1,080,066	\$ 321,490	\$ 1,401,556	\$ 573,023	71%	
WIOA Dislocated Worker	\$ 1,465,266	\$ 1,030,762	\$ 243,395	\$ 1,274,157	\$ 191,109	87%	
WIOA Youth	\$ 1,662,927	\$ 1,020,810		\$ 1,020,810	\$ 642,117	61%	
Sector Partnership National Emergency Grant	\$ 68,012			\$ -	\$ 68,012	0%	
Trade Adjustment Assistance*	\$ 102,990	\$ 53,169	\$ 67,325	\$ 120,494	\$ (17,504)	117%	
Subtotal WIOA	\$ 5,273,774	\$ 3,184,807	\$ 632,210	\$ 3,817,017	\$ 1,456,757	72%	
Wagner Peysner *	\$ 590,237	\$ 530,306	\$ -	\$ 530,306	\$ 59,931	90%	
Veterans Programs *	\$ 129,712	\$ 20,789	\$ -	\$ 20,789	\$ 108,923	16%	
Supplemental Nutrition Assistance Program	\$ 271,457	\$ 175,658	\$ -	\$ 175,658	\$ 95,799	65%	
Re-Employment Assistance (formerly Unemployment Comp)	\$ 30,065		\$ -	\$ -	\$ 30,065	0%	
Reemployment Services & Eligibility Assessment (RESEA)	\$ 180,462	\$ 225,149	\$ -	\$ 225,149	\$ (44,687)	125%	
Subtotal Employment Services	\$ 1,201,933	\$ 951,903	\$ -	\$ 951,903	\$ 250,030	79%	
Welfare Transition Program	\$ 1,866,373	\$ 1,882,556	\$ -	\$ 1,882,556	\$ (16,183)	101%	
Subtotal Welfare Transition Program	\$ 1,866,373	\$ 1,882,556	\$ -	\$ 1,882,556	\$ (16,183)	101%	
US DOL LEAP	\$ 216,407	\$ 93,173	\$ -	\$ 93,173	\$ 123,234	43%	
Subtotal US DOL LEAP	\$ 216,407	\$ 93,173	\$ -	\$ 93,173	\$ 123,234	43%	
Corporate Unrestricted Funds	\$ 30,000	\$ 18,035	\$ -	\$ 18,035	\$ 11,965	60%	
Subtotal Corporate	\$ 30,000	\$ 18,035	\$ -	\$ 18,035	\$ 11,965	60%	
Total FY 2017 Budget	\$ 8,588,487	\$ 6,130,475	\$ 632,210	\$ 6,762,685	\$ 1,825,802	79%	

* Does not include DEO Staff Salaries

** Balance of budget

ACTION ITEM 1
Approval of Minutes

Draft minutes of the March 16, 2017 Board Meeting are presented for review. Any modifications should be requested prior to approval.

**Draft
Board Meeting Minutes
March 16, 2017**

Board Members:

Present: Rob Aguis, Mark Barry, Timothy Beard, Sondra Cranford, Dana Cutlip, Mark Earl, Lorri Kindberg, Dave Lambert, Nils Lenz, Cem Maier, Ken Minter, Joelle Neri, Lex Smith, James “JT” Thomas, Seth Weightman, Bill Woodard

Absent: John Howell, Patricia Keelean, Charles Snider, Todd Vega

Quorum Present? Yes

Others Present:

PHWB Staff – Jerome Salatino, Brenda Gause, Ken Russ
Shellonda Rucker, Eckerd Youth Services

Proceedings:

Meeting called to order at 3.00 p.m. by Chair, Mark Earl

Action Item 1 – Approve minutes from September 15, 2016 meeting

The Board reviewed the minutes from the September 15, 2016 meeting. With no comments or corrections, a motion was made to approve the minutes.

MOTION was made by Mark Barry and seconded by Lorri Kindberg to approve the minutes. Motion carried.

