



**Northern Middle Tennessee  
Workforce Board Inc.**

## **Finance Committee**

**May 4, 2023**

**9:00 A.M.**

[Click here for zoom link](#)

Meeting ID: 832 3329 7235

Passcode: 218166

Telephone Number: +1 312 626 6799

## **Agenda**

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### **Welcome**

### **Call the Meeting to Order**

### **Approval of Minutes**

### **Business Reports:**

1. 2022-2023 Budget Review
2. Career Service Provider Review
3. 2023-2024 Budget Projections
4. Monitoring Update
5. Action Items
6. Program Updates

### **Adjourn**

#### **Members:**

Mark Peed (Chair)  
Keith Carnahan  
Dan Caldwell  
David Rutledge  
Paul Webb  
Kristi Spurgeon  
Sho Samuels

**Complete zoom link:** <https://us02web.zoom.us/j/83233297235?pwd=bnN0Z1NPMWl3Qzc4Q290WU9RVE9zZz09>



**DRAFT UNTIL  
APPROVED**

**Northern Middle Tennessee Workforce Board**

**Finance Committee**

**Meeting Minutes**

**February 2, 2023, via Zoom at 9:00 a.m.**

<b>Members Attending</b>	<b>Members Absent</b>	<b>Staff &amp; Guests Attending</b>
Mark Peed	Keith Carnahan	Marla Rye
Dan Caldwell	Kristi Spurgeon	Ginger Fussell
David Rutledge	Sho Samuels	Sherry Maynard
John Zobl		Andrea Dillard
John Alexander		Meagan Dobbins
		Christel Brown
		Ankur Singula

The Finance Committee of the Northern Middle Tennessee Workforce Board met virtually on February 2, 2023, at 10 a.m. via Zoom.

With a quorum present, the meeting was called to order by Chairman Mark Peed. Dan Caldwell moved to approve the minutes and David Rutledge seconded. The minutes passed unanimously.

**Audit Report-June 30, 2022**

Ginger Fussell started the meeting by informing the committee that the Northern Middle Workforce Board completed their annual audit for the fiscal year ending June 30, 2022. Ankur Singula, with Thurman Campbell, was the lead auditor. Ginger then turned the meeting over to Ankur to review the document.

Ankur began by thanking the committee for allowing Thurman Campbell to work with them again this year. He said that based on their audit report, they provided an unmodified opinion which is the best outcome to expect. For the yellow book report section, they did not become aware of any material misstatements or deficiencies in internal control, nor did they become aware of any non-compliance with grant contracts or laws and regulations for the Board. This report was clear as well. The single audit report was conducted since we have over \$750K in federal spending. Based on the audit and compliance testing, it was found that the Board complied with all requirements. This was a clean report with no findings. In summary, there were no findings, no internal control or non-compliance issues found, and the Board qualifies as a low-risk auditee which means over the past two years, the entity has received clean reports with no findings.

**Career Service Provider-Performance Review**

Marla gave the committee a quick update on the CSP's performance. Both EDSI and MAC are doing well in their enrollments. EDSI has achieved 100% of its adult enrollments and 98% of its youth enrollments. MAC has caught up from last quarter and is above its six-month cumulative enrollment goals. MAC is having issues with placements and exits from their program. EDSI is behind on its number of exits. This

creates extremely large caseloads which can lead to customer service issues. Of those participants exiting the program with EDSI, they are being placed into jobs. On the other hand, MAC is exiting a lot of participants, but a low number of them are getting placed in jobs.

Jobs for Tennessee Graduates is doing well and exceeding their goals. Monroe Harding has achieved about 65% of their enrollment goal; they are struggling with what to do with its participants once enrolled as far as allowable costs. Liberty Station has 9 of its 23 participants enrolled. They may not achieve their full goal by June, but they have a valuable program for their targeted population and are making a difference in the lives of the participants and their families. They struggle with grant administration.

Marla said we are on track to meet our Federal Performance Measures for the third quarter. Measurable Skills gains are not passing at this point, but more data will be added during the quarter, and we expect it to pass all standards by June 30.

### **2021-2022 Financial & Monitoring Report**

Ginger Fussell presented her financial report. She said that current quarter expenditures were \$2.3M, approximately \$207K shy of last quarter. EDSI, our largest provider, changed accounting systems in the fall, which involved application migrations. They fell behind in their billing through the transition, so some of quarter two's expenses will not hit until quarter three. Fiscal year to date expenditures through December were \$4.8M, approximately \$144K less than last year. Since last quarter, our \$14.9M budget has grown in new funding by \$80K with the addition of a Re-Entry (Justice-Involved) grant.

Next, Ginger restated that the Board authorized staff to request up to \$1.5M for additional re-purposing of Dislocated Worker for Adult spending. NM requested, and TDLWD approved, \$1M of that amount, with \$500K remaining to be requested if needed. As approved last quarter, the Youth portion of EDSI's contract was increased by \$750K through June 30, 2023. Approval for an \$80K budget increase will be requested, bringing the total to \$15M. Note that \$37,800 will be passed through to EDSI, our career service provider. Marla added that portions of the \$80K will be used for IRT and OJT for justice-involved individuals.

