East Cascades Works

Executive Committee Agenda **May 12, 2020 from 8:30am-10am**

Zoom or Call in ONLY- 1-408-638-0968; Meeting ID 232 175 561

https://zoom.us/j/232175561

Topic	Lead	Time	Description
Consent Agenda	Lisa	8:30am	• Ex Com minutes from April 14, 2020 meeting- *vote required* • Quarterly Unaudited Financial Statements (January- March 2020) – *vote required*
			Motions:
Update on Rapid Response Activities, Layoff Aversion & WorkSource	Mel & Stef	8:40am	• Rapid Response Efforts, Current WorkSource Center Activities, and Layoff Aversion Strategies • Plans for Re-Opening
			Actions:
Budget- Program Year 2020-2021	Jamie	9:00am	• Vote to adopt EC Works Budget- *vote required*
			Motions:
Funding Updates	Heather	9:20am	• Disaster DWG, Economic Recovery DWG, OHA/HECC Grant, Facebook Grant
			Actions:
Economic Development Investments- Criteria and Opportunity	Heather	9:30am	• Review criteria for vetting Economic Development investment opportunities- *vote required* • Vet new opportunity using criteria- Project Orange- *vote required* ○ 20 permanent jobs @ $38,168 annual wage; $49,618 with benefits
General Updates & Discussion	All	9:50am	• Economic Resiliency Plans (Heather) • Round-Robin Discussion
			Actions:
Attachments: • April Executive Committee Meeting Minutes • Quarterly Financial Statements (unaudited) • Rapid Response & Layoff Aversion Report • EC Works Budget (2020-2021)			

East Cascades Works

Executive Committee Agenda **April 14, 2020 from 8:30am-10am**

Call in ONLY- 1-408-638-0968; Meeting ID 232 175 561

Attendees: Lisa Dobey (Chair), Gary North, Steve Kramer (ex-officio), Julie Matthew, Jennifer Newby, Heather Tramp, Staff: Heather Ficht, Jamie Kendellen, Stefanie Siebold, Jessica Fitzpatrick, Melissa Barrett

Quorum reached; meeting called to order at 8:30am.

Topic	Lead	Time	Description
Consent Agenda	Lisa	8:30am	• Ex Com minutes from March 10, 2020 meeting- *vote required* • Executive Committee Special Meeting Minutes March 24, 2020- *vote required*
			Motions: Julie moves to accept the items as presented; Jenny seconds; unanimously approved.
Rapid Response Activities and Layoff Aversion	Stefanie, Mel and Jessica	8:40am	• Rapid Response Efforts, Current WorkSource Center Activities, and Layoff Aversion Strategies
			Discussion: Refer to hand-out. Rapid Response teams have been working diligently to support the needs of businesses needing to lay off workers or reduce hours. Have been providing remote/virtual Rapid Response activities. WorkSource activities have shifted away from training and focus on fielding calls for unemployment and urgent support services. We are currently planning on what the work in the centers will look like when the centers do reopen. At present, none of our contracted staff have been laid off and are all working remotely or safely from the office. EC Works received a little over $100k in Layoff Aversion funds from the HECC in late March which we quickly deployed to the community, investing all of it in small/rural/minority/women owned businesses throughout our 10 counties, working in partnership with our Rapid Response team members. Since then we have been able to secure a little over $80k more to continue our efforts a little bit longer than expected.

			Actions: Team will continue to update the report as funds are available and investments are made.
Board Expectations Agreement	Jessica & Heather	8:55am	• Preview and solicit feedback and changes to document for board approval at upcoming meeting • Strategic Plan update
			Actions: Jessica to incorporate a few suggested changes into the Board Expectations Agreement to bring to final for board review: • Removing Staff from the Agreement • Clarify language around meeting participation and advanced notice
Board Meeting Format & Agenda	Heather	9:25am	• Discuss all remote meeting facilitation • Review agenda
			Action: Adjust the timing of the agenda to allow for more time for Damon's presentation and discussion.
Budget Updates and Requests for Proposals Discussion	Heather	9:40am	• Budget Reallocations • State and Federal Funds • Incumbent Worker RFP • Central WIOA Title 1B Provider RFP- *vote required*
			Discussion: Staff would like to recommend closing the Incumbent Worker RFP to retain the remaining $63k for more strategic deployment as it relates to business/industry engagement and recovery from COVID-19. Staff would also like to recommend that EC Works no longer consider moving to a new space for the upcoming year, given the cost and what is not yet know as it relates to when we will return to the office. Staff announce that Central Oregon Intergovernmental Council has prevailed in the procurement for Title 1B Provider for Youth and Adult/Dislocated Worker Services. **Actions:** Executive Committee agree that staff should close the Incumbent Worker RFP but would like to see what staff come up with as the alternative.

			Motion: Julie moves to authorize staff to enter into contract negotiations with Central Oregon Intergovernmental Council for the delivery of Title 1B Services for Youth, Adult and Dislocated Workers. Jenny seconds. Unanimously Approved.

