

Executive Committee

Agenda

Zoom Video Conference
Friday, February 11, 2022 10:00 a.m.

Introduction & Call to Order	D. Zartman
Public Comment	
Review & Approval of Meeting Minutes	D. Zartman
Working Metrics Presentation	L. Schlang
Committee Updates & Action Items	
<ul style="list-style-type: none">• Audit/Finance Committee<ul style="list-style-type: none">○ Action Needed: Renewal of Line of Credit○ Action Needed: Award of Contract for Multi-Functional Devices (Copiers/Printers/Scanners)• EARN Committee• Governance Committee• Personnel Committee• Policy & Performance Committee• Youth Committee	
Executive Director Updates	E. Mulberger
<ul style="list-style-type: none">• Grant Updates	
Open Discussion	D. Zartman
Upcoming Meeting Dates	D. Zartman
<ul style="list-style-type: none">• LEO Meeting – March 16, 2022 @ 9:00am• Joint WDB/LEO Meeting – March 16, 2022 @ 10:00am• Executive Committee Meeting – April 8, 2022 @ 10:00am	

Executive Committee

Meeting Notes November 11, 2021

The Executive Committee of Advance Central PA held a Zoom/teleconference meeting on Friday, November 11, 2021.

The following members attended:

Jay Alexander
Jamie Aurand
Jim Beamer
Kenneth Chappell
Michele Foust
Dean Girton
Ken Holdren
Jim Stopper
Dave Zartman

The following members were excused:

Suzanne White

The following staff attended:

Brooke Gessner
Korrie Lucas
Kelly Walter

Proceedings

The meeting was called to order at 10:01 a.m. by Jamie Aurand, Executive Committee Chair.

Public Comment

There were no public comments. Jamie shared that the meeting was publicly advertised in the newspaper and on the Advance Central PA website in alignment with Sunshine Act requirements.

Review & Approval of Meeting Minutes

- ▲ Dean Girton made a motion to approve the August 13, 2021 Executive Committee meeting minutes. Ken Holdren seconded the motion. The motion was unanimously approved with no abstentions.

Executive Committee Updates & Action Items for Discussion/Approval

Audit/Finance Committee

Jim Stopper, Audit/Finance Committee Chair, provided the update.

Financial Reports

Jim reviewed the financial reports through September 30th and explained the expected expenditure rate is 25% at this point in the year.

The Contract Expense and Obligation Report shows the total funding available, amount expended, and amounts obligated and unobligated. Jim explained that waivers were received as anticipated for some grants that had been scheduled to end June 30th. Advance Central PA received \$217,392 in Statewide Activity Funds to date for upgrades to furniture and technology at the PA CareerLink[®] sites. An additional request of approximately \$53,000 has been submitted as well and will be used to support training and equipment for the Business Solutions Team.

The Operating Budget to Actual report shows Advance Central PA's budget and actual costs. The expenditure rate is 22% and Jim noted several items are over the anticipated rate including for insurance expenditures that needed to be made at the beginning of the year.

The Consolidated RSAB Expense Report shows the total expenditure and revenues for all PA CareerLink[®] sites and a total expenditure rate of 24.13%.

Jim noted the Subcontractor Budget to Actual Comparison shows expenses for each of the service providers. This budget is expected to increase in the next report due to an In-School Youth (ISY) procurement currently in process.

Also of note, Central Susquehanna Intermediate Unit (CSIU) did not submit an invoice for Out-of-School Youth (OSY) this quarter.

The FY22 Consolidated Training Contract Obligations from July 1st through October 29th show a decrease in trainings compared to the same timeframe last year with 42 participants approved for individual training account (ITAs) and 15 participants approved for on-the-job training (OJT) compared to 70 ITAs and 21 OJTs at this time last year.

Audit

Jim discussed that there were three staff members from Young, Oakes, Brown, and Co. (YOBCO) on-site at Advance Central PA on November 2nd and November 3rd to conduct the FY21 single audit. According to an exit interview with staff, the audit went well, with no findings or concerns.

Right to Know Requests

Advance Central PA has received two Right to Know requests asking for all proposals received in response to requests for proposals for operation of The Link and EARN programming. A response has been sent regarding The Link and staff is currently working on the response for EARN, including to redact confidential information.

