

**AGENDA**  
**Workforce Development Board**  
**Tuesday, September 20, 2016**  
**7:30 AM to 9:30 AM**  
**American Red Cross**  
**50 Prince Street**

*RochesterWorks! increases the economic vitality of the community.*

- I. Call to Order:
  - A. Approval of June 21, 2016 Meeting Minutes
  
- II. Finance Committee:
  - A. Finance Report – Michael DeBole
  
- III. Director’s Report:
  - A. WIOA Update
  - B. Re-Entry Task Force Jason Barnum – Delphi Drug & Alcohol Council
  
- IV. Workforce Innovation Committee:
  - A. St. Paul Career Center Report – Kathy Ziegler
  - B. Performance Activity Report – Lee Koslow
  - C. Career Center Report – Viatta Carter/Mike Puglisi
  - D. Business Services – John Premo
  
- V. Youth Committee:
  - A. Youth Services Update - Antwan Williams
  
- VI. Other:
  - A. Members Sharing & Feedback
  
- VII. Adjournment

2016 Meeting Schedule, 7:30-9:30 AM, at The American Red Cross

December 13, 2016

Workforce Development Board  
Meeting Minutes  
Tuesday, June 21, 2016  
7:30 – 9:30 AM  
American Red Cross

**Attendees:** Sergio Esteban, George Scharr, Kathy Miner, Nancy Fogue, Douglas Dobson, Joseph Hamm, Stella Slaight, Glen Jeter, Joseph Rizzo, Gary Rogers, Joe Wesley, Joseph Leone, Dan Maloney, James Norman, Patricia Stovall, William Clark, Danielle Maloy, Robert Trouskie, Timothy Shortsleeve, Roosevelt Mareus,

**Absent:** Kevin J. Kelley, Ann Kowal, Dana Abramson, Thomas Battley, Alice Curry, Colleen, DiMartino, Andrew Carpentier, Robert Titus, Paul Burke, Ann Marie Cook, Todd Oldham, Richard Turner, Marisol Ramos-Lopez

**Staff:** Peter Pecor, Lee Koslow, John Premo, Michael DeBole, Ruthann Campbell, Shawn Curran, Marisol Young, Kathy Ziegler, Behiye Mansour, David Jackson, Mike Puglisi, Paula Roth, Theodore Jordan, Helene Schechter, Todd Sloane, Hilda Betances

**Guests:** Angel Cook, Leslie Bundt, Stacey Saracene,

### **Call to Order**

The meeting was called to order by Sergio Esteban at 7:30 A.M.

### **Introductions**

### **Approval of Meeting Minutes**

A motion to approve the March 22, 2016 minutes was made by Joseph Leone and second by Robert Trouskie. The motion was carried unanimously.

### **Finance Report**

#### **Michael DeBole Director of Finance Displayed PowerPoint Slides of the Finance Report July 1, 2015 – March 31, 2016**

There was a financial resolution for Q3 2015-2016. Requested to transfer \$630K on March 31, 2016 Dislocated Worker funds were transferred to Adult funds in the amount of \$550K. Request to transfer balance of \$80K. Also, requesting to transfer from Admin \$200K; \$100K to Adult and \$100K to DW, to assist our first quarter operations of PY 2016 due to the funding restrictions we have with DOL and the Feds.

Revenues for Q3 are at 68% for the WIOA funds, Adult DW and Youth. Finger Lakes Hired were at 96%, we are exceeding the budget and it is going very well this year. We can spend the funds as needed, and it is four year program with USDOL separate from our WIOA funding.

Monroe County we are at 41%, with significant improvements in the fourth quarter with the Employment Assessment Program.

Operational Expenditure with Q3, salaries, benefits and rent are at 28%. Provider payments are at 23%, the remainder of that is WIOA Youth, we are at 70% currently as of the third quarter. We anticipate 85% expensed by the fourth quarter. We completed the field work for the WIOA Youth sub-recipients.

Direct Services, the Individual Training Accounts and Business Training Grants are at 14%. This where a large portion of the funds went to this year. We had to shut down the ITA's at the end of the third quarter for lack of funds.

Finger Lakes Hired Program is a separate four year program which will end October 2018, currently we are exceeding the Individual Training Assessments, and we are at 50% with the Business Training Grants. The Finger Lakes Hired contracts are the three colleges we work with which is the Finger Lakes Community College, Genesee Community College and Monroe Community College.

We are progressing well for the Q4 and will achieve the 80% allocations for Adult Dislocated Worker, and Youth.

The ITA's by Provider report shows that the top three funded schools are MCC, Monroe BOCES #2 and Professional Driving Institute (PDI). There are 249 participants in training and the average ITA amount is \$2,835.

