

**Finance Committee Meeting**  
June 22, 2023 – 10:30 AM – 11:00 AM  
Virginia Career Works – Roanoke Center  
3601 Thirlane Road NW, Suite 2, Roanoke, VA 24019

**I. Welcome**

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**II. Public Comment** **Karen Michalski-Karney**

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**III. Consent Agenda** **Karen Michalski-Karney**

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- Meeting Minutes – December 15, 2022

**IV. Old Business** **Morgan Romeo**

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- FY2023 Budget vs. Actual Report
- Finance Director's Report

**V. New Business** **Morgan Romeo**

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- FY2024 Proposed Budget
- General Ledger – Expenses Review
- CD Investing

**VI. Other Business** **Karen Michalski-Karney**

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**VII. Adjournment**

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**GRWDB Finance Committee Meeting**  
December 15, 2022 – 10:30 AM  
Virtual Meeting

Member:	Present:
Karen Michalski-Karney	X
Dr. Milan Hayward	X
Dr. John Rainone	X

Board Staff	Present
Bobby Welch	X
Madison Wade	X

**Welcome**

Karen called the meeting to order at 10:30am.

**Public Comment**

No guests were present for public comment.

**Consent Agenda**

No meeting minutes to approve due to the joint meeting on September 22, 2022.

**Old Business**

Bobby discussed the transfer of \$150,000 from Dislocated Workers to Adult for PY2021. This is allowable, we just have to request it.

Karen asked to confirm that there is enough money in the Dislocated Workers line item. Bobby confirmed that there is.

Dr. Rainone asked Bobby to detail the transfer. Bobby stated that the money is for things such as training, however, we don't have many Dislocated Workers.

Karen stated that money was transferred twice last year and confirmed that we need more funding for the Adult program.

Motion to recommend that the Board allow the transfer of \$150,000 from Dislocated Workers to Adult. The motion was carried by Dr. Rainone and seconded by Dr. Hayward.

**New Business**

**Review and approve the November 2022 Financial Report**

Bobby explained that we have a lot of money from various grants and that WIOA is our main source of income.

Dr. Rainone asked why the Appalachian grant money is behind and stated that only 22% has been expended. Bobby stated that it is probably due to participant spending being less.

Karen asked whether or not the grants run from July 1 – June 30. Bobby confirmed that most of them do, other than Star City Works.

Dr. Rainone made a motion to approve the November financial statement as presented. Dr. Hayward seconded the motion.

**Other Business**

No other business was presented.

**Adjournment**

Karen adjourned the meeting at 10:45am.

**Greater Roanoke Workforce Development Board**  
**Profit & Loss Budget vs. Actual**  
July 2022 through May 2023

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	ARC Inspire (Appalachian Regional Commission)			
	Jul '22 - May 23	Budget	\$ Over Budget	% of Budget
<b>Expense</b>				
60000 · Personnel Expense	46,154.34	48,327.00	-2,172.66	95.5%
62100 · Contract Services	10,230.64	458.20	9,772.44	2,232.8%
62800 · Facilities and Equipment	4,566.22	5,430.04	-863.82	84.1%
65000 · Operations	2,314.69	4,122.64	-1,807.95	56.1%
67000 · Travel and Training	1,439.30	2,317.79	-878.49	62.1%
68000 · Adult & Dislocated Worker	3,749.56	50,000.00	-46,250.44	7.5%
69000 · Youth Services	0.00			
69800 · Other Workforce Services	0.00			
<b>Total Expense</b>	<u>68,454.75</u>	<u>110,655.67</u>	<u>-42,200.92</u>	<u>61.9%</u>
<b>Net Income</b>	<u><b>-68,454.75</b></u>	<u><b>-110,655.67</b></u>	<u><b>42,200.92</b></u>	<u><b>61.9%</b></u>

**Greater Roanoke Workforce Development Board**  
**Profit & Loss Budget vs. Actual**  
July 2022 through May 2023

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	Total Career Quest			
	Jul '22 - May 23	Budget	\$ Over Budget	% of Budget
<b>Expense</b>				
60000 · Personnel Expense	0.00			
62100 · Contract Services	0.00			
62800 · Facilities and Equipment	16,822.11	18,000.00	-1,177.89	93.5%
65000 · Operations	1,822.43	7,800.00	-5,977.57	23.4%
67000 · Travel and Training	2,148.66			
68000 · Adult & Dislocated Worker	0.00			
69000 · Youth Services	0.00			
69800 · Other Workforce Services	4,746.61			
<b>Total Expense</b>	25,539.81	25,800.00	-260.19	99.0%
<b>Net Income</b>	<b>-25,539.81</b>	<b>-25,800.00</b>	<b>260.19</b>	<b>99.0%</b>