Attachments:

- March 10 & 24 Executive Committee Meeting Minutes
- Board Expectations Agreement
- April Board Meeting Agenda

EAST CASCADES WORKS
BUDGET VS. ACTUAL
JULY 1, 2019 THROUGH MARCH 31, 2020

Funding Expiration	RESOURCES	ADOPTED BUDGET	WORKING BUDGET	FUNDS DRAWN/ RECEIVED	REMAINING FUNDS AVAILABLE	BALANCE REMAINING %	
	Carry In Resources						
6/30/2020	WIOA - Future Ready	6,872	186,377	79,712	106,665	57%	
6/30/2020	WIOA Adult	334,526	443,707	443,707	-	0%	
6/30/2020	WIOA Dislocated Worker	325,879	544,508	544,508	-	0%	
6/30/2020	WIOA Youth	294,561	486,528	486,528	-	0%	
6/30/2020	WIOA - HCEY	15,000	15,000	6,441	8,559	57%	
6/30/2020	WIOA - RR Layoff Aversion COVID	-	206,760	17,857	188,903	91%	**NEW**
9/5/2020	WIOA - IQor	-	291,150	261,638	29,512	10%	**reduced due to TAA**
6/30/2020	Admin - Formula	276,070	276,834	48,023	228,811	83%	
9/30/2019	State - GED Wraparound	-	17,276	17,249	27	0%	
	Current Year Resources						
10/31/2019	State - PY19 TANF Summer Jobs	-	134,574	134,574	-	0%	
10/31/2020	DOL - Apprenticeship USA	170,000	240,000	141,517	98,483	41%	**returned $25,000**
11/30/2020	Federal - Lane Workforce Partnership	-	36,000	497	35,503	99%	
	Other - TAO National Apprenti	-	37,500	37,500	-	0%	
6/30/2021	WIOA Adult	744,424	733,471	212,971	520,500	71%	target 20%
6/30/2021	WIOA Dislocated Worker	754,197	822,703	251,952	570,751	69%	carry in of each
6/30/2021	WIOA Youth	790,891	794,548	230,124	564,424	71%	to next year
6/30/2021	WIOA - HCEY	-	11,250	-	11,250	100%	
6/30/2021	Admin - Formula	254,390	261,191	-	261,191	100%	target - as much as poss
6/30/2021	State - Compet Strategies (Board)	209,280	209,280	104,640	104,640	50%	
6/30/2021	State - Work Exp (TWIP)	278,662	286,018	97,135	188,883	66%	
6/30/2021	State - Industry Eng (Sectors)	212,034	212,034	51,734	160,300	76%	
n/a	County - Lake County	14,500	14,500	14,500	-	0%	
n/a	Special event revenue - net of exp	-	-	16,404	(16,404)	0%	
7/31/2022	Local revenue - COHC	-	90,000	16,658	73,342	81%	
12/10/2019	Local revenue - Facebook	-	200,000	87,976	112,024	56%	
n/a	Local revenue - YCC (Tykeson)	-	100,000	100,000	-	0%	
	Program Income	-	12,520	78,901	(66,381)	-530%	
	Unrestricted Inc - Interest & Misc	-	-	3,578	(3,578)	0%	
	TOTAL AVAILABLE RESOURCES	**4,681,286**	**6,663,729**	**3,486,323**	**3,177,406**	**48%**	

BOARD EXPENSES	ADOPTED BUDGET	WORKING BUDGET	YTD SPENDING	BALANCE REMAINING	BALANCE REMAINING %	YTD SPENDING as a % of REVENUE
Staffing						
Salaries	513,883	503,050	375,840	127,210	25%	10.78%
Taxes & Benefits	197,845	181,098	119,557	61,541	34%	3.43%
Total Staffing	**711,728**	**684,148**	**495,397**	**188,751**	**28%**	**14.21%**
Operating Expenses						
Temporary staff	4,000	-	-	-	#DIV/0!	0.00%
Professional services	5,000	-	-	-	#DIV/0!	0.00%
Legal services	1,500	1,500	67	1,433	96%	0.00%
Audit services	18,025	18,025	18,025	(0)	0%	0.52%
Fees/taxes	7,000	7,000	5,305	1,695	24%	0.15%
Phone & internet	13,500	13,500	9,521	3,979	29%	0.27%
Insurance	5,700	5,100	3,400	1,700	33%	0.10%
Facilities	33,000	30,350	22,681	7,669	25%	0.65%
Office supplies/expenses	5,700	5,700	3,272	2,428	43%	0.09%
Memberships	14,000	14,000	9,802	4,198	30%	0.28%
Printing	3,000	2,000	1,592	408	20%	0.05%
Postage	500	500	96	404	81%	0.00%
Staff/Board travel	15,000	24,000	14,043	9,957	41%	0.40%
Meetings	7,000	7,000	3,918	3,082	44%	0.11%
Staff development	5,000	8,000	7,278	722	9%	0.21%
Total Operating Expenses	**137,925**	**136,675**	**99,001**	**37,674**	**28%**	**2.84%**
Board Exp as % of Revenue			***17.05%***			
Program Expenses						
I-Trac	29,870	30,622	22,506	8,116	27%	0.65%
WSO Exp - Leases, Phone, Tech	85,000	57,500	41,130	16,370	28%	1.18%
One Stop Operator	32,967	32,961	27,501	5,460	17%	0.79%
Program General Expenses	420,000	1,307,590	513,795	793,795	61%	14.74%
Program Outreach	-	429	429	-	0%	0.01%
Total Program Expenses	**567,837**	**1,429,102**	**605,360**	**823,742**	**58%**	**17.36%**
TOTAL BOARD EXPENSES	**1,417,490**	**2,249,925**	**1,199,758**	**1,050,167**	**47%**	**34.41%**

