

# **Riverside County Economic Development Agency Workforce Development Division**

## **WIB Financial Outlook Report** FY13/14 – Q2 *(As of 12/31/13)*



# WIB Financial Outlook Report

FY13/14

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## WIB Financial Outlook Report

### Executive Summary

FY13/14 – Quarter Ending, *December 31, 2013*

The County of Riverside Economic Development Agency Workforce Development Division (WDD) provides various employment related services to the residents and businesses of the County of Riverside, utilizing various funding sources awarded by several funding streams including United States Department of Labor, Workforce Investment Act funds (WIA). The federally funded award, WIA, is provided to WDD through a Subgrant Agreement entered with the State of California, Employment Development Department (EDD) on an annual basis. Periodically, WDD may receive additional funding awards from EDD or other organizations.

The WIB Financial Outlook Report is a managerial report and it is intended to provide a financial illustration of planned funds utilization for current and future operations. The report provides the funds utilization plans for all income streams received or awarded to WDD. The Fiscal Year 2013/2014 Financial Report was prepared using actual expenditures from July 1, 2013 through December 31, 2013 and projected expenditures for the remainder of the fiscal year. The WIA Participant Training Status Report data was extracted from the participant enrollment database, Virtual One-Stop (VOS).

Below are the main highlights for the quarter:

- Overall actual expenditures for the first and second quarter for all funding sources totaled \$10,506,657. There were a total of 119 direct employees as of the last pay period in December. Operating costs include cost to operate four One-Stop Centers and four satellite offices throughout the County of Riverside. – *page 2.*
- WDD served a total of 2,612 participants during the first and second quarters utilizing Adult/Dislocated Work (1,677) Youth (652) and Workforce Innovation Funds (283) –*pages 3, 5 and 6.*
- Amounts paid to Training Vendors for Q1 and Q2 which include mid-point or completion payments and pro-rated payments for unsuccessful trainings totaled \$869,411 (Adult/Dislocated Worker \$735,891 and Rapid Response \$133,520). – *pages 2 and 4.*
- There were total of 116 participants that were still in training from FY12/13. A total of 59 participants started training during the first and second quarter, and 103 participants completed their training. WDD is expecting another 341 participants to start training this fiscal year. Low training activity during the first and second quarter was due to impact of sequestration. The second allotment of WIA Adult/Dislocated Worker funding was not made available to WDD until November of 2013. – *page 9 and 10.*