**Greater Roanoke Workforce Development Board**  
**Profit & Loss Budget vs. Actual**  
July 2022 through May 2023

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Housing Authority Grant - Jobs Plus (City of Roanoke)				
	Jul '22 - May 23	Budget	\$ Over Budget	% of Budget
<b>Expense</b>				
60000 · Personnel Expense	27,863.40	22,033.00	5,830.40	126.5%
62100 · Contract Services	-5.49	200.32	-205.81	-2.7%
62800 · Facilities and Equipment	-174.19	2,831.10	-3,005.29	-6.2%
65000 · Operations	-288.40	1,538.91	-1,827.31	-18.7%
67000 · Travel and Training	-65.24	576.95	-642.19	-11.3%
68000 · Adult & Dislocated Worker	0.00			
69000 · Youth Services	0.00			
69800 · Other Workforce Services	0.00			
<b>Total Expense</b>	<u>27,330.08</u>	<u>27,180.28</u>	<u>149.80</u>	<u>100.6%</u>
<b>Net Income</b>	<u><b>-27,330.08</b></u>	<u><b>-27,180.28</b></u>	<u><b>-149.80</b></u>	<u><b>100.6%</b></u>

**Greater Roanoke Workforce Development Board**  
**Profit & Loss Budget vs. Actual**  
July 2022 through May 2023

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	NLC Grant (City of Roanoke)			
	Jul '22 - May 23	Budget	\$ Over Budget	% of Budget
<b>Expense</b>				
60000 · Personnel Expense	8,263.65	7,657.00	606.65	107.9%
62100 · Contract Services	21.81	0.00	21.81	100.0%
62800 · Facilities and Equipment	98.43	0.00	98.43	100.0%
65000 · Operations	170.99	877.00	-706.01	19.5%
67000 · Travel and Training	157.28	441.00	-283.72	35.7%
68000 · Adult & Dislocated Worker	42,805.96	60,191.00	-17,385.04	71.1%
69000 · Youth Services	0.00			
69800 · Other Workforce Services	17,000.00	17,000.00	0.00	100.0%
<b>Total Expense</b>	<u>68,518.12</u>	<u>86,166.00</u>	<u>-17,647.88</u>	<u>79.5%</u>
<b>Net Income</b>	<u><b>-68,518.12</b></u>	<u><b>-86,166.00</b></u>	<u><b>17,647.88</b></u>	<u><b>79.5%</b></u>

**Greater Roanoke Workforce Development Board**  
**Profit & Loss Budget vs. Actual**  
**July 2022 through May 2023**

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	Star City Works (City of Roanoke)			
	Jul '22 - May 23	Budget	\$ Over Budget	% of Budget
<b>Expense</b>				
60000 · Personnel Expense	341,594.67	427,783.00	-86,188.33	79.9%
62100 · Contract Services	41,397.00	38,864.50	2,532.50	106.5%
62800 · Facilities and Equipment	72,972.32	117,814.81	-44,842.49	61.9%
65000 · Operations	29,641.09	94,718.85	-65,077.76	31.3%
67000 · Travel and Training	12,577.83	20,262.15	-7,684.32	62.1%
68000 · Adult & Dislocated Worker	40,982.60	625,000.00	-584,017.40	6.6%
69000 · Youth Services	1,466.25	400,000.00	-398,533.75	0.4%
69800 · Other Workforce Services	4,511.89	105,000.00	-100,488.11	4.3%
<b>Total Expense</b>	<u>545,143.65</u>	<u>1,829,443.31</u>	<u>-1,284,299.66</u>	<u>29.8%</u>
<b>Net Income</b>	<u><b>-545,143.65</b></u>	<u><b>-1,829,443.31</b></u>	<u><b>1,284,299.66</b></u>	<u><b>29.8%</b></u>



**Greater Roanoke Workforce Development Board**  
**Profit & Loss Budget vs. Actual**  
July 2022 through May 2023

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	Youth Build (Goodwill Industries of the Valleys)			
	Jul '22 - May 23	Budget	\$ Over Budget	% of Budget
<b>Expense</b>				
60000 · Personnel Expense	19,081.48	16,592.00	2,489.48	115.0%
62100 · Contract Services	1.75	161.26	-159.51	1.1%
62800 · Facilities and Equipment	2,048.19	2,336.95	-288.76	87.6%
65000 · Operations	238.20	1,155.42	-917.22	20.6%
67000 · Travel and Training	383.38	546.66	-163.28	70.1%
68000 · Adult & Dislocated Worker	0.00			
69000 · Youth Services	0.00			
69800 · Other Workforce Services	0.00			
<b>Total Expense</b>	<u>21,753.00</u>	<u>20,792.29</u>	<u>960.71</u>	<u>104.6%</u>
<b>Net Income</b>	<u><b>-21,753.00</b></u>	<u><b>-20,792.29</b></u>	<u><b>-960.71</b></u>	<u><b>104.6%</b></u>

**Greater Roanoke Workforce Development Board**  
**Profit & Loss Budget vs. Actual**  
July 2022 through May 2023

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	Total Roanoke Center Rent/Shared Costs			
	Jul '22 - May 23	Budget	\$ Over Budget	% of Budget
<b>Expense</b>				
60000 · Personnel Expense	0.00	0.00	0.00	0.0%
62100 · Contract Services	19,000.00	20,000.00	-1,000.00	95.0%
62800 · Facilities and Equipment	171,026.84	167,298.84	3,728.00	102.2%
65000 · Operations	20,804.53	25,600.00	-4,795.47	81.3%
67000 · Travel and Training	8.42	1,500.00	-1,491.58	0.6%
68000 · Adult & Dislocated Worker	0.00			
69000 · Youth Services	0.00			
69800 · Other Workforce Services	0.00			
<b>Total Expense</b>	<u>210,839.79</u>	<u>214,398.84</u>	<u>-3,559.05</u>	<u>98.3%</u>
<b>Net Income</b>	<u><b>-210,839.79</b></u>	<u><b>-214,398.84</b></u>	<u><b>3,559.05</b></u>	<u><b>98.3%</b></u>