MPCR dropped from 51.9% last quarter to 49.56%, which remains strong compared to the 40% satate requirement. This is helped by the ability to count activity on the National DW grants now. Quarter two CSP billing dropped \$355K from the prior quarter, partially due to EDSI's accounting transition. Both contractors are approximately 67% of utilization of their contracts out of 80% time progression. EDSI's contract budget includes increases at various intervals throughout the 30-month contract period, including the most recent increase of \$750K for Youth. MAC's contract remains at its initial contract budget. Mid-Cumberland HRA, our OSO, is 42% out of 50% time progression.

EDSI has exceeded MPCR for Adult/DW. This is partially due to having open positions on their staff. They fell short at 48% out of 50% for Youth. EDSI maintains MPCR FYTD and cumulatively for all fund streams. EDSI met Youth Work Experience and ISY during the quarter and FYTD, but not contract to date. MAC fell short of MPCR for the quarter at 42% out of 50%. MAC has met MPCR FYTD at 56% but is short at 46% cumulatively. MAC met Youth Work Experience during the quarter and has met it cumulatively. However, MAC is short of the ISY goal at 36%, which should exceed 40%. Since MAC was strong last year in In-School Youth, we lowered EDSI's ISY target and raised MAC's. We will continue to monitor this as each contractor develops their respective programs.

The smaller contractors are progressing toward enrollment goals and are positioned for increased expenditures in upcoming quarters. To date, expenditures are lagging in time progression. Jobs for Tennessee Graduates has spent the most with 32% of funds utilized, Monroe Harding has utilized 27%, and Liberty Station has utilized 11%. They are 50% of the way through their contracts. Liberty Station has the highest MPCR at 51% and work experience at 51%. JTG is at 24% MPCR but exceeds the work experience goal at 35%. Due to the nature of JTG's program, ISY is at 100%. Monroe Harding is not yet meeting any of the dollar-driven goals. They've adjusted their strategy between ISY and OSY; their highest percentage is ISY at 27%. Trends tend to show that it takes about six months to figure out their path and start contributing to our goals, no matter the contractor's size.

Ginger then moved on to the monitoring update. She reported that EDSI's staffing situation has improved, with several open positions filled. Now the focus shifts to training new staff and retaining existing staff. A couple of issues of questioned costs were identified, and we are working with EDSI for a resolution. Technical assistance is continuing for the new youth providers. JTG's audit is now complete with no findings. Ginger feels their quarterly spending restriction can be removed now that their audit has been received. Staff are working with Monroe Harding about their low direct participant expenditure rate. Oversight of partner accountability of the OSO continues toward KPI goals. TDLWD conducted quarterly monitoring and had no findings. A participant file desk review was conducted, and they shared a list of observations. Meagan and Andrea are working with them on that. Ginger updated the committee on changes that have happened within the accounting department.

Ginger then reviewed the action items for the committee to approve. First, the 2022-23 budget revision of \$15M after adding \$80K. Next, approval of the EDSI CSP pass-through of \$37.8K for the Re-Entry (Justice Involved) Grant. Marla requested approval to have Ankur and his firm conduct the audit next year with a modest fee increase, knowing that his firm may opt out of doing government audits afterward. It was also mentioned that many firms are opting out of government audits, so finding a new firm may be challenging and include a significant cost increase.

Mark Peed asked for an additional explanation of the pass-through. Marla explained that an \$80K grant was received, and part of that is going directly to Volunteer State Community College. They will be paid as a direct vendor from the Board itself. \$37,800 will be used for on-the-job training of participants after Volunteer State Community College conducts the industrial readiness training. Since this will be paid to the participants directly, it is being shifted to EDSI so they can engage with the participants at the field level and pay them the job training amount. The goal of the project is to serve 20 individuals. EDSI will serve 12 individuals and do on-the-job training with them.

Mark asked if the new youth contractors continued having trouble should the Board continue engagement with them. Marla stated that the Monroe Harding and Liberty Station are having the greatest difficulties. She went on to say that the Board will have to make recommendations to continue contracts at the May meeting.

Mark Peed asked for a motion to approve the action items as submitted. David Rutledge made the motion. Dan Caldwell seconded. With no further discussion, the action items passed.

**LFPR Pilot Project**

Marla told the committee that the state had set a goal to increase the Labor Force Participation Rate by 2% across TN. The state LFPR is 58.8%, and the national average is 61.9%. Most of our counties are higher than the state and national average. The four counties below are Humphreys, Montgomery, Houston, and Stewart. It is thought that soldiers who retire and are younger than 64 bring Montgomery county's average down, and military spouses who stay home with children while their partner is working or deployed is a negative to the LFPR. If we are to raise the unemployment percentage, a different approach to the delivery of services needs to occur.