Michael DeBole requested a transfer of 200K from Admin to go to Adult and DW, 100K each, to help carry through the first quarter of the new program year.

A motion to transfer 200K from Admin to go to Adult and DW, 100K each was made by Bill Clark and second by Joseph Rizzo. The motion was passed unanimously.

Stella Slaight asked, do you historically run out of funds and should we be budgeting additional dollars. Peter Pecor responded, it happens almost every year. And it has happened in December and or January. It is just the Individual Training Account and historically does occurs across the state. We would like to budget additional dollars, however, we are restricted by the amount of dollars that are allocated. Which is the reason we request the transfer of dollars.

#### **Michael DeBole provided a Proposed Budget Report for the Period 7/1/16-6/3017**

##### Revenues

The PY16 allocation is \$4.6 million is \$250K less than prior PY15 allocation of \$4.8 million. Total Revenue, including PY15 carry-in and PY16 allocation is projected to be \$5.9 million, which is \$124K more than prior year.

TANF funds for PY16 Summer Youth Employment Program has increased by \$40K compared to prior year PY15.

Trade Act Training funds for 2016 are \$260K vs. for 2015 were \$200K an increase of \$60K.

The Monroe County Revenue consists of a new contract Job Readiness Training for Families (JRT) for \$61K, \$200K for OJT business Training Grants, \$480K for Work Experience Program with \$170K incentive based and \$405K max for the Employability Assessment Contract at the St. Paul Street Career Center.

The Finger Lakes Hired allocation is \$5.1M for 4 years and our 2016-2017 budget is for \$1,4K this year an increase of \$536K.

Our funding increased by \$822K due to MC JRT and FLH more than prior year.

##### RWI Expenditures

Salaries have increased by \$138K due to FTE in the Finance department and 3% pay increase.

Fringe Benefits have increased by \$37K.

Rent increased by \$3K.

Bldg. Maintenance 4K, (6K) Utilities, Telephone (3K), Printing/Postage (4K), Equipment (15K WIOA & FLH), Travel (8K FLH).

Contract Services have decreased by \$131K due to reclassification of FLH ITA's.

The RWI Expenditure budget by a total of 17K or 1%.

##### Provider Payments

In/Out-of-School Youth contract funding has remained the same as prior year.

FLH College providers is 152K, in prior year it was budgeted in Direct Services (wage subsidies).

The Summer Youth Employment program decreased by 45K from prior year. The funds will be used for direct wage subsidies administered by RWI.

The Provider Payments budget increased by \$107K or 8%.

## Direct Services

Funding for WIOA ITA's decreased by 150K and FLH ITA's increased by 332, and Trade Act increased by 60K.

WIOA Business Training Grants decreased by 25K, Monroe County OJT program are 100% pass through and the FLH increased by 229K.

Client Services increased by 36K from prior year for the TANF 21K and FLH 15K.

Wage Subsidies TANF increased by 40K, 152K was reclassification to college provider payments, and overall decreased by 112K.

The Direct Services budget has increased by \$369K or 17%.

## Summary

Total Expenditures have increased by \$534K or 6%. RWI Expenditures are 52% of total budgeted.

Provider Payments are 16% and Direct Services are 30% of the total budget.

A motion to approve the RochesterWorks System Budget for the Period 7/1/16-6/30/16 was made by Stella Slaight and second by Joseph Leone. The motion was passed unanimously.

Robert Trouskie asked, in the Revenues, why is there a reduction of \$250K. Michael DeBole responded, the reduction was in the Dislocated Worker and in part due to the economy.

Joseph Hamm responded, it used to be 15%, Congress changed the law a few years ago, and only allowed the governors to hold 10%. They changed the law back again and allowed the governor to hold 15%. Part of that money pays for the consolidated funding process through the regional councils. And there may be other programs.

## **Directors Report**

Peter Pecor reported, that Ruthann Campbell and Todd Sloane will provide a power point presentation on the RWI Branding. Peter welcomed Stacey Saracene from CauseWave. RWI got involved with the old Ad Council now called CauseWave Community Partners to assist in our branding which is important to us as we completed our 15th year. In January 2016 a community survey was carried out by the agency and it was the highest response rate that they have seen and it served as a base for our future.