## Summary of Available Funding and Funds Utilization Plan

FY 2013-2014							
	AD/DW	Youth	RR	WIF	Other WIA and Other Funds	Other Reimb.	ALL Funds
<b>Available Funding</b>							
Current Fiscal Year Allocation	13,447,887	6,650,355	636,016	-	210,851	1,745,656	22,690,765
Carry-In from FY 12/13	3,564,834	3,146,601	146,686	5,333,575	21,372	2,479	12,215,546
Carry-Over to FY 14/15	(2,029,651)	(2,102,466)	(107,033)	(3,081,820)	(19,996)	(176,381)	(7,517,347)
<b>Total Available Funding</b>	<b>\$ 14,983,070</b>	<b>\$ 7,694,490</b>	<b>\$ 675,668</b>	<b>\$ 2,251,754</b>	<b>\$ 212,227</b>	<b>\$ 1,571,754</b>	<b>\$ 27,388,964</b>
<b>Q1-Q2 (Actual Expenditure)</b>							
Personnel	3,737,652	403,547	130,104	130,349	60,977	201,973	4,664,602
Operating, Staff Training, Travel and Equipment	1,500,194	207,827	37,152	52,044	12,815	590,130	2,400,162
Contracts (Prof Svcs, YOC Training Providers)	(195,383)	1,984,690	144	752,194	(3,443)	-	2,538,203
Support Services	34,089	-	-	-	190	-	34,279
Client Training (ITA & OJT)	735,891	-	133,520	-	-	-	869,411
<b>Total Q1-Q2 (Actual Expenditure)</b>	<b>\$ 5,812,443</b>	<b>\$ 2,596,065</b>	<b>\$ 300,919</b>	<b>\$ 934,588</b>	<b>\$ 70,539</b>	<b>\$ 792,104</b>	<b>\$ 10,506,657</b>
<b>Q3-Q4 (Projected Expenditure)</b>							
Personnel	4,486,723	588,359	136,655	137,595	71,332	254,792	5,675,454
Operating, Staff Training, Travel and Equipment	2,123,317	314,042	40,071	77,142	7,044	524,859	3,086,475
Contracts (Prof Svcs, YOC Training Providers)	9,718	4,196,025	371	1,102,430	63,313	-	5,371,857
Support Services	148,951	-	-	-	-	-	148,951
Client Training (ITA & OJT)	2,401,919	-	197,651	-	-	-	2,599,571
<b>Total Q2-Q4 (Projected Expenditure)</b>	<b>\$ 9,170,627</b>	<b>\$ 5,098,426</b>	<b>\$ 374,749</b>	<b>\$ 1,317,167</b>	<b>\$ 141,688</b>	<b>\$ 779,650</b>	<b>\$ 16,882,307</b>
<b>Total (Actual + Projection)</b>							
Personnel	8,224,374	991,906	266,759	267,944	132,308	456,765	10,340,056
Operating, Staff Training, Travel and Equipment	3,623,511	521,870	77,223	129,186	19,858	1,114,989	5,486,636
Contracts (Prof Svcs, YOC Training Providers)	(185,664)	6,180,715	515	1,854,625	59,870	-	7,910,060
Support Services	183,040	-	-	-	190	-	183,230
Client Training (ITA & OJT)	3,137,810	-	331,171	-	-	-	3,468,982
<b>Total (Actual + Projection)</b>	<b>\$ 14,983,070</b>	<b>\$ 7,694,490</b>	<b>\$ 675,668</b>	<b>\$ 2,251,754</b>	<b>\$ 212,227</b>	<b>\$ 1,571,754</b>	<b>\$ 27,388,964</b>

**Remarks:**

Grant Allocation for this Fiscal Year (FY13/14) totaled \$22,690,765 of which \$20,734,258 was awarded through subgrant agreement with EDD. WDD carried-in funds from FY12/13 in the amount of \$12,215,546. Based on required funds to cover this years expenses, it is anticipated that approximately \$7,517,347 will be carried-over to FY14/15.

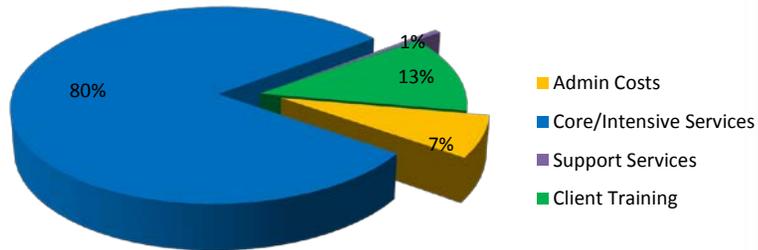
WDD is anticipating \$210,851 from other funds (not awarded through the sub-grant agreement) from Employment Training Panel (ETP), Probation and Re-entry programs for FY13/14. Reimbursements from partners, tenants, and other county departments to cover for usage of space and other resources is anticipated at \$1,745,656.

