



PacMtn WDC Consortium Meeting

11/30/2023

1:00p - 3:00p

PacMtn Offices or Virtually via Microsoft Teams

Join via Microsoft Teams

Meeting ID: 223 864 340 376

Passcode: R5oz2b

- I. Convene: Welcome - Consortium Chair
 - a. Welcome & Self Introductions
 - b. Establish Quorum & Review Today's Agenda
 - c. Board Chair Comments
 - d. CEO Report (Attachment #1)

- II. Action: Consent Agenda

The Consent Agenda is a SINGLE item for Board consideration that encompasses items the Board would typically approve with little comment. Procedural items such as approval of Minutes, or other legal or housekeeping items are appropriate for a Consent Agenda. There can be explanation of items, but there is no discussion of the Consent Agenda. If discussion is warranted or requested ANY item can be immediately removed and placed on the regular Agenda for full board discussion.

 - a. **Action Item:** Motion to Approve 06/29/2023 Consortium Meeting Minutes (Attachment #2)

- III. Action Item & Discussion
 - a. **Discussion and Action Item:** Confirm Board Nominees and Reappoint Board Membership
 - i. **Discussion:** Review of Appointment Process and Vacancies (Attachment #3)
 - ii. **Action Item:** Motion to Approve and Confirm Nominee to the WDC Board
 1. Jeanne Brooks, Azure Strategy, Director, 3 year term - Expiring June 30, 2026
 2. Jovon Vaughn, Willapa Harbor Chamber of Commerce, Executive Director, 3 year term - Expiring June 30, 2026
 3. Tricia Wiltse, WA DSHS/DVR, 3 year term - Expiring June 30, 2026
 - iii. **Action Item:** Motion to Reappoint Board Members Term
 1. Christina Riley, Regional Labor and Apprenticeship Representative, 3 year term - Expiring June 30, 2026
 - b. **Discussion Item:** Interlocal Agreement Amendment (Attachment #4)
 - c. **Discussion and Action Item:** Consortium Chair
 - i. **Discussion:** Review Selection of Consortium Chair and Term
 - ii. **Action Item:** Motion to Approve Consortium Chair for 2 Year Term



IV. Fiscal Items

- a. **Discussion and Action Item:** PY23 Final Budget (Attachment #5)
 - i. **Action Item:** Motion to Approve PY23 Final Budget as presented
 - 1. Executive Finance and WDC Board reviewed all materials and recommends to the Consortium a DO PASS and offers a Motion to Approve
- b. **Discussion Item:** PY23 Q1 - Quarterly Financial Statement (Attachment #6)

V. Discussion & Deliberation: Good of the Order & Public Comment

2023-2024 Consortium Members

Name	Representing County
Commissioner Sharon Trask <i>Consortium Chair-Chief Local Elected Official</i>	Mason
Commissioner Patrick "Jerry" Doyle	Pacific
Commissioner Scott J Brummer	Lewis
Commissioner Kevin Pine	Grays Harbor
Commissioner Carolina Mejia	Thurston

Workforce Development Speak (Commonly Used Acronyms)

ABE	Adult Basic Education	IFA	Infrastructure Funding Agreement
CBO	Community Based Organizations	ITA	Individual Training Account
CJ	Community Jobs	MOU	Memorandum of Understanding
CLEO	Chief Local Elected Official	MyJOB	My Journey Out Beyond
CSO	Community Service Offices	OJT	On the Job Training
DOL	Department of Labor	OURR	Opioid Use Reduction & Recovery
DSHS	Department of Social of Health Services	TAA	The Trade Adjustment Assistance
DVR	Division of Vocational Rehabilitation	TANF	Temporary Assistance for Needy Families
ESD	Employment Security Department	WDA	Workforce Development Areas
DW	Dislocated Worker	WEX	Work Experience
ESD 113	Educational Service District - Capital Region	WIOA	Workforce Innovation & Opportunity Act
ETPL	Eligibility Training Provider List	WTECB	Workforce Training & Education Coordinating Board



PacMtn Board Member Values

Customer needs are priority #1. Ensure all counties are included.

Innovate and be creative.
Honor diverse perspectives.

In all things demonstrate: Integrity, honesty, transparency, personal excellence, constructive self-assessment, continuous self-improvement, and mutual respect

Duty of Attention = Full participation and Practical inquiry

Duty of Allegiance = Address conflict of interest & confidentiality, care about funding sources & potential opportunities

Duty of Agreement = Abide by Federal, State & Local laws and PacMtn mission, vision, values, services, policies & programs

Board Member Reminders

Conflict of Interest: In accordance with the Workforce Innovation and Opportunity Act and the standards of honorable business practice. Workforce Development Council members (WDC), as well as members of WDC Committees and Task Forces, who directly represent, are employed by, or act as consultants to organizations or agencies having business before the Council shall not vote on any matter or issue regarding said organization or agency. Any member having a conflict of interest will declare the conflict prior to any discussion on the matter and must recuse themselves from any formal action related to the conflict.

Concern about misuse of public resources: PacMtn Board of Directors takes seriously all matters of fiscal integrity and the ethical and lawful conduct of its business. Any concerns about fraud, abuse or unethical conduct should be reported to a Board Officer, the CEO or the [State Auditor's Office \(SAO\)](#).

In early October, PacMtn leadership staff and board member Christina Riley met with **Local Labor Leader Meeting** to discuss expanding and strengthening our partnership. The group focused on expanding access to apprenticeship, key initiatives related Economic Security for All (EcSA) and providing input for PacMtn local plan development. The Asset Limited Income Constrained Employed (ALICE population) was discussed at length. Local Workforce Development Boards across the state received state funding to target this group also known as the “working poor” to develop strategies to address the alarming growth in the numbers of households that fall into the category across the state. Despite the fact that these individuals are employed, their household income is not adequate to meet their basic needs, let alone allow them to thrive and build resiliency. Labor Leaders recognize this as a core issue for workers and share support for expanding access to apprenticeship to help move this group into self-sufficiency. Apprenticeship is the gold standard for this type of economic mobility. PacMtn, with continued support from our labor board members will continue the conversation as we develop and build strategies.

PacMtn welcomes **Marco Hernandez** to the team. Marco joins our Quality Assurance team and will focus on supporting our contracted partners with technical assistance, monitoring and policy. He brings a wealth of experience in WIOA related QA work, tribal relations, and contractor support. He is already making an impact and is taking a lead on policy communications and contractor engagement. Welcome Marco!

Building on last year’s success, Thurston County Chamber of Commerce expanded their **Future of Work Summit and Expo** to encompass all 5 counties in the PacMtn region. The summit provides area employers an opportunity to learn about key strategies used to develop a talent pipeline. Highlighted in the breakout sessions were discussions related to developing work experience opportunities such as internships and apprenticeships, and information on support system with educators and the public workforce system. Students and educators in attendance got an inside view of the region’s businesses who are actively looking for ways to build relationships within their local schools. As the presenting sponsor, PacMtn supported the keynote speaker - Donny Jones of Alabama Works!, who shared insights on their success of connecting disadvantaged talent to opportunities in their communities. Their workforce development model is viewed as a “Best Practice” and has influence PacMtn’s “Good Jobs initiative”.

PacMtn was excited to attend The **“Bioeconomy Conference”** held earlier this month at Centralia College. The conference focused on Lewis County and Washington State’s potential related to a nature resource-based economy and energy generation through biomass. Presented by the Renewables Task Force, an ad-hoc committee supported by the Economic Alliance of Lewis County and co-hosted with the University of Washington, the conference presented the board range of uses of biomass. Defined as “plant materials and animal waste used especially as a source of fuel”, this readily available regional material could prove to be a catalyst for growth in the region. PacMtn will continue to engage the County and regions progress in this sector and will look to impacted communities to inform how best the public workforce system can support their efforts.

PacMtn's Community Service and Team Building Day

As part of PacMtn's Benefit Package, employees receive 8 hours of paid Community Service time that is used for volunteering at non-profit organizations, public agencies or union activities. This year, we took a team approach to this and supported our local [Senior Services for South Sound](#). Team members were able to assist with their [Meals on Wheels](#) program and with serving meals through their [Community Dining](#) Program. To end the day, we had a PacMtn Team Building activity. We supported a local business and unleashed our artistic talents at [Painted Plate Olympia](#).



Elected Official Consortium Meeting Minutes
Thursday, June 29, 2023
1:00p - 3:00p



PacMtn WDC Offices & Online via Microsoft Teams

Elected Officials Attendees: Commissioner Sharon Trask, Commissioner Kevin Pine, Commissioner Scott Brummer, Commissioner Carolina Mejia

Board Members: Alissa Shay

Staff: William Westmoreland, Wil Yeager, Arissa De Lima, Megan Fiess, Dan Cooling, Naomi Sky, Katherine Payne, Melody Pajaro, Christina Gorman

I. Convene: Welcome

- a. Self-Introductions & Establish Quorum - Commissioner Trask called the meeting to order at 1:07p. Quorum was established.
- b. Review of Today's Agenda - Agenda was reviewed with no questions.
 - *Commissioner Mejia motioned to Approve the Agenda as presented. Commissioner Pine seconded. Motion Carries.*
- c. Chair Comments - Commissioner Trask commented that in attendance at recent Executive Finance Committee and Board Meetings, PacMtn
- d. CEO Report - William reviewed highlights of the CEO report. The full report can be found on our website pacmtn.org.

II. Action: Consent Agenda

The Consent Agenda is a SINGLE item for Board consideration that encompasses items the Board would typically approve with little comment. Procedural items such as approval of Minutes, or other legal or housekeeping items are appropriate for a Consent Agenda. There can be explanation of items, but there is no discussion of the Consent Agenda. If discussion is warranted or requested ANY item can be immediately removed and placed on the regular Agenda for full board discussion.

- a. Action Item: Motion to Approve December 02, 2022 Consortium Minutes
 - o *Commissioner Mejia motioned to Approve. Seconded by Commissioner Brummer. Motion Carries*

III. Action or Discussion Items

- a. Discussion and Action: 2023 Amendment of By Laws
 - i. Action Item: Motion to Approve the 2023 Amendment of By Laws
 - o Arissa De Lima reviewed suggested updates and timeline of amendment.
 - o There were no questions from the Consortium.
 - o *Commissioner Mejia motioned to Approve the 2023 Amendment of By Laws. Seconded by Commissioner Pine. Motion Carries.*
- b. Discussion & Action Item: Board Member Approval
 - i. Action Item: Motion to Approve and Confirm Nominee to the WDC Board
 - o William Westmoreland reviewed the Nominee's application and

- o contribution to the Board with the Consortium.
- o There were no questions from the Consortium.
- o *Commissioner Mejia motioned to Approve and Confirm Dr. Lorie Thompson to the WDC Board. Seconded by Commissioner Brummer. Motion Carries.*

IV. Fiscal Items:

a. Discussion and Action Item: PY22 Budget Modification

- i. Action Item: Motion to Approve PY22 Budget Modification as presented
 - o Wil reviewed the PY22 Budget Modification with the Consortium.
 - o There were no questions for the Consortium.
 - o *Commissioner Pine motioned to Approve the PY22 Budget Modification. Seconded by Commissioner Mejia. Motion Carries.*

b. Discussion and Action Item: PY2023 Preliminary Budget

- i. Action Item: Motion to Approve PY2023 Preliminary Budget as presented
 - o Wil reviewed the PY2023 Preliminary Budget with the Consortium.
 - o Commissioner Trask commented on a well-organized budget and presentation. She also mentioned that she appreciates the investment in staff.
 - o *Commissioner Pine motioned to Approve the PY2023 Preliminary Budget. Seconded by Commissioner Mejia. Motion Carries.*

V. Discussion & Deliberation: Good of the Order & Public Comment

- Commissioner Trask showed appreciation for Alissa Shay's service as Board Chair.