## **Ruthann Campbell and Todd Sloane presented a power point presentation and handed out a packet.**

A Community Survey was sent out January 2016. 1,113 responded. A Brand Development Workshop took place, February 2016. Staff representing all areas came together to define the RochesterWorks! Brand. "The set of things people believe about your organization." "What people say about your organization when you're not the in the room." "The sum of everyone's experiences with your organization – the good, the bad, & the ugly. Target Audiences, Primary, Business Community & Job Seekers. Secondary, Partners, Tertiary. Funders. Essence, our DNA, Heart and Soul, the Constant Undercurrent of Our Organization. Promise, what only we do that is really important to our primary audience. Only RochesterWorks! provides a unique set of customized services to businesses and job seekers at little-to-no cost, preparing a skilled workforce and connecting them with opportunities in our region.

## **Nancy Forgue participated in the RochesterWorks! Branding Workshop**

Nancy Forgue, shared, that it was a privilege to participate in the Branding Workshop. To give the board a little understanding, early on during the workshop there were a couple of hours where there was a push and pull of who is our customer. Is our customer the job seeker or the business community? Stacey and Katelin let them be both since it is the essence of RWI. Nancy went on to say, her take away was, the level of dedication and positivity of the staff of RWI it shined through that day. And the brand promise is really very instrumental in the success of the business, and she thought they did a great job of it.

Sergio Esteban asked, now that we have a brand, the challenge is, how are you going to get the word out to the community. Ruthann responded there are discussions happening on how to get the word out, it has been taken to the Management Team and to the Business Services Team. We will include the Youth Team when the summer program is complete. The budget is a challenge, however, we take every opportunity to get out in the community.

### **Kathy Ziegler Manager of the St. Paul Career Center**

Kathy Ziegler reported on the Job Readiness Training for Families, the main thing about the program is, it is not just a Readiness Training. Individuals are not just going to work on a resume or interview skills. It is a realistic approach for an individual. Kathy Ziegler brought with her a guest, who went through the program.

### **Leslie Bundt shared her thoughts of the Readiness Training for Families Program.**

Leslie Bundt stated, that the program offered much more than what she thought. 1. She was provided with assistance in building a resume, counseling on how to approach herself to an employer, how to dress and what to say. Leslie went on to say, the program provided her with a lot of insight on RWI and Rochester Child Care Network. The program provided helpful advice on how to better deal with her children. Staff from Consumer Credit provided advice on how to repair her credit so that she is able to purchase a home. Leslie was hired by Walmart in a full time position that was created for her and will begin within the next two weeks. Leslie went on to say, that even though she completed the Readiness Training Program, staff from RWI are currently there for her. Leslie referred to the card that was handed regarding "Our Promise" and stated it is exactly what she experienced at RWI. Leslie thanked everyone in the St. Paul Career Center.

Joe Wesley asked, you said at the very beginning, that the class you took was a lot different then what you expected. What did you think you were going into? Leslie Bundt responded, because she was referred by DHS, she felt there was a negative image. However, she didn't feel like I was not looked down on. Staff at RWI were caring, helpful and respectful.

### **Workforce Innovation & Performance Committee**

Lee Koslow displayed a PowerPoint Presentation on Recommendations for Improving Services to Individuals with Disabilities and Career Pathways.

Lee Koslow reported, there was a discussion from June 7, 2016 WIPC meeting, "How can we provide wraparound supports for our most in need training customers in a year of declining WIOA funding?" In December the Board approved the following changes to the local training policy.

- Increase maximum wage for eligible employed workers to \$15/hour
- Reimburse exam and licensing fees for training customers

Toward the end of December the demand for training spiked, not only did we run out of money, we over spent on the budget. In the interim we received next year's budget and it is less money. From the June WIPC meeting, there were three decisions that were discussed.

- The Committee Would Like to Gather More Information on Need
- Survey training customers on their need for supports while in training
- Research the allowability and feasibility of including all training supports under a "cafeteria plan" with a defined dollar limit.

The committee recommended that the Board approve a Resolution to Approve Updates to the WIOA Local Individual Training Account (ITA) Guidelines policy, effective July 1, 2016.

1. Transportation supportive services in the form of either a monthly bus pass or a \$25 gas card per 200 miles traveled, up to four cards per month, may be issued to approved training customers who meet the WIOA definition of low income, and

2. Required textbooks, uniforms, and materials may be issued to approved training customers who meet the WIOA definition of low income.

A motion to approve the Local Individual Training Account (ITA) Guidelines policy, effective July 1, 2017 was made by William Clark and second Dan Maloney

### **Paula Roth on behalf of Viatta Carter, Manager of the Goodman Street Career Center**

Paula Roth reported on the CFA grant, the Career Center has been recommending individuals to RIT, REOC, and Finger Lakes Community College. Participants will come in and staff will determine if they are Dislocated Workers and make the recommendation to the school. General numbers as far as traffic at the Career Center, as of January through May there were 13,783. Workshop participants are at 2,483. From January through May, the Vet Rep has met with 116 + veterans and will work with them until they find a job.