**Greater Roanoke Workforce Development Board**  
**Profit & Loss Budget vs. Actual**  
July 2022 through May 2023

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		Roanoke Women's Foundation		
	Jul '22 - May 23	Budget	\$ Over Budget	% of Budget
<b>Expense</b>				
60000 · Personnel Expense	0.00			
62100 · Contract Services	0.00			
62800 · Facilities and Equipment	1,926.38			
65000 · Operations	22,876.52	55,000.00	-32,123.48	41.6%
67000 · Travel and Training	0.00			
68000 · Adult & Dislocated Worker	0.00			
69000 · Youth Services	0.00			
69800 · Other Workforce Services	0.00			
<b>Total Expense</b>	<u>24,802.90</u>	<u>55,000.00</u>	<u>-30,197.10</u>	<u>45.1%</u>
<b>Net Income</b>	<u><b>-24,802.90</b></u>	<u><b>-55,000.00</b></u>	<u><b>30,197.10</b></u>	<u><b>45.1%</b></u>

**Greater Roanoke Workforce Development Board**  
**Profit & Loss Budget vs. Actual**  
July 2022 through May 2023

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	United Way – OnRamp (Total Action for Progress)			
	Jul '22 - May 23	Budget	\$ Over Budget	% of Budget
<b>Expense</b>				
60000 · Personnel Expense	23,051.57	25,141.00	-2,089.43	91.7%
62100 · Contract Services	51.91	184.34	-132.43	28.2%
62800 · Facilities and Equipment	2,219.51	2,749.70	-530.19	80.7%
65000 · Operations	422.14	1,383.86	-961.72	30.5%
67000 · Travel and Training	251.67	984.90	-733.23	25.6%
68000 · Adult & Dislocated Worker	0.00			
69000 · Youth Services	0.00			
69800 · Other Workforce Services	0.00			
<b>Total Expense</b>	<u>25,996.80</u>	<u>30,443.80</u>	<u>-4,447.00</u>	<u>85.4%</u>
<b>Net Income</b>	<u><b>-25,996.80</b></u>	<u><b>-30,443.80</b></u>	<u><b>4,447.00</b></u>	<u><b>85.4%</b></u>

**Greater Roanoke Workforce Development Board**  
**Profit & Loss Budget vs. Actual**  
July 2022 through May 2023

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	Total WIOA Title I Admin (Virginia Community College System)			
	Jul '22 - May 23	Budget	\$ Over Budget	% of Budget
<b>Expense</b>				
60000 · Personnel Expense	73,771.72	99,506.00	-25,734.28	74.1%
62100 · Contract Services	14,472.69	40,348.84	-25,876.15	35.9%
62800 · Facilities and Equipment	3,582.73	6,337.25	-2,754.52	56.5%
65000 · Operations	14,139.05	15,896.78	-1,757.73	88.9%
67000 · Travel and Training	2,776.20	5,351.06	-2,574.86	51.9%
68000 · Adult & Dislocated Worker	0.00			
69000 · Youth Services	0.00			
69800 · Other Workforce Services	0.00			
<b>Total Expense</b>	<u>108,742.39</u>	<u>167,439.93</u>	<u>-58,697.54</u>	<u>64.9%</u>
<b>Net Income</b>	<u><b>-108,742.39</b></u>	<u><b>-167,439.93</b></u>	<u><b>58,697.54</b></u>	<u><b>64.9%</b></u>

**Greater Roanoke Workforce Development Board**  
**Profit & Loss Budget vs. Actual**  
July 2022 through May 2023

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	Total WIOA Title I Adult (Virginia Community College System)			
	Jul '22 - May 23	Budget	\$ Over Budget	% of Budget
<b>Expense</b>				
60000 · Personnel Expense	192,359.11	240,753.00	-48,393.89	79.9%
62100 · Contract Services	1,953.67	3,045.65	-1,091.98	64.1%
62800 · Facilities and Equipment	22,085.11	28,258.05	-6,172.94	78.2%
65000 · Operations	16,455.36	26,442.54	-9,987.18	62.2%
67000 · Travel and Training	6,521.01	9,296.88	-2,775.87	70.1%
68000 · Adult & Dislocated Worker	294,626.94	350,000.00	-55,373.06	84.2%
69000 · Youth Services	0.00	0.00	0.00	0.0%
69800 · Other Workforce Services	0.00			
<b>Total Expense</b>	<u>534,001.20</u>	<u>657,796.12</u>	<u>-123,794.92</u>	<u>81.2%</u>
<b>Net Income</b>	<u><b>-534,001.20</b></u>	<u><b>-657,796.12</b></u>	<u><b>123,794.92</b></u>	<u><b>81.2%</b></u>

