

## WORKFORCE DEVELOPMENT BOARD SPECIAL MEETING MINUTES

Tuesday, July 12, 2022

Members Present	Members Absent	Staff & Guests
Dr. Kim Armstrong	Melissa Infusino	Nick Schultz
Regina Cash	Sandra Brizuela	Alisa Munoz
Xochitl Cobarrubias	Weston Labar	
Tommy Faavae	Peter Santillan	
Graham Scott	Larry Rice	
Simon Kim	Adey Tesfaye	
Ken Gomez		

Pacific Gateway Workforce Development Board (PGWDB) convened a special meeting to present Pacific Gateway's Program Year 2022-2023 Budget on Tuesday, July 12, 2022 via Zoom.

**I. CALL TO ORDER**

Chair Dr. Kim Armstrong called the meeting to order at 8:34 AM (PST).

**II. ROLL CALL**

No roll call was taken. Quorum confirmed via Zoom recording.

**III. PUBLIC COMMENT**

No public comments

#### IV. LOCAL WORKFORCE DEVELOPMENT SYSTEM

##### A. Pacific Gateway Program Year 2022-2023 Budget

*Introduction - Dr. Kim Armstrong:* Pacific Gateway's Program Year 2022-2023 was scheduled to be presented at the June 28, 2022 Workforce Development Board Meeting. A quorum was not achieved, and this special meeting is being held to approve the Program Year 2022-2023 Budget.

*Presenter - Alisa Munoz:* An overview is presented to the Board to provide context and background on the budget and program planning. Pacific Gateway's program year begins July 1, 2022 and ends June 30, 2023. The majority of the grants, such as WIOA, LA City, and LA County, align with the program year. City funded projects operate under the City's fiscal year, which begins October 1, 2022 and ends September 30, 2023. Discretionary grants and special projects are awarded and begin and end at various times during the program year and often extend across multiple program years. Revenue is based on full enrollment and grant execution for specific grants that have prescribed "expenditure portions" and "cost-per" revenues. These grants include LA City and LA County Youth@Work. A draft final budget is being presented while Pacific Gateway awaits additional funding sources. The Program Year 2021-2022 allocations were used to project funding for grants pending final award.

Pacific Gateway's projected revenue is \$25,145,512, including carryover from WIOA programs from the previous year. Planned expenditures are \$23,370,671,889 leaving a budget balance of \$2,774,841. However, the budget balance may increase or decrease once Pacific Gateway receives the final funding allocations for the projected revenues. Program Year 22 -23 compared to Program Year 21-22, Pacific Gateway received a revenue increase of \$9,392,633. This is due to an increase in WIOA formula funding, an increase in carry-in from the previous program year, and additional grants secured, such as the CaliforniansForAll, the Hilton, and Long Beach Recovery Act projects.

Pacific Gateway's revenue is generated by nine (9) different funding sources with 52 funding streams. The largest funding source is the State at \$7,592,917, which includes WIOA formula and discretionary grants. The next largest funding sources are the CaliforniansForAll grant at \$6,348,277 and the City of Long Beach projects at \$4,185,055, which includes the Long Beach Recovery Act.

A detailed breakdown of Adult, Youth and other revenue sources will now be provided. Adult programs total \$6,924,957, which includes 24 funding streams and is approximately 28% of our overall revenue. The largest funding source is WIOA Adult, which totals \$2,366,770, followed by WIOA Dislocated Worker at \$1,607,271. In comparison to last year, Pacific Gateway has an overall increase of \$239,357 in Adult programming.

Pacific Gateway's Youth Programs total \$14,004,738 which includes 20 funding streams and is 56% of Program Year 22-23 revenue. The largest youth funding source is CaliforniansForAll which totals \$6,348,277 followed by our WIOA Youth at \$3,049,573. In comparison to last program year, Pacific Gateway received an increase of \$9,063,594 in youth funding

Additional Revenue Sources, including City of Long Beach's various funding sources and projects, total \$3,976,459. This program year's largest revenue source is the Long Beach Recovery Act, which includes the Guaranteed Income Pilot, Space Beach, Hero, and other projects. In comparison to last Program Year, Pacific Gateway received an increase of 3.4 million in funding.

Pacific Gateway's planned expenditures for this program year are estimated to be \$22,370,671. The expenditures include the traditional operating expenses, personnel, and program related costs. As a result of the additional revenue received, Pacific Gateway's expenditures for this program year have almost doubled from the previous program year. The largest expenditure for this program year is work experience at 34%, followed by personnel costs at 28% and Contractual Services at 10%.

The WIOA and non-WIOA training benchmarks total \$1,953,199 for this program year for Long Beach and LA City grants. The work experience earmarks for this year's youth and adult programs total \$7,238,173.

In summary, the revenue is projected to be \$25,145,512 and planned expenditures \$22,370,671 with a budget balance of \$2,774,841.

Comments:

Dr. Kim Armstrong: Excellent overview and documentation. Represents a lot of hard work from the team in getting funding and discerning the best way to support our constituents and customers.

Ken Gomez: Commended Alisa for doing a great job of putting the presentation together. Having the advance read ahead of time was

extremely helpful. The presentation was summarized quite nicely. It was helpful in making the decision to approve.

A recommendation was made to approve the Pacific Gateway PY 2022-2023 Draft Final Budget.

A motion to approve the Pacific Gateway PY 2022-2023 Draft Final Budget was made by Xochitl Cobarruvias and seconded by Tommy Faavae.

**MOTION APPROVED**

**V. ADJOURNMENT**

Board Chair Kim Armstrong adjourned the meeting at 8:56 AM (PST), without objection.

Next Board Meeting: Tuesday, August 16, 2022 at 7:45 AM (PST). The meeting will be held via Zoom.