



PacMtn WDC Consortium Meeting

6/27/2024

1:00p – 3:00p

PacMtn Offices or Virtually via Microsoft Teams

Join via Microsoft Teams

Meeting ID: 227 853 683 503

Passcode: VNUnJN

- 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 3/28/2024 Consortium Meeting Minutes (Attachment #2)
 - b. **Action Item:** Motion to Approve 4/25/2024 Consortium Budget Workshop Meeting Minutes (Attachment #3)

- III. Action Item & Discussion
 - a. **Discussion Item:** PacMtn Board of Directors Terms and Vacancies (Attachment #4)

- IV. Fiscal Items
 - a. **Discussion and Item:** PY24 Preliminary Budget (Attachment #5)
 - i. **Action Item:** Motion to Approve PY24 Preliminary Budget as Presented

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



2024 Consortium Members

Name	Representing County
Commissioner Sharon Trask <i>Consortium Chair-Chief Local Elected Official</i>	Mason
Commissioner Patrick "Jerry" Doyle	Pacific
Commissioner Sean Swope	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



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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 \(SAO\)](#).

- **Contract season** is in full swing and the push is on to fully execute all contracts before the program year begins. The current plan is to renew with modification all title 1b contracts with the exception of the Youth fund – which will be in procurement in late May. Other contracts rolling over or expanding (EsCA Commerce specifically) will expand existing contracts. We will also be seeking support from the board to move ahead with a full WIOA procurement for PY25, which is necessary as we continue to refine our service strategy. The upcoming Youth procurement is intended to service as a “demonstration” opportunity for new partners to find space in and resources from our system. PacMtn has contracted with Capital STEM Alliance (CSA) to build an asset map of providers of youth services to help inform the upcoming youth RFP. During the demonstration period, new partners that are awarded will benefit from additional technical assistance and program support under the CSA contract. The goal is to build the capacity of regional partners to service youth under WIOA and EcSA. More news on the provider contracts can be found [here](#).
- PacMtn is excited to announce the addition of some new team members; **Matt Hanusa** (Director of Sector Strategies), **Terry Ziegler** (Accountant) and **Finance Williamson** (Accounting Specialist) recently joined our team. Both Harmoni and Terry are joining our accounting team, back filling an open position and expanding the team’s capacity to support our growing pool of funds. Matt’s role has been revised from previous iterations of the BaSE role, focusing on building sector strategies and expanding training capacity in the region – directly related key occupations employers continue to struggle to fill. Please join me in welcoming them our team!
- Our **4-year Local Plan** has been received and reviewed and forwarded by the state workforce board will be considered for action later in the month. We receive several feedback items, most of which were minor in nature. Ultimately and after some discussion, the plan was accepted. Included in this process is the **Certification of the PacMtn Board** as the local workforce board in Workforce Development Area 2. There has been a determination that 2 current members do not meet the requirements as defined in federal law. Though these positions have been filled in the same way for

some time now, it is likely that the county commissioners will need to appoint new members. More to come on these items as we learn more.

- As we approach PY24 and begin to operationalize our new local plan, staff and key partners plan to propose a **Big Hairy Audacious Goal or BHAG (pronounced bee-hag)** as a strategy to achieve our [3 primary objectives](#) established in the plan. A BHAG sets a compelling, long-term goal that is intriguing enough to inspire people to take action. BHAGs are meant to pull people out of the status quo and energize them to implement a big-picture-type plan that could take a longer time frame to complete. There are several types, and current conversations are leaning into a targeting model. Planning is also underway to change our outreach and marketing strategy to elevate key Career Pathways – those most important to fuel our local economy which in turn would produce more opportunity. Rather than focusing solely on self-directed approaches to career planning, especially as it relates to people experiencing a dislocation and youth transitioning into employment from education, an intentional campaign with the outcome in mind (filling key vacancies in the region) would increase the alignment between demand and opportunity. More conversations are planned over the summer leading into our fall retreat, at which point we hope to establish our BHAG.
- PacMtn recently worked with Parfait Bassalé to provide **Conflict Resolution Training** for WorkSource system partners and PacMtn staff. In coordination with the One-Stop Operator, system partners turned out in force and the training was a success. Partners shared positive feedback on Mr. Bassalé’s program content and more notably felt that the training strengthen our partnerships. This training sets the basis for his “Belonging Series” which PacMtn is considering continuing in PY24.

Stories of Hope and Impact

Shared from our partners at Equus:

“Participant came to WorkSource as a youth, interested in gaining skills and starting a new career, preferably in a demand field. He learned about the local labor markets as well as the Construction Cohort put on by ANEW and the Olympia Career Hub. He submitted a request and began enrolling into the Equus youth program. Training was from 1/22 – 2/16, where he got into good physical shape and earned 3 credentials (Flagger, Forklift and OSHA10). Following graduation he used his new certificates and renewed confidence to apply with Parr Lumber. Parr was excited to have the participant join their team where he builds trusses and is making more than he’s ever made, \$22/hr. He appreciates all the support he received from the Equus Team.”

“Participant came to us as a dislocated worker from his position in door-to-door work with Comcast. He had been unemployed for a while due to COVID terminating his position and needed training in order to find new work opportunities. He was able to enroll with us and join the CNC machine operator cohort in February. Since starting that class, the participant has learned a lot about CNC functions and has grown on the knowledge he had gained previously. Participant has through our programs found work with Rampage fabrication where he will be using those CNC machine skills. He started there as an OJT in April making \$35 an hour.”



Annual Report Draft Outline

1. Cover (1 page)
2. Inside cover: Message from Chair and CEO (1 page) (William & Michael)
3. Opposite inside cover: Nancie Payne Award (1 page) (TBD)
4. Board member (2 page spread) (Arisa)
5. Staff, plus OSO – highlight Craig Clark (1 page) (TBD)
6. Impact (2 page spread) (Megan, Dan & Wil)
 - a. Left – Service Numbers
 - i. 4 quarter rolling Performance
 1. Youth, Adult and Dislocated Worker
 - ii. System data
 1. Demographic
 2. Co-enrollments
 - b. Right Business Engagement
 - i. Business Serviced
 - ii. Skills & Certifications Gained
 - iii. Average Hire Rate
 - iv. Number of Business Hiring Events
7. Advocacy (2 pages) (William & Megan)
 - a. Hill Climb and the House Bill
 - b. Sponsorships: Future of Work, Business Expo
 - c. Other investments (backpacks, etc.)
8. Program Highlights (2 pages) (Dan & Wil)
 - a. Funding level (PY), number served, outcomes, training/credentials for:
 - i. Poverty Reduction (EcSA & WIOA)
 - ii. Reentry & Opioid Impacted (Prep, Pathways & Opioid)
 - iii. Strategic Focus (Quest, Ag)
9. Financial Review (2 page) (Wil & Melody)
 - a. One-page balance / summary
 - b. Bubble chart / breakdown
10. BHAG Plan Overview (1 page) (Megan & Wes)
 - a. Summary of major goals, objectives, general timeline

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

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

201 5th Ave SW Suite 401 Olympia, WA 98501 | www.pacmtn.org

Elected Official Consortium Meeting Minutes

Thursday, March 28, 2024

1:00p – 3:00p



PacMtn WDC Offices & Online via Microsoft Teams

Elected Officials Attendees: Commissioner Sharon Trask, Commissioner Kevin Pine, Commissioner Carlina Mejia

Board Members: Michael Cade

Staff: William Westmoreland, Wil Yeager, Arissa De Lima, Christina Gorman, Dan Cooling,

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 Pine motioned to Approve the Agenda as presented. Commissioner Mejia seconded. Motion Carries.*
- c. Chair Comments - Commissioner Trask did not have any Chair comments at this time.
- d. CEO Report – William reviewed highlights items of the CEO report that will be posted to the website in the next day. The full report can be found on our website pacmtn.org.

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- a. Action Item: Motion to Approve 11/30/23 Consortium Meeting Minutes
- b. Action Item: Motion to Approve 2/22/24 Consortium Board Retreat Meeting Minutes
 - o *Commissioner Brummer motioned to Approve. Seconded by Commissioner Pine. Motion Carries*

III. Action or Discussion Items

- a. Discussion Item: Integrated Service Delivery Model
William led this discussion. He reviewed the outline of the 2 year budget, staffing and scope – Convening System Partners, Defining a Prosperity Model, Launching the System and Sustaining. Additionally, he reviewed core intentions, primary stakeholders and key dates during this model timeframe.