## Adult/ Dislocated Worker

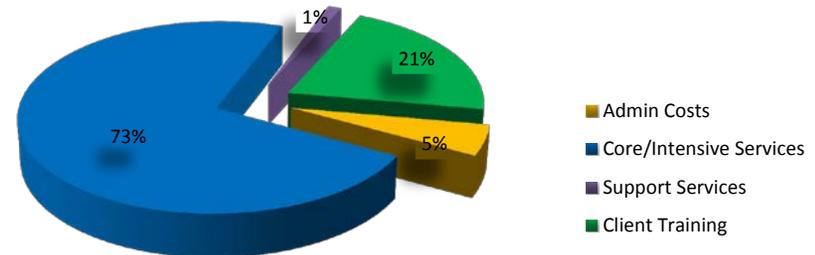
### At-a-Glance Funds Utilization Plan

	FY 13/14 (Q1-Q2) Actual			FY 13/14 (Q3-Q4) Projection			FY 13/14 (Q1-Q4) Total		
	Count #		%	Count #		%	Count #		%
<b>Admin Costs</b>		\$ 401,172	7%		\$ 371,526	4%		\$ 772,698	5%
<b>Program Costs:</b>									
Core/Intensive Services		4,641,291	80%		6,248,231	68%		10,889,522	73%
Support Services		34,089	1%		148,951	2%		183,040	1%
Client Training		735,891	13%		2,401,919	26%		3,137,810	21%
Total Program Costs	1,677	\$ 5,411,271		1,334	\$ 8,799,101		3,011	\$ 14,210,372	
<b>Total Admin and Program Costs</b>		\$ 5,812,443	100%		\$ 9,170,627	100%		\$ 14,983,070	100%

FY 13-14 (Q1-Q2)  
Adult/Dislocated Worker



FY 13-14 (Total)  
Adult/Dislocated Worker



**Remarks:**

Funds utilization for the first and second quarter was \$5,812,443 and for Quarters 3-4 is anticipated at \$9,170,627. WDD served a total of 1,677 participants which included 682 participants carried-in from the prior year and 995 are new participants. The goal is to enroll another 1,334 new participants within the fiscal year (total of 2,329 new enrollments).

WDD did not receive the second allotment of Adult/Dislocated Worker funding until November 2013. This resulted in a delay of training activities. Q1 & Q2 amounts for client training (\$735,891) represent payments made to Training Vendors which include mid-point or completion payments and pro-rated payments for unsuccessful trainings.



## FY 13-14 Q1-Q2 Training Payments

Training Provider	Type of Training	TOTAL	Adult/DW	Rapid Response	# of Participants
California Nurses Educational Institute Inc	Occupational ITA	\$ 46,900	\$ 46,900		4
Center for Employment Training	Occupational ITA	\$ 1,879	\$ 1,879		1
Concorde Career College	Occupational ITA	\$ 24,253	\$ 24,253		1
Everblue Training Inst	Occupational ITA	\$ 4,188	\$ 4,188		2
Four D College	Occupational ITA	\$ 26,050	\$ 26,050		2
JEM College	Occupational ITA	\$ 20,000	\$ 20,000		4
Kaplan College	Occupational ITA	\$ 19,450	\$ 19,450		3
LTS Career Training Academy	Occupational ITA	\$ 192,055	\$ 192,055		35
Mayfield College	Occupational ITA	\$ 14,508	\$ 14,508		5
Natural Healing Institute Of Naturopathy Inc	Occupational ITA	\$ 2,600	\$ 2,600		1
North-West College	Occupational ITA	\$ 58,448	\$ 58,448		6
Stanbridge College	Occupational ITA	\$ 10,762	\$ 10,762		1
Summit Career College	Occupational ITA	\$ 259,208	\$ 259,208		24
Universal Technical Institute	Occupational ITA	\$ 11,727	\$ 11,727		2
University Extension Irvine	Occupational ITA	\$ 5,092	\$ 5,092		1
University of California Riverside, Extension	Occupational ITA	\$ 14,985	\$ 14,985		13
West Coast Ultrasound Institute	Occupational ITA	\$ 23,788	\$ 23,788		1
<b>TOTAL Occupational ITA</b>		<b>\$ 735,891</b>	<b>\$ 735,891</b>	<b>\$ -</b>	<b>106</b>
A-Aerial Service Company	On-the-Job-Training	\$ 2,880		\$ 2,880	1
AMA Plastics	On-the-Job-Training	\$ 21,564		\$ 21,564	4
Avitus Group	On-the-Job-Training	\$ 2,220		\$ 2,220	1
AZ Countertops Inc	On-the-Job-Training	\$ 3,540		\$ 3,540	1
BSA international Aerospace Co	On-the-Job-Training	\$ 11,312		\$ 11,312	3
California Cart Builder	On-the-Job-Training	\$ 600		\$ 600	1
Dave Wilbert	On-the-Job-Training	\$ 6,029		\$ 6,029	1
Facility Shield International	On-the-Job-Training	\$ 11,928		\$ 11,928	3
Hemet Valley Urology	On-the-Job-Training	\$ 1,800		\$ 1,800	1
John Harrison Contracting Inc.	On-the-Job-Training	\$ 3,840		\$ 3,840	1
McLane Foodservice Inc	On-the-Job-Training	\$ 15,888		\$ 15,888	5
Medi-Cal Consulting Services Inc	On-the-Job-Training	\$ 8,770		\$ 8,770	2
My Learning Studio	On-the-Job-Training	\$ 2,215		\$ 2,215	1
Riverside Community Hospital	On-the-Job-Training	\$ 13,308		\$ 13,308	2
Security Academy and Training	On-the-Job-Training	\$ 1,218		\$ 1,218	1
Simply the Best Healthcare	On-the-Job-Training	\$ 3,078		\$ 3,078	1
Sysco Riverside	On-the-Job-Training	\$ 23,330		\$ 23,330	6
<b>TOTAL On-the-Job-Training</b>		<b>\$ 133,520</b>	<b>\$ -</b>	<b>\$ 133,520</b>	<b>35</b>
<b>TOTAL Client Training (ITA / OJT)</b>		<b>\$ 869,411</b>	<b>\$ 735,891</b>	<b>\$ 133,520</b>	<b>141</b>