**Greater Roanoke Workforce Development Board**  
**Profit & Loss Budget vs. Actual**  
July 2022 through May 2023

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	Total WIOA Title I Dislocated Worker (Virginia Community College System)			
	Jul '22 - May 23	Budget	\$ Over Budget	% of Budget
<b>Expense</b>				
60000 · Personnel Expense	190,353.49	228,079.00	-37,725.51	83.5%
62100 · Contract Services	962.26	2,485.02	-1,522.76	38.7%
62800 · Facilities and Equipment	20,302.07	24,915.07	-4,613.00	81.5%
65000 · Operations	7,004.20	22,085.24	-15,081.04	31.7%
67000 · Travel and Training	6,042.17	9,022.45	-2,980.28	67.0%
68000 · Adult & Dislocated Worker	23,682.50	90,000.00	-66,317.50	26.3%
69000 · Youth Services	0.00			
69800 · Other Workforce Services	0.00			
<b>Total Expense</b>	<u>248,346.69</u>	<u>376,586.78</u>	<u>-128,240.09</u>	<u>65.9%</u>
<b>Net Income</b>	<u><b>-248,346.69</b></u>	<u><b>-376,586.78</b></u>	<u><b>128,240.09</b></u>	<u><b>65.9%</b></u>

**Greater Roanoke Workforce Development Board**  
**Profit & Loss Budget vs. Actual**  
July 2022 through May 2023

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Total WIOA Title I IS Youth (Virginia Community College System)				
	Jul '22 - May 23	Budget	\$ Over Budget	% of Budget
<b>Expense</b>				
60000 · Personnel Expense	45,176.15	38,888.00	6,288.15	116.2%
62100 · Contract Services	318.10	328.04	-9.94	97.0%
62800 · Facilities and Equipment	2,985.46	3,363.18	-377.72	88.8%
65000 · Operations	1,932.83	3,233.23	-1,300.40	59.8%
67000 · Travel and Training	2,038.37	1,752.24	286.13	116.3%
68000 · Adult & Dislocated Worker	0.00			
69000 · Youth Services	6,250.00	11,250.00	-5,000.00	55.6%
69800 · Other Workforce Services	0.00			
<b>Total Expense</b>	<b>58,700.91</b>	<b>58,814.69</b>	<b>-113.78</b>	<b>99.8%</b>
<b>Net Income</b>	<b>-58,700.91</b>	<b>-58,814.69</b>	<b>113.78</b>	<b>99.8%</b>



**Greater Roanoke Workforce Development Board**  
**Profit & Loss Budget vs. Actual**  
July 2022 through May 2023

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Total WIOA Title I OS Youth (Virginia Community College System)				
	Jul '22 - May 23	Budget	\$ Over Budget	% of Budget
<b>Expense</b>				
60000 · Personnel Expense	166,853.73	209,585.00	-42,731.27	79.6%
62100 · Contract Services	1,549.33	2,032.33	-483.00	76.2%
62800 · Facilities and Equipment	14,271.63	18,558.56	-4,286.93	76.9%
65000 · Operations	9,807.64	19,877.42	-10,069.78	49.3%
67000 · Travel and Training	5,854.08	9,414.33	-3,560.25	62.2%
68000 · Adult & Dislocated Worker	0.00			
69000 · Youth Services	46,818.92	178,750.00	-131,931.08	26.2%
69800 · Other Workforce Services	0.00			
<b>Total Expense</b>	<u>245,155.33</u>	<u>438,217.64</u>	<u>-193,062.31</u>	<u>55.9%</u>
<b>Net Income</b>	<u><b>-245,155.33</b></u>	<u><b>-438,217.64</b></u>	<u><b>193,062.31</b></u>	<u><b>55.9%</b></u>

**Greater Roanoke Workforce Development Board**  
**Profit & Loss Budget vs. Actual**  
July 2022 through May 2023

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	Workforce Innovation Grant (Virginia Community College System)			
	Jul '22 - May 23	Budget	\$ Over Budget	% of Budget
<b>Expense</b>				
60000 · Personnel Expense	10,483.20	45,727.50	-35,244.30	22.9%
62100 · Contract Services	119.29	123,741.70	-123,622.41	0.1%
62800 · Facilities and Equipment	492.60	4,000.00	-3,507.40	12.3%
65000 · Operations	744.77	25,280.75	-24,535.98	2.9%
67000 · Travel and Training	1,049.45	2,750.00	-1,700.55	38.2%
68000 · Adult & Dislocated Worker	0.00	85,500.05	-85,500.05	0.0%
69000 · Youth Services	0.00			
69800 · Other Workforce Services	0.00	13,000.00	-13,000.00	0.0%
<b>Total Expense</b>	<u>12,889.31</u>	<u>300,000.00</u>	<u>-287,110.69</u>	<u>4.3%</u>
<b>Net Income</b>	<u><b>-12,889.31</b></u>	<u><b>-300,000.00</b></u>	<u><b>287,110.69</b></u>	<u><b>4.3%</b></u>