Statewide Funds

Korrie Lucas, Advance Central PA Assistant Director, provided additional information regarding the Statewide Activity Funds Jim referenced in his review of the Contract Expense and Obligation Report. The Pennsylvania Department of Labor & Industry's Bureau of Workforce Development Administration (BWDA) has funds available for short-term projects aligned with defined objectives including development of programs and strategies to meet the needs of businesses, job seekers, and improve services. Three requests have been submitted to date, with two approved thus far including the purchase of computers for PA CareerLink[®] Career Resource Areas and workshop rooms, chairs for customers and staff, and email handles including "@CentralPACareerLink" which will improve communication with customers. In addition, a plan to undergo an evaluative study has been approved; staff will competitively procure a provider to conduct research related to meeting the employment and education needs of employers, youth, adults and dislocated workers in the region. The selected provider will conduct all research including gathering data, interviewing stakeholders including WDB members, PA CareerLink[®] partner staff, program participants, and businesses, and be responsible for compiling results into a briefing report with recommendations for continuous improvement. The project will be designed to ensure Advance Central PA and the Central PA CareerLink[®] network and services provided are relevant, efficient, and effective.

An additional request has been submitted to support Certified Business Services Consultant[™] training designed to provide Advance Central PA staff and the Business Solutions Team staff with the skills and strategies needed to deliver high quality, customer focused business services.

Jim reported the next Audit/Finance Committee meeting will be determined once the audit report is complete so that members can discuss it directly with YOBCO staff.

EARN Committee

Ken Chappell, EARN Committee Chair, provided the update and explained members had last minute conflicts that resulted in an email update from staff rather than an in-person meeting

Enrollments

Enrollments continue to increase with 110 new participant enrollments since July, including 42 in October. Similarly, SNAP Only referrals are on the rise with 8 enrollments in the last four months. Staff continues to look for ways to recruit new SNAP Only volunteer participants that can benefit from the wide variety of EARN services.

Monitoring

Advance Central PA is formally monitoring EARN operations at present; a formal report is forthcoming. Additionally, the PA Department of Human Services (DHS) is planning an on-site monitoring before the end of December. They will be examining outcomes and case files from program year ending June 30, 2021. Staff looks forward to hosting the monitors; results will be shared with the EARN Committee.

EARN Contract

Ken recalled that as a result of the competitive procurement process, Advance Central PA awarded a new contract for EARN Services to Central Susquehanna Opportunities, Inc. (CSO) who was also the previous provider. New

innovations are coming including offerings subcontracted with Educational Data Systems, Inc. (EDSI) for a Multi-Generational Customer Service Credentialing program and for customized Ad-Hoc reports in the system of record. A Customer Service program started this week serving four families with a goal of creating opportunities and better outcomes for parents and children. Technical assistance with the system of record reports, includes training on pulling data, preparing reports, and analyzing information to improve service delivery and outcomes is also underway.

The EARN Committee schedule for 2022 is to be determined.

Personnel Committee

Korrie Lucas, Advance Central PA Assistant Director, provided the update on behalf of Jay Alexander.

Staff Updates

Kelly Walter has been hired as Advance Central PA Office/Board Coordinator and started September 27th. She was director of the Herr Memorial Library for 7 years and comes to us with extensive organizational and customer service skills. She's been training with Brooke Gessner, Advance Central PA Finance Manager, Erica Mulberger, Advance Central PA Executive Director, and Korrie.

Staff have interviewed and made an offer to a prospective candidate for the role of Business Engagement Coordinator. If the candidate accepts, she will be slated to begin December 6th.

Jamie commended staff for a job well done and their efforts while there are vacancies in the office.

Policy and Performance Committee

Jim Beamer, Policy and Performance Committee Chair, provided the update.

Advance Central PA Monitoring

Jim reported that staff has completed formal monitoring of Adult/Dislocated Worker programming including a review of over 50 case files. Reports are forthcoming.