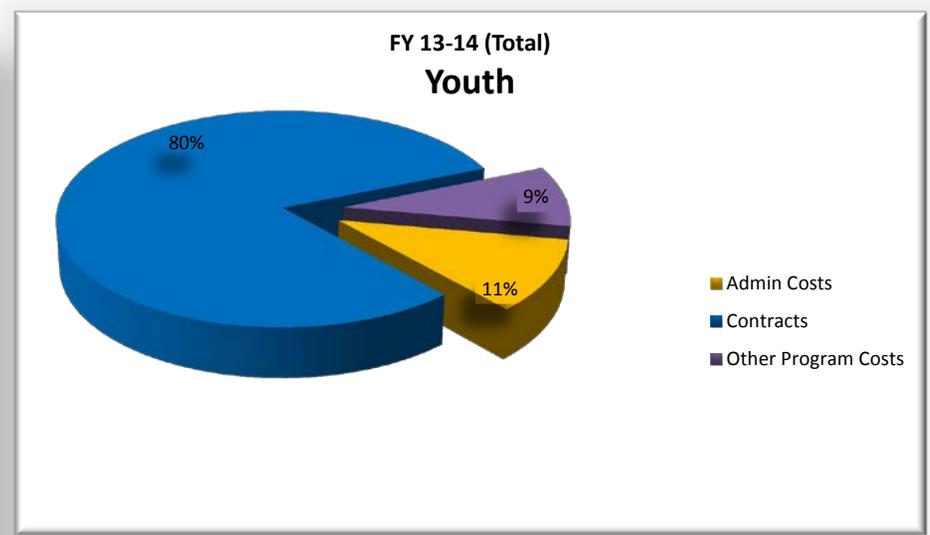
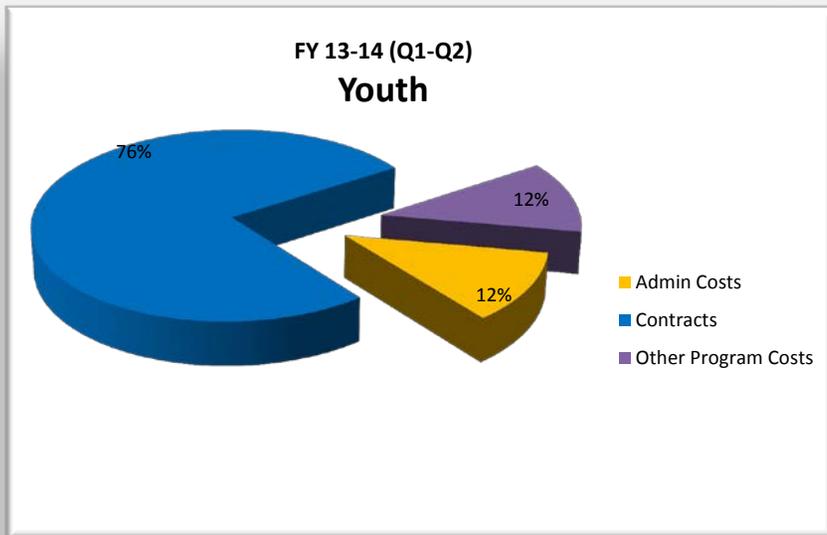
**Remarks:**

Amounts represent payments made to Training Vendors for Q1 and Q2 which include mid-point or completion payments and pro-rated payments for unsuccessful trainings.