Action Item 2 – Approval of Additional Training Provider – AM Skills

The Board reviewed the application from AM Skills which included three apprenticeship programs and four youth focused programs recommended by the One Stop Governance Committee.

MOTION to approve the addition of AM Skills to the Targeted Occupation List was made by Mark Barry and seconded by Lorri Kindberg. Motion carried.

Action Item 3 – Approval of One Stop Operator

The Board reviewed the bid for a One Stop Operator submitted by Complete Technology Solutions (CTS).

MOTION was made to approve Complete Technology Solutions (CTS) as a One Stop Operator by Lex Smith and seconded by Cem Maier. Motion carried.

Action Item 4 – Approval of Additional Training Provider – Pasco Medical Training

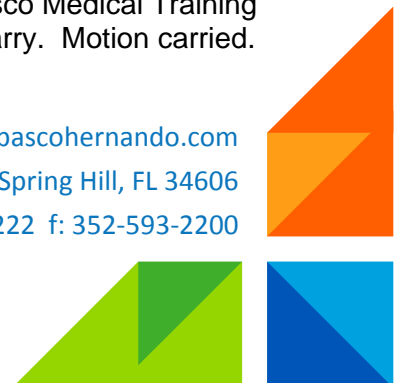
The Board reviewed the application submitted by Home Senior Care, Inc. dba Pasco Medical Training to be added to the Region’s Target Occupation List.

MOTION was made to approve the addition of Home Senior Care, Inc., dba Pasco Medical Training for its program Patient Care Technician by Lex Smith and seconded by Mark Barry. Motion carried.

info@careersourcepascohernando.com

7361 Forest Oaks Boulevard, Spring Hill, FL 34606

p: 352-593-2222 f: 352-593-2200



**Board Meeting Minutes
March 16, 2017
Page 2**

Information Item 1

Jerome Salatino presented the Financial Summary Report YTD January 31, 2017 to the Board.

Information Item 2

Jerome Salatino presented the Monthly Management Report YTD January 2017 to the Board.

Committee Updates

Sondra Cranford presented an update on the One Stop Governance Committee to the Board.

David Hamilton presented a written update on the Services to Individuals with Disabilities to the Board, along with informational items on recent events.

Jerome Salatino presented an update on the Youth Committee to the Board providing information on the pilot plumbing program.

With no further business to conduct and no comments from the public, the meeting adjourned.



ACTION ITEM 2
Officers, Committee Chairs, and Executive Committee

INFORMATION:

In accordance with our Bylaws, the Officers of the Board shall consist of a Board Chair, Vice Chair, and a Treasurer. The Chair and Vice Chair shall be elected from among the Board of Directors under the Business category.

The following are presented for confirmation by the Board of Directors.

Officers:

Board Chair	Mark Earl
Vice Chair	Seth Weightman
Treasurer	Mark Barry

Additionally, our Bylaws call for the Chair of the Board of Directors to appoint all Committee Chairs. The following appointments take effect July 1, 2017.

Committee Chairs:

Audit/Finance	Mark Barry
One-Stop Governance	Sondra Cranford
Services for Individuals with Disabilities	Mark Barry
Youth	Seth Weightman

According to our Bylaws, the Executive Committee shall consist of the Chair, Vice-Chair, Treasurer, and not more than four additional members nominated by the Chair and confirmed by vote of a majority of a quorum of Directors at any regular or special meeting.

Standing members:

Mark Earl, Chair
Seth Weightman, Vice Chair
Mark Barry, Treasurer

Additional members nominated by the Chair, for confirmation by Board of Directors:

Lex Smith
Sondra Cranford
Dave Lambert
Lorri Kindberg

RECOMMENDATION:

Staff recommends Board approval of the Officers, Committee Chairs, and Executive Committee membership effective July 1, 2017.

ACTION ITEM 3
Meeting Schedule – 2017 - 2018

BACKGROUND

In order to efficiently carry out the business of the Workforce Board, meetings of various committees are necessary. Committees may meet as needed.

JUSTIFICATION/REASON

A schedule is provided as a guideline and includes quarterly Board meetings, as well as meetings of the Audit Finance and Executive Committees as needed during non-Board meeting months.