Pennsylvania Department of Labor & Industry/Bureau of Workforce Development Administration (BWDA) Monitoring

BWDA has issued an initial report to their program year 2020 monitoring of fiscal integrity, audits, local monitoring, Operator, and case files. BWDA met with staff to review three possible findings. Staff provided further supporting documentation and related procurement and subcontractor documentation. A final report is forthcoming.

Pennsylvania Department of Labor & Industry Office of Equal Opportunity (OEO) Compliance Review

The Office of Equal Opportunity is currently conducting a 2021 compliance monitoring based on an ADA compliance review completed by staff for each of the PA CareerLink® sites. Using the comprehensive tool provided by the OEO, staff visited each PA CareerLink® site and completed an intensive evaluation from the weight of doors, to the size of parking spots, to compliance with signage. There were several findings that staff issued to each site as a result. Site Administrators are working with property owners to address those findings. Staff submitted all tools and supporting documentation to the Office of Equal Opportunity timely as required.

The final report from Office of Equal Opportunity is forthcoming. It is expected the next step will involve the OEO scheduling a technical assistance training for the staff Equal Opportunity Officer, Liaisons, and the PA CareerLink® Site Administrators as part of the process.

Youth Committee

Korrie Lucas, Advance Central PA Assistant Director, provided the update on behalf of Suzanne White.

In-School Youth Procurement

Advance Central PA released a request for proposals (RFP) on October 27th to competitively seek provider(s) for three levels of service: comprehensive year-round programming for TANF Youth Development eligible in-school youth; specialized programming focused on targeted activities such as paid work experience for TANF Youth Development eligible in-school youth; and services to schools and groups of students across counties and districts throughout Central PA. The RFP was written with flexibility to ignite innovations. Proposals are due November 29th. Volunteers to serve on an Evaluation Committee are needed. Anyone interested should contact Alexa Hann, Advance Central PA Youth Programs Manager, or Korrie before November 30th when the evaluations will begin.

Recommendations from the Evaluation Committee will be given at the full Workforce Development Board meeting in December.

Jamie inquired as to the current contract end date to which Korrie explained the current contract ends December 31st and the new contract(s) would begin January 1, 2022. Staff is prepared for a transition period if necessary.

Executive Director's Update

Korrie Lucas, Advance Central PA, Assistant Director, provided the update on behalf of Erica Mulberger.

Working Metrics Job Quality Pilot Program

Erica's fellowship participation in the Results for America project with members of the State WDB, Commonwealth leadership, and peers nationwide has introduced Advance Central PA to the Working Metrics Job Quality Pilot Program. Working Metrics is a workforce analytics company that offers tools to help companies measure, benchmark, analyze, and score their job quality performance. Working Metrics has partnered with Aspen Institute for their renowned labor market expertise to bring the project to the fellowship. Advance Central PA may invite three businesses to participate and wants to offer that to the WDB members before opening it to others. Korrie asked the Committee to watch for an email from Erica with more information.

Grants

Korrie shared that a Business Education Partnership (BEP) grant application will be submitted next week. Also, staff recently submitted a PAsmart Apprenticeship grant application in partnership with Central PA Institute of Science and Technology (CPI) for Water/Wastewater Treatment Operators and Solar Installers.

The Board of Greater Susquehanna Business Development Council (GSBDC), previously SIDCO, is dissolving and has assets to disburse. With one of their main focuses being the relationship between workforce development and economic development, Erica sent a compelling request for unrestricted funds that may be used for but not limited to: incumbent worker training, jobseeker training, and/or internship reimbursement similar to State & Local Internship Program (SLIP). As a result, GSBDC has announced an award of \$100,000 to Advance Central PA. GSBDC has served Snyder and upper Northumberland County, therefore funds may be restricted for use in serving jobseeker and business customers in those counties, otherwise, it is anticipated the funds will be unrestricted.

Open Discussion

Jamie held discussion regarding the format of the upcoming Joint WDB/LEO meeting in December. After much conversation, it was determined that a decision would be made by the beginning of December with regard to the status of COVID and transmission rates at that time.

Date of Next Meeting

The next WDB/LEO meeting will be held Wednesday, December 15, 2021 at 10:00 a.m.
The next Executive Committee meeting is scheduled for January 14, 2022 at 10:00 a.m.

Adjournment

With no further business to discuss, Jamie adjourned the meeting at 10:41 a.m.