## Youth

### At-a-Glance Funds Utilization Plan

	FY 13/14 (Q1-Q2) Actual			FY 13/14 (Q3-Q4) Projection			FY 13/14 (Q1-Q4) Total		
	Count #		%	Count #		%	Count #		%
<b>Admin Costs</b>		\$ 300,140	12%		\$ 519,783	10%		\$ 819,922	11%
<b>Program Costs:</b>									
Contracts		1,984,690	76%		4,196,025	82%		6,180,715	80%
Other Program Costs		311,235	12%		382,618	8%		693,853	9%
<b>Total Program Costs</b>	652	\$ 2,295,925	88%	366	\$ 4,578,643	90%	1,018	\$ 6,874,568	89%
<b>Total Admin and Program Costs</b>		\$ 2,596,065	100%		\$ 5,098,426	100%		\$ 7,694,490	100%



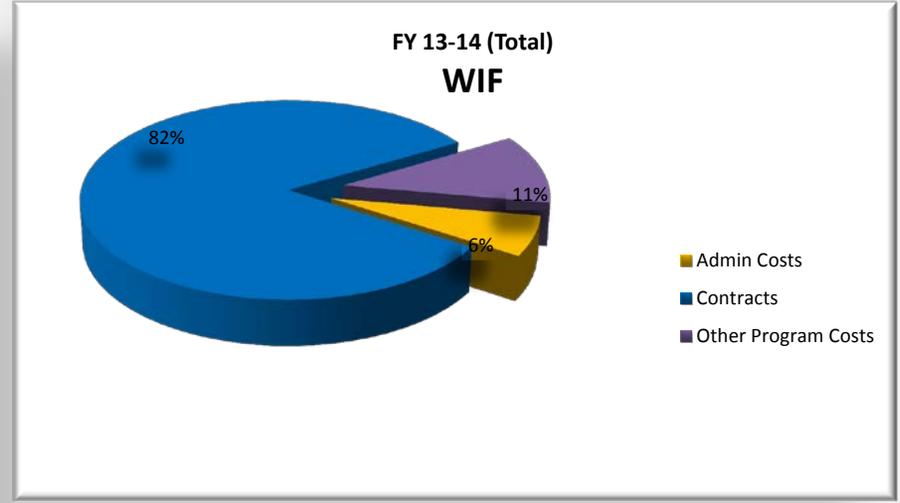
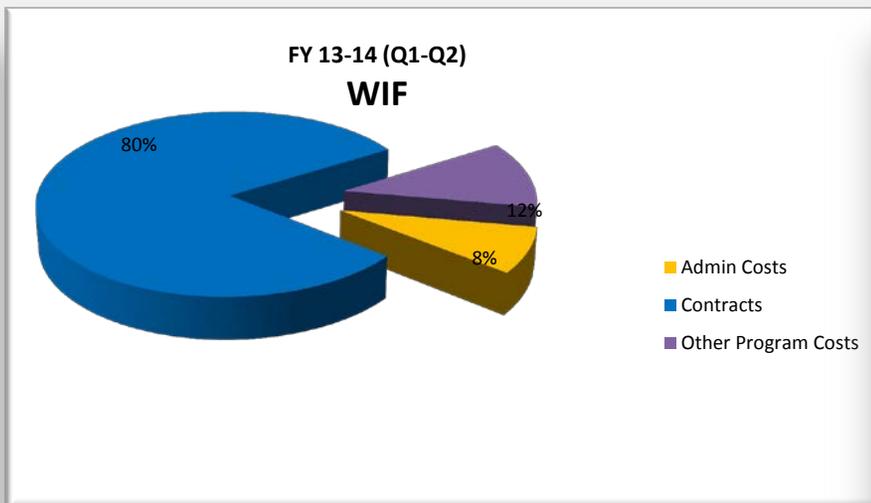
**Remarks:**

WDD served a total of 652 WIA Youth participant which included 224 participants carried-in from the prior year and 428 new participants. The goal is to enroll another 366 new participants within the fiscal year (total of 794 new enrollments).