Contract Expiration	PROVIDER EXPENSES	ADOPTED BUDGET	WORKING BUDGET	YTD SPENDING	BALANCE	BALANCE %	% of REVENUE
10/31/2019	TANF - 2019 Summer Jobs	-	119,963	119,963	0	0%	3.44%
6/30/2020	WIOA Adult	615,000	767,500	481,330	286,170	37%	13.81%
6/30/2020	WIOA Dislocated Worker	615,000	720,000	487,910	232,090	32%	13.99%
6/30/2020	WIOA Youth	725,000	876,000	570,036	305,964	35%	16.35%
	WIOA Youth - program income exp	-	-	57,761	(57,761)	0%	1.66%
6/30/2020	WIOA HCEY	15,000	15,000	6,441	8,559	57%	0.18%
06/30/220	WIOA - IQor	-	284,020	258,111	25,909	9%	7.40%
9/30/2019	State - GED Wraparound	-	15,687	15,816	(129)	-1%	0.45%
6/30/2020	Lake County - WSO Center	14,500	14,500	12,287	2,213	15%	0.35%
6/30/2020	State - Work Experiences (TWIP)	125,398	125,398	87,214	38,184	30%	2.50%
6/30/2020	DOL Apprenticeship USA/TAO	-	57,000	40,304	16,696	29%	1.16%
6/30/2020	Future Ready - Warm Springs	-	71,200	25,635	45,565	64%	0.74%
	TOTAL PROVIDER EXPENSES	**2,109,898**	**3,066,268**	**2,162,809**	**903,459**	**29%**	**62.04%**
	CONTINGENCY	**10,000**	**-**	**-**	**-**	**#DIV/0!**	**0.00%**
	GRAND TOTAL EXPENSES	**3,537,388**	**5,316,193**	**3,362,567**	**1,953,626**	**37%**	**96.45%**
	UNEXPENDED FUNDS	**1,143,898**	**1,347,536**	**123,755**	**1,223,781**	**91%**	**3.55%**

Program General Exp account tracking
acct # 8185

	Adult	DW	Youth	TWIP	Sectors	Facebook	State/Fed funds Other	YCC	DOL Apprentice	Future Ready
Action teams - South - K Falls Build My Future $5k / KCEDA $5k	3,333.00	3,333.00	3,334.00							
YCC Data System (Holeman)			21,000.00							
Field training	942.11	942.10	1,528.91	51.70	290.46		502.56		648.62	167.54
PY18 Apprenti		59,466.68								
PY19 Apprenti - Cohort 1									116,062.77	
Sectors projects - remaining to be contracted					28,571.00					
COHC & Match - COCC					60,000.00					
Second Story			4,000.00							
Evolve Training - (Ranemaker $4,700) (OSU CoLab)	1,705.67	1,705.67	2,505.66							
Contracted Personnel .25FTE Apprenti - TAO									6,000.00	
Central Construction Cohort - COCC		33,000.00								
Crook County School District						195,302.00				
Industry Cohort Training - Red Rock	17,500.00	17,500.00								
PY19 Apprenti - Cohort 2									63,937.23	
Future Ready - Warm Springs										107,727.33
Incumbent Worker - remaining to be contracted	37,500.00	161,507.70								
YCC - EDCO			50,000.00					100,000.00		
Layoff Aversion - COVID		206,484.60								
Reserve for Future Projects	333.00	333.00	334.00							
Starting Balance	**61,313.78**	**484,272.75**	**82,702.57**	**51.70**	**88,861.46**	**195,302.00**	**502.56**	**100,000.00**	**186,648.62**	**107,894.87**

