

# MEMORANDUM



**Date:** November 15, 2022

**From:** John Meyers, Chief Local Elected Official

**To:** **Local Elected Officials**

Mr. Marty Brewer

Mr. Jerry Guth

Mr. Robert Keeney

Mr. Russ Podzilni

Mr. Jack Sauer

**RE:** **Southwest Wisconsin Counties Consortium (SWCC) Meeting Notice**

Tuesday, November 22, 2022, 1:00 p.m. to 2:30 p.m.

This meeting will be held virtually.

Please join the meeting from your computer, tablet or smartphone.

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The next meeting of the Local Elected Officials, Southwest Wisconsin Counties Consortium is scheduled for Tuesday, November 22, 2022, at the time and location listed above. The agenda for the meeting is included for your review.

All county board chairs are urged to attend the meeting. If you cannot attend, please arrange for an alternate to represent your county.

If you are unable to attend the meeting, please contact Katie Gerhards at [k.gerhards@swwdb.org](mailto:k.gerhards@swwdb.org) or (608) 314-3300 two days prior to the meeting date.

SWWDB is an equal opportunity employer and service provider.  
Upon advance request, reasonable accommodations will be made for persons with disabilities. If special accommodations are needed, please contact Katie Gerhards ([k.gerhards@swwdb.org](mailto:k.gerhards@swwdb.org)) or (608) 314-3300 at least two days prior to the meeting.

A proud partner of the American Job Center network

# Southwest Wisconsin Counties Consortium

Tuesday, November 22, 2022

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## Agenda

1. **Approval of Agenda** – (Action)

Approval of the November 22, 2022, meeting agenda is requested.

2. **Approval of Minutes** – (Action)

Minutes of the Southwest Wisconsin Counties Consortium (SWCC) meetings held on August 23, 2022, ([Enclosure 1](#)) and September 21, 2022, ([Enclosure 2](#)) are enclosed. Approval of the minutes is requested.

3. **Program Year 2022-23 Financial Reports, Quarter 1** – (Action)

Danielle Thousand will share the SWWDB financial statements representing a draft of the financial condition of the organization through September 30, 2022. The following reports are submitted for review and consideration:

- Balance Sheet – [Enclosure 3](#)
- Statement of Operations – [Enclosure 4](#)

Additionally, SWWDB receives grants and contracts throughout the year that either increase or reduce the originally approved fiscal year budget. Budget modifications for the current program year are listed in [Enclosure 5](#).

Approval of the Program Year (PY) 202-23 financial statements and budget modifications is requested.

4. **Fiscal Year 2021-22 Audit**

As a recipient of federal funding and due to Single Audit Act guidelines, SWWDB is required to have an annual independent audit. The audit of Fiscal Year (FY) 2021-22 records was conducted by Wegner CPAs of Madison. Wegner staff members conducted the audit from October 31, 2022 to November 2, 2022.

Danielle Thousand, SWWDB's Finance Manager, prepared the organization's internal financial statements, which were reviewed by Wegner for accuracy and compliance with GAAP standards.

Wegner also prepares the Form 990 titled Return of Organization Exempt from Income Tax, which was reviewed by Danielle Thousand. The Form 990 is the tax return form that 501(c)(3) non-profit organizations prepare annually to report their activities for the year.

At the time this agenda was posted, the draft of the audit results and Form 990 was not yet available. It will be shared with SWCC members if it becomes available by the meeting date. During the exit conference held on November 2, 2022, Wegner CPAs reported no concerns.

The Fiscal Year (FY) 2021-22 report must be forwarded to all funding sources in compliance with federal regulations. The Form 990 will be submitted to the Internal Revenue Service (IRS).

Action to approve the audit report and the Form 990 is requested.

**5. Appointment of Board Members – (Action)**

No new applications.

**6. Board Member Reappointments – (Action)**

SWWDB board members are appointed to three-year terms on a calendar year cycle. Therefore, the end of the calendar year brings an end to the appointment term of several board members.