RECOMMENDATION

Staff recommends approval of the proposed meeting schedule for 2017-2018.

Draft

Meeting Schedule: July 1, 2017 – June 30, 2018

July 2017		
Committee	Day, Date	Time
Executive, NPR, Rm A	Wednesday, July 12	9.00a
August 2017		
Committee	Day, Date	Time
Audit Finance, SH, Rm A	Wednesday, Aug. 16	9.00a
Executive, SH, Rm A	Wednesday, Aug. 16	10.00a
September 2017		
Committee	Day, Date	Time
Board – SH, Rm A	Wednesday, Sept. 6	3.00p
October 2017		
Committee	Day, Date	Time
Executive, NPR, Rm A	Wednesday, Oct. 11	9.00a
November 2017		
Committee	Day, Date	Time
Audit Finance – SH, Rm A	Wednesday, Nov. 15	9.00a
Executive – SH, Rm A	Wednesday, Nov. 15	10.00a
December 2017		
Committee	Day, Date	Time
Board – NPR, Rm A	Wednesday, Dec. 6	3.00p
January 2018		
Committee	Day, Date	Time
Executive – NPR, Rm A	Wednesday, Jan. 10	9.00a
February 2018		
Committee	Day, Date	Time
Audit Finance – SH, Rm A	Wednesday, Feb. 7	9.00a
Executive – SH, Rm A	Wednesday, Feb. 7	10.00a
March 2018		
Committee	Day, Date	Time
Board – SH, Rm A	Thursday, Mar. 16	3.00p
April 2018		
Committee	Day, Date	Time
Executive – NPR, Rm A	Wednesday, Apr. 11	9.00a
May 2018		
Committee	Day, Date	Time
Audit Finance – NPR	Wednesday, May 9	9.00a
Executive – NPR	Wednesday, May 9	10.00a
June 2018		
Committee	Day, Date	Time
Annual Meeting – NPR	Thursday, June 7	3.00p

One-Stop Governance Committee meetings TBD
 Youth Committee meetings TBD
 Services to Individuals with Disabilities Committee meetings TBD

Offices:

SH – 7361 Forest Oaks Blvd., Spring Hill, FL 34606
NPR – 4440 Grand Blvd., New Port Richey, FL 34652

Revised 06/01/2017

Action Item 4
PASCO-HERNANDO WORKFORCE BOARD
PLANNING BUDGET FY 2017-2018

BACKGROUND

CareerSource Florida, at its May 16, 2017 meeting, approved Fiscal Year 2017-2018 allocations to the Regional Workforce Boards. The Pasco and Hernando Boards of County Commissioners are the “chief elected officials” for Local Workforce Development Area 16 and are responsible for budget approval along with the PHWB.

The Department of Economic Opportunity (DEO) has provided amounts that will be provided to the regions for Fiscal Year 2018 in the major funding streams. PHWB staff has included estimates in other funding streams based upon current information or budget requests to DEO. Carry forward funds are estimated based on current information. The budget will be revised after final carry forward funds are determined in July.

The planning budget is presented in order to have an approved budget from which to contract services beginning July 1, 2017 and plan for staffing changes. The attached planning budget details the amounts of revenue and planned expenditures from each funding source.

INFORMATION

Revenue Budget:

- The total anticipated revenue for Fiscal Year 2017-2018 is \$7,712,074. This is a 4.37% decrease from our initial planning budget for the beginning of Fiscal Year 2017.
- The attached Revenue Budget Comparison provides a comparison of revenues over six years. It also gives detail as to the types of funds included, for example, \$6,958,114 comes from recurring sources such as WIOA Adult, Dislocated Worker and Youth funds, which are issued by formula each year. Other funds are one-time funding such as the USDOL Leap 2 grant.
- The PHWB leases space to various partners in the One Stop Centers and will generate \$137,397 in program income which will be used to offset some of the cost of the one stop leases.
- Estimated carry forward of funds for projects that cross fiscal years is \$600,000. This is \$880,565 less carry forward than estimated at this point last fiscal year. These are estimates based on current information and may change significantly.
- Since the fiscal year beginning June 1, 2012, the recurring revenue has decreased 16.38%.