Program General Exp account tracking
acct # 8185

	Unrestricted	Totals	Spent YTD	Balance
Action teams - South -				
K Falls Build My Future $5k / KCEDA $5k		10,000.00	5,000.00	5,000.00
YCC Data System (Holeman)		21,000.00	15,300.00	5,700.00
Field training	40.18	5,114.18	5,114.16	0.02
PY18 Apprenti		59,466.68	59,533.14	(66.46)
PY19 Apprenti - Cohort 1		116,062.77	116,067.87	(5.10)
Sectors projects - remaining to be contracted		28,571.00	-	28,571.00
COHC & Match - COCC		60,000.00	33,315.41	26,684.59
Second Story		4,000.00	4,000.00	-
Evolve Training - (Ranemaker $4,700) (OSU CoLab)		5,917.00	5,086.75	830.25
Contracted Personnel .25FTE Apprenti - TAO		6,000.00	6,000.00	-
Central Construction Cohort - COCC		33,000.00	33,000.00	-
Crook County School District		195,302.00	83,278.47	112,023.53
Industry Cohort Training - Red Rock		35,000.00	35,000.00	-
PY19 Apprenti - Cohort 2		63,937.23	-	63,937.23
Future Ready - Warm Springs		107,727.33	47,692.72	60,034.61
Incumbent Worker - remaining to be contracted		199,007.70	43,142.98	155,864.72
YCC - EDCO		150,000.00	-	150,000.00
Layoff Aversion - COVID		206,484.60	17,856.77	188,627.83
Reserve for Future Projects		1,000.00	632.00	368.00
Starting Balance	**40.18**	**1,307,590.49**	**513,794.52**	**793,795.97**

East Cascades Works

BALANCE SHEET - UNAUDITED

As of March 31, 2020

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
1005 Petty Cash	0.00
1011 General Checking	1,360,871.29
1025 Special Events Checking	28,489.70
1030 Checking - ACH deposits	1.53
Total Bank Accounts	**$1,389,362.52**
Accounts Receivable	
1200 Accounts Receivable (A/R)	497.17
Total Accounts Receivable	**$497.17**
Other Current Assets	
1202 Grants Receivable	281,716.00
1209 Other Receivable	42.31
1405 Prepaid Expenses	10,296.11
1410 Pay Advance	0.00
1999 Interfund Advances	0.00
Undeposited Funds	0.00
Total Other Current Assets	**$292,054.42**
Total Current Assets	**$1,681,914.11**
Other Assets	
1505 Deposits	3,200.00
Total Other Assets	**$3,200.00**
TOTAL ASSETS	**$1,685,114.11**
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2011 Accounts Payable (A/P)	248,893.61
Total Accounts Payable	**$248,893.61**
Other Current Liabilities	
2015 Other Accrued Expenses	810.80
2020 Wages Payable	13,045.04
2025 Payroll Taxes Payable	7,543.26
2030 Benefits Payable	3,230.96
2040 Deferred Revenue	1,249,216.30
Total Other Current Liabilities	**$1,273,846.36**
Total Current Liabilities	**$1,522,739.97**
Total Liabilities	**$1,522,739.97**

East Cascades Works

BALANCE SHEET - UNAUDITED

As of March 31, 2020

	TOTAL
Equity	
3103 Fund Balance	38,619.53
Opening Balance Equity	0.00
Net Income	123,754.61
Total Equity	**$162,374.14**
TOTAL LIABILITIES AND EQUITY	**$1,685,114.11**

East Cascades Works

STATEMENT OF REVENUE AND EXPENDITURES - UNAUDITED

July 2019 - March 2020

	TOTAL
Income	
4501 Federal WIOA	2,583,460.21
4510 Federal Grants	142,013.81
4530 State Grants	405,331.14
4590 Local Revenue	202,476.47
4600 Program Income Subrecipient	57,760.55
4625 Donation	1,015.53
4650 Special Event Revenue	28,934.24
4690 Miscellaneous Revenue	1,877.01
4700 In Kind Revenue	1,092.70
4800 Interest and Program Income	76,007.87
Total Income	**$3,499,969.53**
GROSS PROFIT	**$3,499,969.53**
Expenses	
5000 EC Works Board Administrative Expenses	
5100 Salaries	375,839.81
5150 Employer Taxes	31,498.72
5160 Employee Benefits	88,058.27
5214 Legal Services	67.00
5217 Audit Services	18,025.01
5218 Fees / Taxes	5,304.83
5234 Phone / Internet	9,520.77
5235 Insurance	3,400.32
5236 Office Lease	22,680.82
5261 Office Supplies	3,272.32
5263 Memberships	9,802.01
5264 Printing	1,592.46
5268 Postage	96.29
5280 Travel	14,043.40
5281 Meetings	3,917.92
5282 Staff Training	7,278.19
5290 Special Event expense	12,555.13
5300 In Kind Expense	1,092.70
Total 5000 EC Works Board Administrative Expenses	**608,045.97**
8100 EC Works Program Expenses	
8170 ITrac Database	22,506.00
8175 WSO Leases	37,004.54
8178 WSO Phone / Internet	4,125.60
8180 One Stop Operator	27,500.59
8181 EC Works Program Outreach	429.00
8185 Program General Expense	513,794.52
Total 8100 EC Works Program Expenses	**605,360.25**

