



# WORKFORCE DEVELOPMENT BOARD OF SOLANO COUNTY

## **Budget Committee Meeting**

Tuesday, May 10, 2022

2:30 p.m.

**via Zoom**

<https://us02web.zoom.us/j/87829721692?pwd=VnFtdllWUXI3QlFoN3VkeFJ0bjNTUT09>

Meeting ID: 878 2972 1692

Passcode: 623529



**WORKFORCE DEVELOPMENT BOARD**  
OF SOLANO COUNTY

**PUBLIC MEETING ANNOUNCEMENT**

**BUDGET COMMITTEE**

**Date: Tuesday, March 10, 2022**

**Time: 2:30 p.m. - Open Session**

**Location: Via Zoom**

On September 16, 2021, Assembly Bill No. 361 was approved by Governor Newsom and filed with Secretary of State the same day. Given that the State of California is considered to still be in a state of emergency pursuant to the California Emergency Act (CA GOV § 8625), due to the current pandemic, meetings held by the Workforce Development Board of Solano County (WDB) that fall under Brown Act requirements will continue to be held virtually as meeting in person may present imminent risks to the health or safety of attendees.

The WDB has taken steps to utilize technology to encourage full public participation during its upcoming meeting. The above scheduled meeting will be accessible through the following option:

Join Zoom Meeting

<https://us02web.zoom.us/j/87829721692?pwd=VnFtdllWUXI3QlFoN3VkeFJ0bjNTUT09>

Meeting ID: 878 2972 1692

Passcode: 623529

Call in via Zoom: 669-900-6833

You can join the Zoom meeting from a computer, mobile device, or tablet. The Zoom meeting information will be provided in every meeting agenda. Members of the public will be given the opportunity to provide public comment remotely during the public comment period or may provide public comment in advance by email to: [tgallentine@solanowdb.org](mailto:tgallentine@solanowdb.org) not later than 24 hours in advance of the scheduled meeting. All such written comments that are related to employment and training in Solano County will be read aloud at the meeting.

For more information about Assembly Bill No. 361, visit [California Legislative Information](#) or contact Tammy Gallentine at [tgallentine@solanowdb.org](mailto:tgallentine@solanowdb.org) or by calling 707-863-3552.

Items Distributed to the Committee less than 72 hours prior to meeting – Pursuant to Government Code section 54957.5, non-exempt public records that relate to open session agenda items and are distributed to a majority of the Committee less than seventy-two (72) hours prior to the meeting will be available to the public inspection by contacting Tammy Gallentine at [tgallentine@solanowdb.org](mailto:tgallentine@solanowdb.org) or by calling 707-863-3552 during regular business hours. When practical, these public records will also be made available on WDB's website at <https://solanoeemployment.org/board-of-directors>.

The Workforce Development Board of Solano County thanks you for your cooperation in advance. Our community's health and safety is our highest priority.



## WORKFORCE DEVELOPMENT BOARD

OF SOLANO COUNTY

### BUDGET COMMITTEE

Tuesday, May 10, 2022

2:30 p.m.

#### Join Zoom Meeting

<https://us02web.zoom.us/j/87829721692?pwd=VnFtdllWUXI3QlFoN3VkeFJ0bjNTUT09>

Meeting ID: 878 2972 1692

Passcode: 623529

### MEETING AGENDA

- |              |                                                                                                                                                                                                                                                                                                                           |             |
|--------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------|
| <b>I.</b>    | <b>Welcoming/Convening</b>                                                                                                                                                                                                                                                                                                |             |
| <b>II.</b>   | <b>Agenda Changes and/or Deletions</b>                                                                                                                                                                                                                                                                                    |             |
| <b>III.</b>  | <b>Public Comment</b> - <i>Public comments on agenda items and items under the jurisdiction of the Committee shall be made at this time. Written comments submitted by the public will also be read. Please note: Instructions to submitted written comments are outlined in the Public Announcement of this meeting.</i> |             |
| <b>IV.</b>   | <b>Executive Committee Action Item</b> <i>(The WDB Executive Committee will convene on behalf of the full Board and may take action on the following item):</i>                                                                                                                                                           | <b>PAGE</b> |
|              | A. Consider Adoption of Resolution 2022-02 to Continue Remote Meetings Pursuant to AB361                                                                                                                                                                                                                                  | <b>1</b>    |
| <b>V.</b>    | <b>Closed Session</b>                                                                                                                                                                                                                                                                                                     |             |
|              | A. Pursuant to §54957.6(a) Discussion Regarding Employee Matters                                                                                                                                                                                                                                                          |             |
| <b>VI.</b>   | <b>Reconvene Open Session</b>                                                                                                                                                                                                                                                                                             |             |
|              | A. Pursuant to §54957.6(a) Report on any Action Resulting from Closed Session                                                                                                                                                                                                                                             |             |
| <b>VII.</b>  | <b>Action Items</b>                                                                                                                                                                                                                                                                                                       |             |
|              | A. Approval of March 7, 2022 Meeting Minutes                                                                                                                                                                                                                                                                              | <b>5</b>    |
|              | B. Review and Approval of the Proposed Preliminary Budget for Program Year (PY) 2022-23 for Recommendation to the Full Board                                                                                                                                                                                              | <b>6</b>    |
| <b>VIII.</b> | <b>Adjournment</b>                                                                                                                                                                                                                                                                                                        |             |

Note: The next Budget Committee will be scheduled at a later time.



**WORKFORCE DEVELOPMENT BOARD**  
OF SOLANO COUNTY

**AGENDA SUBMITTAL**

<b>SUBJECT:</b> Consider Adoption of Resolution 2022-02 to Continue Remote Meetings Pursuant to AB361	<b>MEETING DATE</b>  May 10, 2022	<b>AGENDA ITEM</b>  IV.A
<b>FROM:</b> Heather Henry President/Executive Director	<b>ACTION REQUIRED</b> YES ✓ NO	<b>ATTACHMENTS</b> A

**RECOMMENDATION:** It is recommended that the Executive Committee consider adopting a Resolution to continue remote meetings for the next 30 days from the date of the initial adoption as result of the continuing COVID-19 pandemic state of emergency declared by Governor Newsom, and that holding the Board of Director's and Committee meetings, that are subject to the Brown Act, in person would present imminent risks to the health or safety of attendees.