There were no questions from the Consortium. Commissioner Mejia shared that she appreciated the model and the purpose of shared resources.

- b. Discussion and Action Item: Reappointment of Board Member Terms
Arissa De Lima led the discussion. She discussed the two Board Members Terms and that these reappointments were reviewed by the full WDC Board during the 1/25/2024 Board Meeting with a Recommendation of Do Pass.
 - i. Action Item: Motion to Approve Reappointment of Board of Directors Terms as Presented
 - 1. Alissa Shay, Port of Grays Harbor, Grays Harbor Representative, 3 year term - Expiring June 30, 2026
 - 2. Michael Cade, Thurston County Economic Development Council, Thurston County Representative, 3-year term – Expiring June 30, 2026
 - o *Commissioner Mejia motioned to Approve and Reappointment of Board of Directors Terms. Commissioner Pine seconded. Motion Carries.*

There were no questions.

William reviewed that the Local Plan approval includes a recertification of PacMtn as a workforce board; One item that is view is the Board makeup and vacancies. He reviewed the current vacancies with the Consortium. The Consortium members agreed on their support in recruitment of the County Representative vacancies.

Commissioner Pine queried on the overall process in being appointed to the Board of Directors. Arissa explained the process and informed the Consortium that a follow up email with the process will be sent.

- c. Discussion and Action: Operating Practices Pacific Mountain Workforce Consortium 2024 Amendment
 - i. Action Item: Motion to Approve and Adopt the Operating Practices of the Pacific Mountain Workforce Consortium 2024 Amendment as Presented
Arissa led this discussion. She reviewed that during the 11/30/23 Consortium Meeting, it was voted on to update and amend the Operating Practices to identify the election process and term of the Consortium Chair.
 - o *Commissioner Pine motioned to Approve the Operating Practices Pacific Mountain Workforce Consortium 2024 Amendment. Commissioner Mejia seconded. Motion Carries.*

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

- Wil and William shared a brief overview of funding resources for PY24 expected to be reviewed in April's Budget Workshop

Meeting adjourned at 2:22p

Submitted by: Arissa De Lima, WDC Board Secretary

2024 Consortium Members

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

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**PacMtn WDC Board of Directors &
PacMtn Workforce Consortium Joint Meeting
PacMtn Budget Workshop**

Meeting Minutes

April 25, 2024 | 2:00p

Lacey Community Center & Online via Microsoft Teams

Attendees:

Board Members: Michael Cade, Dr. Lorie Thompson, Christina Riley, Alissa Shay, Richard DeBolt, PeterLahmann, Derek Epps, Angela White, David Schaffert, Joe Vansyckle (Nominee), Cheryl Heywood, Tricia Wiltse

Consortium Members: Commissioner Sharon Trask, Commissioner Patrick Jerry Doyle, Commissioner Carolina Mejia, Commissioner Sean Swope

PacMtn Staff: William Westmoreland, Wil Yeager, Arissa De Lima, Megan Fiess, Dan Cooling, Christina Gorman, Aaron Pentland, Wes Smith, Erin Ward, Kellie Hale, Jeannie House, Craig Clark, Marco Hernandez, Orinda Goddard, Leon Ross

Guests: Jason Hosenev, Andrew Garate, Heather Leach, Ariel Finrock

I. Welcome & Leadership Reports

- a. Welcome & Self Introductions – Sharon Trask Called the Meeting to order at 2:08p.
- b. Establish Quorum & Review Today's Agenda – Quorum was established at this time for the Consortium. The WDC Board did not establish Quorum at this time.

Consortium Discussion and Action Item: Reappointment of Board Member Term and Nomination of Board Member

Action Item: Motion to Approve Reappointment of Board Member's Term

- Cheryl Heywood, Timberland Regional Library, Executive Director, 3-year term – Expiring June 30, 2026

Commissioner Swope queried on the application for Reappointment of Cheryl Heywood's Board Term. Arissa De Lima explained that Cheryl's term has expired and PacMtn is in the process of updating Board Terms as discussed in previous Board and Consortium Meetings.

Commissioner Swope voiced concern in failed efforts in setting up meetings on Non-Board discussion with Cheryl Heywood.

With no motion, Commissioner Trask tabled this item and moved to the next Action Item.

Action Item: Motion to Approve Nominee

- Joe Vansyckle, Employment Security Department, Southwest Coastal region Director, 3-year term – Expiring June 30, 2026

Commissioner Trask lead this discussion. Joe Vansyckle provided an introduction to the Board.

Commissioner Swope Motioned to Approve Joe Vansyckle. Commissioner Doyle was unavailable for a second.



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Commissioner Trask has moved this item further down the Agenda in agreement with Commissioner Swope.

Michael Cade called the WDC Board Meeting to order at 2:22p and quorum was established. Introductions were made.

- c. Board Chair Comments – Michael Cade showed his appreciation for all in attendance. He reflected on his time with PacMtn at the NAWB conference in March. He recommends for Board members to attend the conference for continued learning and networking.
- d. CEO Report – William Westmoreland reviewed highlights from his CEO Report. Full report can be found on the PacMtn website at www.pacmtn.org.

II. Action: Consent Agenda

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- a. **Action Item:** Motion to Approve 02/22/2024 Board Minutes
 - i. *Peter Lahmann motioned to Approve items in the Consent Agenda as presented. Alissa Shay seconded. Motion Carries.*

III. Action Item & Discussion

- a. **Discussion Item:** Request to Approve Funding Awards

Kellie Hale led this discussion. She provided the board with the background including the RFP/RFQ process and awardee.

 - i. Action Item: Motion to Approve the Funding Awarded to the Capital STEM Alliance

Alissa Shay Motioned to Approve the Funding Awarded to the Capital STEM Alliance. Dr. Lorie Thompson and Christina Riley Abstained from the vote. Cheryl Heywood seconded. Motion Carries.
 - ii. Action Item: Motion to Approve the Funding Awarded to the Thurston County Chamber of Commerce

Alissa Shay Motioned to Approve the Funding Awarded to the Capital STEM Alliance. David Schaffert Abstained from the vote. Peter Lahmann seconded. Motion Carries.
 - iii. Action Item: Motion to Approve the Funding Awarded to the Thurston Economic Development Council



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Alissa Shay Motioned to Approve the Funding Awarded to the Capital STEM Alliance. Michael Cade Abstained from the vote. David Schaffert seconded. Motion Carries.

There were no questions on this item.

b. **Discussion and Action Item:** Reappointment of Board Member Term and Nomination of Board Member

i. **Action Item:** Motion to Approve Reappointment of Board Member's Term

- Cheryl Heywood, Timberland Regional Library, Executive Director, 3-year term – Expiring June 30, 2026

WDC Board – Dr. Lorie Thompson Motioned to Approve the Reappointment of Board Member's Term. Cheryl Heywood Abstained from the vote. David Schaffert seconded. Motion Carries.

Consortium – Commissioner Doyle Motioned to Approve the Reappointment of Board Member's Term. Commissioner Mejia seconded. Commissioner Swope Opposed. In favor of Ayes, Motion Carries.

ii. **Action Item:** Motion to Approve Nominee

- Joe Vansyckle, Employment Security Department, Southwest Coastal Region Director, 3-year Term – Expiring June 30, 2026

WDC Board – Peter Lahmann Motioned to Approve the Appointment of Board Member. David Schaffert seconded. Motion Carries.

Consortium – Commissioner Swope Motioned to Approve the Appointment of Board Member. Commissioner Mejia seconded. Motion Carries.

IV. Fiscal Items:

a. **Discussion and Action Item:** PY23 Budget Modification

Wil led this discussion with the Board. He reviewed the included Memorandum and charts.

Commissioner Swope queried on the service providers for the Pathways grant. Dan Cooling provided general information on the program and the organization of the current provider.

Action Item: Motion to Approve PY23 Budget Modification and Recommend Do Pass to the Consortium



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WDC Board – *Angela White Motioned to Approve the PY23 Budget Modification. Christina Riley seconded. Motion Carries.*

Consortium – *Commissioner Swope Motioned to Approve the PY23 Budget Modification. Commissioner Mejia seconded. Motion Carries.*

- b. **Discussion Item:** PY24 Preliminary Budget Discussion
 Wil led the discussion with the Board. He stated that the PY24 Budget will be available for review at the June Board meeting. See attached PY24 Preliminary Budget Discussion document for feedback.