Marla informed the finance committee that after meeting with the executive committee, it had been decided to ask the state to run a pilot project focusing on employment first. This plan has a work-first approach where the AJCs would act as a temporary staffing agency, and the Board staff can interact more directly with the service providers and the county mayors. Since this will be a labor-intensive project, they will also ask to waive the minimum participant cost rate. This strategy is to increase staff at the AJCs in the four lowest counties to act more as a direct placement mechanism. A regional OSO will provide some firewall protection. They would be there for the career service provider employees to report to if there is an issue, and the regional OSO may report to the Upper Cumberland Board and not go through our Board. We would have to rebid for a regional OSO. If the state approves this contract, then EDSI and MAC would be renewed for one year with the option to renew for another year based on their performance. Changing contractors makes meeting the state's guidelines difficult because of the time for them to get their bearings, and it would be too much to implement a pilot while assisting new contractors. Additional funding will not be requested but appropriated through the regular allocations. If this pilot project is successful, we would want to deploy this model through all counties.

**Adjourn**

Marla reminded the committee of the Board meeting on February 8 in Williamson County. With no further questions, Mark Peed adjourned the meeting.

**NORTHERN MIDDLE TN WORKFORCE BOARD**  
**MARCH 2023 FISCAL UPDATE**  
**2022-23 BUDGET/SPEND PROGRESSION**

	(\$ in 000's)					
	2022 QTR 1	2022 QTR 2	2023 QTR 3	Expenses YTD	Revised FY 2022-23 12 Mo. Budget	% Spent
<b>Northern Middle LWDA</b>						
Infrastructure Funding Agreement	121	129	258	507	1,000	50.7%
Adult	777	140	116	1,033	2,918	35.4%
Dislocated Worker Re-purposed for Adult	412	753	1,002	2,167	2,222	97.5%
Dislocated Worker for DW	266	227	266	759	3,839	19.8%
Youth (reduced carryover in Sept - see below)	807	772	867	2,445	1,745	140.1%
RESEA	52			52	200	26.0%
National Dislocated Worker (COVID)	14	97	615	725	1,026	70.7%
National Dislocated Worker (Flood)	77	86	77	239	345	69.2%
<b>Total FY 22-23 Expense vs Budget</b>	<b>2,526</b>	<b>2,201</b>	<b>3,200</b>	<b>7,927</b>	<b>13,295</b>	<b>59.6%</b>
Apprenticeship	0	60	17	77	205	37.7%
Expired RESEA Funding (9/30)	0			0	-148	0.0%
New RESEA Funding (10/1)	0	57	55	112	264	42.5%
Reduce Youth Carryover to 23-24 (An additional Youth contract will be received 4/1/2023)	0			0	1,374	0.0%
<b>September Total FY 22-23 Expense vs Budget</b>	<b>2,526</b>	<b>2,319</b>	<b>3,272</b>	<b>8,116</b>	<b>14,990</b>	<b>54.1%</b>
Re-entry (Justice Involved)	0	0	0	0	80	0.2%
<b>December Total FY 22-23 Expense vs Budget</b>	<b>2,526</b>	<b>2,319</b>	<b>3,272</b>	<b>8,116</b>	<b>15,070</b>	<b>53.9%</b>
Consolidated Business			111	111	200	55.7%
Summer Youth Employment Program - TBD				0		
<b>March Total FY 22-23 Expense vs Budget</b>	<b>2,526</b>	<b>2,319</b>	<b>3,383</b>	<b>8,228</b>	<b>15,270</b>	<b>53.9%</b>
<b>Funding Increase - Budget Action Item \$200k plus Summer Youth Award (TBD)</b>					<b>200</b>	

*\* Northern Middle's grant utilization for Quarter 3 increased due to focused training expenditures on the COVID National Dislocated Worker grant, in addition to additional Adult and Youth formula grant expenditures.*

*The Northern Middle Board approved in previous meetings to request up to additional \$1.5M for re-purposing of Dislocated Worker (admin and/or program) for Adult as needed effective Nov 1, 2022 through June 30, 2023. \$1M was requested and approved by the state to date, with \$500k remaining.*

**Action Item: Extend approval of remaining \$500 re-purposing authorization to June 30, 2024.**

**NORTHERN MIDDLE TN WORKFORCE BOARD  
MARCH 2023 FISCAL UPDATE**

**Minimum Participant Cost Rate (MPCR)**

TDLWD Minimum Participant Cost Rate (MPCR) - Preliminary Through March 2023

**MPCR = 53.27%**

	MAC Youth	EDSI Youth	Other Youth Contractors	EDSI Adult, Dislocated Worker, Pass thru Nat DWG	NM's National DW Grants Covid and Flood	Other (NM, & IFA)	Total
Qualifying Expenses	\$ 189,225	\$ 804,199	\$ 42,124	\$ 2,263,878	\$ 210,530	\$ 9,181	\$ 3,519,137
Total Program	\$ 325,257	\$ 1,556,149	\$ 122,492	\$ 3,712,709	\$ 215,020	\$ 674,357	\$ 6,605,984
MPCR	58.18%	51.68%	34.39%	60.98%	97.91%	1.36%	53.27%