**SUMMARY:**

On March 4, 2020, Governor Newsom issued a Proclamation of State of Emergency in response to the COVID-19 pandemic. That proclamation remains in effect. As a result of the state of emergency, the Governor issued executive orders that waived the normally strict provisions of the Brown Act relating to holding and participating in meetings via teleconferencing. Executive Order N-29-20 allowed bodies subject to the Brown Act to meet without a physical meeting location, so long as various requirements were met, including providing the public the opportunity to observe and participate in the meeting telephonically or electronically. Executive Order N-08-21 extended the suspension of the Brown Act's normal teleconferencing rules through September 30, 2021.

On September 16, the Governor signed AB 361, urgency legislation which took effect immediately. AB 361 amended Government Code section 54953 to address holding meetings subject to the Brown Act via teleconferencing during a declared state of emergency. The amended section 54953 takes the place of the provisions of the prior executive orders related to teleconferencing, except that Governor Newsom has subsequently clarified that requirements related to public meetings of local legislative bodies set forth in Executive Order N-08-21 would continue to govern through September 30, 2021, so long as notice of the public meeting is provided, and the public has the opportunity to observe and participate in the meeting as required by AB 361. AB 361 allows a board, commission, or committee subject to the Brown Act, called "legislative bodies" under the Brown Act, to meet via teleconference without following the normal Brown Act teleconference rules if any of the following circumstances exist:

"A) The legislative body holds a meeting during a proclaimed state of emergency, and state or local officials have imposed or recommended measures to promote social distancing.

(B) The legislative body holds a meeting during a proclaimed state of emergency for the purpose of determining, by majority vote, whether as a result of the emergency, meeting in person would present imminent risks to the health or safety of attendees. [or]

(C) The legislative body holds a meeting during a proclaimed state of emergency and has determined, by majority vote, pursuant to subparagraph (B), that, as a result of the emergency, meeting in person would present imminent risks to the health or safety of attendees.”

(Gov’t Code §54953(e)(1) [AB 361, p. 9].)

If the meeting is held via teleconference under these provisions, the meeting body must meet certain requirements under AB 361, including providing public access to the meeting and opportunity for the public to address the members of the legislative body. AB 361 also requires periodic review of the determination to continue to meet via teleconference. If the state of emergency is still active, or if “state or local officials have imposed or recommended measures to promote social distancing,” then no later than 30 days after meeting via teleconference for the first time pursuant to AB 361, the body must make a finding that the body “has reconsidered the circumstances of the state of emergency” and further find that “[a]ny of the following circumstances exist: (i) The state of emergency continues to directly impact the ability of the members to meet safely in person. (ii) State or local officials continue to impose or recommend measures to promote social distancing.” (Gov’t Code §54953(e)(3) [AB 361, p. 11].)

Based on the CDC established Community Transmission metric, Solano County is considered “high” on the 3-tier metric designed to reflect a community’s COVID-19 case rate and percent positivity. Indoor masking, regardless of vaccination status, continues to be strongly recommended. Having met the conditions described above, staff has prepared a resolution for the Executive Committee’s consideration. Adoption of the resolution will enable the Board of Director’s and it’s standing committees to continue to meet remotely pursuant to AB 361. If the resolution is adopted, no later than 30 days after the Board first meets via teleconference, the Board will be required to adopt the requisite findings to continue to meet remotely if the Board desired to do so and conditions warranted making the required findings. Accordingly, staff would propose to return at the May 20, 2022 Board meeting with a resolution for the Board to consider at that time.

**ALTERNATIVES:** The Executive Committee could choose not to adopt this resolution, however, all meetings following this action item will need to be rescheduled to be held in person to allow proper notification to the public and to be compliant with the Brown Act.

**AGENCY BUDGET IMPACT:** This action has no financial impact.

**REPORT PREPARED BY:** Tammy Gallentine, Executive & Board Support Specialist. Please contact Tammy at 707-863-3552 if you have any questions regarding the information in this report.



---

Heather Henry, President/Executive Director

**Resolution No. 2022-2**

**A RESOLUTION OF THE EXECUTIVE COMMITTEE, ON BEHALF OF THE BOARD OF DIRECTORS OF THE WORKFORCE DEVELOPMENT BOARD OF SOLANO COUNTY ADOPTING A RESOLUTION REGARDING THE RALPH M BROWN ACT AND FINDING OF IMMINENT RISK TO HEALTH AND SAFETY OF IN-PERSON MEETINGS AS A RESULT OF THE CONTINUING COVID-19 PANDEMIC STATE OF EMERGENCY DECLARED BY GAVIN NEWSOM, GOVERNOR OF THE STATE OF CALIFORNIA**

**WHEREAS**, on March 4, 2020, Governor Newsom issued a Proclamation of State of Emergency in response to the COVID-19 pandemic; and,

**WHEREAS**, on March 17, 2020, Governor Newsom issued Executive Order N-29-20 that suspended the teleconferencing rules set forth in the California Open Meeting law, Government code Section 54950 et seq. (the “Brown Act”), provided certain requirements were met and followed; and

**WHEREAS**, on June 11, 2021, Governor Newsom issued Executive Order N-08-21 that clarified the suspension of the teleconferencing rules set forth in the Brown Act, and further provided that those provisions would remain suspended through September 30, 2021; and,

**WHEREAS**, on September 16, 2021, Governor Newsom signed AB 361 that provides that a legislative body subject to the Brown Act may continue to meet without fully complying with the teleconferencing rules in the Brown Act provided the legislative body determines that meeting in person would present imminent risks to the health or safety of attendees, and further requires that certain findings be made by the legislative body every thirty (30) days; and,

**WHEREAS**, AB 361 amends the Brown Act (Government Code section 54953) to add the following provision: (e)(1) A local agency may use teleconferencing without complying with the requirements of paragraph (3) of subdivision (b) if the legislative body complies with the requirements of paragraph (2) of this subdivision in any of the following circumstances: (B) The legislative body holds a meeting during a proclaimed state of emergency for the purpose of determining, by majority vote, whether as a result of the emergency, meeting in person would present imminent risks to the health or safety of attendees; and

**WHEREAS**, AB 361 amends the Brown Act (Government Code section 54953) to add the following provision: (e)(3) If a state of emergency remains active, or state or local officials have imposed or recommended measures to promote social distancing, in order to continue to teleconference without compliance with paragraph (3) of subdivision (b), the legislative body shall, not later than 30 days after teleconferencing for the first time pursuant to subparagraph (A), (B), or (C) of paragraph (1), and every 30 days thereafter, make the following findings by majority vote: (A) The legislative body has reconsidered the circumstances of the state of emergency. (B) Any of the following circumstances exist: (i) The state of emergency continues to directly impact the ability of the members to meet safely in person.