East Cascades Works

STATEMENT OF REVENUE AND EXPENDITURES - UNAUDITED

July 2019 - March 2020

	TOTAL
8200 Subrecipient Expenses	
8201 Sub Program Admin Comp	36,442.82
8210 Sub Professional Services	3,996.28
8213 Sub Insurance	1,845.71
8219 Sub Office Supplies	10,843.33
8222 Sub Tech/Office Equip	6,922.43
8225 Sub Phone/Internet	7,226.71
8231 Sub Facilities	49,992.94
8237 Sub Travel	17,816.65
8240 Sub Staff Training	3,790.14
8251 Sub Program Delivery Compensation	1,039,280.84
8260 Sub Licenses & Certifications	13,083.73
8263 Sub Training/ITA	332,024.33
8264 Sub On-the-Job Training	104,371.49
8266 Sub Support Services - Training Related	29,285.34
8267 Sub Support Services - non Training Related	7,971.82
8272 Sub Occupational Skills	4,963.00
8275 Sub Incentives	1,114.96
8281 Sub WEX - Staff Compensation	139,902.58
8283 Sub WEX - Incentives	1,000.00
8286 Sub WEX - Participant Pay	155,596.51
8295 Sub Indirect Expenses	195,337.09
Total 8200 Subrecipient Expenses	**2,162,808.70**
Total Expenses	**$3,376,214.92**
NET OPERATING INCOME	**$123,754.61**
NET INCOME	**$123,754.61**

East Cascades Works
Statement of Revenues and Expenditures by Fund - Unaudited
July 2019 - March 2020
UNAUDITED

	Total 11 WIOA Admin	Total 12 WIOA Adult	Total 13 WIOA DW	Total 14 WIOA Youth	Total 15 WIOA IQor DWG
Income					
4501 Federal WIOA	48,023.10	736,389.82	814,316.86	723,092.25	261,638.18
4510 Federal Grants	0.00	0.00	0.00	0.00	0.00
4530 State Grants	0.00	0.00	0.00	0.00	0.00
4590 Local Revenue	0.00	0.00	0.00	0.00	0.00
4600 Program Income Subrecipient	0.00	0.00	0.00	57,760.55	0.00
4625 Donation	0.00	0.00	0.00	0.00	0.00
4650 Special Event Revenue	0.00	0.00	0.00	0.00	0.00
4690 Miscellaneous Revenue	0.00	0.00	0.00	0.00	0.00
4700 In Kind Revenue	0.00	0.00	0.00	0.00	0.00
4800 Interest and Program Income	239.62	3,332.17	3,344.43	1,627.06	0.12
Total Income	**$ 48,262.72**	**$ 739,721.99**	**$ 817,661.29**	**$ 782,479.86**	**$ 261,638.30**
Expenses					
Total 5000 EC Works Board Administrative Expenses	$ 47,798.10	$ 121,361.16	$ 115,163.34	$ 119,272.86	$ 2,615.51
Total 8100 EC Works Program Expenses	$ 464.62	$ 111,395.42	$ 214,588.02	$ 28,969.78	$ 911.37
Total 8200 Subrecipient Expenses	$ 0.00	$ 506,965.41	$ 487,909.93	$ 634,237.22	$ 258,111.42
Total Expenses	**$ 48,262.72**	**$ 739,721.99**	**$ 817,661.29**	**$ 782,479.86**	**$ 261,638.30**
Net Income	**$ 0.00**	**$ 0.00**	**$ 0.00**	**$ 0.00**	**$ 0.00**

East Cascades Works
Statement of Revenues and Expenditure
July 2019 - March 2020
UNAUDITED

	Total 17 Federal American Apprenticeship Initiative	Total 18 State DHS TANF	Total 44 State Funds Board Support	Total 45 State Sectors	Total 46 State GED Wraparound	Total 48 DOL Apprenti
Income						
4501 Federal WIOA	0.00	0.00	0.00	0.00	0.00	0.00
4510 Federal Grants	497.17	0.00	0.00	0.00	0.00	141,516.64
4530 State Grants	0.00	134,574.00	104,640.00	51,733.86	17,248.52	0.00
4590 Local Revenue	0.00	0.00	0.00	0.00	0.00	0.00
4600 Program Income Subrecipient	0.00	0.00	0.00	0.00	0.00	0.00
4625 Donation	0.00	0.00	0.00	0.00	0.00	0.00
4650 Special Event Revenue	0.00	0.00	0.00	0.00	0.00	0.00
4690 Miscellaneous Revenue	0.00	0.00	0.00	0.00	0.00	0.00
4700 In Kind Revenue	0.00	0.00	0.00	0.00	0.00	0.00
4800 Interest and Program Income	0.00	37.30	0.00	16,677.99	0.00	50,020.23
Total Income	**$ 497.17**	**$ 134,611.30**	**$ 104,640.00**	**$ 68,411.85**	**$ 17,248.52**	**$ 191,536.87**
Expenses						
Total 5000 EC Works Board Administrative Expenses	$ 482.69	$ 14,208.10	$ 102,604.57	$ 30,146.60	$ 1,370.70	$ 28,347.29
Total 8100 EC Works Program Expenses	$ 14.48	$ 440.23	$ 2,035.43	$ 38,265.25	$ 61.79	$ 122,885.30
Total 8200 Subrecipient Expenses	$ 0.00	$ 119,962.97	$ 0.00	$ 0.00	$ 15,816.03	$ 40,304.28
Total Expenses	**$ 497.17**	**$ 134,611.30**	**$ 104,640.00**	**$ 68,411.85**	**$ 17,248.52**	**$ 191,536.87**
Net Income	**$ 0.00**	**$ 0.00**	**$ 0.00**	**$ 0.00**	**$ 0.00**	**$ 0.00**

