



**Finance Committee Meeting
September 7th, 2021 @ 2:00 PM (CT)
Microsoft Teams Meeting
561-570-4464; Conference ID: 838 608 884#**

AGENDA

- I. CALL TO ORDER

- II. PUBLIC COMMENTS

- III. REQUEST APPROVAL FOR THE 2021-2022 BUDGET

- IV. ADJOURNMENT

Finance Committee Members

Donnie Read, Chair
Sandy Spear
Kristy Terry
Tracy Andrews

| | Proposed 2021-22 | Budgeted Last Year | Actual Last Year |
|--|---------------------|-----------------------|---------------------|
| Income | \$ 5,013,408 | \$ 7,191,356 | |
| Expense Category | | | |
| Accounting/Finance Consulting | \$ 18,000 | \$ 18,000 | \$ 17,500 |
| Organizational Advertising | \$ 1,600 | \$ 1,000 | \$ 1,551 |
| Data Lines and Telephone | \$ 80,000 | \$ 70,000 | \$ 79,840 |
| Equipment & Facility Maintenance | \$ 35,000 | \$ 124,337 | \$ 75,528 |
| Equipment/Furniture | \$ 40,000 | \$ 85,000 | \$ 136,391 |
| Garbage Disposal/Janitorial Supplies | \$ 6,500 | \$ 3,500 | \$ 6,131 |
| Insurance | \$ 25,000 | \$ 25,000 | \$ 24,587 |
| Legal/Corporate Fees | \$ 1,000 | \$ 1,000 | \$ - |
| License/Software | \$ 70,000 | | \$ 67,436 |
| Marketing/Outreach | \$ 15,000 | \$ 125,000 | \$ 7,034 |
| Memberships and Dues | \$ 16,000 | \$ 18,000 | \$ 14,049 |
| NDWG Training and Employment | \$ 900,000 | \$ 3,169,475 | \$ 2,457,104 |
| Other | \$ 5,000 | \$ 10,000 | \$ 21,084 |
| Other Contractual Services | \$ 10,000 | \$ 15,000 | \$ 83,135 |
| Pest Control | \$ 1,500 | \$ 1,500 | \$ 955 |
| Postage | \$ 2,000 | \$ 2,000 | \$ 2,242 |
| Professional Employment Agency Fee | \$ 17,000 | \$ 20,000 | \$ 12,307 |
| Rent | \$ 140,500 | \$ 130,000 | \$ 125,500 |
| Salary/Fringes - CareerSource Chipola staff | \$ 1,300,000 | \$ 1,491,034 | \$ 1,206,695 |
| Security Systems | \$ 3,000 | \$ 4,000 | \$ 2,484 |
| Storage Rooms | \$ 2,500 | \$ 2,500 | \$ 2,398 |
| Supplies | \$ 35,000 | \$ 40,000 | \$ 33,071 |
| Trade Adjustment Act Program | \$ - | \$ - | \$ - |
| Training Materials | \$ 1,000 | \$ 10,000 | \$ 715 |
| Travel/Training - CareerSource Chipola Board | \$ 15,000 | \$ 15,000 | \$ 3,242 |
| Travel/Training - CareerSource Chipola Staff | \$ 15,000 | \$ 20,000 | \$ 1,889 |
| Travel/Training - DEO Staff | \$ 500 | \$ 1,000 | \$ - |
| Utilities | \$ 28,000 | \$ 33,000 | \$ 26,256 |
| Building Construction Trade (JCSB) | \$ 95,752 | \$ - | \$ 98,272 |
| Welfare Transition Program | \$ 15,000 | \$ 175,000 | \$ 2,804 |
| WIOA Adult Program | \$ 150,000 | \$ 200,000 | \$ 40,591 |
| WIOA Dislocated Worker Program | \$ 150,000 | \$ 75,000 | \$ 8,127 |
| WIOA Youth Program | \$ 200,000 | \$ 250,000 | \$ 59,318 |
| WIOA Youth Special Project | \$ 150,000 | \$ 275,000 | \$ 28,633 |
| WIOA Performance Funding Training | \$ - | \$ 50,000 | \$ 14,481 |
| Sub Total: | \$ 3,544,852 | \$ 6,460,346 | \$ 4,661,350 |
| Planned Carryover Funds | \$ 1,468,556 | \$ 731,010 | |
| Total: | \$ 5,013,408 | \$ 7,191,356 | |

Budgeted last year is as passed in the original budget and does not reflect changes approved by the board for expenditure after the budget was passed. The budget includes ramping down of the disaster programs and anticipates moving individuals into traditionally funded training as disaster funded training ends. The budget also includes an average 5% raise for the 21-22 program year for staff based upon performance evaluations. Dislocated Worker funds may be transferred to Adult funding as needed if there is not significant demand by dislocated workers.

DRAFT BUDGET DOCUMENT SUBJECT TO APPROVAL OF THE BOARD

| Funding Source/Income | Income Amount | Carryover Amount | Total |
|--|--------------------------|-----------------------------|--------------------|
| | | | \$ - |
| | | | \$ - |
| NDWG Funding- Sally | | \$ 160,434 | \$ 160,434 |
| NDWG Funding - Covid | \$ 200,000 | \$ 269,762 | \$ 469,762 |
| NDWG Funding - Michael | | \$1,092,468 | \$1,092,468 |
| Opportunity Florida Contract | \$ 220,000 | | \$ 220,000 |
| Rapid Response Funding | \$ 111,934 | | \$ 111,934 |
| Reemployment Assistance | | | \$ - |
| Reemployment Eligibility and Assessment | \$ 50,000 | \$ 10,966 | \$ 60,966 |
| Rural Initiatives | \$ 312,500 | | \$ 312,500 |
| SNAP | | \$ 11,652 | \$ 11,652 |
| Infrastructure Funding Agreement | \$ 10,728 | | \$ 10,728 |
| Unrestricted Funds not otherwise catagorized | | | \$ - |
| Veteran's Services - DVOP | \$ 43,844 | \$ 3,146 | \$ 46,990 |
| Veteran's Services - LVER | \$ 50,689 | \$ 2,410 | \$ 53,099 |
| Wagner Peyser | \$ 103,054 | \$ 2,019 | \$ 105,073 |
| Wagner Peyser Incentives | | | \$ - |
| Temporary Assistance to Needy Families | \$ 330,279 | | \$ 330,279 |
| WIOA Adult | \$ 307,346 | \$ 306,497 | \$ 613,843 |
| WIOA Dislocated Worker | \$ 153,892 | \$ 168,819 | \$ 322,711 |
| WIOA Dislocated Worker Supplemental | | | \$ - |
| WIOA In-School Youth Special Grant | | \$ 268,304 | \$ 268,304 |
| WIOA Supplemental | | | \$ - |
| WIOA Youth | \$ 268,041 | \$ 270,332 | \$ 538,373 |
| WIOA Foundational Skills | \$ 41,666 | | \$ 41,666 |
| WIOA Building Construction Tech | | \$ 95,752 | \$ 95,752 |
| WIOA State Level- Rapid Response | \$111,934 | | \$ 111,934 |
| WIOA State Level-Performance Incentives | | \$ 34,940 | \$ 34,940 |
| Totals | \$2,315,907 | \$2,697,501 | \$5,013,408 |