Planned Expenditures:

The three major categories of the expenditure budget are Board and One-Stop Operating Costs, Direct Program Costs and Contracts.

The PHWB operates three CareerSource Centers in New Port Richey, Dade City and Spring Hill. We also operate a Mobile One Stop which visits various locations around the region to take services to those who may not be able to access a CareerSource Center.

The major expenditure of the Board is Payroll and Benefits. Total budgeted costs for payroll and benefits this year is \$3,196,228. This is a decrease of \$300,193 from last year. This reduction is due to June 30, 2016 audit adjustments, not having much carryover.

The Board employs individuals involved in various functions from administration to direct service delivery. Changes in our staffing pattern may be made as follows:

- Lay off 5 employees due to the shortage of carry forward funds

Staff record their time as their duties dictate. In some cases, they may be included partially in one functional area and partially in a Direct Program-funded position. The numbers budgeted as follows are full-time equivalents not individual PHWB staff and functional areas:

- CareerSource Center Resource Rooms - 5.8
- Business Services - 6.3
- Call Center - 10.2
- Direct Program-funded Positions - 24.5
- Board office Program Operations - 3.5
- Board office Administrative - 6.0

The number of Department of Economic Opportunity employees who work in the CareerSource Centers and are under the functional supervision of the Board and their funding sources are:

- Veterans Programs 6
- Wagner Peyser 6.75 Merit, 4 Part-Time OPS
- Trade Adjustment Assistance .25 Merit

The next largest expenditure is contracted services. The Board will contract with Goodwill-Industries Suncoast to provide WIOA Adult and Dislocated Worker and Trade Act Assistance Programs in the CareerSource Centers. Based on the projected budget, they will employ individuals providing those services. This contract includes \$739,266 for Individual Training Agreements (ITA) expenses and payments to employers for On-the-Job Training to assist them by supplementing wages during initial training periods. The total amount of the Goodwill contract has been reduced to \$1,344,266 a decrease of \$681,794 from their final FY 2017 budget. The decrease is due to not anticipating carry forward dollars in WIOA Adult or WIOA dislocated worker.

The Board may contract WIOA Youth Services to Eckerd Youth Alternatives. Based on last year's budget and funding, they may continue to employ approximately 8.33 FTEs with 7 dedicated frontline staff, 6 of whom will carry caseloads. This program will focus on engaging and retaining out-of-school youth, as well as work experience and career pathways training. We anticipate having \$850,000 available for Eckerd Youth's Contract.

The Board also proposes to contract with ARC of the Nature Coast for \$15,000 to assist in the stabilization of individuals with disabilities. This is a decrease from FY 2017, also due to not anticipating carry forward funds.

This year the budget for Employed Worker Training Services is proposed at \$500,000. This is a decrease of \$50,000 over the budget last year due to funding.

Direct Program Costs for the SNAP, Welfare Transition programs is anticipated to total \$2,018,267. This is an decrease of \$114,461, due to a decrease of \$17,774 in WTP and a decrease in SNAP of \$96,687 over the initial planning budget for FY 2017. The RESEA program has realized a large decrease in funding due to audit adjustment for FY 2016 and current staffing. However, this grant also runs from Jan – Dec, and we will see if we can get additional funding.