Meeting adjourned at 2:26p

Submitted by: Arissa De Lima, WDC Board Secretary

2023-2024 Consortium Members

Name	Representing County
Commissioner Sharon Trask Consortium Chair-Chief Local Elected Official	Mason
Commissioner Patrick "Jerry" Doyle	Pacific
Commissioner Scott J Brummer	Lewis
Commissioner Kevin Pine	Grays Harbor
Commissioner Carolina Mejia	Thurston

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ETPL	Eligibility Training Provider List	WTECB	Workforce Training & Education Coordinating Board



MEMORANDUM

To: PacMtn Elected Officials Consortium
Date: November 30, 2023
Subject: New & Continuing Board Member Nominations

Background

PacMtn's Workforce Board follows the requirements called out in the federal law. We have 26 members with a majority that are representatives of business in the local area. Each County Commission appoints 3 of those Members. Those business representatives are to:

- (i) be owners of businesses, chief executives or operating officers of businesses, or other business executives or employers with optimum policymaking or hiring authority;
- (ii) represent businesses, including small businesses, or organizations representing businesses described in this clause, that provide employment opportunities that, at a minimum, include high-quality, work-relevant training and development in in-demand industry sectors or occupations in the local area; and
- (iii) are appointed from among individuals nominated by local business organizations and business trade associations;

Additionally, there are members appointed that represent important agency stakeholders and content experts needed to conduct the work of a Council. Those are Members that represent Apprenticeship, Employment Security and mission-aligned community based organizations, for example. Our By-laws detail that Board appointments are staggered for 2, 3 or 4 years. Once appointed, the subsequent appointments (for a maximum of 3 terms) are for three years. All terms begin on the first day of July and shall end on the last day of June.

Current Members requesting reappointment to the PacMtn Board of Directors are:

- Christina Riley, Labor and Apprenticeship, Regional Representative

Each of the **New Members** to be appointed to the PacMtn Board of Directors have been nominated either by the relevant County, known recommending entity or the agency director. Those nominees include:

- Jeanne Brooks, Azure Strategy, Pacific County, Representing Business
- Jovon Vaughn, Willapa Harbor Chamber of Commerce, Pacific County, Representing Business
- Tricia Wiltse, WA DSHS/DVR, Representing Vocational Rehabilitation

PacMtn's mission is to lead dynamic regional workforce development that enhances economic success

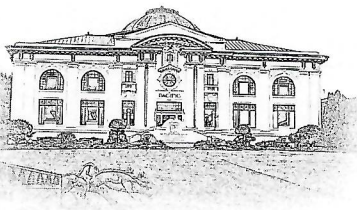


Applicant materials are available for your review.

Recommendation and/or Recommended Motion

Move to Approve Nominees as presented.

***** Page Numbers will populate starting on the second page***



Pacific County COMMISSIONERS

Lisa Olsen, District #1
David Tobin, District #2
Jerry Doyle, District #3

November 14, 2023

William Westmoreland, Chief Executive Officer
Pacific Mountain Workforce Development Council
201 5th Ave SW Suite 401
Olympia, WA 98501

Dear Mr. Westmoreland:

At its meeting of November 14, 2023, the Board of Pacific County Commissioners appointed Jeanne Brooks and Jovon Vaughn to fill two vacant positions on the Pacific Mountain Workforce Development Council. Their appointments will consist of a three-year term, effective immediately.

Thank you.

Sincerely,

PACIFIC COUNTY
BOARD OF COMMISSIONERS

A handwritten signature in blue ink, reading "Amanda Bennett", is written over the printed name of the Clerk of the Board.

AMANDA BENNETT
Clerk of the Board

C: File



Lynnette Buffington, Chair Person
Pac Mountain Workforce Development Council

Re: Pacific County Board Nominations

10/30/2023

Nominations Committee,

As a follow up to our previous communication, Pacific County Economic Development Council would like to nominate the following two individuals to fill the vacant positions representing Pacific County on the Pac Mountain Board of Directors.

Jeanne Brooks is the current EDC board chair in Pacific County, and Director of Azure Strategy in the Cloud business at the corporate headquarters of Microsoft. She works full time remotely from her home at the mouth of the Columbia River in Ilwaco, WA.

Jeanne started up in 2002 in tech, and through EDC and Entrepreneurial mentoring programs, grew to acquisition in 2009, leading to Microsoft. She is an experienced federal lobbyist, with Women Impacting Public Policy, business owner and mentor to business owners, and an advocate for advancing and assisting Women and Minorities in Business at home and in the world.

Jeanne Brooks, PCEDC Board Chair
Small Business Owner, Azure Strategy
Ilwaco, WA
jeanne@djbrentals.com
913-638-1639

Jovon Vaughn is the current Executive Director of the Willapa Harbor Chamber of Commerce and a small business owner in Pacific County. Jovon also serves on the City Council for the City of Raymond. He is a staunch teen advocate.

Jovon Vaughn, Executive Director
Willapa Harbor Chamber of Commerce
Veteran, Minority Business Owner
Raymond, WA
info@willapaharbor.org
206-620-4448

A handwritten signature in black ink, appearing to read 'Susan Yirku'. The signature is fluid and cursive, with a long horizontal stroke extending to the left.

Susan Yirku, Executive Director
Pacific County Economic Development Council (PCEDC)
www.pacificcountyedc.org
cell: 503-519-7811



STATE OF WASHINGTON
DEPARTMENT OF SOCIAL AND HEALTH SERVICES
DIVISION OF VOCATIONAL REHABILITATION

November 17, 2023

Pacific Mountain Workforce Consortium
C/O PacMtn Workforce Development
201 5th Ave SW Suite 401
Olympia, WA 98501

Re: WDC Board of Directors, Endorsement of Tricia Wiltse

Dear PacMtn WDC Consortium,

It is with great pleasure and confidence that the State of Washington Department of Social and Health Services Division of Vocational Rehabilitation recommend Tricia Wiltse to serve on the PacMtn Workforce Development Council Board.

Tricia possesses valuable experience working in the field of Vocational Rehabilitation and providing services to individuals with disability related barriers to employment. I am confident Tricia will serve the council and the community well.

Please contact me with any questions concerning this recommendation.

Sincerely,

A handwritten signature in black ink that reads "Pablo Villarreal".

Pablo Villarreal
Workforce and Youth Chief
DSHS/ Division of Vocational Rehabilitation

INTERLOCAL AGREEMENT
For
PACIFIC MOUNTAIN WORKFORCE REGION
WORKFORCE INVESTMENT ACT IMPLEMENTATION

THIS INTERLOCAL AGREEMENT (hereinafter called "Agreement") is hereby made by and between GRAYS HARBOR COUNTY, LEWIS COUNTY, MASON COUNTY, PACIFIC COUNTY, and THURSTON COUNTY, all municipal corporations, hereinafter referred to as Counties or Parties.

It is hereby agreed as follows:

I. Preamble and Purpose

Since October 1, 1983, the Counties have worked together on workforce development. Through previous Interlocal agreements, the Counties have established a five-county Consortium, called Pacific Mountain Workforce Consortium. The region formed by the five counties has been designated by the Governor of the State of Washington as one of the State's workforce development areas mandated by the Workforce Innovation and Opportunity Act of 2014 (WIOA). The Counties collaborated on the formation of the Pacific Mountain Workforce Development Council, which has been certified by the Governor of the State of Washington pursuant to the Workforce Innovation and Opportunity Act of 2014 as the workforce development board for the Consortium region.

This agreement is made under the authority of the Interlocal Cooperation Act of 1967, Chapter 39.34 RCW, which permits local governmental units to cooperate and to provide services and facilities in a manner which will accord best with the geographic, economic, demographic and other factors influencing the development of local communities.

The Parties continue to share the goal of improving the quality of the workforce, reducing the dependency on welfare and enhancing the productivity and competitiveness of the region and the nation by increasing the employment, retention and earnings and occupational skills attainment by participants in workforce development programs within the Consortium region.

II. Terms

This Agreement shall be effective upon execution by all parties. Its term shall be reviewed and approved by all parties for extension every five years, unless amended or terminated pursuant to the provisions of Sections VIII and IX below.

III. Roles and Responsibilities

1. The Pacific Mountain Workforce Consortium of the five Counties that are party to this Agreement shall continue for the purpose of delivery of workforce development programs, in the five-county region, funded primarily, but not exclusively, by the Act or subsequent federal employment and training legislation.

2. Each County will appoint one County Commissioner and an alternate member to a Consortium Board. The Consortium Board shall constitute the role of the Chief Elected Official in accordance with Section 661.300(e) of the Act.

Duties of the Consortium Board, acting as the Chief Elected Official include:

1. Participate in development of the Pacific Mountain Workforce Development area strategic, regional, and operations plan.
2. Approve the annual administrative and program budgets as developed by the Workforce Development Council.
3. Certification that the Consortium and Council meet all requirements, federal and state, for designation as a Local Workforce Development Area.
4. Adopt policies and procedures which require joint approval of the chief elected official and the Workforce Development Council.
5. Develop and approve the appointment policy and procedures for Workforce Development Council membership.
6. Approve the selection of the One-Stop Operator recommended by the Workforce Development Council.
7. Develop formal agreement with the Workforce Development Council on the specific responsibilities of each party.
8. Appoint the Consortium Board Chair as a non-voting member of the Workforce Development Council Executive-Finance Standing Committee. The Consortium Board shall meet at least quarterly to conduct required business of the Chief Elected Official. A quorum of the Consortium Board will require presence of three of the five Counties be represented. Decisions will be made by a majority of the members present.
9. The Consortium shall request that the Pacific Mountain Workforce Development Council ("the Council"), a 501(c)(3) not for profit corporation of the State of Washington, continue to be certified by the Governor of the State of Washington as the local workforce investment board for the Consortium, provided that the Council membership includes at least three business representatives from each of the Counties and also remains consistent with the adjusted requirements of the Consortium, the State and provisions of the Opportunity Act and any successor legislation. The Consortium of the five Counties intends to designate the Pacific Workforce Development Council as the local grant recipient and fiscal agent for WIOA funds in accordance with Section 107(d)(12)(B)(i) of the Opportunity Act, acting on behalf of the five Counties effective July 1, 2014.
10. The Consortium Board shall enter into a written agreement with the Council that addresses the responsibilities of the Council to meet the requirements of the law:

1. Increase, for individuals in the United States particularly those individuals with barriers to employment, access to and opportunities for the employment, education, training and support services they need to succeed in the labor market.
2. To support the alignment of workforce investment, education, and economic development systems in support of a comprehensive, accessible and high-quality workforce development system in the Pacific Mountain Workforce Development Area.
3. To improve the quality and labor market relevance of workforce investment, education, and economic development efforts to provide the Region's workers with skills and credentials necessary to secure and advance in employment with family-sustaining wages and to provide the Region's employers with skilled workers the employers need to succeed in the global economy.
4. To promote improvement in the structure of and delivery of services through the Pacific Mountain workforce development system to better address the employment and skill needs of workers, jobseekers and employers.
5. To increase the prosperity of workers and employers in the Region, the economic growth of communities, and Counties, and the global competitiveness of the State.