**Northern Middle met 40% Requirement in preliminary calculations.**

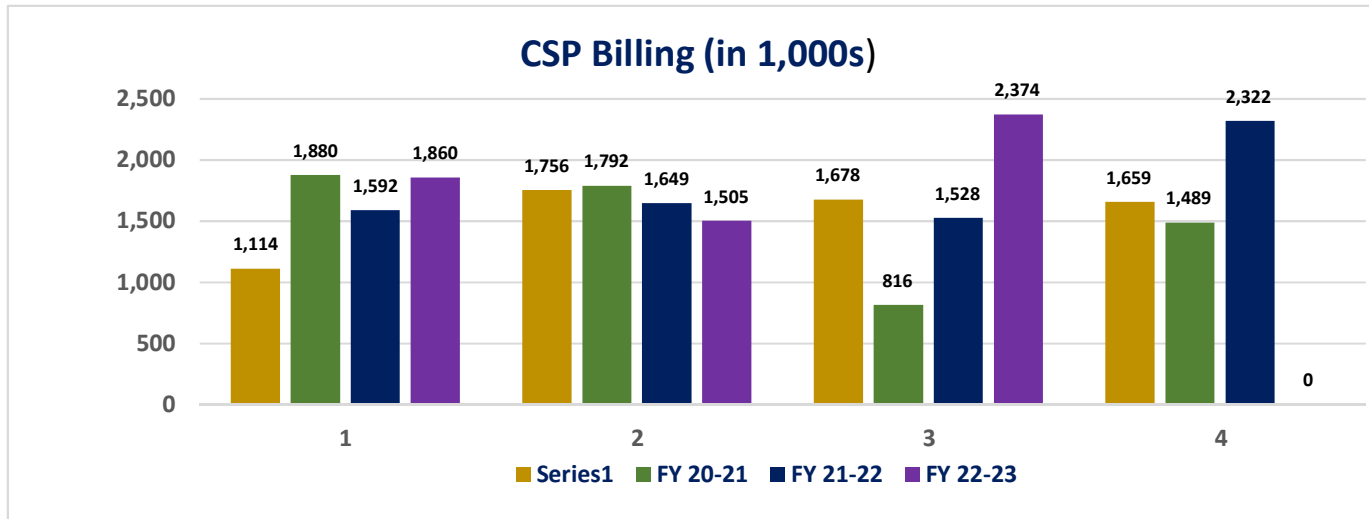
**Note: National Dislocated Worker grants are now included.**

**\*\*\* PRIOR QUARTER MPCR = 49.56%\*\*\***

# NORTHERN MIDDLE TN WORKFORCE BOARD

## MARCH 2023 FISCAL UPDATE

### CAREER SERVICE PROVIDER - BILLING TREND



*Q3 CSP billing increased \$869 compared to last quarter, and was \$846 higher than Q3 of the previous year. The increase was driven primarily by EDSI catching up on delayed Q2 billing after their accounting system transition, as well as training focus on the National Dislocated Worker grant in the current quarter.*

Career Service Provider Billing	Q1	Q2	Q3	Q4	Total
CSP Billing FYE 6/30/20 MCHRA	1,114	1,756	1,678	1,659	6,207
CSP Billing FYE 6/30/21 MCHRA/EDSI & MAC	1,880	1,792	816	1,489	5,977
CSP Billing FYE 6/30/22 EDSI & MAC	1,592	1,649	1,528	2,322	7,091
CSP Billing FYE 6/30/23 EDSI & MAC	1,860	1,505	2,374	0	5,739



**NORTHERN MIDDLE TN WORKFORCE BOARD**  
**MARCH 2023 FISCAL UPDATE**  
**CONTRACTOR - BILLING PROGRESS**

	In \$000's				
Career Service Provider Billing	Cumulative through Dec.	Total Spent Qtr Ended Mar 2023	Budget Spent Contract To Date	Total 30 Month Contract Budget *	% Spent - 90% time elapsed (contract extended)
EDSI (27 Month Comparison)	\$ 11,668	\$ 2,250	\$ 13,918	\$ 17,492	80%
MAC (27 Month Comparison)	\$ 899	\$ 124	\$ 1,023	\$ 1,333	77%
Contract-to-Date through Q3 2022-23	\$ 12,567	\$ 2,374	\$ 14,941		

	In \$000's				
One-Stop Operator Billing	Cumulative through Dec.	Total Spent Qtr Ended Mar 2023	Budget Spent Contract To Date	Total 12 Month Budget	% Spent - 75% time elapsed (contract extended 12 Mos)
MCHRA - (9 Month Comparison)	\$ 124	\$ 68	\$ 192	\$ 298	64%

**NORTHERN MIDDLE TN WORKFORCE BOARD**  
**MARCH 2023 FISCAL UPDATE**  
**EDSI - ADULT/DW MPCR TREND**  
**CONTRACT-TO-DATE & QUARTERLY 27 Months**

	MPCR - Goal 50%			MPCR - Goal 50%			MPCR Adult/DW - Goal 50%		
EDSI	Adult			DW			A/DW Combined		
CTD CUMULATIVE	Direct \$ '000	Total \$ '000	57%	Direct \$ '000	Total \$ '000	50%	Direct \$ '000	Total \$ '000	55%