Respectfully Submitted,



Kelly Walter

Executive Committee Updates and Actions to be Taken

February 11, 2022

1. Motion to approve the minutes from the November 12, 2021 Executive Committee meeting.

Motion:

Second:

Audit/Finance Committee • Jim Stopper, Chair

- ACTION NEEDED: Renewal of Line of Credit
- ACTION NEEDED: Award of Contract for Multi-Functional Devices (Copiers/Printers/Scanners)

The Audit/Finance Committee will meet as necessary.

EARN Committee • Kenneth Chappell, Chair

The EARN Committee will meet in the next quarter.

Governance Committee • Dean Girton, Chair

The Governance Committee will meet as necessary.

Personnel Committee • Jamie Aurand, Chair

The Personnel Committee will meet as necessary.

Policy and Performance Committee • Jim Beamer, Chair

The Policy & Performance Committee will meet as necessary.

Youth Committee • Suzanne White, Chair

The Youth Committee will meet as necessary.

Advance Central PA
 FY 22 Contract Expense and Obligation Report
 From 7/1/2021 Through 12/31/2021

Contract Period	Contract Title	Available Funds	Total Expended	Obligated Funds ¹	% of Total Oblig. and Exp.	Unoblig. Amount
07/20 - 06/22	PY20 1st Inc. WIOA Adult	84,304	84,304	0	100.00%	0
10/20 - 06/22	PY20 2nd Inc. WIOA Adult	888,907	585,974	230,671	91.87%	72,262
07/21 - 06/23	PY21 1st Inc. WIOA Adult	241,435	0	217,292	90.00%	24,143
10/21 - 06/23	PY21 2nd Inc. WIOA Adult	1,137,912	0	479,192	42.11%	658,720
	Adult Programs	2,352,558	670,278	927,155	67.90%	755,125
10/20 - 06/22	PY20 2nd Inc. WIOA DW	1,301,663	726,740	454,878	90.78%	120,045
07/21 - 06/23	PY21 1st Inc. WIOA DW	258,005	0	232,204	90.00%	25,801
10/21 - 06/23	PY21 2nd Inc. WIOA DW	1,097,820	0	118,388	10.78%	979,432
	Dislocated Worker Programs	2,657,488	726,740	805,470	57.66%	1,125,278
07/21 - 06/22	PY19 Rapid Response	100,000	46,464	51,363	97.83%	2,173
10/20 - 06/22	PY20 Rapid Response	25,000	0	0	0.00%	25,000
	Rapid Response Programs	125,000	46,464	51,363	78.26%	27,173
04/20 - 06/22	PY20 WIOA Youth	735,252	572,297	59,470	85.93%	103,485
04/20 - 06/23	PY21 WIOA Youth	1,596,433	220,514	1,018,760	77.63%	357,159
07/20 - 06/22	PY20 TANF Youth	509,554	273,332	208,636	94.59%	27,586
07/21 - 06/22	PY21 TANF Youth	664,200	0	482,152	72.59%	182,048
02/21 - 09/21	PY20 SLIP	14,439	14,439	0	100.00%	0
01/20 - 06/22	PY19 Business & Education Partnership	79,633	13,473	0	16.92%	66,160
	Youth Programs	3,599,511	1,094,055	1,769,018	79.54%	736,438
07/20 - 06/21	EARN	2,720,377	746,093	1,094,949	67.68%	879,335
	Welfare Programs	2,720,377	746,093	1,094,949	67.68%	879,335
01/19 - 06/22	Next Gen 18 - Adv. Man.	66,596	285	0	0.43%	66,311
01/19 - 06/22	Next Gen 18 - Healthcare	65,541	250	0	0.38%	65,291
02/20 - 06/22	Next Gen 19 - Adv. Man.	233,572	147	0	0.06%	233,425
02/20 - 06/22	Next Gen 19 - Healthcare	247,640	1,084	0	0.44%	246,556
NA	IP Sustainability Fund	337,248	0	0	0.00%	337,248
	Industry Partnerships	950,597	1,766	0	0.19%	948,831
03/20 - 06/22	PASmart CNC Apprenticeship	241,053	69,812	0	28.96%	171,241
	Reemployment Services	241,053	69,812	0	28.96%	171,241
NA	Research Department	51,356	21,944	0	42.73%	29,412
NA	Gold Standard	64,671	2,264	945	4.96%	61,462
NA	Highmark Initiative	777	0	0	0.00%	777
NA	Engage	3,917	105	0	2.68%	3,812
05/20 - 06/22	COVID-19 PACL	149,384	28,897	120,486	100.00%	1
10/20 - 09/23	ARC Reboot	1,009,186	76,593	906,179	97.38%	26,414
08/21 - 09/23	Statewide Funds	317,207	150,429	0	47.42%	166,778
	Statewide Funds	59,810	0	0	0.00%	59,810
	Other Programs	1,656,308	280,232	1,027,610	78.96%	348,466
	Grand Total	14,302,892	3,635,440	5,675,565	65.10%	4,991,887