The Career Center reached out to Sentry Safe due to lay-offs. Most of the jobs will be ending in August, however some of them have been extended. Two separate information sessions were provided to those individuals at the career center. Out of 226 invitations that were sent out, fifteen participants attended the information session since some were working at the time. Sentry Safe individuals are slowly coming to the career center and the training team is assessing their needs and some are taking advantage of training through the TAA grant.

The Job Strategy Group continues to grow, 25 to 30 participants will come in and the career center runs the workshops every other Wednesday of the month. The workshops are customer driven, surveys are taken to make sure the information RWI is providing is what participants are looking for.

We are working with pre-trial, probation and parole a referral form has been established, we work with the VOC, and ACCES-VR. Starting in July an advisor will be co-located every Tuesday over at ACCES-VR to assist with job search and refer the any customers to our center for additional services.

### **Mike Puglisi Manager of the Waring Road Career Center**

Mike Puglisi reported, we do coordinate services, as far as traffic we are at 14,942. The number on workshops are lower since the Goodman Street Career Center staff conduct most of the workshops. As far as veterans, just recently a full time Disabled Veterans Outreach Program (DVOP) specialist was hired. They only work with veterans that are economically disadvantaged, who have been recently released, or have barriers to employment, and priority is given to veterans.

### **John Premo Business Service Update**

John Premo noted, that the cards that were handed out was a result of a comment that Gary Rogers had made at the last board meeting. John Premo shared the comment with his team and they came up with a card to hand out to businesses, partners, board members and staff to be agents and advocate for us. The card contains contact information. John Premo went on to say he has gotten positive feedback on the card.

John Premo reported, that Business Services had a successful year, 40 different grants were supported this year to 26 businesses and served 150 employees through the grants. The money was spent down, and we received a slight decrease moving into the coming year, however we have good strategies set forth. The Business Services Team came together and is initiating an internal strategic plan and look at skill sets to be successful.

### **Youth Committee**

Antwan Williams reported on the Provider Fair where young folks are invited to meet with employers and providers on May 21, 2016. Antwan Williams talked about the changes that were made to make the fair run easier.

Antwan Williams noted that RWI is funding thirteen programs that were approved by the board at the last board meeting. Antwan provided the board with the names of the agencies.

Antwan Williams noted that 3,059 youth applied for the program, 1,076 followed through. With the use of RWI and the City funding we will employ 750 youth.

Antwan Williams provided a power point presentation of pictures of the Provider Fair and discussed it briefly.

Peter Pecor announced that Kathy Ziegler was invited by our NYC partners relative to the WEP program to provide them with a presentation. Antwan Williams was also invited to provide a presentation relative to the Youth Program to other WIB areas. Peter Pecor went on to say he is very proud of his team and of what they do on a daily basis, and that they are recognized by others in the workforce area.

Meeting adjourned 9:00 AM

**2016 Meeting Schedule: September 20, 2016**

Submitted by Hilda Betances

Approved

L Koslow 7/15/16-lsk

J Premo 7/15/16-jp

M DeBole 7/15/16-MD

K Ziegler 7/15/16-KZ

A Williams 7/18/16-aw

M. Puglisi 7/22/16-mp

P. Roth 7/22/16-pr

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Peter C. Pecor

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Date

# RochesterWorks! System

July 1, 2015 – June 30, 2016

## Operational Expenses

- Salaries and Fringe Benefits are under budget by 11%.
- RWI insurance is over budget by -6%.
- Rent is under budget by 3%.
- Building maintenance is over budget by -5%.
- Utilities are under budget by 32%.
- Telephone over budget by -3%.
- Office Supplies are over budget by -14%.
- Printing/Postage is under budget by 3%.
- Equipment is over budget by -64% (upgraded 65 computers).
- Training/Professional Development is over budget by -112%.
- Contract services is under budget by 36%.
- Overall our Operational Expenses are under budget by 2%.

## Provider Payments

- The year round youth provider payments are under budget by 17%.
- The Summer Youth Employment Program ended in September under budget by 19%.
- Overall the Provider Payments are on target to budget by 18%.

## Direct Service Expenses

- Individual Assessment/Training are over budget by -55%.
- Business Training Grants are under budget by 17%.
- FLH contracts (3 community colleges) are over budget by -54%.
- Client Services are under budget by 47%.
- Youth Wage Subsidies are under budget by 39%.
- Overall the Direct Services are over budget by -2%.

## Other Expenses

- Advertising/Outreach is over budget by -13%.
- Monroe County Oversight is over budget by -9%.

Overall we are on under budget by 4%.