V. Executive Session.

There has been NO Executive Session Requested at this time.

VI. Committee & Task Force Updates

- a. Michael announced that a one page handout has been provided that provides explanation on each Committees current work.

VII. Good of the Order & Announcements

Cheryl Heywood announced that the Nisqually Indian Tribe had 900 of their employees sign up for library cards to assist with training and development. Nisqually also donated 30 tablets & 30 laptops to TRL for use in their Anywhere Library.

Peter Lahmann shared a ceremony will be Held on Thursday in Dupont to honor a WWII veteran.

Michael announced that a year ago an Economic Develop District was created to include Thurston, Mason, Grays Harbor and Pacific counties. They are currently working on their Community Economic Development Strategies. Once this is approved, he will bring it to the WDC Board for awareness.

No further Good of the Order or Announcements.

Meeting adjourned at 4:04p

Submitted by: Arissa De Lima, WDC Board Secretary

2024-2025 WDC Board Members

Name	Employed by/Serving	Represents
1. Michael Cade <i>Chairperson</i>	Thurston County EDC	Business: Economic Development <i>Committee Assignment: EFC, BaSE</i>
2. Dr. Lorie Thompson	Capital STEM Alliance	K-12 Education



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Vice-Chairperson		Committee Assignment: EFC
3. Christina Riley Secretary/Treasurer	Labor and Apprenticeship Representative	Labor-Apprenticeship Committee Assignment: EFC, Priority Populations
<i>Grays Harbor County Representatives</i>		
4. Alissa Shay Previous Chair	Port of Grays Harbor	Business: Logistics Cross Sector Committee Assignment: EFC
5. Vacant		
6. Vacant		
<i>Lewis County Representatives</i>		
7. Richard DeBolt	Lewis County EDC	Business: Economic Development Committee Assignment: BaSE
8. Peter Lahmann	Port Commissioner	Business: Economic Development Committee Assignment: One-Stop, Priority Populations
9. Vacant		
<i>Mason County Representatives</i>		
10. Jacquelin Earley	Sierra Pacific Industries	Business: Wood Products Manufacturing Committee Assignment: EFC, BaSE
11. Derek Epps	Seattle Shellfish	Business: Aquaculture/ Food Production Committee Assignment: EFC
12. Vacant		
<i>Pacific County Representatives</i>		
13. Sue Yirku	Pacific County EDC	Business: Economic Development Committee Assignment: BaSE
14. Jeanne Brooks	Azure Strategy	Business: Private Sector Committee Assignment:
15. Jovon Vaughn	Willapa Harbor Chamber	Business: Private Sector Enterprise Committee Assignment:
<i>Thurston County Representatives</i>		
16. Angela White	Olympia Master Builders	Business: Construction Trades Committee Assignment: BaSE
17. David Schaffert	Thurston County Chamber	Business: Private Sector Enterprise Committee Assignment: EFC, BaSE
<i>Regional Representatives</i>		
18. Jonathan Pleger	Morningside	CBO/Serves Disabled Populations Committee Assignment: EFC,



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		<i>Priority Populations</i>
19. Clint Bryson	IBEW Local 76	Labor Organization Committee Assignment:
20. Joe Vansyckle	Employment Security Department	Wagner Peyser Employment Service Committee Assignment:
21. Cheryl Heywood	Timberland Regional Library	CBO/Serves All Populations Committee Assignment: EFC, One-Stop, ABEL
22. Vacant		Basic Education Acquisition (BedA) Committee Assignment:
23. Dr. Carli Schiffner	Grays Harbor College	Post-Secondary Higher Education Committee Assignment:

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PY24 Preliminary Budget Discussions

Understanding through Q&A

April 25, 2024

Budget Overview

Q: What is the budget planning schedule?

A:
An annual Budget Workshop is scheduled to provide Board members with the opportunity to engage in discussions regarding the upcoming budget. This year, the workshop is scheduled for April 25th. Rather than focusing solely on budget numbers, the workshop will prioritize critical considerations and financial priorities for the PacMtn budget.

Preparation of the budget will necessitate the Board's involvement in deliberating potential funding priorities and desired outcomes for the region. These discussions will contribute to the development of the Preliminary Final budget, which will be reviewed by the Executive-Finance Committee on June 13th. Many of the considerations discussed are recommendations stemming from the prior year as well as new insights from this year.

Following the Executive-Finance Committee's review, the Board will convene to review and approve the Preliminary Budget on June 20th. Subsequently, the Preliminary Budget will be presented to the Elected Official Consortium during their meeting on June 27th.

The Final PY24 budget will be officially adopted in November, after reconciling all revenues and final carry-in numbers.

Feedback/Comments/Questions: No Comments from the Board

Q: How do our projected revenues compare to last year?

A-1: We do not have final **federal formula allocations** for the state of Washington, but we have numbers for planning purposes. Below are the anticipated planning numbers for the state and PacMtn's portion for planning. Year to year a 520K increase for our region:

	PY24 State Allocation	PY24 Estimate PacMtn	PY23 PacMtn Amount
Youth	22,783,132	1,716,762	1,316,953
Adult	21,844,797	1,736,109	1,319,800
Dislocated Worker	19,743,634	1,047,106	1,343,409

With these statewide allocations PacMtn anticipates our Youth, Adult, and DW local portions to allocated higher than before.

	<p>*numbers include Administration Cost Pool (ACP)</p>
	<p>A-2: Thurston County Jail - Funding will continue, we will be asking for an increase in funding per section 5a to allow for up to a 3% increase.</p> <p>A-3: Pathways Home 3 – Funding activity continues in PY24 and PY25. We anticipated having spent approximately 260k in PY23 leaving a balance of 1M for PY24 and 25 of Which 165K is under contract.</p> <p>A-4: Opioid Disaster NDWG – Has approximately 200K that will carry into the PY24 program year.</p> <p>A-5: EcSA State and EcSA Federal – PacMtn will receive 560K in State non-federal funding and Federal funding of Approx 500K. State funding is set up to provide supportive services and case management for participants. The federal funds will be used to support a position with our contractor to address poverty reduction efforts.</p>
	<p>A-6: Ag Labor – From Thurston County ARPA funds. Awarded in PY22 for 500K PacMtn expects to have 100K carry into PY24 all for participant support, contract to end December.</p> <p>A-7: Quest – Received PY22 1.1M of which we expect 30K to carry into PY24 for final administration and reporting.</p> <p>A-8: Commerce Incentive Dollars – These are Community Reinvestment Plan dollars from the legislation passed in PY23. We received 790,547 as an original allotment for incentives with an influx of 2,054,930 in late April. The additional 2M is for additional incentives and for IDA’s. These funds will run through PY25. PacMtn needs to plan how these funds will be used between incentives and IDA’s.</p> <p>A-9: Commerce Business Service – Awarded PY23 1,348,158, we have gone to RFP and awarded funding we have anticipated spending of 208K for PY23 and 1.1M for PY24.</p> <p>A-9: PacMtn is in the process for applying or has applied and awaits next steps on several grants for this next program year:</p> <p style="padding-left: 40px;">Senator Patty Murry – \$1.3M to support WorkEx Military Transition work has been awarded. Anticipated use by December 2024.</p>

Feedback/Comments/Questions: No Comments from the Board

Q: How does the State allocate formula funds to each Workforce Development Area (WDA)?

A: The State, like the Feds, prepares **allotments of formula funds** based on unemployment and economic data provided by the Department of Labor. Three factors are used in the calculation:

Adult & Youth calculations:

- Relative share of total unemployed in Areas of Substantial Unemployment (Youth & Adult)
- Relative share of excess unemployed (unemployment in excess of 4.5%)
- Relative share of economically disadvantaged (Youth and Adult only)

Criteria weighted evenly for each factor.

Dislocated Worker calculations:

- Relative share of total unemployed
- Relative share of excess unemployed (unemployment in excess of 4.5%)
- Relative share of long term unemployed-unemployed 15 weeks or more

Excess unemployed weighted more heavily than the other factors, 1.5 versus 1

Hold Harmless-A local area may not receive less than 90% of the average allocation percentage for the 2 preceding fiscal years. Stop Gain-A local area may not receive more than 130% of the allotment given in the preceding 2 years as well.

PacMtn is accountable for regional service delivery. WIOA legislation strongly encourages and emphasizes regional planning, braiding, and leveraging partnership resources and a sector-based allocation of resources most likely to yield economic benefits for both individuals and the businesses that drive the local economy. Most grants PacMtn submits reflects activities and commitment to our 5-county *regional* economy vs. other geographic boundaries.