Council Responsibilities:

- a. Review and re-write the by-laws of the Pacific Mountain Workforce Development Council to include, at a minimum, definition of "conflict of interest" and prohibition of such perceived or actual conflicts, based on standards set forth by the Internal Revenue Service; Perform all the functions assigned by the Act and any future replacement of the legislation to the local workforce council grant recipient and fiscal agent; described in Act.
- b. Maintain accounting systems for grant awards pursuant to the Act and other funds intended to be used for workforce development programs;
- c. Obtain commercial liability insurance and errors and omissions coverage that is acceptable to the Consortium Board;
- d. Deliver programs of Workforce Development activities and obtain bonds for all employees with financial control responsibilities;
- e. Assure that funds and programs are allocated for the highest and best use for regional workforce development pursuant to the law, state policy, and strategic plan requirements and as approved by the Governor of the State of Washington.
- f. Negotiate and award contracts in accordance with federal and state contracting requirements to implement workforce development programs and the strategic plans and policies;

- g. Develop and manage budgets for administrative and service delivery functions of Workforce Development in the five-County region.
- h. Develop service delivery contracts, conduct audits and oversight of service providers.
- i. Conduct oversight for workforce development activities; ensure the appropriate use, management and investment of funds to maximize performance outcomes.
- j. Conduct an annual, joint meeting of the Consortium and Council for the purposes of reporting, updating, and coordinating regional activities.
- k. Develop strategic local and regional plans pursuant to criteria established by the US Department of Labor, Washington State Workforce Training and Education Coordinating Board and the Employment Security Department;
- l. Promote the participation of private sector employers and partnerships in the statewide workforce system by connecting, brokering, and coaching activities. Convene, broker, leverage system stakeholders and partnerships.
- m. Coordinate the workforce activities carried out within the area with economic development strategies and develop other employer linkages. Engage employers to promote economic growth and emerging employment opportunities and education and training partners to align, develop, and implement career pathways.
- n. Identify, disseminate, and promote proven and promising strategies and initiatives to meet the needs of regional employer and job seeker customers
- o. Develop strategies for using technology to maximize the accessibility and effectiveness of the local workforce development systems.
- p. Negotiate and reach agreement on local performance measures with the Governor of the State of Washington.
- q. Establish goals, policies and performance accountability measures for workforce development programs in the Consortium region.
- r. Designate or certify one-stop operators, identify eligible providers of youth activities, and identify eligible training providers for adults and dislocated workers for the diverse needs of a region.
- s. Annually assess the physical and programmatic accessibility of all one-stop centers in the local area.
- t. Assist the Governor in the development of a statewide employment statistics system.

- u. Carry out all other necessary functions to administer and implement the workforce investment programs.
11. Should the Pacific Mountain Workforce Development Council be unable or unwilling to carry out the administrative and fiscal agent duties and functions of the Workforce Development Act, or if performance of these duties is not satisfactory to the Consortium Board, a corrective action plan will be developed. If the corrective action taken by the Council is not satisfactory to the Consortium Board, the agreement between the Consortium and the Council may be terminated.
 12. If any grant or contract sought by the Council requires a specific county local share of the total amount contemplated by the grant or contract, that local share shall be contributed by the party that will benefit by the grant or contract or by a sub-grantee or subcontractor that is contracting for the performance of services contemplated by said grant or contract. Should such specific local county match be required, prior approval of such commitment of required funds shall be received before proceeding with the grant process or contract.
 13. All assets relevant to this Agreement shall be handled or transferred according to applicable local or state procedures. In the event of termination of this Agreement, disposition of all property acquired under this Agreement shall be in accordance with applicable federal or state law or regulations.

IV. Hold Harmless and Indemnification

Each party agrees to indemnify and hold harmless the other parties, their elected officials and appointed officers, employees, and agents from and against any and all claims, demands, and/or causes of action or any kind of nature, including but not limited to attorney's fees and costs, arising from the action and/or inactions of the other parties, their elected officials and appointed officers, employees, and agents in conjunction with this Agreement. In the event of concurrent negligence of the parties, each party's obligations hereunder shall apply only to the extent of fault attributable to that party, its elected officials and appointed officers, employees, and agents.

V. Severability

If any one or more of the terms, provisions, promises, covenants, or conditions of this Agreement shall to any extent be adjudged invalid, unenforceable, void, or voidable for any reason whatsoever by a court of competent jurisdiction, each and all of the remaining terms, provisions, promises, covenants and conditions of this Agreement shall not be affected thereby, and shall be valid and enforceable to the fullest extent permitted by law.

VI. Non-Discrimination

The Consortium and each of the parties shall comply with the nondiscrimination and equal opportunity provisions of the Workforce Investment Act of 1988, including the implementing regulations set forth at 29 CFR part 37 prohibiting discrimination based on race, ethnicity, religion, gender, national origin, age, disability, political affiliation or belief, citizenship, sexual orientation, or participation in a Workforce Investment Act financed program or activity. The

Consortium and each of the parties shall also comply with the Washington Law against Discrimination, Chapter 49.60 RCW.

VII. Jurisdiction

This Agreement has been and shall be construed as having been made and delivered within the State of Washington and it is agreed by each Party hereto that this Agreement shall be governed by the laws of the State of Washington, both as to interpretation and performance. Any action of law, suit in equity or judicial proceeding for the enforcement of this Agreement or any provisions thereof shall be instituted and maintained only in any of the courts of competent jurisdiction in Washington State.

VIII. Amendment

This Agreement may be amended at any time by written agreement signed by each of the Counties.

IX. Termination

Any County may terminate its participation in the Consortium by giving written notice to each of the other parties to this Agreement of its intention to so terminate, provided that no termination shall be effective except at the expiration of one complete calendar year following the calendar year during which the notice is received.

GRAYS HARBOR COUNTY
BOARD OF COUNTY COMMISSIONERS



Wes Cormier, Commissioner

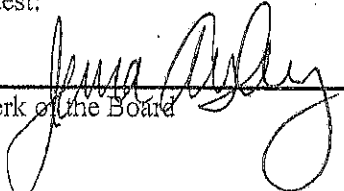


Frank Gordon, Commissioner




Vickie L. Raines, Commissioner

Date: 10-26-15

Attest:



Clerk of the Board

APPROVED AS TO FORM:
KATHERINE L. SVOBODA
PROSECUTING ATTORNEY
BY: 

MASON COUNTY
BOARD OF COUNTY COMMISSIONERS



Randy Neatherlin, Commissioner

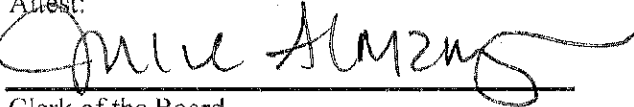


Tim Sheldon, Commissioner



Terri Jefferys, Commissioner

Date: NOVEMBER 17, 2015

Attest:


Clerk of the Board

APPROVED AS TO FORM:

MICHAEL DORCY
PROSECUTING ATTORNEY

BY: 

Chief, DA

PACIFIC COUNTY
BOARD OF COUNTY COMMISSIONERS

Steve Rogers
Steve Rogers, Commissioner

Frank Wolfe
Frank Wolfe, Commissioner

Lisa Ayers
Lisa Ayers, Commissioner

Date: 12/22/2015

Attest:
Marie Guernsey
Clerk of the Board

APPROVED AS TO FORM:

MARK MCCLAIN
PROSECUTING ATTORNEY

BY: Lucas 21357

THURSTON COUNTY
BOARD OF COUNTY COMMISSIONERS

Cathy Wolfe
Cathy Wolfe, Commissioner

Bud Blake
Bud Blake, Commissioner

Sandra Romero
Sandra Romero, Commissioner

Date: December 1, 2015

Attest:

Karonata P. Bowers
Clerk of the Board

APPROVED AS TO FORM:

JON TUNHEIM
PROSECUTING ATTORNEY

BY: Elizabeth Petrich



MEMORANDUM

To: PacMtn Executive Finance Committee Members

From: William Westmoreland, CEO
Wil Yeager, CFO

Date: November 9, 2023

Subject: PY23 Final Budget

The Final Budget updates PacMtn's revenue by including new and revised grants and actual final carry-in amounts from grants that cross multiple years. The expense side is similarly adjusted. The attached budget documents offer a summary of the budget expected to provide needed services for the upcoming year. This version of the budget refines the PY23 Preliminary Budget with the actual grant award amounts, final determinations of carry-in funding and anticipated expenses from those grants.

The attached summary offers a breakdown of both revenues and expenses in the categories the Board is familiar with seeing.

Revenue Projections

Our revenue forecast for **PY23 is \$14,583,512** This is **\$4.66M higher** than the estimate in the Preliminary Budget and **\$3M higher** than PY22 budget. It is also **\$400K** above the **PY22 End of Year Budget** (final budget mod). All excellent news given the 15% reduction in formula and there are still additional funding opportunities available before the end of the program year.

There are 3 main reasons for the increase in funds: **1)** even though there were smaller federal allotments of WIOA formula funding to Washington State (-15% for PacMtn), the Governor released the discretionary dollars and sent them out to the Local Work Force Boards (LWDB) which kept PacMtn on par with last year. **2)** The Governor's focus on poverty reduction through Economic Security for All (EcSA) has increased the allotment of non-federal state dollars to the LWDB. The legislator has approved \$200M as a state appropriation to be used through the community reinvestment account. **3)** PacMtn has continued to aggressively pursue additional funding to support the needs in our communities.



New Grants: Revenue Changes

WIOA Formula Funding – PacMtn was slated to see a **\$680K decrease** in funding but due to the Governor’s release of discretionary funding the final allotment was par with PY22 funding.

PacMtn also learned of an additional funding available from the prior year (P22/FY23) WIOA formula dollars that other LWDB were unable to spend. PacMtn requested a share of the funding and received **\$125K**. These additional funds increased the preliminary budget by **\$938,512**.

Military Transition – Community Project Grant – PacMtn received award confirmation from Senator Murray for the **\$1.5M** appropriation to support military transition efforts through the PacMtn WorkEx Program. While included in the revenue forecast for PY23, this funding will be delayed due to ongoing congressional budget situation. The delay may prevent access to the funding in the current program year. As a result, we have not planned any spending against the funding this program year and show the funding as carryforward dollars.



Boeing - funding was received in the amount of **(\$100,000)**, This is a **\$10K** increase over what was asked. These **are** private sector funds and are designed to support WorkEx (internships for transitioning service members)

Community reinvestment funding – The community reinvestment account—state appropriation is provided solely for the department (Department of Commerce) to distribute grants for economic development, civil and criminal legal assistance, community-based violence intervention and prevention services, and reentry services programs. Grants must be distributed in accordance with the recommendations of the community reinvestment plan developed pursuant to section 128(134), chapter 297, Laws of 2022 (ESSB 5693).The legislator has approved \$200M as a state appropriation.

PacMtn has been awarded **\$790K** to expand EcSA poverty work and **\$1.25M** in funding to support business services from the reinvestment fund.

Continuing Specialty Grants Fund Work

QUEST DWG – Adjusted funds carried forward from PY22 in the amount of **(\$979,478)**. This is a **decrease** of **\$28K** from the preliminary budget.

These funds are used to **coordinate outreach** to recruit eligible participants with a focus on those whose employment has been negatively impacted by COVID-19, including to BIPOC communities,



rural communities, people with disabilities, and underserved communities. **Engage with local and regional businesses** to help find the workers they seek and implement new and/or **strengthen local and regional sector partnerships** to inform local, tailored sector strategies to provide opportunities for participants to train for, or translate their existing skills into, high-quality jobs.