**WHEREAS**, the Executive Committee, on behalf of the Board of Directors for the Workforce Development Board of Solano County (WDB) is empowered to take actions necessary to protect public, health, welfare and safety within the region; and,

**WHEREAS**, WDB has an important governmental interest in protecting the health, safety and welfare of those who participate in meetings of WDB’s various legislative bodies subject to the Brown Act; and,

**WHEREAS**, all teleconferenced meetings of the WDB Board of Directors, WDB Executive Committee, as well as all subcommittees of the Board of Directors shall comply with the requirements to provide the public with access to meetings as prescribed in paragraph (2) of subdivision (e) of Government Code section 54953;

**NOW, THEREFORE, BE IT RESOLVED** that the Executive Committee, on behalf of the Board of Directors of the Workforce Development Board of Solano County finds that the Governor's March 4, 2020 declaration of a state of emergency due to the COVID-19 pandemic remains active.

**BE IT FUTHER RESOLVED**, the Executive Committee, on behalf of the Board of Directors of the Workforce Development Board of Solano County finds that due to the state of emergency, meeting in person would present imminent risks to the health or safety of attendees and/or the state of emergency continues to directly impact the ability of the members to meet safely in person due to the prevalence of the COVID-19 virus, the indoor setting of meeting facilities, the potential presence of unvaccinated individuals attending meetings, the potential for noncompliance with mask wearing requirements, and desire to protect the health of immuno-compromised members, staff, and the public.

**PASSED AND ADOPTED** this 10<sup>th</sup> day of May 2022.

---

Fadi Halabi, WDB Board of Directors/Executive Committee Chair

---

Heather Henry, WDB President/Executive Director

# ACTION ITEMS





**MINUTES  
BUDGET COMMITTEE MEETING  
March 7, 2022**

**I. Welcoming/Convening**

Board Chair, Mario Giuliani, called the meeting to order at 10:03 a.m. Quorum was established.

**Members Present:** Fadi Halabi, Dr. Celia Esposito-Noy, Mario Giuliani, Nancy Nelson

**Members Absent:** Tim Healer

**Staff Present:** Heather Henry, Mike Al-Ahmad, Tammy Gallentine

**II. Additions and/or Deletions from the Agenda**

There were no changes and/or deletions to the agenda.

**III. Public Comment**

There were no public comments.

**IV. Action Items**

**A. Approval of May 17, 2021 and September 8, 2021 Meeting Minutes**

**MOTION #1**

A motion was made and seconded to approve the May 17, 2021 and September 8, 2021 meeting minutes.

(Fadi/Esposito-Noy) **MOTION PASSED UNANIMOUSLY.**

**B. Review and Approval of the Second Modification to the Program Year 2021-2022 Budget**

Mr. Al-Ahmad gave a detailed overview of agenda item **V.B. Review and Approval of the Second Modification to the Program Year 2021-22 Budget**, which was included as part of the agenda package and incorporated herein, noting the budget modification does include a new stream of revenue and expenditures from the renewal of SBDC's contract.

**MOTION #2**

A motion was made and seconded to approve the second modification to the Program Year 2021-2022 budget.

(Esposito-Noy/Halabi) **MOTION PASSED UNANIMOUSLY.**

**VII. Adjournment**

The meeting was adjourned at 10:37 a.m.

Note: The next Budget Committee meeting has not been scheduled.

Respectfully submitted by:



Tammy Gallentine, Executive & Board Support Specialist



**WORKFORCE DEVELOPMENT BOARD**  
OF SOLANO COUNTY

**BUDGET COMMITTEE**

<b>SUBJECT:</b>	Review and Approval of the Proposed Projected Budget for Fiscal Year (FY) 2022-23 for Recommendation to the Full Board	<b>MEETING DATE</b> May 10, 2022	<b>AGENDA ITEM</b> VII.B
<b>FROM:</b>	Heather Henry President/Executive Director	<b>ACTION REQUIRED</b> YES ✓ NO	<b>ATTACHMENTS</b> A - C

**RECOMMENDATION:**

Attached is the proposed projected budget for FY 2022-23 presented to the Budget Committee of the Workforce Development Board (WDB) of Solano County for their review. WDB staff recommends that the Budget Committee review the proposed preliminary budget for FY2022-23 and recommend for approval to the full board at the May 21, 2021 meeting.

Relative to last year's final approved budget, this budget accounts for the reduction of non-COVID-related revenue and expenditures from state discretionary grants that ended March 31, 2022. It also accounts for new revenue and expenditures related to COVID recovery.

**SUMMARY:**

Allocations for Workforce Innovation & Opportunity Act (WIOA) Title I formula funds have not yet been received from the State of California-EDD for FY2022-23. As such, prior year figures were used as estimates in this preliminary budget at a level funding. This budget includes conservative carryover estimates from FY2021-22. Final carryover figures, and other standard budget adjustments, will be presented at the September 2022 WDB Board Meeting.

This proposed preliminary budget for FY2022-23 of **\$7,202,343** represents an overall increase of \$876,491, or 14%, from FY2021-22. This increase is primarily due to additional funding received in support of the COVID-19 environment.

The format of the budget has been changed to better align with financial accounting standards.

**DISCUSSION:**

**Opportunities and Challenges for the Agency Budget:**

COVID-19 remains a big challenge and unknown. New funding streams are available for COVID recovery for both workforce and small business supports that may impact the budget. In addition, COVID-19 and the negative economic impacts continues to cause reevaluation of expenditures,

including training, America's Job Centers of California (AJCC) delivery, supportive services, and business service delivery, which may have significant budget impacts.