**Greater Roanoke Workforce Development Board**  
**Profit & Loss Budget vs. Actual**  
July 2022 through May 2023

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	Total Virginia Community College System			
	Jul '22 - May 23	Budget	\$ Over Budget	% of Budget
<b>Expense</b>				
60000 · Personnel Expense	678,997.40	862,538.50	-183,541.10	78.7%
62100 · Contract Services	41,228.94	171,981.58	-130,752.64	24.0%
62800 · Facilities and Equipment	63,719.60	85,432.11	-21,712.51	74.6%
65000 · Operations	50,083.85	112,815.96	-62,732.11	44.4%
67000 · Travel and Training	24,281.28	37,586.96	-13,305.68	64.6%
68000 · Adult & Dislocated Worker	318,309.44	525,500.05	-207,190.61	60.6%
69000 · Youth Services	53,068.92	190,000.00	-136,931.08	27.9%
69800 · Other Workforce Services	0.00	13,000.00	-13,000.00	0.0%
<b>Total Expense</b>	<u>1,229,689.43</u>	<u>1,998,855.16</u>	<u>-769,165.73</u>	<u>61.5%</u>
<b>Net Income</b>	<u><b>-1,229,689.43</b></u>	<u><b>-1,998,855.16</b></u>	<u><b>769,165.73</b></u>	<u><b>61.5%</b></u>

**Greater Roanoke Workforce Development Board**  
**Profit & Loss Budget vs. Actual**  
July 2022 through May 2023

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	Go Virginia (Virginia Tech)			
	Jul '22 - May 23	Budget	\$ Over Budget	% of Budget
<b>Expense</b>				
60000 · Personnel Expense	52,607.68	56,307.00	-3,699.32	93.4%
62100 · Contract Services	33,453.23	127.49	33,325.74	26,239.9%
62800 · Facilities and Equipment	1,520.83	859.65	661.18	176.9%
65000 · Operations	3,168.25	4,416.41	-1,248.16	71.7%
67000 · Travel and Training	1,808.08	3,124.58	-1,316.50	57.9%
68000 · Adult & Dislocated Worker	0.00			
69000 · Youth Services	0.00			
69800 · Other Workforce Services	0.00			
<b>Total Expense</b>	<u>92,558.07</u>	<u>64,835.13</u>	<u>27,722.94</u>	<u>142.8%</u>
<b>Net Income</b>	<u><b>-92,558.07</b></u>	<u><b>-64,835.13</b></u>	<u><b>-27,722.94</b></u>	<u><b>142.8%</b></u>

**Greater Roanoke Workforce Development Board**  
**Profit & Loss Budget vs. Actual**  
July 2022 through May 2023

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	Total WWWDB Discretionary Funds			
	Jul '22 - May 23	Budget	\$ Over Budget	% of Budget
<b>Expense</b>				
60000 · Personnel Expense	0.00	0.00	0.00	0.0%
62100 · Contract Services	-103.36	0.00	-103.36	100.0%
62800 · Facilities and Equipment	0.00	0.00	0.00	0.0%
65000 · Operations	0.00	0.00	0.00	0.0%
67000 · Travel and Training	0.00	0.00	0.00	0.0%
68000 · Adult & Dislocated Worker	0.00			
69000 · Youth Services	0.00			
69800 · Other Workforce Services	0.00			
<b>Total Expense</b>	<b>-103.36</b>	<b>0.00</b>	<b>-103.36</b>	<b>100.0%</b>
<b>Net Income</b>	<b>103.36</b>	<b>0.00</b>	<b>103.36</b>	<b>100.0%</b>

**Greater Roanoke Workforce Development Board**  
**Profit & Loss Budget vs. Actual**  
July 2022 through May 2023

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	TOTAL			
	Jul '22 - May 23	Budget	\$ Over Budget	% of Budget
<b>Expense</b>				
60000 · Personnel Expense	1,196,340.91	1,466,378.50	-270,037.59	81.6%
62100 · Contract Services	145,263.89	231,977.69	-86,713.80	62.6%
62800 · Facilities and Equipment	336,676.58	402,753.20	-66,076.62	83.6%
65000 · Operations	131,130.89	309,429.05	-178,298.16	42.4%
67000 · Travel and Training	42,947.28	67,340.99	-24,393.71	63.8%
68000 · Adult & Dislocated Worker	405,847.56	1,260,691.05	-854,843.49	32.2%
69000 · Youth Services	54,535.17	590,000.00	-535,464.83	9.2%
69800 · Other Workforce Services	26,258.50	135,000.00	-108,741.50	19.5%
<b>Total Expense</b>	<b>2,339,000.78</b>	<b>4,463,570.48</b>	<b>-2,124,569.70</b>	<b>52.4%</b>
<b>Net Income</b>	<b>-2,339,000.78</b>	<b>-4,463,570.48</b>	<b>2,124,569.70</b>	<b>52.4%</b>