Opioid Disaster NDWG – Adjusted funds carried forward from PY22 in the amount of **(\$711,603)**. **Down \$7K** below estimate.

This is a continuation of a grant that was issued in two increments. The second increment was slow in coming but has been approved. Part of getting the second increment of funds required PacMtn to release of **\$20K** in funding to ESD to continue to support the grant during our extension until the end of PY23.

Ag Labor – Adjusted funds carried forward from PY22 in the amount of **(\$493,196)**. **Up \$30K overestimate**. These are American Rescue Plan Act (ARPA) funds from Thurston County. The purpose of these funds is to work with Washington State University Extension (WSU) to administer the Agriculture Sector Recovery Program

Pathway Home (3) – Adjusted funds carried forward from PY22 in the amount of **(\$1,260,190)** this is a **decrease \$50K** from the preliminary budget.

We are in the second year of a 3.5-year grant from the Department of Labor that began July 1, 2022. The program dollars focused on the reintegration of ex-offenders. This grant represents an opportunity for future year-over-year funding as we demonstrate success.

Thurston Strong Job Champion Network – Adjusted funds carried forward from PY22 in the amount of **(\$336,084)** is an **increase of \$100K**. The increase is primarily due to local organizations not timely invoicing in prior program year. We have worked with our partners to help them invoice and get caught up. This grant is scheduled to **end October 2023**. These dollars come from Thurston County's American Rescue Plan Act funding afforded to Thurston Strong. The money facilitates employment for Thurston County residents and enhances staffing and service delivery for community-based organizations significantly impacted by the pandemic.

City of Olympia Journey2Jobs – Adjusted funds carried forward from PY22 in the amount of **(\$134,934)** is a **decrease of \$42K** this grant scheduled to **conclude December 2023** is part of the Thurston Strong initiative. The program provides job-readiness services for the city's unhoused population. The program is designed to support the city's three primary services providers that are case managing this extremely complex group. The program invests wages and incentives for participants that range in readiness for employment, including those furthest from stability.



Treatment Sales Tax (TST) – Adjusted funds carried forward from PY22 in the amount of **(\$99,098)** is an increase of **\$20K** over the estimate. This grant is scheduled to **conclude December 2023**. This is a local funding stream that works alongside federal and state funding; such as Medicaid; to meet mental health and substance use needs in Thurston County. Programs funded with TST aim to reduce justice involvement, emergency room use, health care costs, and public assistance.

TST is a 1/10 of 1% sales tax collected in Thurston County since 2009. In 2020, this tax generated \$6.9 million in revenue. Funds are used on a variety of services including treatment courts such as Drug Court, services at the Thurston County Correctional Facility, community programs, and programs serving youth and families.

Prep Program – Adjusted funds in the amount of **(\$196,778)** is an **increase of \$72,945** due to a change in accounting. Actual increase is **3% over prior funding**.

Under contract to the Thurston County Jail PacMtn will continue provision of services for County residents in work release and in County supervision. The **PREP Program** is well received by individuals and Jail Command who recognize it as helpful to the economic, health and welfare recovery of individuals. This program is a cornerstone activity for PacMtn's Re-Entry Services body of work that builds upon and expands services provided through the opioid reduction grants.

Lightweight Innovations for Tomorrow (LIFT) secured by (Thurston Chamber) – Adjusted funds in the amount of **(\$54,460)** This is a **decrease of \$95K** due to the funder running out of funding and recalling the grant.

LIFT funding was to be used to pay for training related to WorkEx. This training is for occupations in the machining sector.

In summary - in addition to providing critical services these **competitive grants** play an important role in picking up portions of staff time, overhead and administration that helps share the burden with our WIOA Formula base grants.

Our current blend of funding:

WIOA Formula Grants Reflects	36.8%
Competitive Grants DOL Grants	33.0%
State EcSA	5.4%
Department of Commerce (Including poverty reduction funding)	15.2%
Other Misc. Grants	9.7%

PacMtn continues to diversify our funding streams and pursue additional funding.



Expenses

Pursuant to the intentions of WIOA and State policy, the majority of our revenues are contracted back out to procured vendors to deliver services that adhere to the objectives of the award. In the Budget Summary, these services are identified as either Direct Participant Services, Business Solutions, Special Impact Projects, Misc. Contracts & Projects or Administrative Services. Our emphasis is on providing services that reach and add value for our customers-both job seekers and employers.

As noted in the Summary Chart Administrative Services stand at around 33.8% of total planned expenditures. Even though we had an increase in staff costs and large expenditure in costs associated with the creation of a 4-year plan we have kept the same percentage of costs.

Full Time Equivalency (FTE) changes in number and nature are reflected in the chart below.

	(FTE) Total	Direct Services	Administrative
PY23 Final	19	1	18
PY23(preliminary Budget)	18	1	17
PY22	19	1	18
PY21	31	8	23
PY20	35	19	16

The rest of the Administrative Budget is steady state. Please note these additional administrative proposed budget changes:

1. Increase in Staffing by 1 resulting in an increase in pay and benefits for this PY budget of **\$80K**. Additionally, there were several pay adjustments based on HR pay review.
2. The costs of other miscellaneous activities increase **\$86K** around the plan, media efforts and configuration of LaunchPad.

Critical Investments: New or Continuing

- **PacMtn One-Stop Operator and Operations-- \$145K.** PacMtn’s One Stop Operator cost **\$135K** and there is **\$10K** slated to support system development to continue the integrated service delivery of this region. Most of this funding is to drive system performance through communications, problem solving, project oversight and system training for the operation of the system. We additionally include funds for training and related support.



Recommending Motion to Approve

This budget reflects a progressive and thoughtful way to continue fulfilling our requirements and delivering quality workforce services in the region. We recommend a motion that:

- Approves the PY23 Final Budget, as presented or revised by the Executive Finance Committee.
- Directs staff to make final preparations for the full Board Discussion November 16, 2023 and the Elected Official Consortium review and vote November 30, 2023.



PY 23 Revenues - \$14,583,512

WIOA Formula Grants \$5,366,528

Admin Cost Pool
\$542,907

Adult \$1,434,696

Dislocated Worker
\$1,696,797

Youth \$1,692,127

36.8%

WIOA Competitive Grants \$4,806,218

Opioid Disaster
\$711,603

Pathways Home
\$1,260,191

Quest DWG
\$979,479

Economic Security for All
Fed \$354,945

Military Transition - Com-
munity Project 1,500,000

33.0%

State EcSA \$781,150

Economic Security for All
\$472,267 Below 200%

Economic Security for All
\$200,550 Above 200%

Economic Security for All
\$108,333 Business Nav.

5.4%

Dept of Commerce Grants \$2,215,064

CDBG - 164,778

EcSA- Participant
790,547

EcSA - Business Ser-
vices 1,259,739

15.2%

Other, State, Local Funding \$1,414,553

Thurston Job Cham-
pions - \$336,085

City of Olympia -
\$134,934

Thurston County
Jail - \$196,779

Treatment Sales
Tax (TST) - \$99,098

Boeing - \$100,000

LIFT - \$54,460

Ag Labor -
\$493,196

9.7%

PY 23 Expenses - \$9,354,040

Direct Participant Services

- Adult/DW/Youth
- J2J, TST
- In-House Programs

\$4,979,000

- Opioid, Pathways
- Thurston Job Champ

53.2%

Business Solutions

- Business Services
- Military Transition

\$872,539

- Quest
- Opioid

9.3%

Special Impact Projects

- ISD Partner Convening
- One Stop Professional Development

\$310,000

- Quest Contracts

3.3%

Misc. Contracts

- Apprenticeships
- LMI

\$23,914

- ESD Marketing

.3%

Administrative Services

- Admin Office Operations
- One Stop Operator

\$3,168,587

- Mad Cap
- LMI

33.9%



Direct Participant Services	Business Services & Solutions	Special Impact Projects	Misc. Contracts & Projects	Administrative Services	Total
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Budgeted Revenues:

Workforce Innovation and Opportunity Act (WIOA) Formula Grants

WIOA Admin Cost Pool (ACP)	-	-	-	-	542,906.97	542,906.97
WIOA Adult	575,000.00	65,000.00	-	4,731.33	789,965.44	1,434,696.77
WIOA Dislocated Worker	535,000.00	340,000.00	-	4,731.33	817,065.98	1,696,797.31
WIOA Youth	855,000.00	40,000.00	-	4,731.34	792,395.84	1,692,127.18
<i>Subtotal</i>	1,965,000.00	445,000.00	-	14,194.00	2,942,334.23	5,366,528.23

Competitive DOL/WIOA Grants

Opioid Disaster NDWG (03/01/2022-09/30/23) 2nd Half	567,796.48	-	-	-	143,806.98	711,603.46
Pathway Home (07/01/22-12/31/2025)	869,548.83	-	-	-	390,641.75	1,260,190.58
Quest DWG (10/01/22-09/30/24)	422,835.00	-	200,000.00	-	356,643.53	979,478.53
Economic Security for All (EcSA) (02/01/22-03/31/25) Federal	255,000.00	-	-	-	99,945.00	354,945.00
Military Transition - Community Project Grant	-	954,000.00	-	-	546,000.00	1,500,000.00
<i>Subtotal</i>	2,115,180.31	954,000.00	200,000.00	-	1,537,037.26	4,806,217.57

State EcSA

Economic Security for All (EcSA) (07/01/23-06/30/24) State Below 200%	320,000.00	-	-	-	152,267.00	472,267.00
Economic Security for All (EcSA) (07/01/23-06/30/24) State Above 200%	200,550.00	-	-	-	-	200,550.00
Economic Security for All (EcSA) (07/01/23-06/30/24) State Business Nav	-	-	-	-	108,333.00	108,333.00
<i>Subtotal</i>	520,550.00	-	-	-	260,600.00	781,150.00

Department of Commerce Grants

Community Development Block Grant (CDBG)	150,179.40	-	-	-	14,598.46	164,777.86
Commerce EcSA - Participant Services	731,601.00	-	-	-	58,946.00	790,547.00
Commerce EcSA - Business Services	-	1,171,320.00	-	-	88,419.00	1,259,739.00
<i>Subtotal</i>	881,780.40	1,171,320.00	-	-	161,963.46	2,215,063.86

Other Grants

Thurston Job Champions Network (Ends 10/31/23)	277,523.73	-	-	-	58,560.80	336,084.53
City of Olympia Journey to Jobs (Ends 12/31/23)	110,414.38	-	-	-	24,520.05	134,934.43
Thurston County Jail Program	101,194.78	-	-	-	95,584.04	196,778.82
Boeing	-	-	-	-	100,000.00	100,000.00
TST Community Grant	76,565.78	-	-	-	22,532.58	99,098.36
Lift (Lightweight Innovations for Tomorrow) (05/01/2022 - 09/30/2023)	47,538.67	-	-	-	6,921.42	54,460.09
Ag Labor (02/14/2023-12/31/2024)	493,196.48	-	-	-	-	493,196.48
<i>Subtotal</i>	1,106,433.82	-	-	-	308,118.89	1,414,552.71

Total Revenue	6,588,944.53	2,570,320.00	200,000.00	14,194.00	5,210,053.84	14,583,512.37
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Direct Participant Services	Business Services & Solutions	Special Impact Projects	Misc. Contracts & Projects	Administrative Services	Total
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Budgeted Expenditures:

Program Services	Direct Participant Services	Business Services & Solutions	Special Impact Projects	Misc. Contracts & Projects	Administrative Services	Total
WIOA Formula						
<i>Contracted Programs: Adult</i>	575,000.00	-	-	-	-	575,000.00
<i>Dislocated Worker</i>	425,000.00	-	-	-	-	425,000.00
<i>Youth</i>	825,000.00	-	-	-	-	825,000.00
<i>Youth Training and internships</i>	-	30,000.00	-	-	-	30,000.00
<i>Incumbent Worker Training</i>	-	100,000.00	-	-	-	100,000.00
<i>Business Services</i>	-	400,000.00	-	-	-	400,000.00
<i>Military Transition</i>	-	45,000.00	-	-	-	45,000.00
<i>Apprentice Connections</i>	-	-	-	10,000.00	-	10,000.00
<i>ESD System Outreach match</i>	-	-	-	4,194.00	-	4,194.00
<i>One Stop Professional Development</i>	-	-	10,000.00	-	-	10,000.00
<i>Subtotal</i>	1,825,000.00	575,000.00	10,000.00	14,194.00	-	2,424,194.00
Competitive DOL/WIOA Grants						
<i>Opioid Disaster NDWG (03/01/2022-09/30/23) 2nd Half</i>	497,796.48	70,000.00	-	-	-	567,796.48
<i>Pathway Home (07/01/22-12/31/2025)</i>	638,732.00	-	-	-	-	638,732.00
<i>Quest DWG (10/01/22-09/30/24)</i>	133,115.00	180,000.00	300,000.00	9,720.00	-	622,835.00
<i>Economic Security for All (EcSA) (02/01/22-03/31/25) Federal</i>	255,000.00	-	-	-	-	255,000.00
<i>Military Transition - Community Project Grant</i>	-	-	-	-	-	-
<i>Subtotal</i>	1,524,643.48	250,000.00	300,000.00	9,720.00	-	2,084,363.48
State EcSA						
<i>Economic Security for All (EcSA) (07/01/23-06/30/24) State Below 200%</i>	320,000.00	-	-	-	-	320,000.00
<i>Economic Security for All (EcSA) (07/01/23-06/30/24) State Above 200%</i>	200,550.00	-	-	-	-	200,550.00
<i>Economic Security for All (EcSA) (07/01/23-06/30/24) State Business Nav</i>	-	-	-	-	-	-
<i>Subtotal</i>	520,550.00	-	-	-	-	520,550.00
Department of Commerce Grants						
<i>Community Development Block Grant (CDBG)</i>	150,179.40	-	-	-	-	150,179.40
<i>Commerce EcSA - Participant Services</i>	-	-	-	-	-	-
<i>Commerce EcSA - Business Services</i>	-	-	-	-	-	-
<i>Subtotal</i>	150,179.40	-	-	-	-	150,179.40
Other Grants						
<i>Thurston Job Champions Network (Ends 10/31/23)</i>	277,523.73	-	-	-	-	277,523.73
<i>City of Olympia Journey to Jobs (Ends 12/31/23)</i>	110,414.38	-	-	-	-	110,414.38
<i>Thurston County Jail Program</i>	53,694.78	-	-	-	-	53,694.78
<i>Boeing</i>	-	-	-	-	-	-
<i>TST Community Grant</i>	76,565.78	-	-	-	-	76,565.78
<i>Lift (Lightweight Innovations for Tomorrow) (05/01/2022 - 09/30/2023)</i>	-	47,538.67	-	-	-	47,538.67
<i>Ag Labor (02/14/2023-12/31/2024)</i>	440,428.94	-	-	-	-	440,428.94
<i>Subtotal</i>	958,627.61	47,538.67	-	-	-	1,006,166.28
Program Expense Total	4,979,000.49	872,538.67	310,000.00	23,914.00	-	6,185,453.16

	Direct Participant Services	Business Services & Solutions	Special Impact Projects	Misc. Contracts & Projects	Administrative Services	Total
Administrative Services						
<u>Administrative Office Operations</u>						
Salaries					1,499,438.45	1,499,438.45
Benefits					661,452.06	661,452.06
Travel & Training					132,761.71	132,761.71
Professional Services					179,166.51	179,166.51
Facilities					198,633.14	198,633.14
Supplies & Communications					42,842.98	42,842.98
Equip/Maintenance/Rentals					9,120.00	9,120.00
Depreciation					-	-
Insurance					11,161.99	11,161.99
Memberships					18,230.00	18,230.00
Misc.					51,360.00	51,360.00
Admin Office Subtotal					2,804,166.83	2,804,166.83
<u>Other Activities</u>						
Sector Strategies and LMI					25,000.00	25,000.00
Point North Local Plan					90,000.00	90,000.00
Media					70,500.00	70,500.00
HR Consulting (Employee Retention)					23,920.00	23,920.00
Launch Pad Scope					20,000.00	20,000.00
Other Subtotal					229,420.00	229,420.00
One Stop Operator					135,000.00	135,000.00
One Stop Operator Subtotal					135,000.00	135,000.00
Administrative Expense Total					3,168,586.83	3,168,586.83
Total Expenditures	4,979,000.49	872,538.67	310,000.00	23,914.00	3,168,586.83	9,354,039.99

<i>Admin Office Formula Carry Forward to PY24</i>						999,953
<i>Admin Office Carry Forward Ongoing Grants to PY24</i>						967,914
<i>Program Carry Forward Ongoing Grants to PY24</i>						3,087,738
Total Carry Forward to PY24						5,055,605

Pacific Mountain Workforce Development Council
Program Year 2023
July 1, 2023 - June 30, 2024
Final Comparison



	Direct Participant Services	Business Services & Solutions	Special Impact Projects	Misc. Contracts & Projects	Administrative Services	Total-PY23 Final	Total-PY23 Prelim	Difference	Comments
Budgeted Revenues:									
<i>Workforce Innovation and Opportunity Act (WIOA) Formula Grants</i>									
WIOA Admin Cost Pool (ACP)	-	-	-	-	542,906.97	542,906.97	426,086.00	116,820.97	Governors Discretionary Dollars Released
WIOA Adult	575,000.00	65,000.00	-	4,731.33	789,965.44	1,434,696.77	1,159,111.00	275,585.77	Governors Discretionary Dollars Released
WIOA Dislocated Worker	535,000.00	340,000.00	-	4,731.33	817,065.98	1,696,797.31	1,331,971.00	364,826.31	Governors Discretionary Dollars Released
WIOA Youth	855,000.00	40,000.00	-	4,731.34	792,395.84	1,692,127.18	1,510,848.00	181,279.18	Governors Discretionary Dollars Released
<i>Subtotal</i>	1,965,000.00	445,000.00	-	14,194.00	2,942,334.23	5,366,528.23	4,428,016.00	938,512.23	
<i>Competitive DOL/WIOA Grants</i>									
Opioid Disaster NDWG (03/01/2022-09/30/23) 2nd Half	567,796.48	-	-	-	143,806.98	711,603.46	718,956.00	(7,352.54)	Higher Expenditure in Prior Year
Pathway Home (07/01/22-12/31/2025)	869,548.83	-	-	-	390,641.75	1,260,190.58	1,311,000.00	(50,809.42)	Higher Expenditure in Prior Year
Quest DWG (10/01/22-09/30/24)	422,835.00	-	200,000.00	-	356,643.53	979,478.53	1,007,127.00	(27,648.47)	Higher Expenditure in Prior Year
Economic Security for All (EcSA) (02/01/22-03/31/25) Federal	255,000.00	-	-	-	99,945.00	354,945.00	354,945.00	-	
Military Transition - Community Project Grant	-	954,000.00	-	-	546,000.00	1,500,000.00	-	1,500,000.00	New Award/ funds available late 2024
<i>Subtotal</i>	2,115,180.31	954,000.00	200,000.00	-	1,537,037.26	4,806,217.57	3,392,028.00	1,414,189.57	
<i>State EcSA</i>									
Economic Security for All (EcSA) (07/01/23-06/30/24) State Below 200%	320,000.00	-	-	-	152,267.00	472,267.00	472,267.00	-	
Economic Security for All (EcSA) (07/01/23-06/30/24) State Above 200%	200,550.00	-	-	-	-	200,550.00	200,550.00	-	
Economic Security for All (EcSA) (07/01/23-06/30/24) State Business Nav	-	-	-	-	108,333.00	108,333.00	108,333.00	-	
	-	-	-	-	-	-	-	-	
<i>Subtotal</i>	520,550.00	-	-	-	260,600.00	781,150.00	781,150.00	-	
<i>Department of Commerce Grants</i>									
Community Development Block Grant (CDBG)	150,179.40	-	-	-	14,598.46	164,777.86	-	164,777.86	New funding 100K and carryforward 64K
Commerce EcSA - Participant Services	731,601.00	-	-	-	58,946.00	790,547.00	-	790,547.00	New funding Estimate
Commerce EcSA - Business Services	-	1,171,320.00	-	-	88,419.00	1,259,739.00	-	1,259,739.00	New funding Estimate
<i>Subtotal</i>	881,780.40	1,171,320.00	-	-	161,963.46	2,215,063.86	-	2,215,063.86	
<i>Other Grants</i>									
Thurston Job Champions Network (Ends 10/31/23)	277,523.73	-	-	-	58,560.80	336,084.53	235,000.00	101,084.53	Adjusted to actual Spending from prior year
City of Olympia Journey to Jobs (Ends 12/31/23)	110,414.38	-	-	-	24,520.05	134,934.43	177,000.00	(42,065.57)	Adjusted to actual Spending from prior year
Thurston County Jail Program	101,194.78	-	-	-	95,584.04	196,778.82	123,833.00	72,945.82	Renewal of Funding for another 5 year FY cycle
Boeing	-	-	-	-	100,000.00	100,000.00	90,000.00	10,000.00	Additional Funding
TST Community Grant	76,565.78	-	-	-	22,532.58	99,098.36	80,000.00	19,098.36	Less spending in Prior Year
Lift (Lightweight Innovations for Tomorrow) (05/01/2022 - 09/30/2023)	47,538.67	-	-	-	6,921.42	54,460.09	150,000.00	(95,539.91)	Contract cancelled early
Ag Labor (02/14/2023-12/31/2024)	493,196.48	-	-	-	-	493,196.48	462,367.00	30,829.48	Less spending in Prior Year
<i>Subtotal</i>	1,106,433.82	-	-	-	308,118.89	1,414,552.71	1,318,200.00	96,352.71	
Total Revenue	6,588,944.53	2,570,320.00	200,000.00	14,194.00	5,210,053.84	14,583,512.37	9,919,394.00	4,664,118.37	