Pasco Hernando Workforce Board
PY 2017-2018 Budget

	TOTAL	WIOA/WIA Adult	WIOA/WIA Dislocated Worker	WIOA Youth	Trade Adjustment Assistance	SNAP	Welfare Transition	RESEA	RA UC	VETS	WP	USDOL LEAP 2
Funding:										curr		
FY17-18 Allocations	\$ 7,112,074	\$ 1,374,016	\$ 1,087,285	\$ 1,282,673	\$ 78,960	\$ 203,593	\$ 1,814,674	\$ 75,000	\$ 30,000	\$ 319,406	\$ 846,467	\$ -
Intertitle Transfer	\$ -	\$ 50,000	\$ (50,000)	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Reserve for Second Year	\$ -			\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Incentives	\$ -			\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Carryforward	\$ 600,000			\$ 250,000			\$ -	\$ -	\$ -	\$ -	\$ -	\$ 350,000
Total Funding	\$ 7,712,074	\$ 1,424,016	\$ 1,037,285	\$ 1,532,673	\$ 78,960	\$ 203,593	\$ 1,814,674	\$ 75,000	\$ 30,000	\$ 319,406	\$ 846,467	\$ 350,000
Less DEO Staff Salaries	\$ (526,399)	\$ -	\$ -	\$ -	\$ (13,269)	\$ -	\$ -	\$ -	\$ -	\$ (251,453)	\$ (261,677)	\$ -
Total Available Funding	\$ 7,185,675	\$ 1,424,016	\$ 1,037,285	\$ 1,532,673	\$ 65,691	\$ 203,593	\$ 1,814,674	\$ 75,000	\$ 30,000	\$ 67,953	\$ 584,790	\$ 350,000
Budgeted Expenditures:	\$ -											
Payroll & Benefits - (need to complete when receive DEO amounts)	\$ 1,448,609	\$ 170,030	\$ 181,113	\$ 308,982	\$ 11,943	\$ 41,044	\$ 365,833	\$ 484	\$ 6,048	\$ 13,699	\$ 278,875	\$ 70,559
One Stop Facilities (Net of Rent Receipts of \$137397) plus utilities	\$ 315,735	\$ 0	\$ (0)	\$ 54,916	\$ 0	\$ (0)	\$ 128,905	\$ 0	\$ 1,318	\$ 2,986	\$ 112,230	\$ 15,379
Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Operational Support -	\$ 466,528	\$ (0)	\$ 67,345	\$ 99,508	\$ (0)	\$ 13,218	\$ 134,339	\$ 0	\$ 1,948	\$ 4,412	\$ 123,033	\$ 22,724
Board & One-Stop Operating Costs	\$ 2,230,872	\$ 170,030	\$ 248,459	\$ 463,406	\$ 11,944	\$ 54,262	\$ 629,077	\$ 485	\$ 9,314	\$ 21,097	\$ 514,138	\$ 108,661
Goodwill Industries Career Services	\$ 605,000	\$ 320,000	\$ 285,000			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Eckerd Youth Alternatives Program	\$ 244,931			\$ 244,931		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Eckerd Youth - Career Services				\$ 605,069								
Reserve for ITAs/OJT (includes GW Training)	\$ 739,266	\$ 325,000	\$ 364,266		\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Res - Outreach - Customers w/Disabilities	\$ 15,000	\$ 15,000				\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Reserve for Employed Worker Training/OJT	\$ 500,000	\$ 500,000				\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Hernando Sheriff's Department	\$ 74,913	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 74,913
	\$ -					\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Contracts	\$ 2,179,110	\$ 1,160,000	\$ 649,266	\$ 850,000	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 74,913
Direct Payroll & Benefits	\$ 1,267,531	\$ 40,312	\$ 61,819	\$ 65,212	\$ -	\$ 158,193	\$ 668,135	\$ 167,378		\$ 13,893	\$ -	\$ 92,588
Direct Operating Costs - Total operating cost minus rent from WP	\$ 113,976	\$ 270	\$ 21	\$ 58,628	\$ -	\$ 441	\$ 30,082	\$ 1,042	\$ -	\$ 6,149	\$ 52	\$ 17,291
Direct Participant Costs	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Direct Program Costs	\$ 1,381,507	\$ 40,582	\$ 61,840	\$ 123,840	\$ -	\$ 158,634	\$ 698,218	\$ 168,420	\$ -	\$ 20,042	\$ 52	\$ 109,879
Indirect Costs	\$ 687,608	\$ 53,249	\$ 61,500	\$ 94,730	\$ 3,023	\$ 50,438	\$ 261,755	\$ 42,495	\$ 1,531	\$ 6,985	\$ 70,599	\$ 41,302
Total Indirect Costs	\$ 687,608	\$ 53,249	\$ 61,500	\$ 94,730	\$ 3,023	\$ 50,438	\$ 261,755	\$ 42,495	\$ 1,531	\$ 6,985	\$ 70,599	\$ 41,302
Total Planned Expenditures	\$ 6,479,097	\$ 1,423,862	\$ 1,021,065	\$ 1,531,976	\$ 64,967	\$ 263,334	\$ 1,589,050	\$ 211,400	\$ 10,845	\$ 48,124	\$ 584,789	\$ 334,755
Unobligated Funding	\$ 706,578	\$ 154	\$ 16,220	\$ 697	\$ 724	\$ (59,741)	225,624	\$ (136,400)	\$ 19,155	\$ 19,829	0	15,245