## Workforce Innovation Fund (WIF)

### At-a-Glance Funds Utilization Plan

	FY 13/14 (Q1-Q2) Actual			FY 13/14 (Q3-Q4) Projection			FY 13/14 (Q1-Q4) Total		
	Count #		%	Count #		%	Count #		%
<b>Admin Costs</b>		\$ 73,902	8%		\$ 70,403	5%		\$ 144,304	6%
<b>Program Costs:</b>									
Contracts		752,194	80%		1,102,430	84%		1,854,625	82%
Other Program Costs		108,492	12%		144,334	11%		252,826	11%
<b>Total Program Costs</b>	283	\$ 860,686	92%	238	\$ 1,246,764	95%	521	\$ 2,107,450	94%
<b>Total Admin and Program Costs</b>		\$ 934,588	100%		\$ 1,317,167	100%		\$ 2,251,754	100%



**Remarks:**

WDD served a total of 283 WIF participant which included 142 participants carried-in from the prior year and 141 new participants. The goal is to enroll another 238 new participants within the fiscal year (total of 379 new enrollments).

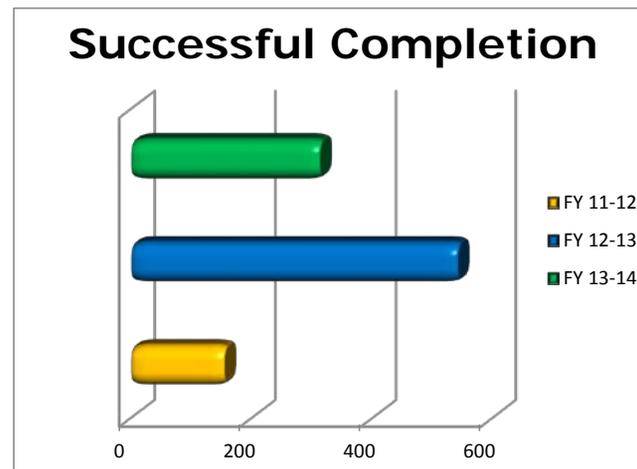
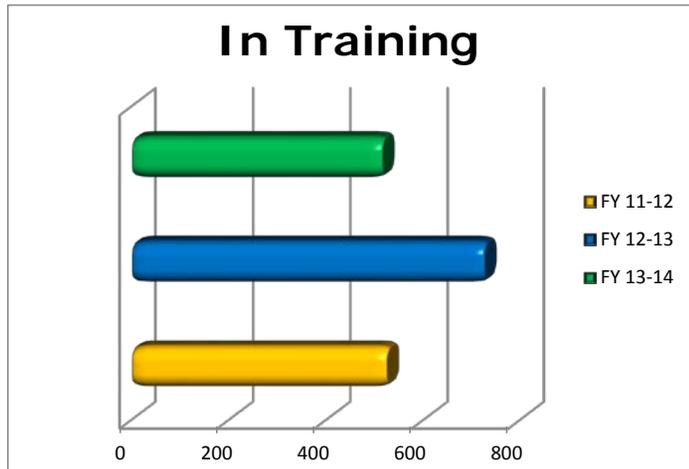
# Riverside County Economic Development Agency Workforce Development Division