Jan 2023	97	204	47%	25	71	35%	121	275	44%
Feb 2023	352	459	77%	404	461	88%	757	920	82%
Mar 2023	128	248	52%	125	205	61%	254	453	56%
<b>Total Extended 12 Months</b>	<b>1,559</b>	<b>2,568</b>	<b>61%</b>	<b>705</b>	<b>1,145</b>	<b>62%</b>	<b>2,264</b>	<b>3,713</b>	<b>61%</b>
<b>Cumulative CTD 30 Months</b>	<b>4,065</b>	<b>7,105</b>	<b>57%</b>	<b>1,445</b>	<b>2,913</b>	<b>50%</b>	<b>5,510</b>	<b>10,018</b>	<b>55%</b>

	MPCR - Goal 50%			MPCR - Goal 50%			MPCR Adult/DW - Goal 50%		
EDSI	Adult			DW			A/DW Combined		
QTR Ended 3/31/21	34	293	12%	50	215	23%	84	508	17%
QTR Ended 6/30/21	270	609	44%	182	388	47%	452	997	45%
<b>FYE 6/30/21 (6 Mos)</b>	<b>305</b>	<b>903</b>	<b>34%</b>	<b>232</b>	<b>603</b>	<b>38%</b>	<b>536</b>	<b>1,506</b>	<b>36%</b>

	MPCR - Goal 50%			MPCR - Goal 50%			MPCR Adult/DW - Goal 50%		
EDSI	Adult			DW			A/DW Combined		
QTR Ended 9/30/21	439	718	61%	213	370	58%	652	1,089	60%
QTR Ended 12/31/21	437	822	53%	111	297	37%	547	1,119	49%
QTR Ended 3/31/22	475	797	60%	46	177	26%	521	974	54%
QTR Ended 6/30/22	850	1,296	66%	139	321	43%	989	1,617	61%
<b>FYE 6/30/22 (12 Mos)</b>	<b>2,202</b>	<b>3,634</b>	<b>61%</b>	<b>509</b>	<b>1,165</b>	<b>44%</b>	<b>2,710</b>	<b>4,799</b>	<b>56%</b>

	MPCR - Goal 50%			MPCR - Goal 50%			MPCR Adult/DW - Goal 50%		
EDSI	Adult			DW			A/DW Combined		
QTR Ended 9/30/22	612	991	62%	43	182	24%	655	1,173	56%
QTR Ended 12/31/22	370	666	56%	107	225	48%	477	891	54%
QTR Ended 3/31/23	577	911	63%	555	737	75%	1,132	1,648	69%
<b>FYE 6/30/23 (12 Mos)</b>	<b>1,559</b>	<b>2,568</b>	<b>61%</b>	<b>705</b>	<b>1,145</b>	<b>62%</b>	<b>2,264</b>	<b>3,713</b>	<b>61%</b>

**NORTHERN MIDDLE TN WORKFORCE BOARD**  
**MARCH 2023 FISCAL UPDATE**  
**EDSI YOUTH - MPCR, WORK EXPERIENCE & IN-SCHOOL**  
**CONTRACT-TO-DATE & QUARTERLY 27 Months**

	MPCR - Goal 50%			Work Experience - Goal 25%			ISY/Youth - Goal 40%; 35% effective 7.1.22		
EDSI	Youth			Youth			Youth		
CTD CUMULATIVE	Direct \$ '000	Total \$ '000	50%	Wk Exp \$ '000	Total \$ '000	24%	ISY \$ '000	Total \$ '000	28%

Jan 2023	66	149	44%	47	149	32%	51	149	34%
Feb 2023	137	233	59%	52	233	22%	75	233	32%
Mar 2023	68	169	40%	48	169	29%	62	169	37%
<b>Total Extended 12 Months</b>	<b>804</b>	<b>1,556</b>	<b>52%</b>	<b>466</b>	<b>1,556</b>	<b>30%</b>	<b>569</b>	<b>1,556</b>	<b>37%</b>
<b>Cumulative CTD 30 Months</b>	<b>1,778</b>	<b>3,536</b>	<b>50%</b>	<b>798</b>	<b>3,392</b>	<b>24%</b>	<b>938</b>	<b>3,392</b>	<b>28%</b>

	MPCR - Goal 50%			Work Experience - Goal 25%			ISY/Youth - Goal 40%; 35% effective 7.1.22		
EDSI	Youth			Youth			Youth		
QTR Ended 3/31/21	15	103	14%	0	103	0%	1	103	1%
QTR Ended 6/30/21	148	326	45%	10	270	4%	7	270	3%
FYE 6/30/21 (6 Mos)	163	429	38%	10	374	3%	8	374	2%

	MPCR - Goal 50%			Work Experience - Goal 25%			ISY/Youth - Goal 40%		
EDSI	Youth			Youth			Youth		
QTR Ended 9/30/21	246	381	64%	48	293	17%	20	293	7%
QTR Ended 12/31/21	148	338	44%	69	338	20%	27	338	8%
QTR Ended 3/31/22	186	362	51%	98	362	27%	114	362	31%
QTR Ended 6/30/22	232	470	49%	109	470	23%	200	470	43%
FYE 6/30/22 (12 Mos)	811	1,550	52%	323	1,462	22%	361	1,462	25%