## Individual Training Accounts (ITAs) by Provider

- The ITA's by Provider report shows that the top three funded schools are MCC, Wayne Finger Lakes BOCES and Monroe BOCES #2. There are 250 participants in training and the average ITA amount is \$3,038.

# RochesterWorks! System

## Budget Vs. Actual

July 1, 2015 - June 30, 2016

|                                   | Actual           | Budget           | Remaining        | %     |
|-----------------------------------|------------------|------------------|------------------|-------|
| <b>REVENUE:</b>                   |                  |                  |                  |       |
| Grant Revenue                     | 5,013,984        | 5,787,490        | 773,506          | 13%   |
| TANF                              | 856,265          | 1,051,161        | 194,896          | 19%   |
| FLH                               | 1,223,723        | 938,000          | -285,723         | -30%  |
| TAA                               | 117,043          | 200,000          | 82,957           | 41%   |
| H1-B                              | 41,694           | -                | (41,694)         | 0%    |
| Monroe County Services            | 768,703          | 1,255,000        | 486,297          | 39%   |
| Other                             | 32,353           | -                | (32,353)         | 0%    |
|                                   | <u>8,053,765</u> | <u>9,231,651</u> | <u>1,177,886</u> | 13%   |
| <b>PROGRAM EXPENSES:</b>          |                  |                  |                  |       |
| Direct Services                   | 2,418,323        | 2,237,336        | -180,987         | -8%   |
| Service Providers: WIOA & TANF    | 1,131,758        | 1,279,750        | 147,992          | 12%   |
| MC Oversight                      | 250,649          | 230,000          | -20,649          | -9%   |
|                                   | <u>3,800,730</u> | <u>3,747,086</u> | <u>(53,644)</u>  | -1%   |
| <b>RWI Operational Expenses</b>   |                  |                  |                  |       |
| Salaries                          | 3,014,761        | 2,944,532        | -70,229          | -2%   |
| Fringe Benefits                   | 742,246          | 850,352          | 108,106          | 13%   |
| Insurance                         | 11,091           | 10,500           | -591             | -6%   |
| Rent                              | 198,395          | 205,060          | 6,665            | 3%    |
| Building Maintenance              | 29,311           | 28,000           | -1,311           | -5%   |
| Utilities                         | 17,713           | 26,000           | 8,287            | 32%   |
| Telephone                         | 58,697           | 56,964           | -1,733           | -3%   |
| Office Supplies/Software          | 43,164           | 37,960           | -5,204           | -14%  |
| Printing/Postage                  | 17,823           | 18,403           | 580              | 3%    |
| Equipment                         | 57,886           | 35,200           | -22,686          | -64%  |
| Travel                            | 32,107           | 24,406           | -7,701           | -32%  |
| Training/Professional Dev.        | 26,455           | 12,500           | -13,955          | -112% |
| Meetings/Membership Dues          | 27,318           | 11,000           | -16,318          | -148% |
| Contract Services                 | 165,359          | 257,559          | 92,200           | 36%   |
|                                   | <u>4,442,326</u> | <u>4,518,436</u> | <u>76,110</u>    | 2%    |
| <b>Total Operational Expenses</b> | <u>4,442,326</u> | <u>4,518,436</u> | <u>76,110</u>    | 2%    |
| <b>Total Expenses</b>             | <u>8,243,056</u> | <u>8,265,522</u> | <u>22,466</u>    | 0%    |
| Carryover                         | (189,291)        | 966,129          | 1,155,420        |       |

# RochesterWorks! System

## Budget Vs. Actual

July 1, 2015 - June 30, 2016

| <b>RWI Operational Expenses</b>   | <b>Actual</b>    | <b>Budget</b>  | <b>Remaining</b> | <b>% Remaining</b> |
|-----------------------------------|------------------|----------------|------------------|--------------------|
| Salaries                          | 260,204          | 217,276        | -42,928          | -20%               |
| Fringe Benefits                   | 62,525           | 86,720         | 24,195           | 28%                |
| Telephone                         | 1,949            | 1,764          | -185             | -10%               |
| Office Supplies/Software          | 1,129            | 960            | -169             | -18%               |
| Printing/Postage                  | 0                | 1,403          | 1,403            | 100%               |
| Equipment                         | 0                | 10,200         | 10,200           | 100%               |
| Travel                            | 10,560           | 14,406         | 3,846            | 27%                |
| Training/Professional Dev.        | 50               | 2,500          | 2,450            | 98%                |
| <b>Total Operational Expenses</b> | <b>336,417</b>   | <b>335,229</b> | <b>-1,188</b>    | <b>0%</b>          |
| <b>Direct Service Expenses</b>    |                  |                |                  |                    |
| Individual Assessment/Training    | 438,728          | 206,099        | -232,629         | -113%              |
| Business Training Grants          | 212,368          | 228,804        | 16,436           | 7%                 |
| FLH Contracts                     | 223,062          | 152,100        | -70,962          | -47%               |
| <b>Total Direct Services</b>      | <b>886,752</b>   | <b>602,395</b> | <b>-284,357</b>  | <b>-47%</b>        |
| <b>Total Expenses</b>             | <b>1,223,169</b> | <b>937,624</b> | <b>-285,545</b>  | <b>-30%</b>        |