## WIA Participant Training Status FY13/14 *(As of 12/31/2013)*



## WIA Training - Overall

	FY 11/12		FY 12/13		FY 13/14-Est.	
	# Count	\$ Amount	# Count	\$ Amount	# Count	\$ Amount
<b>I. In Training:</b>						
Ia. Still in Training from Prior Year	29	337,710	340	2,611,884	116	1,643,951
Ib. Training Started in Current Year	496	3,266,936	386	3,039,415	400	2,200,000
<b>Ic. Total In Training</b>	<b>525</b>	<b>3,604,646</b>	<b>726</b>	<b>5,651,298</b>	<b>516</b>	<b>3,843,951</b>
<b>II. Successful Completion</b>	<b>(155)</b>	<b>(891,632)</b>	<b>(542)</b>	<b>(3,368,871)</b>	<b>(313)</b>	<b>(2,551,097)</b>
% & average of cost of completion	30%	5,752	75%	6,216	61%	8,139
<b>III. Incomplete Training</b>	<b>(30)</b>	<b>(101,130)</b>	<b>(68)</b>	<b>(638,477)</b>	<b>(39)</b>	<b>(235,697)</b>
% of Incomplete Training	6%		9%		8%	
<b>IV. Still in Training at Year-End</b>	<b>340</b>	<b>2,611,884</b>	<b>116</b>	<b>1,643,951</b>	<b>163</b>	<b>1,057,157</b>
% of Still in Training at Year-End	65%		16%		32%	

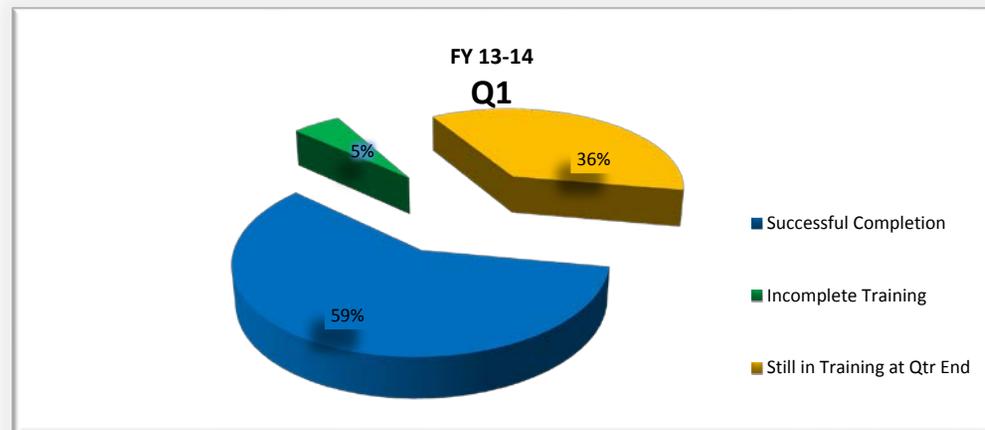


**Remarks:**

There were a total of 116 participants that were still in training from FY12/13. WDD has budgeted a total of \$2.2M towards training for this fiscal year. Successful completion is *estimated* at 61% with a cost of \$2,551,097 and average cost of training of \$8,139.

## WIA Training - FY 13-14 Overall

	FY 13-14 Q1-Q2 (Actual)		FY 13-14 Q3-Q4 (Estimated)		FY 13/14 Q1-Q4 (Total)	
	# Count	\$ Amount	# Count	\$ Amount	# Count	\$ Amount
<b>I. In Training:</b>						
Ia. Still in Training from Prior Quarter	116	1,643,951	63	657,321	116	1,643,951
Ib. Training Started in Current Quarter	59	238,647	341	1,961,353	400	2,200,000
<b>Ic. Total In Training</b>	<b>175</b>	<b>1,882,597</b>	<b>404</b>	<b>2,618,674</b>	<b>516</b>	<b>3,843,951</b>
<b>II. Successful Completion</b>	<b>(103)</b>	<b>(1,187,037)</b>	<b>(210)</b>	<b>(1,364,060)</b>	<b>(313)</b>	<b>(2,551,097)</b>
<i>% of successful completion to total in training</i>	59%		52%		61%	
<b>III. Incomplete Training</b>	<b>(9)</b>	<b>(38,240)</b>	<b>(30)</b>	<b>(197,457)</b>	<b>(39)</b>	<b>(235,697)</b>
<i>% of Incomplete Training</i>	5%		8%		8%	
<b>IV. Still in Training at End of Q2</b>	<b>63</b>	<b>657,321</b>	<b>163</b>	<b>1,057,157</b>	<b>163</b>	<b>1,057,157</b>
	36%		40%		32%	



**Remarks:**

There were a total of 116 participants (\$1,643,951) that were still in training from FY12/13. A total of 59 participants (\$238,647) started training during the first and second quarter, and 101 (\$1,187,037) completed their training. WDD is expecting another 341 participants to start training this fiscal year, and 210 to complete during the last two quarters. Low training activity during the first and second quarter was due to impact of sequestration. WIA funding was not made available to WDD until November 2013.