We are again unlikely to hit the 30% training expenditure for FY2020-21 WIOA Adult and Dislocated Worker requirements. The budget continues to experience strain in WIOA funding streams. Of the WIOA formula funds (Adult, Dislocated Worker, and Youth), 60% of expenditures are attributed to personnel and 17% of expenditures are attributed to operating costs. However, additional training funds from other sources continue to be added to the overall budget.

**Revenue and Expenditure Detail:**

- **Attachment A:** FY2022-23 Projected Budget
- **Attachment B:** FY2022-23 Projected Budget by Project
- **Attachment C:** FY2021-22 Year-to-Date Expenses

**Revenue – FY2022-23**

**Unknowns**

- WIOA allocations have not yet been received for FY2022-23. Estimates are based on current year allocations.
- Grant applications are in the pipeline that will positively impact revenue in FY2022-23:
  - California Workforce Development Board (CWDB) Regional Equity Partnership: \$1,300,000 over 2.75 years. Solano is submitting as the regional fiscal agent for the North Bay workforce region.
  - Solano County ARPA Workforce Funding: \$4,898,000 over two years
  - WellsFargo Foundation Dream Incubator Support: \$50,000
- The Solano-Napa SBDC grant year is January – December. Funding levels for 2023 are currently unknown.

**Changes from FY2021-22 to FY2022-23:**

*This discussion focuses on changes that are +/-10% or more*

***Revenue Ending FY2021-22:***

- California Employment Development Department (EDD) - Disability Employment Accelerator (DEA VI)
- California Workforce Development Board (CWDB) – AB1111
- CARES Act - SBDC enhancement
- CWDB Regional Funds through Sonoma Workforce Investment Board – Prison to Employment
- CWDB Regional Funds through Sonoma Workforce Investment Board – Regional Plan Implementation 3.0
- EDD – Veterans-Employment Related Assistance (VEAP)
- EDD National Dislocated Worker – COVID ER – although this grant has a time extension into FY2022-23, the WDB expects to fully expend this funding in FY2021-22.
- Fairfield-Suisun Unified School District – Restaurant Resiliency Fairfield
- Solano Community Foundation – COVID Basic Needs
- WellsFargo Foundation – COVID-19 Business Assistance

- WellsFargo Foundation – Restaurant Resiliency

***New Revenue Sources in FY2022-23:***

- City of Vallejo ARPA – Small Business Assistance – total grant award of \$500,000
- County of Napa – Microenterprise Small Business Grants – total grant award of \$173,499
- County of Solano ARPA – Funding Option #1: Sustain Service Delivery – total grant award of \$736,455
- CWDB Accelerator 10.0 – CNA Upskilling Program – total grant award of \$250,000

***Changes in Revenue:***

- WIOA Dislocated Worker funding is anticipated to increase due to higher-than-anticipated prior year carryover.
- WIOA Administration as a revenue source is being dissolved internally and reintegrated into each WIOA funding stream. Administrative costs will be allocated to Adult, Dislocated Worker, and Youth funding streams moving forward. Although Adult, DW, and Youth funds do not see a significant decrease, these funding streams now need to absorb administrative costs.
- WIOA Rapid Response & Layoff Aversion funding is anticipated to increase due to higher-than-anticipated prior year carryover.
- Small Business Development Center was previously combined into one revenue category. Beginning in FY2022-23, the funding streams will be broken out into five categories that represent SBDC funding.
- City of Vacaville Manufacturing Retention & Kaiser Restaurant Resiliency funding spans FY2021-23 to FY2022-23 and the remaining funds are budgeted for FY2022-23.

**Expenditures - 2020-21:**

**Unknowns:**

- It is unknown what continued changes will occur in service delivery, and hence, expenditures due to the COVID-19 environment.
- Upcoming labor negotiations in summer 2022 will also have an impact on personnel costs.
- It is unknown what change in costs for healthcare benefits will be applied beginning December 1, 2022. Final healthcare costs will be represented in the September 2022 budget modification.
- The WDB fiscal department is in the process of updating its Chart of Accounts, which will impact expenditure totals within each line item, as costs become more appropriately attributed to new types of expenditures and to more closely align with County and fiscal standards.

**Changes from FY2021-22 to FY2022-23:**

*This discussion focuses on changes that are +/-10% or more*

***Changes in Expenditures:***

- Salaries and Benefits are reduced due to changes in staffing and anticipated beginning of the year salary lapses.

- Vocational Training is increased due to new revenue specifically attributed to vocational training in FY2022-23.
- Supportive Services are decreased. In FY2021-22, the WDB had a supportive services grant that provided additional funding. In addition, it was anticipated in FY2021-22 that COVID-related supportive service needs would be higher than it was. FY2022-23 costs are based on expenditure trends of FY2022-23.
- Business Advisors & Small Business Payments are expenditure line items added due to increasing use of these services during COVID and as a result of hosting the SBDC.
- Outreach costs have been realigned, with some expenditures moved to software.
- Program Contracts are reduced due to the ending of discretionary grants with programmatic contracts.
- Communications / IT is reduced due to expenditure realignment, with some expenditures moved to software.
- Employee Professional Development is reduced due to the ending of discretionary grants with specific professional development costs.
- Mileage is reduced due to the continued virtual environment of COVID and the increasing use of videoconferencing.
- Supplies / Equipment / Software is increased due to expenditure realignment of software.
- Other Operating Costs are reduced due to decreases in cost and renegotiation of liability insurance, netting a \$12,000 saving.

#### **Budget Modifications:**

It is typical for the agency budget to be modified at times throughout a program year:

- A first modification is generally submitted, which includes final grant allotments, finalization of funds carried over from the prior year, recalculated line-item expenditure amounts to replace estimates, and changes in service delivery strategies.
- Any subsequent modifications will be the result of changes in available grant funding, program design, and/or cost of goods and services.


The WDB's budget responsibility to the County has been satisfied by the submission of a budget for program year 2021-22. The County budget cycle is timed differently than the WDB cycle and allows for changes to be made to the County budget for new grant awards to align it with the WDB-approved program operation budgets.

#### **ALTERNATIVES:**

Alternatively, the Board could choose not to approve and recommend this preliminary budget. However, the WDB would then begin the new fiscal year without a working budget.

#### **REPORT PREPARED BY:**

Heather Henry, President / Executive Director. Please contact Heather at 707-863-3501 should you have any questions regarding the information outlined in this report.