Feedback/Comments/Questions: No Comments from the Board

Staff Recommended New or Special Initiatives

Q: Are there specific actions, activities, or projects that are necessary to more strongly carry out PacMtn's Strategic Plan and or respond to current activities and conditions?

A-1: Youth Programming Support

Local Workforce Development Boards across the country are shifting away from a "one-size-fits-all" approach, which involves a single large contractor serving an entire region. Instead, they are transitioning towards a model of smaller contracts with specific outcomes. In light of challenges faced with our previous Youth Program Contract, PacMtn is embracing this approach.

In the latter part of PY23, PacMtn initiated a Request for Proposals (RFP) process to augment our capacity in identifying partners offering youth services in our region. After careful consideration,

	<p>PacMtn selected Capital STEM Alliance to spearhead asset mapping in our region in preparation for our upcoming Youth Services RFP in May 2024. The contract with Capital STEM Alliance will also provide additional support to organizations intending to respond to the RFP and offer technical assistance to awardees as they implement their proposals. The total value of the contract is \$22k, with the majority of expenses allocated to the PY24 budget.</p> <p>Additionally, PacMtn intends to recruit a Youth Program Manager to oversee these initiatives and bolster our team of programming staff. The estimated cost for this position, including salary and benefits, is approximately \$125K. The Youth Program Manager will report directly to our Chief Program Officer.</p>
	<p><i>Feedback/Comments/Questions: No Comments from the Board</i></p>
	<p>A-2: Community Engagement – Integrated Service Delivery</p> <p>In PY22, PacMtn adopted the Department of Labor's (DOL) best practice model known as One Workforce. However, at that time, we lacked the capacity and resources to convene partners and foster buy-in for the Integrated Service Delivery (ISD) model. Now, we recognize the importance of investing in and refining the details of the ISD model. The following key investments are proposed to drive this effort:</p> <ul style="list-style-type: none"> • Partner Convening and Facilitation Resource: Allocating \$90K for partner convening and facilitation. This resource will likely be secured through a signed contract, similar to our approach with local plan development. The contracted partner will act as a facilitator with the aim of driving outcomes. We are collaborating closely with Pierce County's Centers for Strong Families, which is based on an Anne E. Casey Foundation model. This effort is expected to take 20-24 months and yield the following outcomes: <ul style="list-style-type: none"> • Establishment of a centralized referral system akin to 211 or Unite Us • Confirmation of the model approach encompassing workforce, support resources, and financial planning • Strengthened resources for navigation, referrals, and outreach • Hiring a "Community Engagement" Director or C-Suite Executive: Budgeting \$120K-\$150K (including salary and benefits) to hire a Community Engagement director or C-suite executive to spearhead the project. • Grant Writing Capacity: Recognizing the need for additional resources to achieve desired outcomes, \$10K is allocated for grant writing capacity. <p>These investments are essential for advancing our ISD model and driving impactful outcomes in our community.</p> <ul style="list-style-type: none"> •
	<p><i>Feedback/Comments/Questions: No Comments from the Board</i></p>
	<p>A-3: Design Services – Office Space</p> <p>Upon securing our new office location, it became apparent that remodeling the space would be necessary. Key considerations include configuring meeting spaces and technology infrastructure, accommodating additional staff, and updating office systems and décor. To address these needs, we plan to initiate a Request for Proposal (RFP) process to engage a space planner. The selected planner</p>

	will assist in identifying potential projects to enhance the space, enabling us to gain a clearer understanding of renovation costs. Subsequently, we plan to issue an RFP or a series of RFPs over time to execute the necessary improvements and make the space more effective. We have allocated \$15K in our budget to support this effort.
	<i>Feedback/Comments/Questions: No Comments from the Board</i>

Unique Programming and Partnerships

Q: What changes are proposed for programming and partnerships.

	<p>A1: Sector Strategies There is significant work ahead in our region regarding Sector Strategies. A sector strategy entails a partnership among multiple employers within a vital industry, bringing together education, economic development, workforce systems, and community organizations to collectively address the workforce needs of that industry within a regional labor market. To drive this effort in PY24, we propose the following key investments:</p> <ul style="list-style-type: none"> • Fill the vacant Director of Business and Sector Engagement position (\$135k salary and benefits). • Convening Capacity: Similar to our approach with the 4-year local plan, PacMtn requires additional capacity to convene the necessary partners (\$45K). • Marketing & Promotion: Allocate resources (\$15-\$20K) to promote our Top 30 occupations across the six sectors. • Future of Work Sponsorship: Allocate funds (\$15K) for a crucial convening of partners. • Business and Innovations Expo Sponsorship: Allocate funds (\$15K) for a significant gathering of employers. <p>These investments will bring much-needed attention to our Priority Sectors and the employment opportunities they offer in our region. They will play a pivotal role in achieving the targets outlined in our 4-year plan.</p>
	<p><i>Feedback/Comments/Questions:</i> Q1 – Peter L: <i>What are we (PacMtn) doing to ensure that our rural communities are getting paid competitive, sustainable wages?</i> A1 – William: <i>PacMtn conducts Cluster Studies and wage analysis in partnership with our BaSE Committee and the Thurston County Chamber.</i></p>

General Operations

Q: What changes are proposed in the Administrative Operations budget?

	<p>A-1: Accounting/HR/EO – Due to increased program-related and funding requirements, PacMtn has added additional staff to support Accounts Receivable (AR) and Accounts Payable (AP) work. Although we successfully reorganized our operations in the previous year (PY22) and reassigned HR responsibilities to our Chief of Staff, resulting in the elimination of a full-time HR staff position, we</p>
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	<p>recognize the need for additional focus in accounting to ensure compliance. Over the past year, we have also provided training to our Chief of Staff in EO-related responsibilities, and they now serve as our EO officer.</p> <p>Effective from Program Year 24 (PY24), Craig Clark, our previous EO officer and special projects staff member, who has been a valued and long-term employee at PacMtn, will be retiring. Despite these staffing changes, we anticipate that there will be no increase in costs associated with the additional Accounting staff.</p>
	<p><i>Feedback/Comments/Questions: No Comments from the Board</i></p>
	<p>A-2: Contract vs in-house IT service PacMtn has determined that the workload does not justify retaining a full-time IT position and will consequently transition to a contract model for IT support. It is estimated that contract support will incur costs of approximately \$60K – \$75K, which will replace the responsibilities of a full-time staff member earning \$115K with benefits. The resulting savings of \$40 - \$55K will be utilized to help cover the expenses associated with additional support personnel.</p>
	<p><i>Feedback/Comments/Questions: No Comments from the Board</i></p>
	<p>A-3: Staff Compensation: We propose a pay adjustment to mitigate the effects of inflation through a Cost of Living Adjustment (COLA) of 3%. The COLA and additional performance-based salary adjustments would result in an approximate gross pay increase of \$70K. Additionally, performance-based bonuses are estimated at approximately \$60K. These adjustments will be incorporated into the PY24 budget, which will encompass allocations for COLA, raises, and bonuses.</p>
	<p><i>Feedback/Comments/Questions: No Comments from the Board</i></p>
	<p>A-4: HR Consulting PacMtn will continue to contract additional HR capacity, largely focused on market competitiveness, staff surveys and salary evaluations. This supplemental information has been a key contributor to PacMtn’s improved “employ satisfaction” ratings. Contract value \$12K.</p>
	<p><i>Feedback/Comments/Questions: No Comments from the Board</i></p>
	<p>A-5: Deferred Compensation Plan vs. Cafeteria plan: After conducting thorough research on cafeteria plans, we discovered that the administrative costs associated with these plans were prohibitively high. The latest staff survey indicated that there wasn't significant interest across the organization for the added features.</p> <p>Instead, we opted to implement a program that offers an employer match to the Board-approved DCP</p>