# Greater Roanoke Workforce Development Board

## Grant Summary

As of 5/31/23

Program	Contract Duration	Expense					Revenue	Grant Balance	Notes
		Budget	YTD	Grant Total	Un/(Over)	% of Budget			
ARC Inspire	4/1/21 - 3/31/24	300,000	68,455	133,863	166,137	44.62%	133,863	-	
Housing Authority Grant - Jobs Plus	1/1/22 - 12/31/26	175,000	27,330	40,679	134,321	23.25%	40,679	-	
NLC Grant	11/1/22 - 10/31/23	86,166	68,518	68,518	17,648	79.52%	86,166	17,648	Advance Deposit
Star City Works	7/1/22 - 12/31/24	3,000,000	545,144	546,529	2,453,471	18.22%	546,529	-	
Youth Build	10/1/21 - 9/30/23	45,000	21,753	36,457	8,543	81.02%	36,457	-	
Roanoke Center	7/1/22 - 6/30/23	304,013	268,296	268,296	35,717	88.25%	268,296	-	
Roanoke Women's Foundation	7/1/22 - 6/30/23	55,000	24,803	51,674	3,326	93.95%	55,000	3,326	Advance Deposit
United Way – OnRamp	7/1/22 - 6/30/23	34,671	25,997	25,997	8,674	74.98%	25,997	-	
					-				
PY2021 WIOA Title I Admin	7/1/21 - 6/30/23	124,936	48,300	124,936	-	100.00%	124,936	-	
PY2021 WIOA Title I Adult	7/1/21 - 6/30/23	513,192	448,018	513,192	-	100.00%	513,192	-	
PY2021 WIOA Title I Dislocated Worker	7/1/21 - 6/30/23	232,577	139,152	232,577	-	100.00%	232,577	-	
PY2021 WIOA Title I IS Youth	7/1/21 - 6/30/23	68,753	46,129	68,753	-	100.00%	68,753	-	
PY2021 WIOA Title I OS Youth	7/1/21 - 6/30/23	309,905	198,482	309,905	-	100.00%	309,905	-	
								-	
PY2022 WIOA Title I Admin	7/1/22 - 6/30/24	128,098	60,442	60,442	67,656	47.18%	60,442	-	
PY2022 WIOA Title I Adult	7/1/22 - 6/30/24	414,065	85,319	85,319	328,746	20.61%	85,319	-	
PY2022 WIOA Title I Dislocated Worker	7/1/22 - 6/30/24	307,837	109,195	109,195	198,642	35.47%	109,195	-	
PY2022 WIOA Title I IS Youth	7/1/22 - 6/30/24	107,744	12,572	12,572	95,172	11.67%	12,572	-	
PY2022 WIOA Title I OS Youth	7/1/22 - 6/30/24	323,234	46,190	46,190	277,044	14.29%	46,190	-	
Workforce Innovation Grant	11/1/22 - 3/31/24	300,000	12,889	12,889	287,111	4.30%	12,889	-	
Go Virginia	7/1/22 - 6/30/24	315,911	92,558	92,558	223,353	29.30%	92,558	-	
Norfolk Southern Initiative	Until Expended	115,000	-	53,737	61,263	46.73%	115,000	61,263	
GRWDB Discretionary Funds	Perpetual		-	28,821			174,385	145,564	
Career Quest	Perpetual		25,540	17,555			49,027	31,471	
<b>TOTAL</b>		<b>7,261,102</b>	<b>2,375,081</b>	<b>2,940,654</b>	<b>4,366,824</b>		<b>3,199,927</b>	<b>259,272</b>	

## Greater Roanoke Workforce Development Board

## Balance Sheet

As of May 31, 2023

	May 31, 23
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
11200 · ANB Operating	179,360.02
11201 · ANB Savings Account	24,560.01
11202 · Premier Money Market	2,501,114.40
<b>Total Checking/Savings</b>	2,705,034.43
<b>Accounts Receivable</b>	
11400 · Grants Receivable	51,965.47
<b>Total Accounts Receivable</b>	51,965.47
<b>Total Current Assets</b>	2,756,999.90
<b>Other Assets</b>	
11500 · Accrued Revenue	56,663.02
18700 · Security Deposits	1,748.29
18705 · Prepaid Expense	15,388.99
<b>Total Other Assets</b>	73,800.30
<b>TOTAL ASSETS</b>	<b>2,830,800.20</b>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
<b>Accounts Payable</b>	
20300 · Accounts Payable	40,884.68
<b>Total Accounts Payable</b>	40,884.68
<b>Other Current Liabilities</b>	
20126 · Refundable Advance	2,482,688.60
<b>Total Other Current Liabilities</b>	2,482,688.60
<b>Total Current Liabilities</b>	2,523,573.28
<b>Long Term Liabilities</b>	
25010 · Accrued Leave	59,478.35
<b>Total Long Term Liabilities</b>	59,478.35
<b>Total Liabilities</b>	2,583,051.63
<b>Equity</b>	
31200 · Board Designated Rent Reserves	40,943.00
32000 · Unrestricted Net Assets	197,720.08
Net Income	9,085.49
<b>Total Equity</b>	247,748.57
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>2,830,800.20</b>