  
 \_\_\_\_\_  
 Heather Henry, President/Executive Director

## WDB SOLANO

FY2022-23 Projected Budget

Presented to the WDB Budget Committee 5.10.22

	BUDGET 2021-22 <i>Mod #2</i>	2021-22 Year End Projection	BUDGET 2022-23 <i>Projected</i>	\$ Increase / Decrease	% Increase / Decrease
<b>REVENUE:</b>					
<b><i>Grant Revenue</i></b>					
WIOA Adult	\$961,231	\$952,264	<b>\$939,885</b>	-\$21,346	-2%
WIOA Dislocated Worker	\$1,038,929	\$844,427	<b>\$1,158,527</b>	\$119,598	12%
WIOA Youth	\$1,049,906	\$855,780	<b>\$1,085,373</b>	\$35,467	3%
WIOA Administration	\$301,732	\$301,092	<b>\$0</b>	-\$301,732	-100%
WIOA Rapid Response	\$116,402	\$77,677	<b>\$130,994</b>	\$14,592	13%
WIOA Layoff Aversion	\$49,802	\$24,856	<b>\$59,233</b>	\$9,431	19%
EDD Disability Employment Accelerator (DEA VI)	\$145,968	\$67,957	<b>\$0</b>	-\$145,968	-100%
EDD National Dislocated Worker - COVID ER	\$110,652	\$110,652	<b>\$0</b>	-\$110,652	-100%
EDD Veterans Employment-Related Assistance (VEAP)	\$347,522	\$161,087	<b>\$0</b>	-\$347,522	-100%
<b>Grant Revenue Total</b>	<b>\$4,122,144</b>	<b>\$3,395,792</b>	<b>\$3,374,012</b>	<b>-\$748,132</b>	<b>-18%</b>
<b><i>Other Government Grants/Contracts</i></b>					
City of Vacaville - Manufacturing Retention	\$23,000	\$7,252	<b>\$15,748</b>	-\$7,252	-32%
City of Vacaville - Shop Local	\$21,000	\$10,766	<b>\$0</b>	-\$21,000	-100%
City of Vallejo - ARPA Small Bus Assistance	\$0	\$16,979	<b>\$483,021</b>	\$483,021	100%
County of Napa - Microbusiness Grants	\$0	\$6,214	<b>\$167,285</b>	\$167,285	100%
County of Solano - ARPA #1: Sustain Service Delivery	\$0	\$40,000	<b>\$696,455</b>	\$696,455	200%
County of Solano - Microbusiness Grants	\$52,814	\$23,052	<b>\$529,734</b>	\$476,920	903%
CWDB - AB1111	\$222,619	\$193,509	<b>\$0</b>	-\$222,619	-100%
CWDB - CNA Upskilling Program	\$0	\$0	<b>\$141,580</b>	\$141,580	100%
CWDB / Sonoma WIB - Prison to Employment	\$101,433	\$124,008	<b>\$0</b>	-\$101,433	-100%
CWDB / Sonoma WIB - Regional Implementation 3.0	\$134,473	\$52,076	<b>\$0</b>	-\$134,473	-100%
CWDB / Sonoma WIB - Regional Implementation 4.0	\$73,816	\$25,850	<b>\$69,348</b>	-\$4,468	-6%
CWDB - Regional Equity	\$0	\$0	<b>\$199,971</b>	\$199,971	100%
FSUSD - Restaurant Resiliency	\$15,881	\$15,881	<b>\$0</b>	-\$15,881	-100%
H&SS - Job Skills Program	\$250,000	\$237,070	<b>\$250,000</b>	\$0	0%
H&SS - Success Track	\$726,639	\$544,594	<b>\$726,639</b>	\$0	0%
NorCal SBDC - Capital Improvement Program	\$0	\$0	<b>\$42,425</b>	\$42,425	100%
NorCal SBDC - SBA	\$0	\$0	<b>\$190,000</b>	\$190,000	100%
NorCal SBDC - TA Expansion Program	\$0	\$0	<b>\$138,575</b>	\$138,575	100%
SBDC CARES Act	\$34,441	\$34,441	<b>\$0</b>	-\$34,441	-100%
SBDC Cash Match	\$0	\$0	<b>\$104,800</b>	\$104,800	100%
Small Business Development Center (SBDC)	\$412,809	\$411,550	<b>\$0</b>	-\$412,809	-100%
<b>Other Government Revenue Total</b>	<b>\$2,068,925</b>	<b>\$1,743,240</b>	<b>\$3,755,581</b>	<b>\$1,686,656</b>	<b>82%</b>
<b><i>Other Revenue</i></b>					
Kaiser - Restaurant Resiliency	\$14,750	\$6,000	<b>\$8,750</b>	-\$6,000	-41%
Program Income	\$0	\$325	<b>\$500</b>	\$500	100%
Solano Community Foundation - COVID Basic Needs	\$19,858	\$19,858	<b>\$0</b>	-\$19,858	-100%
Travis Credit Union - Food Incubator	\$0	\$10,000	<b>\$0</b>	\$0	100%
WellsFargo - COVID-19 Business Assistance	\$9,700	\$9,700	<b>\$0</b>	-\$9,700	-100%
WellsFargo - Restaurant Resiliency	\$90,475	\$90,475	<b>\$0</b>	-\$90,475	-100%
<b>Other Revenue Total</b>	<b>\$134,783</b>	<b>\$136,358</b>	<b>\$9,250</b>	<b>-\$125,533</b>	<b>-93%</b>