East Cascades Works
Statement of Revenues and Expenditure
July 2019 - March 2020
UNAUDITED

	Total 51 State TWIP	Total 85 Lake County	Total 90 Special Events	95-12 Facebook	95-13 YCC	Total 99 Unrestricted General Fund	TOTAL
Income							
4501 Federal WIOA	0.00	0.00	0.00			0.00	2,583,460.21
4510 Federal Grants	0.00	0.00	0.00			0.00	142,013.81
4530 State Grants	97,134.76	0.00	0.00			0.00	405,331.14
4590 Local Revenue	0.00	14,500.00	0.00	83,278.47	100,000.00	4,698.00	202,476.47
4600 Program Income Subrecipient	0.00	0.00	0.00			0.00	57,760.55
4625 Donation	0.00	0.00	14.00			1,001.53	1,015.53
4650 Special Event Revenue	0.00	0.00	28,934.24			0.00	28,934.24
4690 Miscellaneous Revenue	0.00	0.00	0.00			1,877.01	1,877.01
4700 In Kind Revenue	0.00	0.00	1,092.70			0.00	1,092.70
4800 Interest and Program Income	5.92	0.00	10.57			712.46	76,007.87
Total Income	**$ 97,140.68**	**$ 14,500.00**	**$ 30,051.51**	**$ 83,278.47**	**$ 100,000.00**	**$ 8,289.00**	**$ 3,499,969.53**
Expenses							
Total 5000 EC Works Board Administrative Expenses	$ 7,921.08	$ 0.00	$ 13,647.83	$ 0.00	$ 0.00	$ 3,106.14	$ 608,045.97
Total 8100 EC Works Program Expenses	$ 2,005.58	$ 0.00	$ 0.00	$ 83,278.47	$ 0.00	$ 44.51	$ 605,360.25
Total 8200 Subrecipient Expenses	$ 87,214.02	$ 12,287.42	$ 0.00	$ 0.00	$ 0.00	$ 0.00	$ 2,162,808.70
Total Expenses	**$ 97,140.68**	**$ 12,287.42**	**$ 13,647.83**	**$ 83,278.47**	**$ 0.00**	**$ 3,150.65**	**$ 3,376,214.92**
Net Income	**$ 0.00**	**$ 2,212.58**	**$ 16,403.68**	**$ 0.00**	**$ 100,000.00**	**$ 5,138.35**	**$ 123,754.61**

East Cascades WORKS
Connecting Talent To Opportunity

WORKSOURCE EAST CASCADES

EAST CASCADES WORKS' REGIONAL RAPID RESPONSE ACTIVITIES

The East Cascades Rapid Response team is a task force specifically trained to offer services to employers who are experiencing workforce changes such as layoffs or closures. Each of our sub-regions has a dedicated Rapid Response Coordinator who will collaborate with employers to determine which vital resources best fit their needs, as well as the needs of their employees.

The following represents the number of employers who engaged in Rapid Response Activities; meaning that they had to layoff, either permanently or temporarily at least one worker; between the period of March 16-May 4, 2020. Note: that the number of job losses shown is under-represented, given that the total number of job losses suffered by a company is often not yet know when rapid response activities begin.

REGIONAL RAPID RESPONSE REPORT-EAST CASCADES- MARCH 16-MAY 4, 2020

Employers by County	
Crook	61
Hood River	137
Deschutes	458
Gilliam	6
Jefferson	107
Klamath	118
Lake	9
Sherman	3
Wasco	84
Wheeler	6

989 Employers

Total Job Losses by Sub-Region	
North	2850
Central	8680
South	3827

15,357 Job Losses

Employers by Industry	
Accommodation and Food Services	339
Retail Trade - Auto/Home/Food/Clothing	178
Health Care and Social Services	136
Other Services	115
Arts & Entertainment	72
Retail Trade- Pet/Home/Office/Online	52
Construction	24
Manufacturing (All Products)	20
Professional, Scientific, Technical Services	13
Real Estate, Rental and Leasing	9
Transportation	7
Information	6
Finance/Insurance	6
Education Services	6
Agriculture, Forestry, Fishing	4
Admin Support/Public Admin	3

For more information on Rapid Response, please reach out to Stefanie@ecworks.org. If you are an employer and need support with Rapid Response, please contact your local Rapid Response Coordinator:

- Jefferson, Crook and Deschutes: Dana Dunlap: ddunlap@coic.org
- Hood River, Wasco, Sherman, Gilliam, and Wheeler: Mike Scroggs: mscroggs@cgcc.edu
- Klamath and Lake: Penny Newton: newton@klamathcc.edu