	MPCR - Goal 50%			Work Experience - Goal 25%			ISY/Youth - Goal 35%		
EDSI	Youth			Youth			Youth		
QTR Ended 9/30/22	307	535	57%	145	535	27%	202	535	38%
QTR Ended 12/31/22	226	470	48%	172	470	37%	179	470	38%
QTR Ended 3/31/23	271	551	49%	148	551	27%	188	551	34%
FYE 6/30/23 (12 Mos)	804	1,556	52%	466	1,556	30%	569	1,556	37%

**NORTHERN MIDDLE TN WORKFORCE BOARD**  
**MARCH 2023 FISCAL UPDATE**  
**MAC YOUTH - MPCR, WORK EXPERIENCE & IN SCHOOL**

	MPCR - Goal 50%			Work Experience - Goal 25%			ISY/Youth - Goal 40%; 50% beginning 7/1/22		
MAC	Youth			Youth			Youth		
CTD CUMULATIVE	Direct \$ '000	Total \$ '000	48%	Wk Exp \$ '000	Total \$ '000	37%	ISY \$ '000	Total \$ '000	37%
Jan 2023	13	31	43%	15	31	48%	16	31	53%
Feb 2023	21	38	56%	24	38	63%	19	38	50%
Mar 2023	37	55	68%	26	55	47%	20	55	35%
Total Extended 12 Months	185	325	57%	130	325	40%	114	325	35%
Cumulative CTD 24 Months	486	1,023	48%	379	1,023	37%	383	1,023	37%
	MPCR - Goal 50%			Work Experience - Goal 25%			ISY/Youth - Goal 40%		
MAC	Youth			Youth			Youth		
QTR Ended 3/31/21	7	43	17%	4	43	9%	2	43	4%
QTR Ended 6/30/21	23	66	35%	4	66	6%	7	66	11%
FYE 6/30/21 (6 Mos)	31	109	28%	8	109	7%	9	109	8%
	MPCR - Goal 50%			Work Experience - Goal 25%			ISY/Youth - Goal 40%		
MAC	Youth			Youth			Youth		
QTR Ended 9/30/21	42	85	50%	19	85	22%	18	85	21%
QTR Ended 12/31/21	66	150	44%	29	150	20%	62	150	41%
QTR Ended 3/31/22	69	164	42%	120	164	73%	93	164	57%
QTR Ended 6/30/22	93	190	49%	73	190	38%	88	190	46%
FYE 6/30/22	270	588	46%	241	588	41%	260	588	44%
	MPCR - Goal 50%			Work Experience - Goal 25%			ISY/Youth - Goal 40%; 50% beginning 7/1/22		
MAC	Youth			Youth			Youth		
QTR Ended 9/30/22	74	107	69%	30	107	28%	28	107	26%
QTR Ended 12/31/22	40	95	42%	36	95	38%	32	95	33%
QTR Ended 3/31/23	71	123	58%	64	123	52%	55	123	44%
FYE 6/30/23	185	325	57%	130	325	40%	114	325	35%

**NORTHERN MIDDLE TN WORKFORCE BOARD**  
**MARCH 2023 FISCAL UPDATE**  
**CONTRACTOR - BILLING PROGRESS**

<b>Youth Providers FYE 6/30/2023</b>	<b>Budget</b>	<b>Q1</b>	<b>Q2</b>	<b>Q3</b>	<b>Total</b>	<b>% Spent</b>
Jobs 4 TN Graduates (In School)	\$ 100	\$ 11	\$ 21	\$ 20	\$ 52	52%
Libertys Station (Out of School)	\$ 100	\$ 5	\$ 6	\$ 12	\$ 23	23%
Monroe Harding (In School & Out of School)	\$ 100	\$ 11	\$ 16	\$ 20	\$ 47	47%
	\$ 300	\$ 27	\$ 43	\$ 52	\$ 122	41%

*The three new Youth providers contributed an additional \$52k combined billings in Quarter 3 and \$122k cumulatively.  
Those providers collectively utilized 41% of \$300k in awards at 75% time progression.*

<b>Youth Providers FYE 6/30/2023</b>	<b>MPCR</b>	<b>Work Exp</b>	<b>ISY</b>
Jobs 4 TN Graduates (In School)	29%	42%	100%
Libertys Station (Out of School)	75%	75%	
Monroe Harding (In School & Out of School)	20%	22%	25%