PASCO-HERNANDO WORKFORCE BOARD (PHWB)
Revenue Budget Comparison
July 2012 - July 2017

Program Years:	Total Revenue Budget	Total Recurring Budget	Total One Time Budget	Total Carryforward Budget	Total Program Income Not Included in Total
July 12 - June 13	10,528,811	8,321,269	1,074,363	1,133,179	144,287
July 13 - June 14	8,544,775	7,168,226	1,326,549	50,000	135,201
July 14 - June 15	9,429,732	6,776,316	1,584,083	1,069,333	137,623
July 15 - June 16	8,669,596	7,049,086	948,454	672,056	142,416
July 16 - June 17	8,928,200	7,276,185	171,450	1,480,565	142,282
July 17 - June 18	7,712,074	6,958,114	153,960	600,000	137,397

NOTES:

Recurring Budget consists of formula funds allocated annually to each of the Regional Workforce Boards. These are federal funds passed through the State of Florida.

One Time Budget consists of grants received for targeted projects and additional funds provided by the State of Florida that may not be recurring.

Program Income consists of rents received from One Stop partners and is treated as a credit to Lease Expense rather than Revenue.

Carryforward budget consists of funds for programs that extend beyond the end of the fiscal year.

From July 2012 to July 2017 PHWB's recurring revenue has decreased \$1,383,514 or 16.38%.

Fiscal Year 2017-2018 recurring revenue has decreased \$338,430 or 4.37% from Fiscal Year 2016-2017.

Program:	Approved Budget	FY16 Accrued Expenditures	Goodwill Obligations**	Total Accrued Expenditures	Budget Balance Remaining	Percent Expended or Obligated
WIOA Adult	\$ 1,974,579	\$ 1,080,066	\$ 321,490	\$ 1,401,556	\$ 573,023	71%
WIOA Dislocated Worker	\$ 1,465,266	\$ 1,030,762	\$ 243,395	\$ 1,274,157	\$ 191,109	87%
WIOA Youth	\$ 1,662,927	\$ 1,020,810		\$ 1,020,810	\$ 642,117	61%
Sector Partnership National Emergency Grant	\$ 68,012			\$ -	\$ 68,012	0%
Trade Adjustment Assistance*	\$ 102,990	\$ 53,169	\$ 67,325	\$ 120,494	\$ (17,504)	117%
Subtotal WIOA	\$ 5,273,774	\$ 3,184,807	\$ 632,210	\$ 3,817,017	\$ 1,456,757	72%
Wagner Peysner *	\$ 590,237	\$ 530,306	\$ -	\$ 530,306	\$ 59,931	90%
Veterans Programs *	\$ 129,712	\$ 20,789	\$ -	\$ 20,789	\$ 108,923	16%
Supplemental Nutrition Assistance Program	\$ 271,457	\$ 175,658	\$ -	\$ 175,658	\$ 95,799	65%
Re-Employment Assistance (formerly Unemployment Comp)	\$ 30,065		\$ -	\$ -	\$ 30,065	0%
Reemployment Services & Eligibility Assessment (RESEA)	\$ 180,462	\$ 225,149	\$ -	\$ 225,149	\$ (44,687)	125%
Subtotal Employment Services	\$ 1,201,933	\$ 951,903	\$ -	\$ 951,903	\$ 250,030	79%
Welfare Transition Program	\$ 1,866,373	\$ 1,882,556	\$ -	\$ 1,882,556	\$ (16,183)	101%
Subtotal Welfare Transition Program	\$ 1,866,373	\$ 1,882,556	\$ -	\$ 1,882,556	\$ (16,183)	101%
US DOL LEAP	\$ 216,407	\$ 93,173	\$ -	\$ 93,173	\$ 123,234	43%
Subtotal US DOL LEAP	\$ 216,407	\$ 93,173	\$ -	\$ 93,173	\$ 123,234	43%
Corporate Unrestricted Funds	\$ 30,000	\$ 18,035	\$ -	\$ 18,035	\$ 11,965	60%
Subtotal Corporate	\$ 30,000	\$ 18,035	\$ -	\$ 18,035	\$ 11,965	60%
Total FY 2017 Budget	\$ 8,588,487	\$ 6,130,475	\$ 632,210	\$ 6,762,685	\$ 1,825,802	79%