<i>Donations and Contributions</i>					
SBDC Donations and Sponsorships	\$0	\$0	<b>\$63,500</b>	\$63,500	100%
<b>Donations and Contributions Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$63,500</b>	<b>\$63,500</b>	<b>100%</b>
<b>TOTAL REVENUE</b>	<b>\$6,325,852</b>	<b>\$5,275,390</b>	<b>\$7,202,343</b>	<b>\$876,491</b>	<b>14%</b>
<b>EXPENSES:</b>					
Salaries and Benefits	\$3,715,121	\$3,155,366	<b>\$3,473,343</b>	-\$241,778	-7%
<b>Personnel Expenses</b>	<b>\$3,715,121</b>	<b>\$3,155,366</b>	<b>\$3,473,343</b>	<b>-\$241,778</b>	<b>-7%</b>
Vocational Training	\$466,918	\$176,910	<b>\$623,628</b>	\$156,710	34%
Work-Based Training	\$254,500	\$240,978	<b>\$276,750</b>	\$22,250	9%
Supportive Services	\$98,434	\$34,111	<b>\$43,000</b>	-\$55,434	-56%
Business Advisors	\$156,271	\$0	<b>\$277,603</b>	\$121,332	78%
Small Business Grants / Payments	\$0	\$0	<b>\$1,047,750</b>	\$1,047,750	100%
Outreach	\$55,834	\$124,187	<b>\$25,922</b>	-\$29,912	-54%
Program Contracts	\$714,347	\$789,759	<b>\$625,971</b>	-\$88,376	-12%
<b>Direct Program Costs</b>	<b>\$1,746,304</b>	<b>\$1,365,945</b>	<b>\$2,920,624</b>	<b>\$1,174,320</b>	<b>67%</b>
Communications / IT	\$123,174	\$181,993	<b>\$107,664</b>	-\$15,510	-13%
Employee / WDB Professional Dev	\$26,173	\$9,656	<b>\$8,000</b>	-\$18,173	-69%
Facilities	\$479,810	\$472,975	<b>\$490,383</b>	\$10,573	2%
Memberships	\$0	\$5,145	<b>\$8,000</b>	\$8,000	100%
Mileage / Travel	\$37,236	\$886	<b>\$12,165</b>	-\$25,071	-67%
Supplies / Equipment / Software	\$64,338	\$35,836	<b>\$100,360</b>	\$36,022	56%
Other Operating Costs	\$133,696	\$47,588	<b>\$81,805</b>	-\$51,892	-39%
<b>Other Costs</b>	<b>\$864,427</b>	<b>\$754,080</b>	<b>\$808,377</b>	<b>-\$56,051</b>	<b>-7%</b>
<b>TOTAL EXPENSES</b>	<b>\$6,325,852</b>	<b>\$5,275,390</b>	<b>\$7,202,343</b>	<b>\$876,491</b>	<b>14%</b>

Revenue Over / (Under) Expenses

<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
------------	------------	------------

**WDB SOLANO**  
FY2022-23 Projected Budget Detail

	TOTAL BUDGET	WIOA Adult	WIOA Dislocated Worker	WIOA Youth	WIOA Rapid Response	WIOA Layoff Aversion	VACAVILLE Manufacture	VALLEJO ARPA Small Biz	NAPA CO. Microgrants	SOLANO ARPA Option #1	SOLANO CO. Microgrants	CWDB CNA	CWDB RPI 4.0	CWDB RE RP
<b>REVENUE STREAMS:</b>														
EDD Grants	\$3,374,012	\$939,885	\$1,158,527	\$1,085,373	\$130,994	\$59,233	\$15,748	\$483,021	\$167,285	\$696,455	\$529,734	\$141,580	\$69,348	\$199,971
Other Government Grants	\$3,755,581													
Other Revenue	\$9,250													
Donations and Contributions	\$63,500													
<b>TOTAL REVENUE</b>	<b>\$7,202,343</b>	<b>\$939,885</b>	<b>\$1,158,527</b>	<b>\$1,085,373</b>	<b>\$130,994</b>	<b>\$59,233</b>	<b>\$15,748</b>	<b>\$483,021</b>	<b>\$167,285</b>	<b>\$696,455</b>	<b>\$529,734</b>	<b>\$141,580</b>	<b>\$69,348</b>	<b>\$199,971</b>
<b>EXPENSES:</b>														
Salaries and Benefits	\$3,473,343	\$612,851	\$734,463	\$585,955	\$112,058	\$35,971	\$15,748	\$33,021	\$17,710	\$176,213	\$75,841	\$11,665	\$27,155	\$12,500
<b>Personnel Expenses</b>	<b>\$3,473,343</b>	<b>\$612,851</b>	<b>\$734,463</b>	<b>\$585,955</b>	<b>\$112,058</b>	<b>\$35,971</b>	<b>\$15,748</b>	<b>\$33,021</b>	<b>\$17,710</b>	<b>\$176,213</b>	<b>\$75,841</b>	<b>\$11,665</b>	<b>\$27,155</b>	<b>\$12,500</b>
Vocational Training	\$623,628													
Work-Based Training	\$276,750	\$76,413	\$172,215	\$22,000		\$15,000				\$300,000				\$60,000
Supportive Services	\$43,000	\$6,000	\$6,000	\$6,000						\$25,000				
Business Advisors	\$277,603									\$120,242				
Small Business Grants / Payments	\$1,047,750													
Outreach	\$25,922	\$2,250	\$2,250	\$0	\$1,000	\$500		\$450,000	\$140,000		\$450,000	\$4,422		
Program Contracts	\$625,971	\$12,500	\$12,500	\$312,500				\$500	\$6,000		\$1,000	\$123,000	\$40,000	\$119,471
<b>Direct Program Costs</b>	<b>\$2,920,624</b>	<b>\$137,163</b>	<b>\$232,965</b>	<b>\$340,500</b>	<b>\$1,000</b>	<b>\$15,500</b>	<b>\$0</b>	<b>\$450,000</b>	<b>\$146,500</b>	<b>\$520,242</b>	<b>\$451,000</b>	<b>\$127,422</b>	<b>\$40,000</b>	<b>\$179,471</b>
Communications / IT	\$107,664	\$29,596	\$30,823	\$20,662	\$1,402	\$385						\$421	\$421	
Employee / WDB Professional Dev	\$8,000	\$3,500	\$3,500											
Facilities	\$490,383	\$118,947	\$118,947	\$105,121	\$6,000	\$4,000						\$1,772	\$1,772	\$3,000
Memberships	\$8,000													
Mileage / Travel	\$12,165	\$1,500	\$1,500	\$800	\$500									
Supplies / Equipment / Software	\$100,360	\$25,000	\$25,000	\$22,000	\$7,000	\$2,392			\$3,075		\$2,893	\$300		\$5,000
Other Operating Costs	\$81,805	\$11,329	\$11,329	\$10,335	\$3,034	\$985								
<b>Other Costs</b>	<b>\$808,377</b>	<b>\$189,872</b>	<b>\$191,099</b>	<b>\$158,918</b>	<b>\$17,936</b>	<b>\$7,762</b>	<b>\$0</b>	<b>\$0</b>	<b>\$3,075</b>	<b>\$0</b>	<b>\$2,893</b>	<b>\$2,493</b>	<b>\$2,193</b>	<b>\$8,000</b>
Total program costs		\$845,897	\$1,042,674	\$976,835	\$117,895	\$53,310		\$434,719	\$150,557		\$476,761	\$127,422	\$62,413	\$179,974
Allocation of admin costs		\$93,989	\$115,853	\$108,537	\$13,099	\$5,923		\$48,302	\$16,729		\$52,973	\$14,158	\$6,935	\$20,500
<b>TOTAL EXPENSES</b>	<b>\$7,202,343</b>	<b>\$939,885</b>	<b>\$1,158,527</b>	<b>\$1,085,373</b>	<b>\$130,994</b>	<b>\$59,233</b>	<b>\$15,748</b>	<b>\$483,021</b>	<b>\$167,285</b>	<b>\$696,455</b>	<b>\$529,734</b>	<b>\$141,580</b>	<b>\$69,348</b>	<b>\$199,971</b>
<b>Revenue Over / (Under) Expenses</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>