**RochesterWorks! System**  
**Funds Available Vs. Expenditures/Obligations**

July 1, 2015 - June 30, 2016

|   | Adult            | Youth            | Dis. Worker      | Admin          | TAA Training   | TANF           | FLH              | Other Revenue    | TOTAL               |
|---|------------------|------------------|------------------|----------------|----------------|----------------|------------------|------------------|---------------------|
| <b>Funding Available to Date</b>          |                  |                  |                  |                |                |                |                  |                  |                     |
| Grant Revenue - WIA                       | 2,024,077        | 1,549,599        | 1,084,491        | 295,696        |                |                |                  | 60,122           | 5,013,984           |
| Grant Revenue - TANF                      |                  |                  |                  |                |                | 856,265        |                  |                  | 856,265             |
| Grant Revenue - TAA                       |                  |                  |                  |                | 117,043        |                |                  |                  | 117,043             |
| Grant Revenue - H1-B                      |                  |                  |                  |                |                |                |                  | 41,569           | 41,569              |
| Grant Revenue - FLH                       |                  |                  |                  |                |                |                | 1,223,723        |                  | 1,223,723           |
| Grant Revenue - WEP/EAP                   |                  |                  |                  |                |                |                |                  | 768,703          | 768,703             |
| Other Revenue                             |                  |                  |                  |                |                |                |                  | 32,353           | 32,353              |
| <b>Total Funding Available to Date</b>    | <b>2,024,077</b> | <b>1,549,599</b> | <b>1,084,491</b> | <b>295,696</b> | <b>117,043</b> | <b>856,265</b> | <b>1,223,723</b> | <b>902,747</b>   | <b>8,053,640</b>    |
| <b>EXPENDITURES</b>                       |                  |                  |                  |                |                |                |                  |                  |                     |
| Salaries                                  | 918,427          | 374,989          | 584,699          | 160,032        |                | 35,816         | 260,204          | 680,596          | 3,014,761.24        |
| Fringe Benefits                           | 237,720          | 107,551          | 149,630          | 48,604         |                | 8,698          | 62,236           | 127,807          | 742,246.05          |
| Insurance                                 | 3,492            | 2,383            | 2,455            | 917            |                | 0              | 392              | 1,452            | 11,090.76           |
| Rent                                      | 91,761           | 35,423           | 65,307           | 4,925          |                | 979            |                  | 0                | 198,394.74          |
| Building Maintenance                      | 14,395           | 4,832            | 9,616            | 49             |                | 9              |                  | 411              | 29,311.30           |
| Utilities                                 | 8,644            | 2,926            | 6,143            | 0              |                | 0              |                  | 0                | 17,713.29           |
| Telephone                                 | 20,936           | 9,423            | 12,873           | 2,410          |                | 668            | 1,949            | 10,438           | 58,696.93           |
| Office Supp./Pub. & Sub./Software         | 13,186           | 8,532            | 10,838           | 2,476          |                | 1,090          | 1,129            | 5,912            | 43,163.50           |
| Printing/Postage                          | 6,529            | 2,908            | 3,801            | 1,631          |                | 108            | 0                | 2,846            | 17,823.05           |
| Equipment                                 | 24,853           | 9,375            | 14,729           | 1,655          |                | 82             | 0                | 7,191            | 57,885.67           |
| Travel                                    | 3,809            | 8,263            | 2,368            | 659            |                | 1,585          | 10,560           | 4,863            | 32,107.03           |
| Training/Professional Dev.                | 3,893            | 2,587            | 2,537            | 1,811          |                |                | 50               | 15,576           | 26,455.13           |
| Meetings/Membership Dues                  | 4,244            | 8,567            | 3,262            | 2,738          |                | 129            |                  | 8,378            | 27,318.09           |
| Contract Services                         | 3,171            | 1,347            | 1,801            | 40,360         |                | 81,727         |                  | 36,954           | 165,359.28          |
| <b>Total RWI Operational Expenses</b>     | <b>1,355,059</b> | <b>579,105</b>   | <b>870,058</b>   | <b>268,269</b> | <b>0</b>       | <b>130,889</b> | <b>336,521</b>   | <b>902,425</b>   | <b>4,442,326</b>    |
| WIA Youth - In School                     | 0                | 123,384          | 0                | 0              | 0              | 0              | 450              |                  | 123,834.37          |