* Does not include DEO Staff Salaries

** Balance of budget

Monthly Management Report Year to Date

* = Provided by Goodwill ** = Provided by Eckerd

Report Source

2016
DEO's YTD April
MMR

State
Goals
MMR

2017
DEO's YTD April
MMR

State
Goals
MMR

2016						2017					
DEO's YTD April						DEO's YTD April					
MMR						MMR					
WTP						WTP					
WTP Entered Employment Rate	Closed Due to Earnings	Cases Closed	Performance	Ranking	Goals	WTP Entered Employment Rate	Closed Due to Earnings	Cases Closed	Performance	Ranking	Goals
	340	934	36.4%	8	N/A		341	903	37.8%	6	N/A
WTP Entered Employment Wage Rate	Entry Wage	LLSIL Family- 3	Performance	Ranking	Goals	WTP Entered Employment Wage Rate	Entry Wage	LLSIL Family- 3	Performance	Ranking	Goals
	\$9.86	\$13.55	72.7%	10	N/A		\$10.23	\$13.63	75.1%	5	N/A
All Family Participation Rate	Work Engaged	Received TANF	Performance	Ranking	Goals	All Family Participation Rate	Work Engaged	Received TANF	Performance	Ranking	Goals
	968	2,156	44.9%	8	N/A		970	2,003	48.4%	6	N/A
WTP Two Parent Participation Rate	Work Engaged	Received TANF	Performance	Ranking	Goals	WTP Two Parent Participation Rate	Work Engaged	Received TANF	Performance	Ranking	Goals
	51	116	44.0%	10	N/A		73	158	46.2%	7	N/A
WIOA Adults and Dislocated Workers						WIOA Adults and Dislocated Workers					
Employed Worker Outcome Rate *	Entered Employment	Total Exits	Performance	Ranking	Goals	Employed Worker Outcome Rate *	Entered Employment	Total Exits	Performance	Ranking	Goals
	154	154	100.0%	1	N/A		133	133	100.0%	1	N/A
WIOA Adult EER *	Entered Employment	Total Exits	Performance	Ranking	Goals	WIOA Adult EER *	Entered Employment	Total Exits	Performance	Ranking	Goals
	68	68	100.0%	1	74.0%		119	119	100.0%	1	74.0%
WIOA Adult Wage Rate *	Entry Wage	LLSIL Family-3	Performance	Ranking	Goals	WIOA Adult Wage Rate *	Entry Wage	LLSIL Family-3	Performance	Ranking	Goals
	\$17.62	\$13.55	130.0%	11	N/A		\$18.76	\$13.63	137.6%	8	N/A
WIOA DW EER *	Entered Employment	Total Exits	Performance	Ranking	Goals	WIOA DW EER *	Entered Employment	Total Exits	Performance	Ranking	Goals
	93	93	100.0%	1	80.0%		86	86	100.0%	1	80.0%
WIOA DW Wage Rate *	Entry Wage	LLSIL Family-3	Performance	Ranking	Goals	WIOA DW Wage Rate *	Entry Wage	LLSIL Family-3	Performance	Ranking	Goals
	\$17.75	\$13.55	131.0%	10	N/A		\$18.64	\$13.63	139.0%	7	N/A
WIOA Youth						WIOA Youth					
WIOA In-School Youth Outcome Rate **	Placed	In School Exits	Performance	Ranking	Goals	WIOA In-School Youth Outcome Rate **	Placed	In School Exits	Performance	Ranking	Goals