**WDB SOLANO**  
FY2022-23 Projected Budget Detail

	TOTAL BUDGET	H&SS Job Skills	H&SS Success Track	SBA CIP	SBD SBA	SBD TAEP	SBD Cash Match	KAISER Restaurant	SBDC Contributions	REQ. COUNTY BUDGET
<b>REVENUE STREAMS:</b>										
EDD Grants	\$3,374,012									\$3,527,574
Other Government Grants	\$3,755,581									\$2,669,446
Other Revenue	\$9,250	\$250,000	\$726,639	\$42,425	\$190,000	\$138,575	\$104,800	\$8,750	\$500	\$173,911
Donations and Contributions	\$63,500								\$63,500	\$44,800
<b>TOTAL REVENUE</b>	<b>\$7,202,343</b>	<b>\$250,000</b>	<b>\$726,639</b>	<b>\$42,425</b>	<b>\$190,000</b>	<b>\$138,575</b>	<b>\$104,800</b>	<b>\$8,750</b>	<b>\$64,000</b>	<b>\$6,415,731</b>
<b>EXPENSES:</b>										
Salaries and Benefits	\$3,473,343	\$190,925	\$522,167	\$11,590	\$155,823	\$74,919	\$65,768	\$1,000	\$0	\$3,838,764
<b>Personnel Expenses</b>	<b>\$3,473,343</b>	<b>\$190,925</b>	<b>\$522,167</b>	<b>\$11,590</b>	<b>\$155,823</b>	<b>\$74,919</b>	<b>\$65,768</b>	<b>\$1,000</b>	<b>\$0</b>	<b>\$ 3,838,764</b>
Vocational Training	\$623,628									\$529,953
Work-Based Training	\$276,750		\$99,750							\$548,108
Supportive Services	\$43,000									\$14,000
Business Advisors	\$277,603			\$30,835	\$14,870	\$53,656	\$10,000		\$48,000	\$532,660
Small Business Grants / Payments	\$1,047,750							\$7,750		\$52,575
Outreach	\$25,922					\$6,000	\$2,500		\$5,500	\$0
Program Contracts	\$625,971									\$0
<b>Direct Program Costs</b>	<b>\$2,920,624</b>	<b>\$0</b>	<b>\$99,750</b>	<b>\$30,835</b>	<b>\$14,870</b>	<b>\$59,656</b>	<b>\$12,500</b>	<b>\$7,750</b>	<b>\$53,500</b>	<b>\$1,677,296</b>
Communications / IT	\$107,664	\$1,000	\$17,600		\$854		\$3,000		\$1,500	\$126,000
Employee / WDB Professional Dev	\$8,000		\$1,000							\$11,448
Facilities	\$490,383	\$46,914	\$73,622		\$12,288				\$2,000	\$493,826
Memberships	\$8,000					\$4,000				\$9,000
Mileage / Travel	\$12,165	\$800	\$1,500		\$4,165		\$1,400			\$6,500
Supplies / Equipment / Software	\$100,360	\$1,000	\$3,000		\$2,000				\$7,000	\$147,425
Other Operating Costs	\$81,805	\$9,361	\$8,000				\$22,132			\$105,973
<b>Other Costs</b>	<b>\$808,377</b>	<b>\$59,075</b>	<b>\$104,722</b>	<b>\$0</b>	<b>\$19,307</b>	<b>\$4,000</b>	<b>\$26,532</b>	<b>\$0</b>	<b>\$10,500</b>	<b>\$914,871</b>
Total program costs										
Allocation of admin costs										
<b>TOTAL EXPENSES</b>	<b>\$7,202,343</b>	<b>\$250,000</b>	<b>\$726,639</b>	<b>\$42,425</b>	<b>\$190,000</b>	<b>\$138,575</b>	<b>\$104,799</b>	<b>\$8,750</b>	<b>\$64,000</b>	<b>\$6,430,931</b>
<b>Revenue Over / (Under) Expenses</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

Private Industry Council of Solano County  
Normal Trial Balance - Fiscal YTD by GL  
From 7/1/2021 Through 3/31/2022