Successful completion amounts for the first and second quarter reflect the cost of training for participants that completed training during the period. Actual payments to training vendors may cross multiple periods as vendors may receive midpoint payments and /or pro-rated payments for unsuccessful training.

## WIA Training - By Type FY 13-14

	ITA						OJT						TOTAL	
	Q1-Q2		Q3 - Q4 Estimated		Total ITA		Q1-Q2		Q3 - Q4 Estimated		Total OJT		Q1-Q4 Estimated	
	# Count	\$ Amount	# Count	\$ Amount	# Count	\$ Amount	# Count	\$ Amount	# Count	\$ Amount	# Count	\$ Amount	# Count	\$ Amount
<b>I. In Training:</b>														
Ia. Still in Training from Prior Year	104	1,589,137	28	509,131	104	1,589,137	12	54,814	35	148,190	12	54,814	116	1,643,951
Ib. Training Started in Current Year	11	27,000	139	1,173,000	150	1,200,000	48	211,647	202	788,353	250	1,000,000	400	2,200,000
<b>Ic. Total In Training</b>	<b>115</b>	<b>\$ 1,616,137</b>	<b>167</b>	<b>\$ 1,682,131</b>	<b>254</b>	<b>\$ 2,789,137</b>	<b>60</b>	<b>\$ 266,460</b>	<b>237</b>	<b>\$ 936,544</b>	<b>262</b>	<b>\$ 1,054,814</b>	<b>516</b>	<b>\$ 3,843,951</b>
<b>II. Successful Completion</b>	<b>(84)</b>	<b>\$ (1,088,601)</b>	<b>(87)</b>	<b>\$ (876,217)</b>	<b>(171)</b>	<b>\$ (1,964,818)</b>	<b>(19)</b>	<b>\$ (98,436)</b>	<b>(123)</b>	<b>\$ (487,843)</b>	<b>(142)</b>	<b>\$ (586,279)</b>	<b>(313)</b>	<b>\$ (2,551,097)</b>
<i>% of successful completion by type to total Succ. Completion</i>	27%	43%	28%	34%	55%	77%	6%	4%	39%	19%	45%	23%	100%	100%
<b>III. Incomplete Training</b>	<b>(3)</b>	<b>\$ (18,406)</b>	<b>(13)</b>	<b>\$ (126,838)</b>	<b>(16)</b>	<b>\$ (145,244)</b>	<b>(6)</b>	<b>\$ (19,834)</b>	<b>(18)</b>	<b>\$ (70,619)</b>	<b>(24)</b>	<b>\$ (90,452)</b>	<b>(39)</b>	<b>\$ (235,697)</b>
<b>IV. Still in Training at Year End</b>	<b>28</b>	<b>\$ 509,131</b>	<b>67</b>	<b>\$ 679,075</b>	<b>67</b>	<b>\$ 679,075</b>	<b>35</b>	<b>\$ 148,190</b>	<b>96</b>	<b>\$ 378,082</b>	<b>96</b>	<b>\$ 378,082</b>	<b>163</b>	<b>\$ 1,057,158</b>

**Remarks:**  
 There were a total of 116 participants that were still in training from FY12/13 (104 for ITA and 12 for OJT). During the first and second quarter (Q1-Q2), there were a total of forty-eight (48) participants that started training under the On-the-Job Training category and eleven (11) in the ITA category. It is anticipated that another 341 (139 for ITA & 202 for OJT) will start training this fiscal year. WDD has budgeted a total of \$2.2M towards training this fiscal year. FY 13/14 estimated counts based on OJT average cost (approx. \$4,000/participant) and maximum allowed amount for ITA (\$8,000/participant). Completion rates were estimated based on historical performance from prior years. Low training activity during the first quarter was due to impact of sequestration. WIA funding was not made available to WDD until November of 2013.

Historical data generated from the participant tracking system, Virtual One-Stop (VOS), as of December 31, 2013.