	<p>state 457(b) savings plan, which has been met with enthusiasm. This budget includes a 100% match for the first 3% and 50% match for the next 4% for a total 5% match.</p> <p>Furthermore, as an organization, we remain committed to maintaining competitiveness. While we chose not to adopt a cafeteria plan, we actively promote employee training and support opportunities for continued growth, alongside providing recognition for achievements and completion of milestones.</p> <p>Budget impact is \$15K, but may grow as staff choose to increase their retirement savings.</p>
	<p><i>Feedback/Comments/Questions: No Comments from the Board</i></p>
	<p>A-6: LMI Capacity PacMtn will maintain the Labor Market Information supplemental contract. This contract, valued at \$25K, provides additional capacity for PacMtn and our partners to have the necessary “on-demand” LMI.</p>
	<p><i>Feedback/Comments/Questions: No Comments from the Board</i></p>
	<p>A-7: Outreach and Marketing In PY2023, PacMtn secured additional capacity in Marketing to increase our impact related to outreach. This investment was designed to increase awareness of our core work, sector strategies, and recruitment into occupations. As we gear up our recruitment efforts for the 30X30 and 2100 campaign, these additional resources will play a major role in reaching our target audiences. The following contracts will be renewed for PY 24:</p> <ul style="list-style-type: none"> • General Marketing \$48K, focused on website maintenance, social media calendaring, and printed material • Content and Strategy \$48K, focused on messaging and the overall strategies for PacMtn and Sector Strategies <p>These investments are key as we continue our journey to fully embrace the demand driven model.</p>
	<p><i>Feedback/Comments/Questions: No Comments from the Board</i></p>
	<p>A-8: Expansion of OJT and registered apprenticeships</p> <p>PacMtn has achieved noteworthy advancements in labor engagement, registered apprenticeships, and on-the-job training (OJT). With the launch of our new 4-year plan and the ambitious goal of placing 2100 individuals in high-wage, quality jobs, it becomes imperative to substantially broaden our training options. OJT and apprenticeships stand out as the most effective means to support this target.</p> <p>To this end, PacMtn remains committed to investing in additional capacity to foster connections with labor and employers, facilitating expanded access throughout the region. The contract value for this</p>

	endeavor is estimated to be approximately \$24K .
	<i>Feedback/Comments/Questions: No Comments from the Board</i>
	A-9: Expansion of Launchpad As we continue our push to the Demand-Driven model, Launchpad CRM is playing a key role in accomplishing the service strategy for both employers and job seekers. License renewal (\$60K) and continued development (\$30K) are include in PY24 budget.
	<i>Feedback/Comments/Questions: No Comments from the Board</i>
Q: Are there any changes to the Unrestricted Funds budget?	
	PacMtn requests \$15,000 to support local projects to provide k12 students resources for school such as backpacks, etc. This amount is typical for efforts we've done in the past.
	<i>Feedback/Comments/Questions: No Comments from the Board</i>

Specific Board Query and Strategic Directions

Other Feedback/Comments/Questions:

Q1 – When should we expect a final budget?

A1- June Board's meeting will have the PY24 Budget.



MEMORANDUM

To: PacMtn Consortium

Date: June 27, 2024

Subject: PacMtn Board of Directors Terms and Vacancies

On June 20, 2024, the Workforce Training and Educations Coordination Board approved PacMtn's 4-year local plan which included board certification. While we have not been officially notified on the certification, we did receive feedback from the staff that they were concerned about long-term vacancies. We also expect to have feedback, though not a finding, from our annual monitoring regarding the vacancies.

As of this date, the following seats are open:

- Grays Harbor County: 2 employer seats
 - We have one nomination, Stacie Vaughan of Vaughan Pump, we're working through the paperwork and should have it ready soon.
 - The GGHI director should be announced soon and we'll get the paperwork processed ASAP
- Lewis: 1 employer vacancy, 1 expired term
 - Richard DeBolt's term is expired (6/30/2023), needs nomination letter to renew
 - The other seat has been vacant for nearly a year
- Mason County: 1 employer vacancy traditionally filled by the EDC director
 - William and Kevin Shutty met recently, he is interested in filling the seat, paperwork to follow soon.
 - Derek Epps' seat is expired (6/30/2023), needs a nomination letter to renew
- Regional Basic Education: This seat has been vacant for some time, however Dr. Carli Schiffner is working with all of the college presidents to get PacMtn a nomination soon

Next Steps

Our ask today, is that we collectively work together to drive the process for these nominations so that we have nominations in front of the board at the 2024 Fall Board Retreat this September. This may be challenging as all but the regional nomination will need to be scheduled for action at an upcoming commission meeting in the respective counties. Arissa De Lima will follow up with each of you to move the process forward.

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

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

201 5th Ave SW Suite 401 Olympia, WA 98501 | www.pacmtn.org



MEMORANDUM

To: PacMtn Executive Finance Committee Members

From: William Westmoreland, CEO
Wil Yeager, CFO

Date: June 13th 2024

Subject: PY24 Preliminary Budget

The PY24 Preliminary Budget begins services for the **Program Year (PY) beginning July 1, 2024, through June 30, 2025**. The attached budget documents offer a summary of the budget expected to provide needed services for the upcoming year. This version of the budget provides us with a starting point for an operational budget to begin the new program year. We do not have actual grant award amounts or final determinations of carry-in funding, so revenue and expenses are based on estimates and assumptions. Some new projects are not yet fully determined or structured, so funding is earmarked with details to be developed at a later date.

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 **PY24 is \$14,814,683**. This is a **\$1.2M Decrease** from PY23 final MOD budget. Additionally, expenses are expected to exceed **PY23 Final Budget Mod by \$162K**.

There reason for the decrease in funding is the sunsetting of funding streams that ended in PY23 in the amount of **2.6M**. However, unused program funding and grants that continue into PY24 have kept us in a competitive position. While we begin the PY24 program year lower than the final PY23 budget, we are **4M** dollars higher than where we started PY23.

Things to know about our revenue:



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1. WIOA formula funding to Washington State, the Governor released his discretionary dollars and sent them out to the State Work Force Boards (WDB's), additionally PacMtn received a larger allocation of funding this year under the Federal Formula Calculation in the amount of **908K** dollars over last year.
2. **7.5M** in funding carries over from the prior year and
3. PacMtn has continued to aggressively pursue additional funding to support the needs in our communities.

New Grants: Revenue Changes

WIOA Formula funding – PacMtn received a **\$908K** increase in funding and we are estimating carryforward dollars from PY23 unspent of **1.7M** which brings our total WIOA preliminary budget to **\$6.6M**.

Economic Security for All funds (EcSA) FEDERAL funding in the amount of **(\$449,103+)**, these funds **ARE** WIOA formula funds, and are designed to serve participants below 200% of the FPL and eligibility and fund use must follow WIOA rules.

We received two allotments of funding PY23 and PY24 funds.

Continuing Specialty Grants Fund Work

Economic Security for All funds (EcSA) STATE Above and Below 200% - in the amount of **(\$686,468+)**, these are state funds and less restrictive in their use compared to WIOA. Much of this funding will flow directly to participant investments. These funds are designed to serve participants that are working on self-sufficiency. Self Sufficiency is defined as attainment of 100% of their Income Adequacy Goal as established through use of the UW Self-Sufficiency Calculator.

Economic Security for All funds (EcSA) STATE Business Navigators - in the amount of **(\$108,333)**. These state funds are used to increase business navigator staff to support industry recovery and growth. The goal is to increase employer access to talent being developed in the WorkSource system, increase on the job training (OJT) and apprenticeships, and to expand career pathways options across the state.



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Community reinvestment funding – Carried forward in PY24 in the amount of **(\$2,500,000+)** for incentives and **(\$1,200,000+)** business services. 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 was originally awarded in late PY23 **\$3,019,354** for incentive payments and **\$1,348,158** in funding to support business services.

Military Transition – Community Project Grant – PacMtn was awarded **\$1.5M** dollars to be used to support efforts working with the Military through our WorkEx Program. This funding, while included in the revenue forecast, will not be available for programing until approximately January of 2024. We will program expenses associated with the funding on the next available budget for the board.

QUEST DWG – Adjusted funds carried forward from PY24 in the amount of **(\$45,000)**. This is the best estimate as we work with the community projects that received this funding to complete their contracts.

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.

PacMtn Originally awarded 3 applications for use of the funds.

Opioid Disaster NDWG – Adjusted funds carried forward from PY23 in the amount of **(\$207,000)**.



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This is a continuation of a grant that will need to be completed by September of 2024. We are working on conducting several training cohorts in the follow areas: Broadband Boring, HCA Training, and OJT Placement.

Ag Labor – Adjust funds carried forward from PY23 in the amount of **(\$320,162)**. 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.

\$310,000 of the budget is to be spent on OJT contracts with employers to cost reimburse them for employees working in this sector.

Pathway Home (3) – Adjusted funds carried forward from PY23 in the amount of **(\$1,003,626)**.