Account Code	Account Title	Debit Balance	Credit Balance
072	TEMPORARY PERSONNEL	16,738.57	
082	ACCOUNTING SERVICES	285.67	
083	LEGAL SERVICES	881.73	
084	WDB BUSINESS EXPENSE	0.00	
086	MEMBERSHIPS	5,145.00	
087	ADVERTISING & NOTICES	384.00	
090	RENT	42,370.41	
091	FACILITY MAINTENANCE & SUPPLY	228.33	
097	TELEPHONE	77.54	
098	TELEPHONE CELLULAR	5,932.69	
102	PRINTING	2,460.47	
108	DATA & TELEPHONE LINES	308.88	
110	DATA & TELEPHONE LINES - Vallejo	1,942.98	
112	OFFICE SUPPLIES - Consumable		2,496.26
114	SOFTWARE	7,265.71	
115	COMPUTERS: UNDER \$1.5K	3,547.03	
117	EQUIP/FURN: UNDER \$1.5K	56.32	
118	COMPUTERS: < \$1.5K Tracked	315.96	
119	Computer Related Items < \$500	894.56	
120	SOFTWARE MAINTENANCE	357.00	
130	EMPLOYEE CONTINUING EDUCATION	4,850.89	
131	EMPLOYEE TRAVEL - Training	1,294.19	
132	EMPLOYEE MILEAGE - Training	292.43	
133	EMPLOYEE TRAVEL	6.00	
134	EMPLOYEE MILEAGE	675.88	
190	EMPLOYER OUTREACH	2,515.39	
191	BIZ SERVICES EMPLOYER OUTREACH	6,016.66	
193	COMMUNITY OUTREACH	86,996.49	
202	PROGRAM SUPPLIES	5,627.64	
206	CAREER FAIR	45.41	
207	CAREER SERVICES SUPPORTIVE SERVICE	13,546.94	
213	DIRECT AJCC ONE-STOP OPERATOR	6,750.00	
300	ON-THE-JOB-TRAINING CONTRACTS	36,820.24	
305	DIRECT SERVICE CONTRACTS	166,975.62	
350	NBEC COUNTY COST	46,781.25	
405	PROGRAM CONTRACTS	233,153.96	
500	WORK EXPERIENCE	204,157.42	
501	CLIENT TRAINING - Vendor	174,753.48	
502	CLIENT TRAINING - SUPPLIES	2,156.20	
602	EMERGENCY SUPPORTIVE SERVICES	8,740.53	
650	TRANSPORTATION	3,952.01	
950	TEMP FUND DISTRIBUTION-50 FF	319,332.01	
951	TEMP FUND DISTRIBUTION-51 FF	19,154.14	
952	TEMP FUND DISTRIBUTION-52 C&N 1	69,478.89	
953	TEMP FUND DISTRIBUTION-53 C&N 2	7,687.96	
954	TEMP FUND DISTRIBUTION-54 VJO	1,895.80	
970	TEMP FUND DISTRIBUTION	35,054.86	
974	TEMP FUND DISTRIBUTION	95.00	
990	TEMP FUND DISTRIBUTION	1,862,598.93	
991	TEMP FUND DISTRIBUTION	1,804.46	
997	TEMP FUND DISTRIBUTION	551,729.59	
Report Total		<u>3,964,133.12</u>	<u>2,496.26</u>
Report Difference		<u>3,961,636.86</u>	

Private Industry Council of Solano County  
Normal Trial Balance - Fiscal YTD by Grant  
From 7/1/2021 Through 3/31/2022

Account Code	Account Title	Debit Balance	Credit Balance
1022	WIOA / YOUTH In-School (07/21)	18,416.92	
1121	WIOA / YOUTH Out-of-School (07/20)		5,000.00
1122	WIOA / YOUTH Out-of School (07/21)	430,778.57	
2021	WIOA / ADULT (07/20)	440.86	
2022	WIOA /ADULT (07/21)	743,515.17	
2320	DISC / RPI 3.0 (11/20 - 3/22)	52,075.79	
2421	DISC / RPI 4.0 (04/21 - 09/22)	19,435.77	
2720	DISC / DEA VI (04/20 - 3/22)	76,791.73	
3021	TANF / ESEP SUCCESS TRACK (07/20)	570.41	
3022	TANF / ESEP SUCCESS TRACK (07/21)	418,479.96	
3122	TANF / PATH TO EMPLOYMENT (07/21)	182,361.57	
4019	DISC / P2E:IDS (11/19 - 3/22)	10,735.56	
4119	DISC / P2E:SSEL (11/19 - 3/22)	113,272.11	
4720	DISC / AB1111 (06/20 - 3/22)	193,508.81	
6021	WIOA / DISLOCATED WORKERS (07/20)		15,502.52
6022	WIOA / DISLOCATED WORKER (07/21)	650,410.29	
6120	DISC / VEAP (04/20 - 3/22)	169,226.65	
6220	DISC / NDWG COVID ER (4/20 - 3/22)	108,605.75	
6620	WIOA / RAPID RESPONSE (07/19)	65.41	
6621	WIOA / RAPID RESPONSE (07/20)	5,498.27	
6622	WIOA / RAPID RESPONSE (07/21)	54,187.63	
6721	WIOA / RAPID RESPONSE LOA (07/20)	1,721.68	
6722	WIOA / RAPID RESPONSE LOA (07/21)	17,398.12	
6910	SBDC / WFF COVID Biz Assistance	101.05	
7521	DISC / SCF COVID Basic Needs (7/21)	20,926.45	
8021	SBDC / SBA (01/21)	65,459.38	
8022	SBDC / SBA (01/22)	39,356.33	
8122	SBDC / CIP (10/21)	42,400.00	
8221	SBDC / TAEP (10/20)	43,805.65	
8222	SBDC / TAEP (10/21)	73,463.76	
8347	SBDC / CM / CITY OF VALLEJO	13,113.28	
8348	SBDC / CM / SPIRIT OF SOLANO \$5K	8,285.84	
8349	SBDC / CM / US BANK \$5,000	5,000.00	
8350	SBDC / CM / FAIRFIELD FYE'22	4,103.67	
8351	SBDC / CM / VALLEJO FYE'22	4,366.44	
8353	SBDC CM CITY OF BENICIA FYE'22 \$5K	389.30	
8390	SBDC / CM / MISC	9,692.65	
8422	SBDC/FOOD INCUBATOR (04/22 - 12/22)	4,477.79	
8520	SBDC / PROGRAM INCOME - TRAINING	325.00	
8620	SBDC / CARES (COVID)	34,700.11	
8721	SBDC / WF RESTAURANT RESILIENCY	94,137.53	
8722	DISC / FSUSD RESTAURANT RESILIENCY	6,000.00	
8821	SBDC / VV SHOP LOCAL	8,094.46	
8922	DISC / VV Manufacturing (10/21)	4,834.35	
9922	WIOA / ADMINISTRATION (07/21)	231,609.31	
Report Total		<u>3,982,139.38</u>	<u>20,502.52</u>
Report Difference		<u>3,961,636.86</u>	