# Greater Roanoke Workforce Development Board

## Profit & Loss Budget vs. Actual

July 2022 through May 2023

	Jul '22 - May 23	Budget	\$ Over Budget	% of Budget
<b>Expense</b>				
<b>60000 · Personnel Expense</b>				
60100 · Salaries & Wages	908,590.36	1,098,587.00	-189,996.64	82.7%
60500 · Fringe Benefits	287,750.55	367,791.50	-80,040.95	78.2%
<b>Total 60000 · Personnel Expense</b>	<b>1,196,340.91</b>	<b>1,466,378.50</b>	<b>-270,037.59</b>	<b>81.6%</b>
<b>62100 · Contract Services</b>				
62110 · Accounting & Audit Fees	17,549.99	12,900.00	4,649.99	136.0%
62120 · Legal Fees	2,604.13	7,000.00	-4,395.87	37.2%
62140 · Other Contract Services	125,109.77	212,077.69	-86,967.92	59.0%
<b>Total 62100 · Contract Services</b>	<b>145,263.89</b>	<b>231,977.69</b>	<b>-86,713.80</b>	<b>62.6%</b>
<b>62800 · Facilities and Equipment</b>				
62810 · Rent & Leases	274,055.24	301,353.20	-27,297.96	90.9%
62850 · Equipment Rental, Leases & Main	19,868.04	20,050.00	-181.96	99.1%
62860 · Furniture & Fixtures	42,753.30	81,350.00	-38,596.70	52.6%
<b>Total 62800 · Facilities and Equipment</b>	<b>336,676.58</b>	<b>402,753.20</b>	<b>-66,076.62</b>	<b>83.6%</b>
<b>65000 · Operations</b>				
65010 · Insurance	3,721.00	5,568.00	-1,847.00	66.8%
65020 · Marketing & Outreach	22,791.67	105,779.99	-82,988.32	21.5%
65030 · Books, Subscriptions & Referenc	124.72	0.00	124.72	100.0%
65040 · Postage & Mailing Services	181.00	0.00	181.00	100.0%
65050 · Printing & Copying	0.00	2,450.00	-2,450.00	0.0%
65060 · Telephone, Telecommunications	26,590.10	27,050.00	-459.90	98.3%
65070 · Supplies	17,557.25	84,715.76	-67,158.51	20.7%
65080 · IT Hardware	23,124.89	32,262.01	-9,137.12	71.7%
65090 · IT Software	29,776.61	44,598.30	-14,821.69	66.8%
65100 · Membership Dues	7,263.65	7,004.99	258.66	103.7%
<b>Total 65000 · Operations</b>	<b>131,130.89</b>	<b>309,429.05</b>	<b>-178,298.16</b>	<b>42.4%</b>
<b>67000 · Travel and Training</b>				
67010 · Mileage & Travel Expenses	8,654.20	28,711.99	-20,057.79	30.1%
67020 · Conference Fees & Expenses	34,293.08	38,629.00	-4,335.92	88.8%
<b>Total 67000 · Travel and Training</b>	<b>42,947.28</b>	<b>67,340.99</b>	<b>-24,393.71</b>	<b>63.8%</b>
<b>68000 · Adult &amp; Dislocated Worker</b>				
68010 · Occupational Skills Training	205,180.12	465,000.00	-259,819.88	44.1%
68020 · On-the-Job Training (OJT)	95,501.71	95,000.00	501.71	100.5%
68080 · Incumbent Worker Training	19,934.13	25,000.00	-5,065.87	79.7%
68090 · Pre-Vocational Services	699.00	0.00	699.00	100.0%
68100 · Supportive Services	82,545.60	675,691.05	-593,145.45	12.2%
68110 · Certification & Credentialing T	1,987.00	0.00	1,987.00	100.0%
<b>Total 68000 · Adult &amp; Dislocated Worker</b>	<b>405,847.56</b>	<b>1,260,691.05</b>	<b>-854,843.49</b>	<b>32.2%</b>
<b>69000 · Youth Services</b>				
69020 · Altern Secondary School Service	300.00			
69030 · WEX and OJT	52,713.71	555,000.00	-502,286.29	9.5%
69060 · Leadership Development	100.00	10,000.00	-9,900.00	1.0%
69070 · Supportive Services	104.97	25,000.00	-24,895.03	0.4%
69071 · WEX Supportive Services	1,316.49			
<b>Total 69000 · Youth Services</b>	<b>54,535.17</b>	<b>590,000.00</b>	<b>-535,464.83</b>	<b>9.2%</b>
<b>69800 · Other Workforce Services</b>				
69801 · Career Pathways Development	0.00	50,000.00	-50,000.00	0.0%
69802 · Career Exploration Events	21,746.61	47,000.00	-25,253.39	46.3%
69803 · Business Visits	0.00	23,000.00	-23,000.00	0.0%
69804 · Hiring and Other Employer Event	4,511.89	10,000.00	-5,488.11	45.1%
69807 · Sector Strategy Activities	0.00	5,000.00	-5,000.00	0.0%
<b>Total 69800 · Other Workforce Services</b>	<b>26,258.50</b>	<b>135,000.00</b>	<b>-108,741.50</b>	<b>19.5%</b>
<b>Total Expense</b>	<b>2,339,000.78</b>	<b>4,463,570.48</b>	<b>-2,124,569.70</b>	<b>52.4%</b>
<b>Net Income</b>	<b>-2,339,000.78</b>	<b>-4,463,570.48</b>	<b>2,124,569.70</b>	<b>52.4%</b>