	Direct Participant Services	Business Services & Solutions	Special Impact Projects	Misc. Contracts & Projects	Administrative Services	Total-PY23 Final	Total-PY23 Prelim	Difference	Comments
Budgeted Expenditures:									
Program Services	Direct Participant Services	Business Services & Solutions	Special Impact Projects	Misc. Contracts & Projects	Administrative Services	Total-PY23 Final	Total-PY23 Prelim	Difference	
WIOA Formula									
Contracted Programs: Adult	575,000.00	-	-	-	-	575,000.00	475,000.00	100,000.00	Increased funding to support additional staff
Dislocated Worker	425,000.00	-	-	-	-	425,000.00	425,000.00	-	
Youth	825,000.00	-	-	-	-	825,000.00	825,000.00	-	
Youth Training and internships	-	30,000.00	-	-	-	30,000.00	30,000.00	-	
Incumbent Worker Training	-	100,000.00	-	-	-	100,000.00	-	100,000.00	Increase investment in IWT
Business Services	-	400,000.00	-	-	-	400,000.00	330,000.00	70,000.00	
Military Transition	-	45,000.00	-	-	-	45,000.00	40,000.00	5,000.00	
Apprentice Connections	-	-	-	10,000.00	-	10,000.00	10,000.00	-	
ESD System Outreach match	-	-	-	4,194.00	-	4,194.00	-	4,194.00	
One Stop Professional Development	-	-	10,000.00	-	-	10,000.00	10,000.00	-	
Subtotal	1,825,000.00	575,000.00	10,000.00	14,194.00	-	2,424,194.00	2,145,000.00	279,194.00	
Competitive DOL/WIOA Grants									
Opioid Disaster NDWG (03/01/2022-09/30/23) 2nd Half	497,796.48	70,000.00	-	-	-	567,796.48	588,018.00	(20,221.52)	ESD took additional Admin to extend grant
Pathway Home (07/01/22-12/31/2025)	638,732.00	-	-	-	-	638,732.00	430,000.00	208,732.00	
Quest DWG (10/01/22-09/30/24)	133,115.00	180,000.00	300,000.00	9,720.00	-	622,835.00	633,115.00	(10,280.00)	
Economic Security for All (EcSA) (02/01/22-03/31/25) Federal	255,000.00	-	-	-	-	255,000.00	255,000.00	-	
Military Transition - Community Project Grant	-	-	-	-	-	-	-	-	
Subtotal	1,524,643.48	250,000.00	300,000.00	9,720.00	-	2,084,363.48	1,906,133.00	178,230.48	
State EcSA									
Economic Security for All (EcSA) (07/01/23-06/30/24) State Below 200%	320,000.00	-	-	-	-	320,000.00	320,000.00	-	
Economic Security for All (EcSA) (07/01/23-06/30/24) State Above 200%	200,550.00	-	-	-	-	200,550.00	200,550.00	-	
Economic Security for All (EcSA) (07/01/23-06/30/24) State Business Nav	-	-	-	-	-	-	-	-	
	-	-	-	-	-	-	-	-	
	-	-	-	-	-	-	-	-	
Subtotal	520,550.00	-	-	-	-	520,550.00	520,550.00	-	
Department of Commerce Grants									
Community Development Block Grant (CDBG)	150,179.40	-	-	-	-	150,179.40	-	150,179.40	Received Additional Funding
Commerce EcSA - Participant Services	-	-	-	-	-	-	-	-	
Commerce EcSA - Business Services	-	-	-	-	-	-	-	-	
	-	-	-	-	-	-	-	-	
Subtotal	150,179.40	-	-	-	-	150,179.40	-	150,179.40	
Other Grants									
Thurston Job Champions Network (Ends 10/31/23)	277,523.73	-	-	-	-	277,523.73	200,000.00	77,523.73	Unused funds from prior quarter
City of Olympia Journey to Jobs (Ends 12/31/23)	110,414.38	-	-	-	-	110,414.38	152,000.00	(41,585.62)	Spent more than budgeted in prior period
Thurston County Jail Program	53,694.78	-	-	-	-	53,694.78	123,560.97	(69,866.19)	Budget moved to PY Expenditure
	-	-	-	-	-	-	-	-	
Boeing	-	-	-	-	-	-	-	-	
TST Community Grant	76,565.78	-	-	-	-	76,565.78	50,000.00	26,565.78	
	-	-	-	-	-	-	-	-	
Lift (Lightweight Innovations for Tomorrow) (05/01/2022 - 09/30/2023)	-	47,538.67	-	-	-	47,538.67	135,000.00	(87,461.33)	Contract cancelled early
Ag Labor (02/14/2023-12/31/2024)	440,428.94	-	-	-	-	440,428.94	410,000.00	30,428.94	
Subtotal	958,627.61	47,538.67	-	-	-	1,006,166.28	1,070,560.97	(64,394.69)	
Program Expense Total	4,979,000.49	872,538.67	310,000.00	23,914.00	-	6,185,453.16	5,642,243.97	543,209.19	

	Direct Participant Services	Business Services & Solutions	Special Impact Projects	Misc. Contracts & Projects	Administrative Services	Total-PY23 Final	Total-PY23 Prelim	Difference	Comments
Administrative Services									
Administrative Office Operations									
Salaries					1,499,438.45	1,499,438.45	1,353,730.84	145,707.61	Increase one staff/Wage Adjustment
Benefits					661,452.06	661,452.06	628,825.69	32,626.37	
Travel & Training					132,761.71	132,761.71	106,668.74	26,092.97	
Professional Services					179,166.51	179,166.51	186,596.91	(7,430.40)	
Facilities					198,633.14	198,633.14	195,806.97	2,826.17	
Supplies & Communications					42,842.98	42,842.98	43,923.40	(1,080.43)	
Equip/Maintenance/Rentals					9,120.00	9,120.00	9,120.00	-	
Depreciation					-	-	0.00	-	
Insurance					11,161.99	11,161.99	14,500.00	(3,338.01)	
Memberships					18,230.00	18,230.00	51,265.00	(33,035.00)	Reclassified Expenditure
Misc.					51,360.00	51,360.00	15,000.00	36,360.00	Reclassified Expenditure
Admin Office Subtotal					2,804,166.83	2,804,166.83	2,605,437.55	198,729.28	
Other Activities									
Sector Strategies and LMI					25,000.00	25,000.00	25,000.00	-	
Point North Local Plan					90,000.00	90,000.00	65,000.00	25,000.00	Increased 4 Year Plan
Media					70,500.00	70,500.00	48,000.00	22,500.00	
HR Consulting (Employee Retention)					23,920.00	23,920.00	-	23,920.00	
Launch Pad Scope					20,000.00	20,000.00	-	20,000.00	Funds to stand up Launchpad
Other Subtotal					229,420.00	229,420.00	138,000.00	91,420.00	
One Stop Operator					135,000.00	135,000.00	135,000.00	-	
One Stop Operator Subtotal					135,000.00	135,000.00	135,000.00	-	
Administrative Expense Total					3,168,586.83	3,168,586.83	2,878,437.55	290,149.28	
Total Expenditures	4,979,000.49	872,538.67	310,000.00	23,914.00	3,168,586.83	9,354,039.99	8,520,681.52	833,358.47	
<i>Admin Office Formula Carry Forward to PY24</i>						<i>999,953</i>	<i>556,930</i>		
<i>Admin Office Carry Forward Ongoing Grants to PY24</i>						<i>967,914</i>	<i>281,524</i>		
<i>Program Carry Forward Ongoing Grants to PY24</i>						<i>3,087,738</i>	<i>470,000</i>		
<i>Total Carry Forward to PY24</i>						<i>5,055,605</i>	<i>1,308,454</i>		

Pacific Mountain Workforce Development Council
NOTES TO FINANCIAL STATEMENTS
Program Year July 1, 2023 through June 30, 2024

For quarter ending September 30, 2023

These notes pertain to the Statement of Activities, Statement of Financial Position and Statement of Cash Flows attached.

1) The Statement of Activities provides a summary of expenses compared to revenue earned for the period, reported on an accrual basis (pgs 2-5). This is then compared with current period budgets and year to date budgets. More emphasis will be placed on year to date spending rather than on a monthly basis because timing may be off slightly from month to month from last year. The budgeted numbers reflect

- AREAS OF NOTE:
- a) Direct Participant Spending Title1b contractor is behind in spending associated with participant enrollment and service.
 - b) Thurston Job Champion Network is one month away from closing and will have spent the majority of its funding.
 - c) Community Development Block Grant received an additional 100K and have put the funding out to be spent by December.
 - d) For The Ag project we have started our first spending associated with the OJT training component.
 - e) Business Services spending is on target.
 - f) Special Impact Projects for Quest have been issued. We have not received billings for any activity and did not anticipate any of the first quarter but will need to see activity to spend the funding by the end of June 2024. Additionally our One Stop Operator is planning on training activities for second quarter of this PY.
 - g) For Misc Contracts, the budget will align next quarter. The Other category represents Work Experience paid by MyJOB for DCYF that will run through December. We are reimbursed wage costs plus 20% to cover administration and taxes. This was done as a favor to help with the transition.
 - h) Administration Expenses are in line with budget. Specifically Wages, benefits are less than anticipated as we have not instituted some additional cafeteria plans as we are still struggling to find a reasonably priced administrator.
 - i) Travel and training is under budget, as we straight lined the budget and need to do a better job to align with seasonality of expenditures. We will adjust it in the next quarter.
 - j) Professional services is over budget, because this includes building maintenance contractors. We will reallocate these costs to the Utilities budget.

2) Page 6 represents the summary of spending levels by grant compared to total budgeted amounts available. Grant expenditures will be monitored to make sure they are meeting expected spending goals and requirements.

3) Page 7 is the Statement of Financial Position, which represents the organizations net assets, comparing current assets and liabilities. We currently have net assets of \$900,644. Net assets have increased by \$124,686 due largely to the 100k Boeing Funds we received.

4) Page 8 is the Statement of Cash Flows, which represents the cash received and used during the time period. This reflects we have sufficient cash on hand to handle our daily operating transactions. Our cash balances are higher due to better timing of drawdowns and shorter delays on reimbursements from some grants. There is a 2 day turnaround time for cash requests to the State for our WIOA Formula fund reimbursements, while some of our smaller grants are only reimbursed on a monthly basis. We keep enough unrestricted funds available to cushion gaps in reimbursement times.

Pacific Mountain Workforce Development Council

STATEMENT OF ACTIVITIES

Summary

PY23 Actual to Budget Report

For Qtr. end September 30, 2023	Current Year Actual	Current Year Budget	Variance
REVENUES			
Grant & Contracts	1,656,116.17	1,656,116.17	-
Other	103,037.83	100,000.00	(3,037.83)
Total Revenues	1,759,154.00	1,756,116.17	(3,037.83)
EXPENSES			
Program Services			
Direct Participants Services	716,747.58	1,326,080.86	609,333.28
Business Services	204,258.31	220,265.67	16,007.36
Special Impact Projects	-	-	-
Misc Contracts & Projects	9,408.22	-	(9,408.22)
Total Program Services	930,414.11	1,546,346.53	615,932.42
Administrative Services			
Administrative Office Operations	594,280.40	636,295.69	42,015.29
Other Contracted Services	109,773.06	119,427.00	9,653.94
Total Administrative Services	704,053.46	755,722.69	51,669.23
TOTAL EXPENSES	1,634,467.57	2,302,069.22	667,601.65

Balance			
Total Budget	Remaining	Spent %	Target %
14,483,512.37	12,827,396.20	11%	11%
100,000.00	(3,037.83)	103%	103%
14,583,512.37	12,824,358.37	12%	12%
4,979,000.49	4,262,252.91	14%	27%
872,538.67	668,280.36	23%	25%
310,000.00	310,000.00	0%	0%
23,914.00	14,505.78	39%	0%
6,185,453.16	5,255,039.05	15%	25%
2,804,166.84	2,209,886.44	21%	23%
364,420.00	254,646.94	30%	33%
3,168,586.84	2,464,533.38	22%	24%
9,354,040.00	7,719,572.43	17%	25%

Change in Net Assets 124,686.43

Beginning Net Assets 775,957.00
 Plus current Net Assets 124,686.43
 Ending Net Assets W/O Donor Restrictions 900,643.43