Notes:

1 Obligated funds include the funds unexpended but obligated for the FY 22 subcontractor, training, and Resource Sharing Agreement budgets.

Advance Central PA
Operating Budget to Actual Comparison
From 7/1/2021 Through 12/31/2021

	Total Budget - Original	YTD Actual Expense	Total Budget Variance - Original	Percent Total Budget Expended *
Operational Expenses				
Salaries And Benefits	921,991	415,408	506,582.52	45.06%
Staff Travel & Development	28,418	2,663	25,755.34	9.37%
Board Expenses	8,674	2,321	6,353.00	26.76%
General Office Supplies	5,566	2,474	3,091.78	44.45%
Leases - Copiers/Equipment	2,500	418	2,081.89	16.72%
Outreach	2,250	244	2,006.20	10.84%
Subscriptions	22,251	1,231	21,019.55	5.53%
Memberships	10,510	8,605	1,905.47	81.87%
Vehicles	4,850	2,685	2,165.00	55.36%
Equipment And Furnishings	10,212	1,285	8,927.33	12.58%
Professional Fees	15,750	10,688	5,062.50	67.86%
Business Services	14,300	5,693	8,607.00	39.81%
Computer Services	31,944	13,614	18,330.04	42.62%
Facility Costs	<u>81,029</u>	<u>38,565</u>	<u>42,463.58</u>	<u>47.59%</u>
Total Operational Expenses	1,160,245.00	505,893.80	654,351.20	<u>43.60%</u>
Total Expenditures	1,160,245.00	505,893.80	654,351.20	<u>43.60%</u>

Notes:

* Anticipated expenditure rate of 50%.

Advance Central PA
 FY22 Consolidated RSAB Budget to Actual Comparison
 From 7/1/2021 Through 12/31/2021

	Total Budget - Original	Current Year Actual	Variance - Original	Budget Expended *	Budget Remaining
REVENUE:					
WIOA Adult	188,687	73,065	115,622	38.72%	61.28%
WIOA Dislocated	188,687	73,065	115,622	38.72%	61.28%
WIOA In School Youth ¹	10,646	10,646	-	100.00%	0.00%
WIOA Out of School	92,903	35,933	56,970	38.68%	61.32%
EARN	172,486	67,840	104,646	39.33%	60.67%
Advance Central PA Total: ²	<u>653,409</u>	<u>260,550</u>	<u>392,859</u>	<u>39.88%</u>	<u>60.12%</u>
WAGNER PEYSER	317,561	122,675	194,886	38.63%	61.37%
WP REGIONAL	12,112	5,161	6,951	42.61%	57.39%
VETS	73,413	28,497	44,916	38.82%	61.18%
RAPID RESPONSE	1,683	581	1,102	34.52%	65.48%
OVR	92,884	35,346	57,538	38.05%	61.95%
STAFF	12,112	5,161	6,951	42.61%	57.39%
DEVELOPMENT					
OVERSIGHT	12,112	5,161	6,951	42.61%	57.39%
TRADE	25,979	10,340	15,639	39.80%	60.20%
State Partner Total:	<u>547,855</u>	<u>212,922</u>	<u>334,933</u>	<u>38.86%</u>	<u>61.14%</u>
Total REVENUE	<u>1,201,264</u>	<u>473,472</u>	<u>727,792</u>	<u>39.41%</u>	<u>60.59%</u>
EXPENSES:					
PERSONNEL					
Total PERSONNEL	<u>476,511</u>	<u>213,758</u>	<u>262,753.54</u>	<u>44.86%</u>	<u>55.14%</u>
FACILITY					
Total FACILITY	<u>648,294</u>	<u>281,741</u>	<u>366,552.86</u>	<u>43.46%</u>	<u>56.54%</u>
OPERATIONAL ³					
Total OPERATIONAL	<u>329,132</u>	<u>86,409</u>	<u>242,723</u>	<u>26.25%</u>	<u>73.75%</u>
USAGE FEE (Non-Partner Renters)					
Total USAGE FEE	<u>263,284</u>	<u>108,436</u>	<u>154,847</u>	<u>41.19%</u>	<u>58.81%</u>
TOTAL EXPENDITURES	<u>1,453,937</u>	<u>690,344</u>	<u>763,593</u>	<u>47.48%</u>	<u>52.52%</u>

