



Finance and Compliance Committee Meeting

UCC Environmental
2100 Norman Dr W Ste 6753, Waukegan, IL 60085

Wednesday, November 15, 2023
8:00 AM

Present:

Absent

I. Meeting Opening

1. Call to Order..... Andrew Warrington, Chairman
The Meeting was called to order by Chairman Warrington at 8:04am
2. Public Comment
There were no public comments
3. Chairman's Report Andrew Warrington, Chairman
No chair report

II. Action Items

- Ratify: (Joint meeting minutes were voted on and approved by Executive Committee)
- Approve the LWIA PY'23/24 Local Performance Goals
- Accept the PY'22 WIOA Statewide Rapid Response IE Grant Plan & Budget
- Accept the Apprenticeship Illinois Expansion Grant
- Accept the TAA Grant Modifications
- Accept Quest'23 Grant
- Accept PY'23 Supplemental State Funding

The consent agenda was approved with no discussion

III. New Business

- Key Performance Indicator Update
The committee reviewed updates on key performance indicators, including website traffic, user engagement, and board meeting attendance.
- WIOA Formula Funding PY23 Q1 Expense Reporting
First quarter expenditures were shared, including all of the following;
Overall Formula PY2023 Quarter 1
 - **Total Budget:** \$4,572,466
 - **Q1 Budget:** \$2,160,337
 - **Actuals/Accruals:** \$627,907
 - **Obligations:** \$679,316
 - **Percentage Spend:** 29%

Breakdown by Program

Youth Program

- **Budget:** \$1,434,003
- **Q1 Budget:** \$1,434,003
- **Actuals/Accruals:** \$64,307
- **Obligations:** \$159,970
- **Percentage Spend:** 16%
- **Total Spend:** \$224,277

Adult Program

- **Budget:** \$1,322,013
- **Q1 Budget:** \$291,081
- **Actuals/Accruals:** \$261,973
- **Obligations:** \$289,969
- **Percentage Spend:** 42%
- **Total Spend:** \$551,942

Dislocated Worker Program

- **Budget:** \$1,816,450
- **Q1 Budget:** \$435,253
- **Actuals/Accruals:** \$301,627
- **Obligations:** \$229,377
- **Percentage Spend:** 29%
- **Total Spend:** \$531,004

PY22 Carryforward

- **Youth:** \$9,820
- **Adult:** \$49,859
- **Dislocated Worker:** \$98,222

Youth Expenditures Breakdown

- **ITAs (Individual Training Accounts):**
 - **Budget:** \$167,719
 - **Actuals/Obligations:** \$62,510
 - **Percentage Spend:** 37%
- **Pre-Vocational:**
 - **Budget:** \$35,000
 - **Actuals/Obligations:** \$45,762
 - **Percentage Spend:** 131%
- **Support Services:**
 - **Budget:** \$5,000
 - **Actuals/Obligations:** \$1,797
 - **Percentage Spend:** 36%
- **Work Experience (WE):**
 - **Budget:** \$365,461
 - **Actuals/Obligations:** \$114,208
 - **Percentage Spend:** 31%
- **Total Youth Expenditures:**
 - **Budget:** \$573,180
 - **Actuals/Obligations:** \$224,277
 - **Percentage Spend:** 39%

Adult Expenditures Breakdown

- **ITAs:**
 - **Budget:** \$434,590
 - **Actuals/Obligations:** \$369,844
 - **Percentage Spend:** 85%
- **OJT (On-the-Job Training):**

- **Budget:** \$39,600
- **Actuals/Obligations:** \$52,500
- **Percentage Spend:** 132%
- **Support Services:**
 - **Budget:** \$30,000
 - **Actuals/Obligations:** \$750
 - **Percentage Spend:** 3%
- **Work Experience (WE):**
 - **Budget:** \$110,000
 - **Actuals/Obligations:** \$141,648
 - **Percentage Spend:** 129%
- **Total Adult Expenditures:**
 - **Budget:** \$604,590
 - **Actuals/Obligations:** \$551,842
 - **Percentage Spend:** 91%

Dislocated Worker Expenditures Breakdown

- **ITAs:**
 - **Budget:** \$349,738
 - **Actuals/Obligations:** \$304,351
 - **Percentage Spend:** 87%
- **OJT:**
 - **Budget:** \$64,800
 - **Actuals/Obligations:** \$60,000
 - **Percentage Spend:** 93%
- **Support Services:**
 - **Budget:** \$18,000
 - **Actuals/Obligations:** \$2,547
 - **Percentage Spend:** 14%
- **Work Experience (WE):**
 - **Budget:** \$70,000
 - **Actuals/Obligations:** \$30,000
 - **Percentage Spend:** 43%
- **Incumbent Worker Training (IWT):**
 - **Budget:** \$372,609
 - **Actuals/Obligations:** \$159,305
 - **Percentage Spend:** 43%
- **Total Dislocated Worker Expenditures:**
 - **Budget:** \$920,347
 - **Actuals/Obligations:** \$531,004
 - **Percentage Spend:** 58%

- **Non-Formulary Funding Expense Reporting – through September 2023**

The following information was shared;

Breakdown by Category

- **ITAs (Individual Training Accounts)**
 - **Budget:** \$651,843
 - **Actuals/Accruals:** \$419,708
 - **Obligations:** \$102,448
 - **Total Spend:** \$522,156
 - **Remaining Funds:** \$129,687
- **Support Services**
 - **Budget:** \$166,000

- **Actuals/Accruals:** \$84,214
- **Obligations:** \$4,500
- **Total Spend:** \$88,714
- **Remaining Funds:** \$77,286
- **Work Experience (WE)**
 - **Budget:** \$3,681,656
 - **Actuals/Accruals:** \$1,661,781
 - **Obligations:** \$979,907
 - **Total Spend:** \$2,641,688
 - **Remaining Funds:** \$1,039,968

Budget and Funding Strategies were discussed after reviewing expenditures and obligations. Two topics were discussed among committee members;

1. **Investments**

The committee discussed investments that have made processes efficient, effective, proactive, and timely, such as DocuSign, virtual information sessions, WIOA Requirement Lab/Assistance, and partnerships with CLC for mass testing.

2. **Funding Streams**

The committee discussed leveraging and maximizing funding streams including ARPA, Quest'23, and 1E Emergency Grant. They also discussed utilizing remaining funds from PY22 and leveraging partnerships with CLC for grant referrals and workforce services.

IV. Upcoming Board & Committee Meetings

Board of Directors Meeting - Thursday, November 16, 2023

Operations Committee – Friday, November 17, 2023

Equity Task Force – Friday, November 17th, 2023

V. Adjournment

The meeting was adjourned at 9:05 am.