5,229,472.37

Pacific Mountain Workforce Development Council

STATEMENT OF ACTIVITIES

Detail

PY23 Actual to Budget Report

For Qtr. end September 30, 2023	Current Period			Current Year Actual	Current Year Budget	Variance	Total Budget	Balance Remaining	% Spent	Target %
	Actual	Budget	Variance							
REVENUES										
Grant & Contracts	1,656,116.17	1,656,116.17	-	1,656,116.17	1,656,116.17	-	14,483,512.37	12,827,396.20	11%	11%
Other	103,037.83	100,000.00	(3,037.83)	103,037.83	100,000.00	(3,037.83)	100,000.00	(3,037.83)	103%	103%
Total Revenues	1,759,154.00	1,756,116.17	(3,037.83)	1,759,154.00	1,756,116.17	(3,037.83)	14,583,512.37	12,824,358.37	12%	12%
EXPENSES										
PROGRAM SERVICES										
Direct Participant Services										
Title 1b Contractor - WIOA Adult	77,250.15	143,750.00	66,499.85	77,250.15	143,750.00	66,499.85	575,000.00	497,749.85	13%	25%
Title 1b Contractor - WIOA DW	65,743.09	106,250.00	40,506.91	65,743.09	106,250.00	40,506.91	425,000.00	359,256.91	15%	25%
Title 1b Contractor - WIOA Youth	144,813.84	206,250.00	61,436.16	144,813.84	206,250.00	61,436.16	825,000.00	680,186.16	18%	25%
Title 1b Contractor - Opioid	54,582.01	124,449.00	69,866.99	54,582.01	124,449.00	69,866.99	497,796.48	443,214.47	11%	25%
Title 1b Contractor - Quest	16,535.77	33,278.00	16,742.23	16,535.77	33,278.00	16,742.23	133,115.00	116,579.23	12%	25%
Title 1b Contractor - EcSA State Above 200%	11,510.27	50,137.00	38,626.73	11,510.27	50,137.00	38,626.73	200,550.00	189,039.73	6%	25%
Title 1b Contractor - EcSA State Below 200%	29,586.71	80,000.00	50,413.29	29,586.71	80,000.00	50,413.29	320,000.00	290,413.29	9%	25%
Title 1b Contractor - EcSA Federal	46,144.57	63,750.00	17,605.43	46,144.57	63,750.00	17,605.43	255,000.00	208,855.43	18%	25%
Title 1b Contractor - TST	25,441.60	38,283.00	12,841.40	25,441.60	38,283.00	12,841.40	76,565.78	51,124.18	33%	50%
Title 1b Contractor - Pathway	59,897.78	118,750.00	58,852.22	59,897.78	118,750.00	58,852.22	638,732.00	578,834.22	9%	19%
Thurston Job Champions Network	90,040.55	208,142.00	118,101.45	90,040.55	208,142.00	118,101.45	277,523.73	187,483.18	32%	75%
Journey2Jobs	48,302.30	55,207.00	6,904.70	48,302.30	55,207.00	6,904.70	110,414.38	62,112.08	44%	50%
Ag Project - WSU	13,743.09	12,647.47	(1,095.62)	13,743.09	12,647.47	(1,095.62)	25,294.94	11,551.85	54%	50%
Ag Project - EDC Advertising	-	2,000.00	2,000.00	-	2,000.00	2,000.00	10,000.00	10,000.00	0%	20%
Ag Project - OJT	1,455.00	5,000.00	3,545.00	1,455.00	5,000.00	3,545.00	405,134.00	403,679.00	0%	1%
Community Development Block Grant	31,453.54	75,090.00	43,636.46	31,453.54	75,090.00	43,636.46	150,179.40	118,725.86	21%	50%
Thurston County Jail	-	-	-	-	-	-	47,500.00	47,500.00	0%	0%
In House	-	-	-	-	-	-	-	-	-	-
Thurston County Jail	247.31	3,097.39	2,850.08	247.31	3,097.39	2,850.08	6,194.78	5,947.47	4%	50%
Total Direct Participant Services	716,747.58	1,326,080.86	609,333.28	716,747.58	1,326,080.86	609,333.28	4,979,000.49	4,262,252.91	14%	27%
Business Services										
Title 1b Contractor - Adult,DW,Youth	99,046.43	100,000.00	953.57	99,046.43	100,000.00	953.57	400,000.00	300,953.57	25%	25%
Title 1b Contractor - Quest	38,294.35	32,727.00	(5,567.35)	38,294.35	32,727.00	(5,567.35)	180,000.00	141,705.65	21%	18%
Opioid Training	19,378.86	17,500.00	(1,878.86)	19,378.86	17,500.00	(1,878.86)	70,000.00	50,621.14	28%	25%
Military Transition	47,538.67	62,538.67	15,000.00	47,538.67	62,538.67	15,000.00	92,538.67	45,000.00	51%	68%
Youth Training and Internships	-	7,500.00	7,500.00	-	7,500.00	7,500.00	30,000.00	30,000.00	0%	25%
IWT/Cohort Activity	-	-	-	-	-	-	100,000.00	100,000.00	0%	0%
Total Business Services	204,258.31	220,265.67	16,007.36	204,258.31	220,265.67	16,007.36	872,538.67	668,280.36	23%	25%
Special Impact Projects										
Greater Grays Harbor	-	-	-	-	-	-	100,000.00	100,000.00	0%	0%
Experience Olympia and Beyond	-	-	-	-	-	-	100,000.00	100,000.00	0%	0%
Thurston Economic Development Council	-	-	-	-	-	-	100,000.00	100,000.00	0%	0%
System Training	-	-	-	-	-	-	10,000.00	10,000.00	0%	0%
Total Special Impact Projects	-	-	-	-	-	-	310,000.00	310,000.00	0%	0%
Misc. Contracts & Projects										
Christina Riley	7,000.00	-	(7,000.00)	7,000.00	-	(7,000.00)	19,720.00	12,720.00	35%	0%
EDS Funds Match	-	-	-	-	-	-	4,194.00	4,194.00	0%	0%
Other	2,408.22	-	(2,408.22)	2,408.22	-	(2,408.22)	-	(2,408.22)	0%	0%

Pacific Mountain Workforce Development Council

STATEMENT OF ACTIVITIES

Detail

PY23 Actual to Budget Report

For Qtr. end September 30, 2023	Current Period			Current Year Actual	Current Year Budget	Variance	Total Budget	Balance Remaining	% Spent	Target %
	Actual	Budget	Variance							
Total Misc. Contracts & Projects	9,408.22	-	(9,408.22)	9,408.22	-	(9,408.22)	23,914.00	14,505.78	39%	0%
Total Program Services	930,414.11	1,546,346.53	615,932.42	930,414.11	1,546,346.53	615,932.42	6,185,453.16	5,255,039.05	15%	25%
ADMINISTRATIVE SERVICES										
Administrative Office Operations										
Salaries & Benefits										
Salaries	329,036.27	327,884.15	(1,152.12)	329,036.27	327,884.15	(1,152.12)	1,439,427.80	1,110,391.53	23%	23%
Benefits	137,198.19	151,517.77	14,319.58	137,198.19	151,517.77	14,319.58	721,462.71	584,264.52	19%	21%
Total Salaries & Benefits	466,234.46	479,401.92	13,167.46	466,234.46	479,401.92	13,167.46	2,160,890.51	1,694,656.05	22%	22%
Travel & Training										
Mileage	171.21	1,275.00	1,103.79	171.21	1,275.00	1,103.79	5,100.00	4,928.79	3%	25%
Travel	1,464.02	11,511.03	10,047.01	1,464.02	11,511.03	10,047.01	46,044.11	44,580.09	3%	25%
Conf/Conv/Mtgs/Reg	1,877.54	6,344.00	4,466.46	1,877.54	6,344.00	4,466.46	25,376.00	23,498.46	7%	25%
Board	74.02	5,540.00	5,465.98	74.02	5,540.00	5,465.98	26,991.60	26,917.58	0%	21%
Staff develop/Training	4,084.00	7,312.50	3,228.50	4,084.00	7,312.50	3,228.50	29,250.00	25,166.00	14%	25%
Total Travel & Training	7,670.79	31,982.53	24,311.74	7,670.79	31,982.53	24,311.74	132,761.71	125,090.92	6%	24%
Professional Services										
Accounting & Auditing	65.13	-	(65.13)	65.13	-	(65.13)	40,000.00	39,934.87	0%	0%
Legal Fees	-	875.00	875.00	-	875.00	875.00	3,500.00	3,500.00	0%	25%
Professional Services/Consulting	13,358.87	7,462.50	(5,896.37)	13,358.87	7,462.50	(5,896.37)	29,850.00	16,491.13	45%	25%
Temp & Interim Contracts	-	2,500.00	2,500.00	-	2,500.00	2,500.00	10,000.00	10,000.00	0%	25%
Licenses	19,262.13	23,954.13	4,692.00	19,262.13	23,954.13	4,692.00	95,816.51	76,554.38	20%	25%
Total Professional Services	32,686.13	34,791.63	2,105.50	32,686.13	34,791.63	2,105.50	179,166.51	146,480.38	18%	19%
Facilities										
Rent	43,581.12	46,235.63	2,654.51	43,581.12	46,235.63	2,654.51	183,093.14	139,512.02	24%	25%
Utilities	7.18	3,927.74	3,920.56	7.18	3,927.74	3,920.56	15,540.00	15,532.82	0%	25%
Total Facilities	43,588.30	50,163.37	6,575.07	43,588.30	50,163.37	6,575.07	198,633.14	155,044.84	22%	25%
Office & Communications										
Supplies	2,489.65	6,250.00	3,760.35	2,489.65	6,250.00	3,760.35	25,000.00	22,510.35	10%	25%
Telephone & Internet	4,213.39	1,738.24	(2,475.15)	4,213.39	1,738.24	(2,475.15)	6,952.98	2,739.59	61%	25%
Postage & Shipping	-	225.00	225.00	-	225.00	225.00	900.00	900.00	0%	25%
Mailing Services	-	150.00	150.00	-	150.00	150.00	600.00	600.00	0%	25%
Printing & Copying	206.82	1,125.00	918.18	206.82	1,125.00	918.18	4,500.00	4,293.18	5%	25%
Dues & Subscriptions	9,474.08	1,822.50	(7,651.58)	9,474.08	1,822.50	(7,651.58)	4,890.00	(4,584.08)	194%	37%
Total Office & Communications	16,383.94	11,310.74	(5,073.20)	16,383.94	11,310.74	(5,073.20)	42,842.98	26,459.04	38%	26%
Equip/Maintenance/Rentals										
Small Equipment	850.00	1,875.00	1,025.00	850.00	1,875.00	1,025.00	7,500.00	6,650.00	11%	25%
Equipment Rental & Maintenance	-	405.00	405.00	-	405.00	405.00	1,620.00	1,620.00	0%	25%
Total Equip/Maintenance/Rentals	850.00	2,280.00	1,430.00	850.00	2,280.00	1,430.00	9,120.00	8,270.00	9%	25%
Other										
Interest	1,035.17	1,375.00	339.83	1,035.17	1,375.00	339.83	5,500.00	4,464.83	19%	25%
Insurance - General	2,859.13	2,790.50	(68.63)	2,859.13	2,790.50	(68.63)	11,161.99	8,302.86	26%	25%