We are in the third 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.

Prep Program – Funds in the amount of **(\$127,547.50)**, this contract continues for another 5-year grant.

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.

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	45.0%
Competitive Grants DOL Grants	21.9%



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State EcSA	5.4%
Department of Commerce (Including poverty reduction funding)	24.7%
Other Misc. Grants	3.0%

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 27.7% of total planned expenditures. Even though we are requesting an increase in staff costs for a COLA and performance increases and bonuses for staff we have lowered our administration from 32.2%.

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

	(FTE) Total	Direct Services	Administrative
PY24	23	3	20
PY23	23	3	20
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. At the end of PY23 PacMtn increase staffing to support both programming and administrative work for the organization. This staffing includes an IT position that will end in August.



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2. PacMtn Proposes a COLA of 3%, or 47K, merit 25K, and budget bonuses for end of year approximately 54K.

Critical Investments: New or Continuing

- **PacMtn One-Stop Operator and Operations-- \$150K.** PacMtn's One Stop Operator cost 150K. Under the IFA PacMtn is able to bill partners for 60K of the costs, lowering the total costs to 90K.
- Additionally there is **10K** budgeted to support professional development to continue the expansion of integrated service delivery of the 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 PY24 Preliminary Budget, as presented or revised by the Executive Finance Committee.
- Directs staff to make final preparations for the full Board Discussion June 20, 2024 and the Consortium review and vote June 27, 2024.



PY 24 Revenues - \$14,814,082

WIOA Formula Grants
\$6,667,036

Admin Cost Pool
\$760,357

Adult \$2,040,191

Dislocated Worker
\$1,91,200

Youth \$2,175,288

45.0%

WIOA Competitive Grants
\$3,248,967

Opioid Disaster
\$207,000

Pathways Home
\$1,003,626

Quest DWG
\$45,736

Economic Security for All
Fed \$449,147

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

21.9%

State EcSA \$794,801

Economic Security for All
\$686,468 Self Sufficient

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

5.4%

Dept of Commerce Grants
\$3,656,169

EcSA- Participant
2,507,354

EcSA - Business Ser-
vices 1,148,815

24.7%

Other, State, Local Funding
\$447,109

Thurston County
Jail - \$126,947

Ag Labor -
\$320,163

3.0%

PY 24 Expenses - \$11,944,553

Direct Participant Services

- Adult/DW/Youth
- Community Youth

\$6,021,533

- Commerce Partici-
pant Services

50.4%

Business Solutions

- Business Services
- Military Transition

\$2,050,000

- Commerce Sector En-
gagement

17.2%

Special Impact Projects

- Commerce Regional By
and For partner Develop-
ment

\$310,000

- Quest Contracts

2.6%

Misc. Contracts

- Youth
- Sector Facilitation
- 2100

\$260,000

- Commerce Regional
Engagement

2.2%

Administrative Services

- Admin Office Operations
- Media Story Teller

\$3,303,019

- System Partner facili-
ties rent

27.7%

Pacific Mountain Workforce Development Council
Program Year 2024
July 1, 2024 - June 30, 2025
Preliminary Budget



	Direct Participant Services	Business Services & Solutions	Special Impact Projects	Misc. Contracts & Projects	Administrative Services	Total
Budgeted Revenues:						
<u>Workforce Innovation and Opportunity Act (WIOA) Formula Grants</u>						
WIOA Admin Cost Pool (ACP)	-	-	-	-	760,357.14	760,357.14
WIOA Adult	840,000.00	350,000.00	-	75,000.00	775,190.74	2,040,190.74
WIOA Dislocated Worker	430,000.00	450,000.00	-	75,000.00	736,200.41	1,691,200.41
WIOA Youth	805,000.00	400,000.00	-	100,000.00	870,287.61	2,175,287.61
<i>Subtotal</i>	2,075,000.00	1,200,000.00	-	250,000.00	3,142,035.91	6,667,035.91
<u>Competitive DOL/WIOA Grants</u>						
Opioid Disaster NDWG (03/01/2022-09/30/23) 2nd Half	187,000.00	-	-	-	20,000.00	207,000.00
Pathway Home (07/01/22-12/31/2025)	715,295.00	-	-	-	288,331.31	1,003,626.31
Quest DWG (10/01/22-09/30/24)	-	-	10,000.00	-	35,736.53	45,736.53
Economic Security for All (EcSA) Federal PY22	22,000.00	-	-	-	21,500.00	43,500.00
Economic Security for All (EcSA) Federal PY23	99,000.00	-	-	-	128,108.00	227,108.00
Economic Security for All (EcSA) Federal PY24	125,000.00	-	-	-	96,995.73	221,995.73
Military Transition - Community Project Grant	954,000.00	-	-	-	546,000.00	1,500,000.00
<i>Subtotal</i>	2,102,295.00	-	10,000.00	-	1,136,671.57	3,248,966.57
<u>State EcSA</u>						
Economic Security for All (EcSA)	466,468.00	-	-	-	220,000.00	686,468.00
Economic Security for All (EcSA) State Business Nav	-	-	-	-	108,333.00	108,333.00
<i>Subtotal</i>	466,468.00	-	-	-	328,333.00	794,801.00
<u>Department of Commerce Grants</u>						
Community Development Block Grant (CDBG)	-	-	-	-	-	-
Commerce EcSA - Participant Services	-	-	-	-	-	-
In House Commerce Incentives	1,949,000.00	-	300,000.00	-	258,354.00	2,507,354.00
Commerce EcSA - Sector Engagement	-	850,000.00	-	-	298,815.44	1,148,815.44
<i>Subtotal</i>	1,949,000.00	850,000.00	300,000.00	-	557,169.44	3,656,169.44
<u>Other Grants</u>						
Thurston Job Champions Network (Ends 10/31/23)	-	-	-	-	-	-
City of Olympia Journey to Jobs (Ends 12/31/23)	-	-	-	-	-	-
Thurston County Jail Program	126,946.82	-	-	-	-	126,946.82
Boeing	-	-	-	-	-	-
TST Community Grant (Ends 12/31/2023)	-	-	-	-	-	-
Lift (Lightweight Innovations for Tomorrow) (05/01/2022 - 09/30/2023)	-	-	-	-	-	-
Ag Labor (02/14/2023-12/31/2024)	310,000.00	-	-	-	10,162.82	320,162.82
<i>Subtotal</i>	436,946.82	-	-	-	10,162.82	447,109.64
Total Revenue	7,029,709.82	2,050,000.00	310,000.00	250,000.00	5,174,372.74	14,814,082.56

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>	800,000.00	-	-	-	-	800,000.00
<i>Dislocated Worker</i>	400,000.00	-	-	-	-	400,000.00
<i>Youth</i>	100,000.00	-	-	25,000.00	-	125,000.00
<i>Community Youth Projects</i>	675,000.00	-	-	-	-	675,000.00
<i>Youth Training and internships</i>	-	-	-	-	-	-
<i>Incumbent Worker Training</i>	-	-	-	-	-	-
<i>Business Services / Including Military Transition</i>	-	1,200,000.00	-	-	-	1,200,000.00
<i>Apprentice Connections</i>	-	-	-	-	-	-
<i>Sector Facilitation/Media/Web Support</i>	-	-	-	225,000.00	-	225,000.00
<i>One Stop Operator / Professional Development</i>	90,000.00	-	-	10,000.00	-	100,000.00
<i>Subtotal</i>	2,065,000.00	1,200,000.00	-	260,000.00	-	3,525,000.00
Competitive DOL / WIOA Grants						
<i>Opioid Disaster NDWG (03/01/2022-09/30/23) 2nd Half</i>	187,000.00	-	-	-	-	187,000.00
<i>Pathway Home (07/01/22-12/31/2025)</i>	671,118.58	-	-	-	-	671,118.58
<i>Quest DWG (10/01/22-09/30/24)</i>	-	-	10,000.00	-	-	10,000.00
<i>Economic Security for All (EcSA) Federal PY22</i>	22,000.00	-	-	-	-	22,000.00
<i>Economic Security for All (EcSA) Federal PY23</i>	99,000.00	-	-	-	-	99,000.00
<i>Economic Security for All (EcSA) Federal PY24</i>	125,000.00	-	-	-	-	125,000.00
<i>Military Transition - Community Project Grant</i>	-	-	-	-	-	-
<i>Subtotal</i>	1,104,118.58	-	10,000.00	-	-	1,114,118.58
State EcSA						
<i>Economic Security for All (EcSA)</i>	466,468.00	-	-	-	-	466,468.00
<i>Economic Security for All (EcSA) State Business Nav</i>	-	-	-	-	-	-
<i>Subtotal</i>	466,468.00	-	-	-	-	466,468.00
Department of Commerce Grants						
<i>Community Development Block Grant (CDBG)</i>	-	-	-	-	-	-
<i>Commerce EcSA - Participant Services</i>	1,949,000.00	-	300,000.00	-	-	2,249,000.00
<i>Commerce EcSA - Sector Engagement</i>	-	850,000.00	-	-	-	850,000.00
<i>Subtotal</i>	1,949,000.00	850,000.00	300,000.00	-	-	3,099,000.00
Other Grants						
<i>Thurston Job Champions Network (Ends 10/31/23)</i>	-	-	-	-	-	-
<i>City of Olympia Journey to Jobs (Ends 12/31/23)</i>	-	-	-	-	-	-
<i>Thurston County Jail Program</i>	126,946.82	-	-	-	-	126,946.82
<i>Boeing</i>	-	-	-	-	-	-
<i>TST Community Grant (Ends 12/31/2023)</i>	-	-	-	-	-	-
<i>Lift (Lightweight Innovations for Tomorrow) (05/01/2022 - 09/30/2023)</i>	-	-	-	-	-	-
<i>Ag Labor (02/14/2023-12/31/2024)</i>	310,000.00	-	-	-	-	310,000.00
<i>Subtotal</i>	436,946.82	-	-	-	-	436,946.82
Program Expense Total	6,021,533.41	2,050,000.00	310,000.00	260,000.00	-	8,641,533.41