May 4, 2020

East Cascades WORKS
Connecting Talent To Opportunity

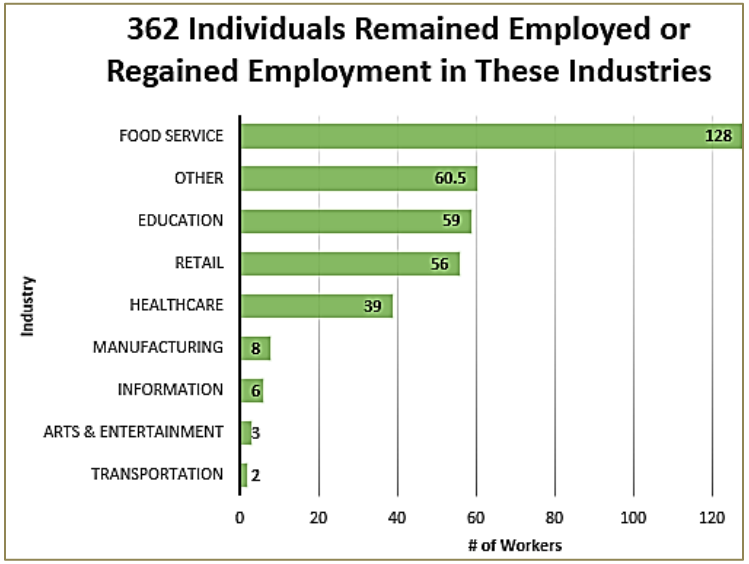
WORKSOURCE EAST CASCADES

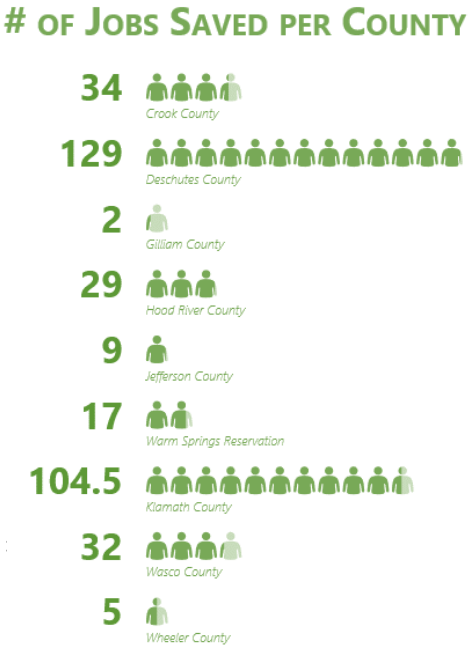
EAST CASCADES WORKS' LAYOFF AVERSION INVESTMENTS

East Cascades Works received funding in late March from the Higher Education Coordinating Commission-Office of Workforce Investments in the amount of $118,000, with the purpose of quickly deploying resources to avert layoffs for local employers. Our team mobilized quickly to implement Layoff Aversion efforts that leveraged the support and expertise of our WorkSource Rapid Response Coordinators.

EC Works staff worked side-by-side with WorkSource Rapid Response Coordinators to identify rural, women owned, and/or minority owned businesses most in need of Layoff Aversion funding. The EC Works team expedited their review of employer applications, turning around funding at a maximum amount of $5,000 within 72 hours. Within less than two weeks, EC Works was able to directly invest its original allocation and secure an additional $88,000 from the state, allowing efforts to continue, which led to the preservation of 362 jobs within the East Cascades region.

IMPACT OF LAYOFF AVERSION INVESTMENTS- EAST CASCADES- MARCH 30-MAY 4





Per County Investment Totals

County	Per County Investment	
Deschutes County	$	75,000.00
Klamath County	$	53,145.20
Wasco County	$	20,000.00
Crook County	$	20,000.00
Jefferson County	$	20,000.00
Hood River County	$	15,000.00
Warm Springs Reservation	$	5,000.00
Wheeler County	$	5,000.00
Gilliam County	$	2,066.00
Grand Total	**$**	**215,211.20**