	4	4	100.0%	1	N/A		3	3	100.0%	1	N/A
WIOA Out-of-School Youth Outcome Rate **	Placed	Out of School Exits	Performance	Ranking	Goals	WIOA Out-of-School Youth Outcome Rate **	Placed	Out of School Exits	Performance	Ranking	Goals
	92	92	100.0%	1	N/A		49	49	100.0%	1	N/A
WIOA YY Positive Outcome Rate **	Positive Outcomes	Youth Exiters	Performance	Ranking	Goals	WIOA YY Positive Outcome Rate **	Positive Outcomes	Youth Exiters	Performance	Ranking	Goals
	33	33	100.0%	1	N/A		21	21	100.0%	1	N/A
Wagner Peyser						Wagner Peyser					
WP Entered Employment Rate	Entered Employment	Wagner Peyser Exiters	Performance	Ranking	Goals	WP Entered Employment Rate	Entered Employment	Wagner Peyser Exiters	Performance	Ranking	Goals
	8,282	12,933	64.0%	3	58.0%		6,649	12,082	55.0%	4	58.0%
WP EER for those Employed at Participation	Placed After Exit	Employed At Participation	Performance	Ranking	Goals	WP EER for those Employed at Participation	Placed After Exit	Employed At Participation	Performance	Ranking	Goals
	1,354	2,308	58.7%	4	N/A		1,050	2,188	48.0%	5	N/A
WP Job Placement Wage Rate	Avg Placement Wage	LLSIL Family-3	Performance	Ranking	Goals	WP Job Placement Wage Rate	Avg Placement Wage	LLSIL Family-3	Performance	Ranking	Goals
	\$11.50	\$13.55	84.9%	9	N/A		\$13.55	\$13.63	99.4%	3	N/A
WP Short Term Veterans EER	Vets Placed after 90 Days of No Service	Vets with 90 Days of No Service	Performance	Ranking	Goals	WP Short Term Veterans EER	Vets Placed after 90 Days of No Service	Vets with 90 Days of No Service	Performance	Ranking	Goals
	525	626	83.9%	1	N/A		440	742	59.3%	4	N/A
WP Percent Of Job Openings Filled	Job Openings Filled	Job openings Received	Performance	Ranking	Goals	WP Percent Of Job Openings Filled	Job Openings Filled	Job openings Received	Performance	Ranking	Goals
	509	2,387	21.3%	14	N/A		300	1,967	15.3%	13	N/A
Reemployment Services and Eligibility Assessment						Reemployment Services and Eligibility Assessment					
RESEA Entered Employment	Entered Employment	REA Job Seekers with 90 days of No Service	Performance	Ranking	Goals	RESEA Entered Employment	Entered Employment	RESEA Job Seekers with 90 days of No Service	Performance	Ranking	Goals
	1,691	2,573	65.7%	3	N/A		1,258	2,117	59.4%	4	N/A
RESEA Job Placement Wage Rate	Average Placement Wage	LLSIL Family- 3	Performance	Ranking	Goals	RESEA Job Placement Wage Rate	Average Placement Wage	LLSIL Family- 3	Performance	Ranking	Goals
	\$12.59	\$13.55	92.9%	8	N/A		\$15.08	\$13.63	110.6%	4	N/A