| WIOA Youth - In School WE                 |                  | 4,575            |                  |                |                |                |                  |                  | 4,574.90            |
| WIA Youth - Out of School                 | 0                | 526,645          | 0                | 0              | 0              | 0              | 0                |                  | 526,644.91          |
| WIOA Youth - Out of School WE             |                  | 56,635           |                  |                |                | 0              |                  |                  | 56,634.56           |
| MC Job Readiness Training                 |                  |                  |                  |                |                |                |                  | 21,211           | 21,210.75           |
| Summer Youth Employment Pgrm              | 0                | 0                | 0                | 0              | 0              | 398,859        | 0                |                  | 398,858.63          |
| Provider Payments                         | 0                | 711,239          | 0                | 0              | 0              | 398,859        | 450              | 21,211           | 1,131,758.12        |
| Individual Assessment/Training            | 455,054          | 268              | 145,481          |                | 117,043        | 0              | 438,728          | 26,497           | 1,183,071.47        |
| Business Training Grants/Customized       | 106,657          | 0                | 20,512           | 0              | 0              | 0              | 212,368          | 119,728          | 459,264.85          |
| FLH Contracts                             | -                | 0                | -                | 0              | 0              | 0              | 223,062          | 0                | 223,062.24          |
| Client Services                           | 5,386            | 27,659           | 7,113            | 350            | -              | 2,520          | 6,045            | 1,043            | 50,116.39           |
| Wage Subsidies                            | 51,920           | 118,477          | 0                | 0              | 0              | 323,926        | 6,548            | 1,937            | 502,807.94          |
| <b>Direct Service Expenses</b>            | <b>619,017</b>   | <b>146,405</b>   | <b>173,106</b>   | <b>350</b>     | <b>117,043</b> | <b>326,446</b> | <b>886,752</b>   | <b>149,204</b>   | <b>2,418,322.89</b> |
| Advertising/Outreach                      | 2,770            | 1,338            | 1,648            | 328            | 0              | 0              | 0                | 16,454           | 22,537.52           |
| Monroe County Oversight                   | 47,231           | 111,512          | 39,679           | 26,748         | 0              | 72             | 0                | 2,869            | 228,111.18          |
| <b>Other Expenses</b>                     | <b>50,001</b>    | <b>112,850</b>   | <b>41,327</b>    | <b>27,077</b>  | <b>0</b>       | <b>72</b>      | <b>0</b>         | <b>19,322</b>    | <b>250,648.70</b>   |
| <b>Total Accrued Expenditures to Date</b> | <b>2,024,077</b> | <b>1,549,599</b> | <b>1,084,491</b> | <b>295,696</b> | <b>117,043</b> | <b>856,265</b> | <b>1,223,723</b> | <b>1,092,162</b> | <b>8,243,055.78</b> |
| <b>Balance Remaining</b>                  | <b>-</b>         | <b>-</b>         | <b>-</b>         | <b>-</b>       | <b>-</b>       | <b>(0)</b>     | <b>0</b>         | <b>(189,416)</b> | <b>(189,416)</b>    |
| <b>Obligations</b>                        |                  |                  |                  |                |                |                |                  |                  |                     |
| WIA Youth - In School                     | 0                | 148,865          | 0                | 0              | 0              | 0              | 0                | 0                | 148,865             |
| WIA Youth - Out of School                 | 0                | 131,072          | 0                | 0              | 0              | 0              | 0                | 0                | 131,072             |
| WIOA Youth - Out of School WE             | 0                | 0                | 0                | 0              | 0              | 0              | 0                | 0                | -                   |
| Individual Assessment/Training            | 67,541           | 0                | 13,536           | 0              | 0              | 0              | 0                | 0                | 81,077              |
| Business Training Grants/Customized       | 7,603            | 0                | 0                | 0              | 0              | 0              | 91,496           | 9,338            | 108,438             |
| General Obligations                       | 21,275           | 11,500           | 24,725           | 0              |                |                | 389,598          | 0                | 447,098             |
| Monroe County Oversight                   | 50,392           | 109,730          | 35,991           | 28,887         | 0              | 0              | 0                | 0                | 225,000             |
|   |                  |                  | 0                |                |                |                |                  |                  |                     |
| <b>Total Obligations</b>                  | <b>146,811</b>   | <b>401,167</b>   | <b>74,252</b>    | <b>28,887</b>  | <b>0</b>       | <b>0</b>       | <b>481,094</b>   | <b>9,338</b>     | <b>1,141,550</b>    |
| <b>Total 15/16 Accrued/Oblig Funds</b>    | <b>2,170,888</b> | <b>1,950,766</b> | <b>1,158,743</b> | <b>324,583</b> | <b>117,043</b> | <b>856,265</b> | <b>1,704,817</b> | <b>1,101,501</b> | <b>9,384,606</b>    |