# NORTHERN MIDDLE TN WORKFORCE BOARD

## MARCH 2023 FISCAL UPDATE

### JTG - MPCR, Work Experience and ISY Trend

	MPCR - Goal 50%			Work Experience - Goal 25%			ISY/Youth - Goal 40%		
JTG	Youth			Youth			Youth		
CTD CUMULATIVE	Direct \$ '000	Total \$ '000	29%	Wk Exp \$ '000	Total \$ '000	42%	ISY \$ '000	Total \$ '000	100%
July 2022	0	3	0%	0	3	0%	3	3	100%
August 2022	0	4	1%	3	4	61%	4	4	100%
September 2022	0	4	5%	3	4	65%	4	4	100%
October 2022	0	4	6%	1	4	33%	4	4	100%
November 2022	1	5	13%	1	5	25%	5	5	100%
December 2022	7	12	56%	3	12	27%	12	12	100%
January 2023	2	6	31%	3	6	50%	6	6	100%
February 2023	3	7	41%	4	7	49%	7	7	100%
March 2023	2	6	34%	4	6	62%	6	6	100%
<b>Total</b>	<b>15</b>	<b>52</b>	<b>29%</b>	<b>22</b>	<b>52</b>	<b>42%</b>	<b>52</b>	<b>52</b>	<b>100%</b>

	MPCR - Goal 50%			Work Experience - Goal 25%			ISY/Youth - Goal 40%		
JTG	Youth			Youth			Youth		
QTR Ended 9/30/22	0	11	2%	5	11	47%	11	11	100%
QTR Ended 12/31/22	8	21	36%	6	21	28%	21	21	100%
QTR Ended 3/31/23	7	20	36%	11	20	54%	20	20	100%
FYE 6/30/23	15	52	29%	22	52	42%	52	52	100%

**NORTHERN MIDDLE TN WORKFORCE BOARD**  
**MARCH 2023 FISCAL UPDATE**

**Liberty's Station - MPCR, Work Experience and ISY Trend**

	MPCR - Goal 50%				Work Experience - Goal 25%				ISY/Youth - Goal 40%		
Liberty's Station	Youth				Youth				Youth		
CTD CUMULATIVE	Direct \$ '000	Total \$ '000	75%		Wk Exp \$ '000	Total \$ '000	75%		ISY \$ '000	Total \$ '000	0%
July 2022	0	0	0%		0	0	0%		0	0	0%
August 2022	0	3	0%		0	3	0%		0	3	0%
September 2022	0	2	19%		0	2	19%		0	2	0%
October 2022	1	2	67%		1	2	67%		0	2	0%
November 2022	2	2	81%		2	2	81%		0	2	0%
December 2022	3	3	93%		3	3	93%		0	3	0%
January 2023	0	0	0%		0	0	0%		0	0	0%
February 2023	6	6	100%		6	6	100%		0	6	0%
March 2023	6	6	95%		6	6	95%		0	6	0%
<b>Total</b>	<b>18</b>	<b>23</b>	<b>75%</b>		<b>18</b>	<b>23</b>	<b>75%</b>		<b>0</b>	<b>23</b>	<b>0%</b>

	MPCR - Goal 50%				Work Experience - Goal 25%				ISY/Youth - Goal 40%		
Liberty's Station	Youth				Youth				Youth		
QTR Ended 9/30/22	0	5	8%		0	5	8%		0	5	0%
QTR Ended 12/31/22	5	6	83%		5	6	83%		0	6	0%
QTR Ended 3/31/23	12	12	98%		12	12	98%		0	12	0%
FYE 6/30/23	18	23	75%		18	23	75%		0	23	0%

**NORTHERN MIDDLE TN WORKFORCE BOARD**  
**MARCH 2023 FISCAL UPDATE**  
**Monroe Harding - MPCR, Work Experience and ISY Trend**

	MPCR - Goal 50%			Work Experience - Goal 25%			ISY/Youth - Goal 40%		
Monroe Harding	Youth			Youth			Youth		
CTD CUMULATIVE	Direct \$ '000	Total \$ '000	20%	Wk Exp \$ '000	Total \$ '000	22%	ISY \$ '000	Total \$ '000	25%
July 2022	0	1	0%	0	1	0%	1	1	50%
August 2022	0	5	0%	0	5	0%	2	5	34%
September 2022	0	4	5%	0	4	9%	1	4	19%
October 2022	0	7	3%	0	7	0%	2	7	27%
November 2022	0	5	0%	1	5	27%	1	5	30%
December 2022	1	5	16%	1	5	19%	1	5	18%
January 2023	1	6	19%	1	6	16%	1	6	13%
February 2023	3	8	35%	3	8	37%	2	8	23%
March 2023	5	7	66%	4	7	58%	2	7	28%
April 2023	0	0	0%	0	0	0%	0	0	0%
May 2023	0	0	0%	0	0	0%	0	0	0%
June 2023	0	0	0%	0	0	0%	0	0	0%
<b>Total</b>	<b>10</b>	<b>47</b>	<b>20%</b>	<b>10</b>	<b>47</b>	<b>22%</b>	<b>12</b>	<b>47</b>	<b>25%</b>

	MPCR - Goal 50%			Work Experience - Goal 25%			ISY/Youth - Goal 40%		
Monroe Harding	Youth			Youth			Youth		
QTR Ended 9/30/22	0	11	2%	0	11	4%	3	11	30%
QTR Ended 12/31/22	1	16	6%	2	16	14%	4	16	25%
QTR Ended 3/31/23	8	21	41%	8	21	38%	5	21	22%
<b>FYE 6/30/23</b>	<b>10</b>	<b>47</b>	<b>20%</b>	<b>10</b>	<b>47</b>	<b>22%</b>	<b>12</b>	<b>47</b>	<b>25%</b>