Pacific Mountain Workforce Development Council

STATEMENT OF ACTIVITIES

Detail

PY23 Actual to Budget Report

For Qtr. end September 30, 2023	Current Period		
	Actual	Budget	Variance
Membership Dues	12,000.00	14,500.00	2,500.00
Notifications	-	875.00	875.00
Community Outreach/Ed	1,500.00	5,325.00	3,825.00
Other Expenses	3,454.48	1,500.00	(1,954.48)
Donations	6,018.00	-	(6,018.00)
Total Other	26,866.78	26,365.50	(501.28)
Total Administrative Office Operations	594,280.40	636,295.69	42,015.29
Other Contracted Services			
One Stop Operator	31,910.86	33,750.00	1,839.14
Point North	38,571.00	38,571.00	-
Lighthouse Consulting	765.00	1,530.00	765.00
Media Contractor	8,000.00	8,000.00	-
Doug Mah	-	-	-
MadCap	12,000.00	12,000.00	-
Bennett Consulting	6,000.00	6,000.00	-
Sector Strategies/LMI	12,526.20	12,526.00	(0.20)
Launch Pad Scope of Work	-	7,050.00	7,050.00
Total Other Contracted Services	109,773.06	119,427.00	9,653.94
Total ADMINISTRATIVE SERVICES	704,053.46	755,722.69	51,669.23
TOTAL EXPENSES	1,634,467.57	2,302,069.22	667,601.65

Changes in Net Assets	124,686.43
Beginning Net Assets	775,957.00
Plus current Net Assets	124,686.43
Ending Net Assets W/O Donor Restrictions	900,643.43

Current Year Actual	Current Year Budget	Variance
12,000.00	14,500.00	2,500.00
-	875.00	875.00
1,500.00	5,325.00	3,825.00
3,454.48	1,500.00	(1,954.48)
6,018.00	-	(6,018.00)
26,866.78	26,365.50	(501.28)
594,280.40	636,295.69	42,015.29
31,910.86	33,750.00	1,839.14
38,571.00	38,571.00	-
765.00	1,530.00	765.00
8,000.00	8,000.00	-
-	-	-
12,000.00	12,000.00	-
6,000.00	6,000.00	-
12,526.20	12,526.00	(0.20)
-	7,050.00	7,050.00
109,773.06	119,427.00	9,653.94
704,053.46	755,722.69	51,669.23
1,634,467.57	2,302,069.22	667,601.65

124,686.43
775,957.00
124,686.43
900,643.43

Total Budget	Balance Remaining	% Spent	Target %
18,230.00	6,230.00	66%	80%
3,500.00	3,500.00	0%	25%
36,360.00	34,860.00	4%	15%
6,000.00	2,545.52	58%	25%
-	(6,018.00)	0%	0%
80,751.99	53,885.21	33%	33%
2,804,166.84	2,209,886.44	21%	23%
135,000.00	103,089.14	24%	25%
90,000.00	51,429.00	43%	43%
12,920.00	12,155.00	6%	12%
20,000.00	12,000.00	40%	40%
5,000.00	5,000.00	0%	0%
50,500.00	38,500.00	24%	24%
6,000.00	-	100%	100%
25,000.00	12,473.80	50%	50%
20,000.00	20,000.00	0%	35%
364,420.00	254,646.94	30%	33%
3,168,586.84	2,464,533.38	22%	24%
9,354,040.00	7,719,572.43	17%	25%

5,229,472.37

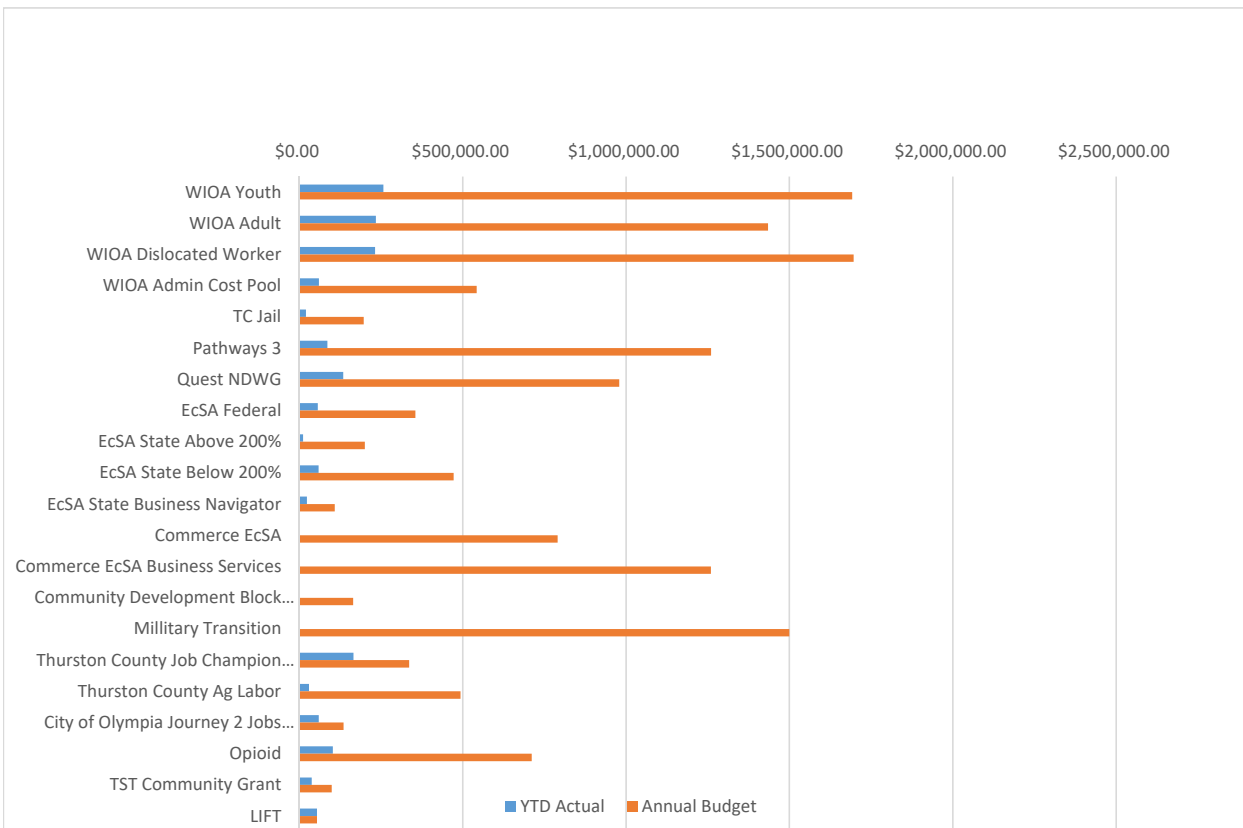
Pacific Mountain Workforce Development Council

Grant Balance by Program

PY23 Budget to Actual Report

Through September 30, 2023

	Total Grant Funding			% Spent
	YTD Actual	Annual Budget	Remaining	
WIOA Youth	\$257,193.76	1,692,127.18	1,434,933.42	15%
WIOA Adult	\$234,075.21	1,434,696.77	1,200,621.56	16%
WIOA Dislocated Worker	\$231,805.51	1,696,797.31	1,464,991.80	14%
WIOA Admin Cost Pool	\$59,867.14	542,906.97	483,039.83	11%
TC Jail	\$20,394.27	196,778.82	176,384.55	10%
Pathways 3	\$85,855.25	1,260,190.58	1,174,335.33	7%
Quest NDWG	\$134,126.97	979,478.53	845,351.56	14%
EcSA Federal	\$56,710.97	354,945.00	298,234.03	16%
EcSA State Above 200%	\$11,510.27	200,550.00	189,039.73	6%
EcSA State Below 200%	\$58,928.04	472,267.00	413,338.96	12%
EcSA State Business Navigator	\$23,554.40	108,333.00	84,778.60	22%
Commerce EcSA	\$0.00	790,547.00	790,547.00	0%
Commerce EcSA Business Services	\$0.00	1,259,739.00	1,259,739.00	0%
Community Development Block Grant (CDBG)	\$0.00	164,777.86	164,777.86	0%
Military Transition	\$0.00	1,500,000.00	1,500,000.00	0%
Thurston County Job Champion Network (TCJCN)	\$165,353.94	336,084.53	170,730.59	49%
Thurston County Ag Labor	\$29,695.66	493,196.48	463,500.82	6%
City of Olympia Journey 2 Jobs (J2J)	\$59,177.79	134,934.43	75,756.64	44%
Opioid	\$102,332.02	711,603.46	609,271.44	14%
TST Community Grant	\$38,142.11	99,098.36	60,956.25	38%
LIFT	\$54,460.09	54,460.09	-	100%
Total Program Grant Balance	1,623,183.40	14,483,512.37	12,860,328.97	11%



Pacific Mountain Workforce Development Council

STATEMENT OF FINANCIAL POSITION

(Balance Sheet)

September 30, 2023

	Beginning Year Balance	Current Period Balance	Current Year Change	Beginning Period Balance	Current Period Change
Assets					
Cash & Cash Equivalents	211,076.00	381,967.00	170,891	211,076.00	170,891
Accounts Receivable	1,835,759.00	1,128,115.00	(707,644)	1,835,759.00	(707,644)
Due from Related Parties	(192.00)	(250.00)	(58)	(192.00)	(58)
Pre-Paid Expenses	85,597.00	56,399.00	(29,197)	85,597.00	(29,197)
Investments - CDs	234,778.00	234,926.00	148	234,778.00	148
Long-Term Assets	4,334.00	4,334.00	0	4,334.00	0
Total Assets	<u>2,371,352.00</u>	<u>1,805,492.00</u>	<u>(565,860)</u>	<u>2,371,352.00</u>	<u>(565,860)</u>
Liabilities					
Contracts & Vendors Payable	1,375,492.00	703,432.00	(672,060)	1,375,492.00	(672,060)
Payroll, Taxes, & Benefits Payable	321,206.00	372,958.00	51,752	321,206.00	51,752
Paid Leave Payable	86,119.00	78,903.00	(7,217)	86,119.00	(7,217)
Deferred Revenue	0.00	0.00	0	0.00	0
Other Short-Term Payables	(187,423.00)	(250,444.00)	(63,021)	(187,423.00)	(63,021)
Total Liabilities	<u>1,595,395.00</u>	<u>904,848.00</u>	<u>(690,546)</u>	<u>1,595,395.00</u>	<u>(690,546)</u>
Net Assets					
Total Net Assets	<u>775,957</u>	<u>900,644</u>	<u>124,686</u>	<u>775,957</u>	<u>124,686</u>
Total Liabilities and Net Assets	<u>2,371,352</u>	<u>1,805,492</u>	<u>(565,860)</u>	<u>2,371,352</u>	<u>(565,860)</u>

Pacific Mountain Workforce Development Council

STATEMENT OF CASH FLOWS

September 30, 2023

	<u>Current Period</u>	<u>Current Year</u>
Cash Flows from Operating Activities		
Receipts from Grants	2,466,649.72	2,466,649.72
Payments to Suppliers	(918,791.92)	(918,791.92)
Payments to Employees	(421,641.85)	(421,641.85)
Payments to Program/Participant Activities	(955,324.97)	(955,324.97)
Total Cash Flows from Operating Activities	<u>170,891</u>	<u>170,891</u>
Cash Flows from Investing Activities		
Interest and Dividends	148	148
Purchases or Redemptions of Investments	(148)	(148)
Total Cash Flows from Investing Activities	<u>0</u>	<u>0</u>
Beginning Cash & Cash Equivalents	<u>211,076.07</u>	<u>211,076.07</u>
Ending Cash & Cash Equivalents	<u>381,967</u>	<u>381,967</u>