May 4, 2020

EC Works BUDGET 2020 - 2021

05.01.20 rev

RESOURCES	2020 - 2021 Budgeted	2019 - 2020 Projected	Variance	
Carry In Resources				
Adult	151,150	443,707	(292,557)	
Dislocated Worker	175,081	544,508	(369,427)	
Youth	193,253	501,528	(308,275)	
WIOA Admin	378,068	276,834	101,234	
WIOA - Future Ready	-	186,377	(186,377)	
DOL - American Apprenticeship Initiative	15,681	-	15,681	
DOL - Apprenti	20,635		20,635	
WIOA - RR Layoff Aversion COVID	-	206,760	(206,760)	
State - TWIP	143,009	-	143,009	
State - Industry Engagement (Sectors)	106,017	-	106,017	
State - Competitiveness Strategies (Board Supp)	104,640	-	104,640	
State - GED Wrap	-	17,276	(17,276)	
Local - COHC Health Careers	60,000	-	60,000	
	1,347,534	2,176,990	(829,456)	
Current Year Resources				
Adult	733,471	733,471	-	
Dislocated Worker	822,703	822,703	-	
Youth	794,548	794,548	-	
WIOA Admin	261,191	261,191	-	
WIOA - High Concentration of Eligible Youth	-	11,250	(11,250)	
DOL - American Apprenticeship Initiative	-	36,000	(36,000)	
DOL - Apprenti & TAO Nat'l Apprenti	-	290,020	(290,020)	
DOL - IQor	-	291,150	(291,150)	
State - TWIP	-	286,018	(286,018)	
State - Industry Engagement (Sectors)	-	212,034	(212,034)	
State - Competitive Strategies (Board Supp)	-	209,280	(209,280)	
State - PY19 TANF Summer Jobs	-	134,574	(134,574)	
Local - YCC (Tykeson, Ford, etc.)	-	100,000	(100,000)	
Local - COHC Health Careers	-	90,000	(90,000)	
Local - Facebook	-	200,000	(200,000)	
County - Lake County	14,500	14,500	-	
	2,626,413	4,486,739	(1,860,326)	
Total Resources	**3,973,947**	**6,663,729**	**(2,689,782)**	-40.36%
EXPENDITURES				
Board Expenses				
Staffing				
Salaries	524,149	503,050	21,100	
Employer Taxes	52,415	50,305	2,110	
Employee Benefits	138,900	130,793	8,107	
Total Staffing	715,464	684,147	31,317	4.58%
Operating Expenses				
Professional Services	10,000	-	10,000	
Legal Services	1,500	1,500	-	
Audit Services	18,746	18,025	721	
Fees/Taxes	7,300	7,000	300	
Phone & Internet	14,100	13,500	600	
Insurance	8,000	5,100	2,900	
Facilities	31,000	30,350	650	
Office Supplies/Expenses	5,700	5,700	-	
Memberships	14,500	14,000	500	
Printing	2,600	2,000	600	
Postage	500	500	-	
Staff/Board Travel	20,000	24,000	(4,000)	
Meetings	7,000	7,000	-	
Staff Development	5,000	8,000	(3,000)	
Total Operating Expenses	145,946	136,675	9,271	6.78%
Board expense as % of revenue	***22%***			
Program Expenses				
ITrac Database	29,988	30,622	(634)	
WSO Expenses - Leases, Phone/Int, Technology, etc…	47,000	57,500	(10,500)	
Program Outreach	-	429	(429)	
One Stop Operator	15,000	32,961	(17,961)	
Program General Expenses ***	219,702	1,307,590	(1,087,888)	
Total Program Expenses	311,690	1,429,102	(1,117,412)	-78.19%
Total Board Expenses	**1,173,100**	**2,249,924**	**(1,076,824)**	-47.86%

***** See attached schedule of 2020-2021 budgeted Program General Expenses**

EC Works BUDGET 2020 - 2021

	2020 - 2021 Budgeted	2019 - 2020 Projected	Variance	
Program Provider Contracts				
Adult	590,000	767,500	(177,500)	-23.1%
Dislocated Worker	590,000	720,000	(130,000)	-18.1%
Youth	720,000	891,000	(171,000)	-19.2%
PY 19 DHS Summer Jobs	-	119,963	(119,963)	-100.0%
GED Wraparound	-	15,687	(15,687)	-100.0%
TWIP	125,398	125,398	-	0.0%
Future Ready	-	71,200	(71,200)	-100.0%
DOL Apprenti	-	57,000	(57,000)	-100.0%
DOL IQor	-	284,020	(284,020)	-100.0%
Lake County - WSO Center	10,000	14,500	(4,500)	-31.0%
Total Program Provider Contracts	**2,035,398**	**3,066,268**	**(1,030,870)**	-33.62%
Contingency Fund	**10,000**	**-**	**10,000**	#DIV/0!
Total EC Works Expenses	**3,218,498**	**5,316,192**	**(2,097,694)**	-39.46%
Fiscal Year 2021-2022 Quarter 1 Resources	**755,449**	**1,347,537**	**(592,088)**	-43.94%
Targeted Carry In **3 Months**	**810,114**			

Program Provider Contracts	2020 - 2021 Budgeted	2019 - 2020 Projected	Variance	
Adult	590,000	767,500	-177,500	-23.1%
Dislocated Worker	590,000	720,000	-130,000	-18.1%
Youth	720,000	891,000	-171,000	-19.2%
PY 19 TANF Summer Jobs	0	119,963	-119,963	-100.0%
GED Wraparound	0	15,687	-15,687	-100.0%
GF WEX	125,398	125,398	0	0.0%
Future Ready	0	71,200	-71,200	-100.0%
DOL Apprenti	0	57,000	-57,000	-100.0%
DOL IQor	0	284,020	-284,020	-100.0%
Lake County - WSO Center	10,000	14,500	-4,500	-31.0%
Total Program Provider Contracts	**2,035,398**	**3,066,268**	**-1,030,870**	-33.6%

Historical - Program Provider Contracts

2016 - 2017 = $2,911,261
2017 - 2018 = 2,339,259
2018 - 2019 = 2,733,464