# NORTHERN MIDDLE TN WORKFORCE BOARD

## MARCH 2023 FISCAL UPDATE

### FY2023-24 BUDGET TO ACTUAL REVENUES

Grant Revenue	\$ in millions	\$
Total Projected Carryover from 22-23	5.9	5,861,003.40
23-24 Projected Allocations	7.8	7,839,846.55
Total Adult, DW, Youth	13.7	13,700,849.95
Carryover to 24-25 for Youth	(1.0)	(1,000,000.00)
Carryover to 24-25 at 20% of Adult, DW	(1.1)	(1,065,901.91)
Total 23-24 Adult, DW, Youth	11.6	11,634,948.0
National Emergency DW (Flood)	0.0	30,000.00
RESEA	0.3	300,000.00
Re-Entry		-
IFA	1.0	1,000,000.00
<b>Total 23-24 Projected Grant Revenue</b>	<b>12.9</b>	<b>12,964,948.04</b>

# NORTHERN MIDDLE TN WORKFORCE BOARD

## MARCH 2023 FISCAL UPDATE

### FY2023-24 REVISED BUDGET EXPENSES

Projected Expenses	\$ in millions	%	
NM Workforce Board	1.3	10%	1,365,645.00
Board Incumbent Worker Program	0.3	2%	300,000.00
Recruitment Campaign	0.1	1%	100,000.00
IFA (non-Title I)	1.0	8%	1,000,000.00
<b>Total Board and Overhead</b>	<b>2.7</b>	<b>21%</b>	<b>2,765,645.00</b>
 National Emergency DW (Flood)	 0.0	 0%	 30,000.00
One Stop Operator	0.3	2%	300,000.00
Career Service Providers	9.6	74%	9,569,303.04
RESEA	0.3	2%	300,000.00
Re-Entry		0%	-
<b>Total Contracted Grant Services</b>	<b>10.2</b>	<b>79%</b>	<b>10,199,303.04</b>
<b>Total 23-24 Grant Expense</b>	<b>12.9</b>	<b>100%</b>	<b>12,964,948.04</b>

# **NORTHERN MIDDLE TN WORKFORCE BOARD**

## **MARCH 2023 FISCAL UPDATE**

### **MONITORING UPDATE**

#### **EDSI and MAC - Career Service Providers**

- \* **Staffing/Training update - While EDSI's staffing situation has improved somewhat, case management has suffered due to the staff turnover. Priority has shifted to training of staff to improve customer service. Focus on reducing caseloads for quality of service, over quantity.**
- \* **EDSI's 6/30/22 audit report is pending.**
- \* **Monthly desk review of invoices is performed analyzing contract progress and performance.**
- \* **Biweekly contractor meetings continue.**
- \* **Northern Middle program and fiscal staff provided technical assistance to EDSI and MAC as needed.**
- \* **Northern Middle program staff conducted Direct Participant Cost Reviews for both EDSI & MAC staff.**
- \* **Northern Middle program staff provided in-person training to newly hired EDSI staff.**

#### **New Youth Providers - Monroe Harding, Jobs for TN Graduates, Amelia's Closet/Liberty Station**

- \* **Northern Middle fiscal and program staff provided technical assistance to the 3 new Youth providers as needed, and conducted monthly fiscal desk review of their invoices.**
- \* **Northern Middle program staff conducted desktop reviews for all 3 new Youth providers.**
- \* **Observation: Liberty Station had a low expenditure rate.**
- \* **Repeat Observation: Monroe Harding had low direct participant expenditures, and did not meet any expenditure-driven performance measures to date. Monroe Harding staff plan to utilize their funding.**
- \* **Monroe Harding submitted their completed audit report for the year ended 6/30/22.**

#### **Mid-Cumberland HRA - One-Stop Operator**

- \* **The One-Stop Operator continues to promote enhanced oversight of partner accountability in supporting KPI goals; collaborated for AJC staff training (immigration and refugee work status).**
- \* **MCHRA's 6/30/22 audit report is pending.**

#### **Monitoring of Northern Middle:**

- \* **TDLWD's Program Integrity Unit conducted quarterly monitoring on 2/17 and issued a report with no findings, two 6/30/23 concerns related to DW spending and Work Experience (NM anticipates meeting requirements by 6/30/23), and two promising practices.**

**NORTHERN MIDDLE TN WORKFORCE BOARD  
MARCH 2023 FISCAL UPDATE**

**ACTION**

*	<b>2022-23 Budget Revision \$15.2M (+200k and Summer Youth TBD)</b>
*	<b>Extend authorization to re-purpose \$500k DW for Adult to 6/30/24</b>
*	<b>Extend EDSI contract to 6/30/24 at 95% of 12-month contract allocation for Adult/DW, Youth and RESEA fund streams</b>
*	<b>Extend MAC contract to 6/30/24 at 95% of 12-month base contract for Youth</b>
*	<b>End three small youth contracts as of 6/30/23 due to reduction in youth budget for 2023-24</b>
*	<b>2023-24 Preliminary Budget \$12.9M</b>