	Direct Participant Services	Business Services & Solutions	Special Impact Projects	Misc. Contracts & Projects	Administrative Services	Total
Administrative Services						
Administrative Office Operations						
Salaries					1,653,981.25	1,653,981.25
Benefits					690,135.51	690,135.51
Travel & Training					140,052.51	140,052.51
Professional Services					317,616.51	317,616.51
Facilities					202,545.64	202,545.64
Supplies & Communications					42,796.00	42,796.00
Equip/Maintenance/Rentals					7,500.00	7,500.00
Depreciation					-	-
Insurance					11,161.99	11,161.99
Memberships					18,730.00	18,730.00
Misc.					108,000.00	108,000.00
Admin Office Subtotal					3,192,519.41	3,192,519.41
Other Activities						
Sector Strategies and LMI					-	-
Local Plan					-	-
System Rent Support					60,000.00	60,000.00
Media					48,000.00	48,000.00
HR Consulting (Employee Retention)					2,500.00	2,500.00
Launch Pad Scope					-	-
Other Subtotal					110,500.00	110,500.00
One Stop Operator						
One Stop Operator Subtotal					-	-
Administrative Expense Total					3,303,019.41	3,303,019.41
Total Expenditures	6,021,533.41	2,050,000.00	310,000.00	260,000.00	3,303,019.41	11,944,552.82

<i>Admin Office Formula Carry Forward to PY25</i>						1,072,487
<i>Admin Office Carry Forward Ongoing Grants to PY25</i>						798,866
<i>Program Carry Forward Ongoing Grants to PY25</i>						998,176
Total Carry Forward to PY25						2,869,530

Pacific Mountain Workforce Development Council
Program Year 2024
July 1, 2024 - June 30, 2025
Preliminary Budget



	Direct Participant Services	Business Services & Solutions	Special Impact Projects	Misc. Contracts & Projects	Administrative Services	Total-PY24 Prelim	Total-PY23 MOD	Difference	Comments
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Budgeted Revenues:

Workforce Innovation and Opportunity Act (WIOA) Formula Grants

WIOA Admin Cost Pool (ACP)	-	-	-	-	760,357.14	760,357.14	542,906.97	217,450.17	Increase in PacMtn Funding
WIOA Adult	840,000.00	350,000.00	-	75,000.00	775,190.74	2,040,190.74	1,434,696.77	605,493.97	Increase in PacMtn Funding
WIOA Dislocated Worker	430,000.00	450,000.00	-	75,000.00	736,200.41	1,691,200.41	1,696,797.31	(5,596.90)	
WIOA Youth	805,000.00	400,000.00	-	100,000.00	870,287.61	2,175,287.61	1,692,127.18	483,160.43	Increase in PacMtn Funding
<i>Subtotal</i>	2,075,000.00	1,200,000.00	-	250,000.00	3,142,035.91	6,667,035.91	5,366,528.23	1,300,507.68	

Competitive DOL/WIOA Grants

Opioid Disaster NDWG (03/01/2022-09/30/23) 2nd Half	187,000.00	-	-	-	20,000.00	207,000.00	711,603.46	(504,603.46)	Program Ending
Pathway Home (07/01/22-12/31/2025)	715,295.00	-	-	-	288,331.31	1,003,626.31	594,916.00	408,710.31	Estimate to begin program year
Quest DWG (10/01/22-09/30/24)	-	-	10,000.00	-	35,736.53	45,736.53	979,478.53	(933,742.00)	Program Ending
Economic Security for All (EcSA) Federal PY22	22,000.00	-	-	-	21,500.00	43,500.00	354,945.00	(311,445.00)	Program Ending
Economic Security for All (EcSA) Federal PY23	99,000.00	-	-	-	128,108.00	227,108.00	-	227,108.00	New Program
Economic Security for All (EcSA) Federal PY24	125,000.00	-	-	-	96,995.73	221,995.73	-	221,995.73	New Program
Military Transition - Community Project Grant	954,000.00	-	-	-	546,000.00	1,500,000.00	1,500,000.00	-	
<i>Subtotal</i>	2,102,295.00	-	10,000.00	-	1,136,671.57	3,248,966.57	4,140,942.99	(891,976.42)	

State EcSA

Economic Security for All (EcSA)	466,468.00	-	-	-	220,000.00	686,468.00	593,651.00	92,817.00	Renewal of funding
Economic Security for All (EcSA) State Business Nav	-	-	-	-	108,333.00	108,333.00	108,333.00	-	Renewal of funding
<i>Subtotal</i>	466,468.00	-	-	-	328,333.00	794,801.00	701,984.00	92,817.00	

Department of Commerce Grants

Community Development Block Grant (CDBG)	-	-	-	-	-	-	164,777.86	(164,777.86)	Program Ended
Commerce EcSA - Participant Services	-	-	-	-	-	-	-	-	
In House Commerce Incentives	1,949,000.00	-	300,000.00	-	258,354.00	2,507,354.00	3,019,354.00	(512,000.00)	Funds spent in PY23 on Participants
Commerce EcSA - Sector Engagement	-	850,000.00	-	-	298,815.44	1,148,815.44	1,348,158.00	(199,342.56)	Business services funds spent
<i>Subtotal</i>	1,949,000.00	850,000.00	300,000.00	-	557,169.44	3,656,169.44	4,532,289.86	(876,120.42)	

Other Grants

Thurston Job Champions Network (Ends 10/31/23)	-	-	-	-	-	-	227,276.59	(227,276.59)	Program Ended
City of Olympia Journey to Jobs (Ends 12/31/23)	-	-	-	-	-	-	132,836.24	(132,836.24)	Program Ended
Thurston County Jail Program	126,946.82	-	-	-	-	126,946.82	196,778.82	(69,832.00)	Change in Accounting
Boeing	-	-	-	-	-	-	100,000.00	(100,000.00)	Did not compete for funds
TST Community Grant (Ends 12/31/2023)	-	-	-	-	-	-	71,041.23	(71,041.23)	Program Ended
Lift (Lightweight Innovations for Tomorrow) (05/01/2022 - 09/30/2023)	-	-	-	-	-	-	54,460.09	(54,460.09)	Program Ended
Ag Labor (02/14/2023-12/31/2024)	310,000.00	-	-	-	10,162.82	320,162.82	493,196.48	(173,033.66)	Amount spent in PY23
<i>Subtotal</i>	436,946.82	-	-	-	10,162.82	447,109.64	1,275,589.45	(828,479.81)	

Total Revenue	7,029,709.82	2,050,000.00	310,000.00	250,000.00	5,174,372.74	14,814,082.56	16,017,334.53	(1,203,251.97)	
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	Direct Participant Services	Business Services & Solutions	Special Impact Projects	Misc. Contracts & Projects	Administrative Services	Total-PY24 Prelim	Total-PY23 MOD	Difference	Comments
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Budgeted Expenditures:

Program Services	Direct Participant Services	Business Services & Solutions	Special Impact Projects	Misc. Contracts & Projects	Administrative Services	Total-PY24 Prelim	Total-PY23 MOD	Difference	
WIOA Formula									
<i>Contracted Programs: Adult</i>	800,000.00	-	-	-	-	800,000.00	575,000.00	225,000.00	
<i>Dislocated Worker</i>	400,000.00	-	-	-	-	400,000.00	425,000.00	(25,000.00)	
<i>Youth</i>	100,000.00	-	-	25,000.00	-	125,000.00	825,000.00	(700,000.00)	Moving Funds from Contractor to community
<i>Community Youth Projects</i>	675,000.00	-	-	-	-	675,000.00	-	675,000.00	Community Youth Funding
<i>Youth Training and Internships</i>	-	-	-	-	-	-	30,000.00	(30,000.00)	Project ended
<i>Incumbent Worker Training</i>	-	-	-	-	-	-	100,000.00	(100,000.00)	Project ended
<i>Business Services / Including Military Transition</i>	-	1,200,000.00	-	-	-	1,200,000.00	599,759.00	600,241.00	Investing in Project 2100
<i>Apprentice Connections</i>	-	-	-	-	-	-	15,000.00	(15,000.00)	
<i>Sector Facilitation/Media/Web Support</i>	-	-	-	225,000.00	-	225,000.00	4,194.00	220,806.00	Sector Convening
<i>One Stop Operator / Professional Development</i>	90,000.00	-	-	10,000.00	-	100,000.00	10,000.00	90,000.00	Moved OSO From PacMtn Admin
<i>Subtotal</i>	2,065,000.00	1,200,000.00	-	260,000.00	-	3,525,000.00	2,583,953.00	941,047.00	
Competitive DOL/WIOA Grants									
<i>Opioid Disaster NDWG (03/01/2022-09/30/23) 2nd Half</i>	187,000.00	-	-	-	-	187,000.00	567,796.48	(380,796.48)	Ending of the program
<i>Pathway Home (07/01/22-12/31/2025)</i>	671,118.58	-	-	-	-	671,118.58	589,953.46	81,165.12	
<i>Quest DWG (10/01/22-09/30/24)</i>	-	-	10,000.00	-	-	10,000.00	642,835.00	(632,835.00)	Ending of the program
<i>Economic Security for All (EcSA) Federal PY22</i>	22,000.00	-	-	-	-	22,000.00	255,000.00	(233,000.00)	Final spending for program
<i>Economic Security for All (EcSA) Federal PY23</i>	99,000.00	-	-	-	-	99,000.00	-	99,000.00	New funding
<i>Economic Security for All (EcSA) Federal PY24</i>	125,000.00	-	-	-	-	125,000.00	-	125,000.00	New funding
<i>Military Transition - Community Project Grant</i>	-	-	-	-	-	-	-	-	Have programed work
<i>Subtotal</i>	1,104,118.58	-	10,000.00	-	-	1,114,118.58	2,055,584.94	(941,466.36)	
State EcSA									
<i>Economic Security for All (EcSA)</i>	466,468.00	-	-	-	-	466,468.00	416,384.00	50,084.00	Continuation of funding
<i>Economic Security for All (EcSA) State Business Nav</i>	-	-	-	-	-	-	-	-	Cost accounted for in Admin costs
<i>Subtotal</i>	466,468.00	-	-	-	-	466,468.00	416,384.00	50,084.00	
Department of Commerce Grants									
<i>Community Development Block Grant (CDBG)</i>	-	-	-	-	-	-	99,103.45	(99,103.45)	End of Program
<i>Commerce EcSA - Participant Services</i>	1,949,000.00	-	300,000.00	-	-	2,249,000.00	99,000.00	2,150,000.00	Estimated expenditure in PY24
<i>Commerce EcSA - Sector Engagement</i>	-	850,000.00	-	-	-	850,000.00	103,571.00	746,429.00	Estimated expenditure in PY24
<i>Subtotal</i>	1,949,000.00	850,000.00	300,000.00	-	-	3,099,000.00	301,674.45	2,797,325.55	
Other Grants									
<i>Thurston Job Champions Network (Ends 10/31/23)</i>	-	-	-	-	-	-	168,715.79	(168,715.79)	end of program
<i>City of Olympia Journey to Jobs (Ends 12/31/23)</i>	-	-	-	-	-	-	108,316.19	(108,316.19)	end of program
<i>Thurston County Jail Program</i>	126,946.82	-	-	-	-	126,946.82	132,202.89	(5,256.07)	
<i>Boeing</i>	-	-	-	-	-	-	-	-	
<i>TST Community Grant (Ends 12/31/2023)</i>	-	-	-	-	-	-	48,508.65	(48,508.65)	end of program
<i>Lift (Lightweight Innovations for Tomorrow) (05/01/2022 - 09/30/2023)</i>	-	-	-	-	-	-	47,538.67	(47,538.67)	end of program
<i>Ag Labor (02/14/2023-12/31/2024)</i>	310,000.00	-	-	-	-	310,000.00	440,428.94	(130,428.94)	Funds expended in PY23
<i>Subtotal</i>	436,946.82	-	-	-	-	436,946.82	945,711.13	(508,764.31)	
Program Expense Total	6,021,533.41	2,050,000.00	310,000.00	260,000.00	-	8,641,533.41	6,303,307.52	2,338,225.89	

	Direct Participant Services	Business Services & Solutions	Special Impact Projects	Misc. Contracts & Projects	Administrative Services	Total-PY24 Prelim	Total-PY23 MOD	Difference	Comments
Administrative Services									
Administrative Office Operations									
Salaries					1,653,981.25	1,653,981.25	1,499,438.45	154,542.80	Increase in Wages, and the Addition of 2 Employees
Benefits					690,135.51	690,135.51	661,452.06	28,683.45	10% increase in Medical and Additional Employees
Travel & Training					140,052.51	140,052.51	132,761.71	7,290.80	
Professional Services					317,616.51	317,616.51	179,166.51	138,450.00	25K LMI contract, and 75K computer support
Facilities					202,545.64	202,545.64	198,633.14	3,912.50	Standard increase in costs
Supplies & Communications					42,796.00	42,796.00	42,842.98	(46.98)	
Equip/Maintenance/Rentals					7,500.00	7,500.00	9,120.00	(1,620.00)	
Depreciation					-	-	0.00	-	
Insurance					11,161.99	11,161.99	11,161.99	-	
Memberships					18,730.00	18,730.00	18,230.00	500.00	
Misc.					108,000.00	108,000.00	51,360.00	56,640.00	
Admin Office Subtotal					3,192,519.41	3,192,519.41	2,804,166.84	388,352.57	
<u>Other Activities</u>									
Sector Strategies and LMI					-	-	25,000.00	(25,000.00)	Expense continued Included in Professional Services
Local Plan							90,000.00	(90,000.00)	Plan Completed
System Rent Support					60,000.00	60,000.00	-	60,000.00	Paying Costs Directly to save costs
Media					48,000.00	48,000.00	94,500.00	(46,500.00)	Included this year in sector work
HR Consulting (Employee Retention)					2,500.00	2,500.00	23,920.00	(21,420.00)	Minimal Use Anticipated
Launch Pad Scope					-	-	28,000.00	(28,000.00)	Work done in house
Other Subtotal					110,500.00	110,500.00	261,420.00	(150,920.00)	
One Stop Operator					-	-	75,000.00	(75,000.00)	Costs moved
One Stop Operator Subtotal					-	-	75,000.00	(75,000.00)	
Administrative Expense Total					3,303,019.41	3,303,019.41	3,140,586.84	162,432.57	
Total Expenditures	6,021,533.41	2,050,000.00	310,000.00	260,000.00	3,303,019.41	11,944,552.82	9,443,894.36	2,500,658.46	
<i>Admin Office Formula Carry Forward to PY25</i>						<i>1,072,487</i>	<i>1,020,908</i>		
<i>Admin Office Carry Forward Ongoing Grants to PY25</i>						<i>798,866</i>	<i>1,260,648</i>		
<i>Program Carry Forward Ongoing Grants to PY25</i>						<i>998,176</i>	<i>4,947,920</i>		
<i>Total Carry Forward to PY25</i>						<i>2,869,530</i>	<i>7,229,476</i>		