NOTE: Revenue amounts show details by RSAB partner. The expenses are listed by category. Monthly, the expenses are allocated to all partners and then the revenues are collected. Therefore revenues and expenditures should be equal.

* Anticipated expenditure rate of 50%.

1 WIOA In-School Youth was charged to the RSAB for the 1st quarter only while the WIOA youth staff were not in the local schools.

2 Advance Central PA is responsible for approximately 55% of the total shared PA CareerLink[®] operating costs compared to 45% paid by other required PA CareerLink[®] partners.

Advance Central PA
 Subcontractor Budget and Actual Comparison
 From 7/1/2021 Through 12/31/2021

Tuscarora Intermediate Unit 11(TIU)

	Total Budget - Original	Current Year Actual	Total Budget Variance - Original	Percent Total Budget Expended ¹	Percent Total Budget Remaining
OPERATIONAL EXPENSES ²					
Adult Pool	512,598	229,339	283,259	44.74%	55.26%
Dislocated Worker Pool	511,500	257,238	254,262	50.29%	49.71%
OS Youth Pool ³	109,836	45,036	64,800	41.00%	59.00%
TANF	30,000	12,412	17,588	41.37%	58.63%
ARC Reboot	73,780	35,935	37,845	48.71%	51.29%
EARN Pool ³	100,000	41,136	58,864	41.14%	58.86%
Total OPERATIONAL EXPENSES	1,337,714	621,096	716,618	46.43%	53.57%
DIRECT CUSTOMER SERVICES ⁴					
Adult Pool	2,500		2,500	0.00%	100.00%
Dislocated Worker Pool	3,598		3,598	0.00%	100.00%
Total DIRECT CUSTOMER SERVICES	2,500	-	2,500	0.00%	100.00%
TOTAL EXPENDITURES	1,340,214	621,096	719,118	46.34%	53.66%

Central Susquehanna Opportunities, Inc. (CSO)

	Total Budget - Original	Current Year Actual	Total Budget Variance - Original	Percent Total Budget Expended ¹	Percent Total Budget Remaining
OPERATIONAL EXPENSES ²					
Adult Pool	606,892	230,799	376,093	38.03%	61.97%
IS Youth Pool ⁵	178,322	174,915	3,407	98.09%	1.91%
TANF Youth	98,694	93,436	5,258	94.67%	5.33%
Dislocated Worker Pool	606,892	265,199	341,693	43.70%	56.30%
Rapid Response ⁶	95,866	45,529	50,337	47.49%	52.51%
ARC Reboot	107,711	35,226	72,485	32.70%	67.30%
EARN Pool	1,534,461	513,508	1,020,953	33.47%	66.53%
EARN SNAP	46,092	4,791	41,301	10.39%	89.61%
Total OPERATIONAL EXPENSES	3,274,930	1,363,403	1,911,527	41.63%	58.37%