**Greater Roanoke Workforce Development Board**  
**A/R Aging Summary**  
As of May 31, 2023

	Current	1 - 30	31 - 60	61 - 90	> 90	TOTAL
City of Roanoke						
Housing Authority Grant - Jobs Plus	3,944.27	0.00	2,649.28	2,649.28	5,300.60	14,543.43
<b>Total City of Roanoke</b>	<b>3,944.27</b>	<b>0.00</b>	<b>2,649.28</b>	<b>2,649.28</b>	<b>5,300.60</b>	<b>14,543.43</b>
Goodwill Industries of the Valleys						
Youth Build	2,441.83	0.00	0.00	0.00	0.00	2,441.83
<b>Total Goodwill Industries of the Valleys</b>	<b>2,441.83</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>2,441.83</b>
Roanoke Center Rent/Shared Costs						
DARS - Shared Costs	0.00	0.00	0.00	346.28	0.00	346.28
Goodwill Ind - Shared Costs	0.00	3.68	3.68	0.00	0.00	7.36
VEC - Shared Costs	0.00	12,010.42	369.91	0.00	1,857.78	14,238.11
<b>Total Roanoke Center Rent/Shared Costs</b>	<b>0.00</b>	<b>12,014.10</b>	<b>373.59</b>	<b>346.28</b>	<b>1,857.78</b>	<b>14,591.75</b>
Total Action for Progress						
United Way – OnRamp	1,492.72	0.00	0.00	0.00	0.00	1,492.72
<b>Total Total Action for Progress</b>	<b>1,492.72</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1,492.72</b>
Virginia Community College System						
WIOA Title I Admin						
PY2021 WIOA Title I Admin	0.00	0.00	3,544.69	0.00	0.00	3,544.69
<b>Total WIOA Title I Admin</b>	<b>0.00</b>	<b>0.00</b>	<b>3,544.69</b>	<b>0.00</b>	<b>0.00</b>	<b>3,544.69</b>
<b>Total Virginia Community College System</b>	<b>0.00</b>	<b>0.00</b>	<b>3,544.69</b>	<b>0.00</b>	<b>0.00</b>	<b>3,544.69</b>
Virginia Tech						
Go Virginia	0.00	0.00	0.00	15,351.05	0.00	15,351.05
<b>Total Virginia Tech</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>15,351.05</b>	<b>0.00</b>	<b>15,351.05</b>
<b>TOTAL</b>	<b>7,878.82</b>	<b>12,014.10</b>	<b>6,567.56</b>	<b>18,346.61</b>	<b>7,158.38</b>	<b>51,965.47</b>

**Greater Roanoke Workforce Development Board**  
**A/P Aging Summary**  
**As of May 31, 2023**

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	<u>Current</u>	<u>1 - 30</u>	<u>31 - 60</u>	<u>61 - 90</u>	<u>&gt; 90</u>	<u>TOTAL</u>
Carilion RMH OJT	8,013.52	0.00	0.00	0.00	0.00	8,013.52
CDS Tractor Trailer Training	110.00	0.00	0.00	0.00	0.00	110.00
Corey Dolce	177.64	0.00	0.00	0.00	0.00	177.64
Jamare Hutchinson 3565514	194.53	0.00	0.00	0.00	0.00	194.53
Jarod Hutchinson 3580594	495.00	0.00	0.00	0.00	0.00	495.00
Kayla Daniel	58.95	0.00	0.00	0.00	0.00	58.95
Larry Miller 1426696	272.35	0.00	0.00	0.00	0.00	272.35
Madison Bryant	137.81	0.00	0.00	0.00	0.00	137.81
Patrick Spencer ID# 5432	570.11	0.00	0.00	0.00	0.00	570.11
Poe & Cronk Real Estate Group, Inc.	20,778.75	0.00	0.00	0.00	0.00	20,778.75
Project Now LLC	5,500.00	0.00	0.00	0.00	0.00	5,500.00
Shiquai Cary 3024849	483.75	0.00	0.00	0.00	0.00	483.75
Skylar Sykes 2289241	358.03	0.00	0.00	0.00	0.00	358.03
Stacy Van Sise	433.09	0.00	0.00	0.00	0.00	433.09
Super Shoes	3,301.15	0.00	0.00	0.00	0.00	3,301.15
<b>TOTAL</b>	<b><u>40,884.68</u></b>	<b><u>0.00</u></b>	<b><u>0.00</u></b>	<b><u>0.00</u></b>	<b><u>0.00</u></b>	<b><u>40,884.68</u></b>

Date: June 8, 2023

From: Bobby Welch, Finance Director

To: Finance Committee

Re: June 22, 2023 Finance Committee Meeting

Members,

Currently we have just completed our 11<sup>th</sup> month in this fiscal year. To keep with budget, we should roughly be at 91.6%. I would like to summarize the parts of the following statements that stand out to me.

**Balance Sheet**

- Current Cash is \$2,705,304.43, of which \$2,501,114.40 is restricted for Star City Works.
- Accrued Revenue is \$56,663.02 due to Title 1, Inspire and Roanoke Center revenue due but not billed.

**Accounts Receivable**

- We generally receive our reimbursements within 30-45 days but sometimes there are a few that take longer. The center is the most problematic since it changes constantly and usually takes a few months to get changes to the agreements approved.

**Accounts Payable**

- We issue checks every week and pay all invoices unless cash is restricted.

**Grant Summary**

- This is a comprehensive list of our grants. Please be aware that this spans 2 or more fiscal years and many do not have the same fiscal year as the GRWDB.
- Most are reimbursement only, but we have a couple that transferred funds in advance.

**R&E Budget vs Actual**

- This report is for the entire agency for the first 11 months of the fiscal year.

Please let me know if you have any questions, comments or need something additional. This is a good start I think.