**RochesterWorks! System**  
**Individual Training Accounts (ITAs) by Provider**  
**July 1, 2015 - April 30, 2016**

| Vendor                               | Participants |           |           |          | Total Participants | Adult          | Dislocated Worker | TAA           | Youth        | Total          | %              | AVG COST/<br>COST/<br>PART. |
|--------------------------------------|--------------|-----------|-----------|----------|--------------------|----------------|-------------------|---------------|--------------|----------------|----------------|-----------------------------|
|                                      | Adult        | DW        | TAA       | Youth    |                    |                |                   |               |              |                |                |                             |
| Monroe Community College             | 24           | 10        | 11        |          | 45                 | 74,940         | 23,638            | 40,235        |              | 138,813        | 18.4%          | 3,085                       |
| Wayne Finger Lakes BOCES             | 24           | 4         |           |          | 28                 | 86,232         | 16,666            |               |              | 102,898        | 13.6%          | 3,675                       |
| Monroe #2 Orleans BOCES              | 18           | 7         | 1         |          | 26                 | 61,088         | 33,134            | 7,700         |              | 101,922        | 13.5%          | 3,920                       |
| Professional Driving Institute (PDI) | 21           | 6         |           |          | 27                 | 56,950         | 14,990            |               |              | 71,940         | 9.5%           | 2,664                       |
| Finger Lakes Community College       | 27           | 4         | 1         | 1        | 33                 | 55,700         | 7,540             | 3,801         | 2,000        | 69,041         | 9.1%           | 2,092                       |
| Isabella Graham School of Nursing    | 16           |           |           |          | 16                 | 59,998         |                   |               |              | 59,998         | 7.9%           | 3,750                       |
| Genesee Valley BOCES                 | 18           | 2         |           |          | 20                 | 45,589         | 5,646             |               |              | 51,235         | 6.8%           | 2,562                       |
| Monroe #1 BOCES                      | 10           | 1         |           |          | 11                 | 45,150         | 4,500             |               |              | 49,650         | 6.6%           | 4,514                       |
| Greece Community Education           | 5            | 6         | 2         |          | 13                 | 14,759         | 15,156            | 7,124         |              | 37,039         | 4.9%           | 2,849                       |
| SUNY Brockport                       | 3            |           |           |          | 3                  | 7,494          |                   | 12,447        |              | 19,941         | 2.6%           | 6,647                       |
| Bryant & Stratton                    |              | 2         | 1         |          | 3                  |                | 6,709             | 9,487         |              | 16,196         | 2.1%           | 5,399                       |
| SUNY Empire                          |              |           | 3         |          | 3                  | 723            |                   | 12,035        |              | 12,758         | 1.7%           | 4,253                       |
| Rochester City School District       | 3            | 1         |           |          | 4                  | 6,500          | 1,865             |               |              | 8,365          | 1.1%           | 2,091                       |
| ONLC                                 |              | 1         |           |          | 1                  |                | 4,485             |               |              | 4,485          | 0.6%           | 4,485                       |
| University of Florida                |              |           | 1         |          | 1                  |                |                   | 4,047         |              | 4,047          | 0.5%           | 4,047                       |
| REOC                                 | 13           |           |           |          | 13                 | 3,933          |                   |               |              | 3,933          | 0.5%           | 303                         |
| Canandaigua Driving School           |              |           | 1         |          | 1                  |                |                   | 2,405         |              | 2,405          | 0.3%           | 2,405                       |
| Genesee Community College            |              | 1         |           |          | 1                  |                | 1,500             |               |              | 1,500          | 0.2%           | 1,500                       |
| New York Security Training Ctr       |              | 1         |           |          | 1                  |                | 175               |               |              | 175            | 0.0%           | 175                         |
| <b>TOTAL</b>                         | <b>182</b>   | <b>46</b> | <b>21</b> | <b>1</b> | <b>250</b>         | <b>519,057</b> | <b>136,004</b>    | <b>99,281</b> | <b>2,000</b> | <b>756,341</b> | <b>100.00%</b> |                             |
| Average Cost Per Participant         |              |           |           |          |                    | 2,852          | 2,957             | 4,728         | 2,000        |                |                | 3,038                       |