DIRECT CUSTOMER SERVICES ⁴					
Adult Pool	10,000	3,548	6,452	35.48%	64.52%
IS Youth Pool	212,026	58,093	153,933	27.40%	72.60%
TANF Youth	157,630	9,336	148,294	5.92%	94.08%
Dislocated Worker Pool	10,000	1,942	8,058	19.42%	80.58%
ARC	4,000	-	4,000	0.00%	100.00%
EARN Pool	86,400	14,792	71,608	17.12%	82.88%
Total DIRECT CUSTOMER SERVICES	480,056	87,711	392,345	18.27%	81.73%
TOTAL EXPENDITURES	3,754,986	1,451,114	2,303,872	38.64%	61.36%

Central Susquehanna Intermediate Unit

	Total Budget - Original	Current Year Actual	Total Budget Variance - Original	Percent Total Budget Expended	Percent Total Budget Remaining
OPERATIONAL EXPENSES ²					
TANF Youth	106,442	30,664	75,778	28.81%	71.19%
OS Youth Pool	631,527	356,234	275,293	56.41%	43.59%
Total OPERATIONAL EXPENSES	737,969	386,898	351,071	52.43%	47.57%
DIRECT CUSTOMER SERVICES ⁴					
TANF Youth	63,580	10,598	52,982	16.67%	83.33%
OS Youth Pool	254,324	20,985	233,339	8.25%	91.75%
Total DIRECT CUSTOMER SERVICES	317,904	31,583	286,321	9.93%	90.07%
TOTAL EXPENDITURES	1,055,873	418,481	637,392	39.63%	60.37%

NOTES:

1 Anticipated expenditure rate of 50% for operating expenses.

2 Operational expenses include personnel, facilities, and operating expenses for the subcontractors.

3 These budgets are for TIU's Business Services contract in which TIU assists with placements of program participants and helps employers find talent from all PA CareerLink[®] programs.

4 Direct customer services include wages and benefits for participants in paid work experience and support services like transportation, clothing, and clearances.

5 CSO's ISY and TANF contract budget represent July - December.

6 CSO Rapid Response budget includes The Link.



FY22 CONSOLIDATED TRAINING CONTRACT OBLIGATIONS
As of **2/1/2022**

Fund Source	Budget	Encumbrance	Actual	Total Obligation	Budget Available for Encumbrance	Number of Participants	Percentage of Total Budget Obligated
INDIVIDUAL TRAINING ACCOUNTS (ITAs)						FY22 ITA	
Adult	\$63,090	\$24,101	\$20,256	\$44,357	\$18,733	13	70.31%
Adult POS	\$83,090	\$34,821	\$38,429	\$73,250	\$9,840	24	88.16%
Dislocated Worker	\$100,373	\$21,924	\$43,477	\$65,400	\$34,973	19	65.16%
TOTAL ITA	\$246,553	\$80,845	\$102,161	\$183,007	\$63,547	56	74.23%

ON THE JOB TRAININGS (OJTs)						FY22 OJT	
Adult	\$48,727	\$7,800	\$4,408	\$12,208	\$36,518	2	25.06%
Adult POS	\$48,727	\$4,413	\$18,748	\$23,161	\$25,566	4	47.53%
Dislocated Worker	\$66,916	\$13,280	\$20,365	\$33,645	\$33,271	6	50.28%
Out of School Youth	\$79,822	\$13,668	\$10,128	\$23,796	\$56,026	6	29.81%
TOTAL OJT	\$244,191	\$39,162	\$53,649	\$92,810	\$151,381	18	38.01%
TOTAL ITA/OJT	\$490,744	\$120,007	\$155,810	\$275,817	\$214,927	74	56.20%

INCUMBENT WORKER TRAINING						Number of Participants	Percentage of Total Budget Obligated
Fund Source	Budget	Encumbrance	Actual	Total Obligation	Budget Available for Encumbrance		
Next Gen Healthcare 2019	\$65,751	\$0	\$0	\$0	\$65,751	0	0%
Next Gen Adv. Manuf. 2019	\$68,000	\$0	\$27,900	\$27,900	\$40,100	20	41%
Next Gen. Healthcare 2020	\$193,800	\$0	\$0	\$0	\$193,800	0	0%
Next Gen Adv. Manuf. 2020	\$210,000	\$0	\$0	\$0	\$210,000	0	0%
Total	\$537,551	\$0	\$27,900	\$27,900	\$509,651	0	5%