The terms of the following board members below are due to expire on December 31, 2023, and are recommended for re-appointment:

Member	Title	Company / Organization	Industry / Representation
Jeff Ellingson	General Manager	Edelweiss Chalet Country Club	Business
Heather Fifrick	Career Services Manager	SWTC	Education
Linda Hendrickson	Supervisor, Training & Outreach	DWD - Unemployment Insurance Division Benefits Operations Bureau	Unemployment
Ela Kakde	Regional Economic Development Director	WEDC, Region 9	Economic Development
Jill Liegel	Senior Manager, Employee Services	Land's End	Business
Andrew Marcotte	HR Manager	Blain's Farm & Fleet	Business
Lisa Omen	Chief Operations Officer	Forward Services	W-2/TANF & Business
Dave Shaw	SW District Director	DWD – Job Service	Labor Exchange; TAA; Veterans Employment & Training
David Smith	President and CEO	Grant Regional Health Center	Business

Action is requested to re-appoint the members above to a new three-year term beginning January 1, 2023 and ending December 31, 2025.

7. **Leased Employee Program** – (Information)

SWWDB has maintained a leased employee program for several years. The program has been primarily serving local county governmental entities and non-profits who are in need of limited-term employees. All employees placed through this program have access to all SWWDB benefits, which are determined by their full- or part-time status.

Danielle Thousand will provide an update on SWWDB's leased employee program (**Handout 1**).

8. **Adjournment**

The next meeting of the Southwest Wisconsin Counties Consortium is tentatively scheduled for February 28, 2023.

## Southwest Wisconsin Counties Consortium Meeting

August 23, 2022

Meeting Minutes

The Southwest Wisconsin Counties Consortium meeting was held on Tuesday, August 23, 2022, at the SWWDB Administrative Office, 1370 North Water Street, Platteville, WI and via conference call. Attendance was as follows:

**Members Present:**

Mr. Marty Brewer  
Mr. Jerry Guth  
Mr. Robert Keeney

Mr. John Meyers  
Mr. Russ Podzilni \*

**Members Absent:**

Mr. Jack Sauer

**Staff Present:**

Ms. Katie Gerhards  
Mr. Matt Riley

Ms. Rhonda Suda  
Ms. Danielle Thousand

\* Attended via conference call.

**1. Call to Order**

The meeting of the Southwest Wisconsin Counties Consortium (SWCC) was called to order by Mr. Meyers at 11:30 a.m.

**2. Approval of Agenda**

The meeting agenda of the August 23, 2022, SWCC meeting was reviewed by SWCC members. No corrections or changes were made.

Motion made by Mr. Keeney, seconded by Mr. Guth, to approve the August 23, 2022, SWCC meeting agenda. **Motion carried unanimously.**

**3. Approval of Minutes**

The meeting minutes of the May 24, 2022, and June 23, 2022, SWCC meetings were distributed and reviewed by SWCC members.

Motion made by Mr. Keeney, seconded by Mr. Brewer, to approve the minutes of the Southwest Wisconsin Counties Consortium (SWCC) meetings held on May 24, 2022, and June 23, 2022. **Motion carried unanimously.**

**4. Program Year 2021-22 Financial Reports, Quarter 4**

Ms. Thousand presented the financial statements to SWCC members. The draft financial statements include the Balance Sheet and Statement of Operations as of June 30, 2022.

## ENCLOSURE 1

The Balance Sheet is a draft for the year end as of June 30. SWWDB Finance staff are still working on the year end close out process. Complications are expected due to the ransomware attack. The two (2) categories that will change the most as the close out process continues is 1100-Grant Cash Receivable and 3200-Accounts Payable.

Account 1101-Loan Receivable is a holding spot for office supplies billed to Forward Services Corp. (FSC). The SWWDB Administrative Office shares its space with FSC and therefore shares supplies. SWWDB purchases the supplies and FSC reimburses SWWDB for a portion of the supplies.

Ms. Thousand noted that the accounts labeled "Prepaid" means that those costs are paid for ahead of the time that they are used. SWWDB's health insurance, for example, is paid for prior to it being used.

Accounts 1501-Accumulated Depreciation, 1503-Equipment & Furniture, and 1540-PAS Rewrite Project has been growing and changing over the year. SWWDB has put money down on the items/software and will amortize it once it is fully functional.

Since SWWDB is through Quarter 4, the goal on the Statement of Operations is to be around 100% spent. The column labeled "Pct" is showing revenues at 103.79% and expenditures at 102.64%. Currently, it shows that revenues are exceeding expenditures by \$164,661.91. This is not final. The Statement of Operations includes modifications and the budget that were approved at the last SWCC meeting. Ms. Thousand stated that SWWDB is very close to being on-budget.

Account 6119-Fringes is showing -20.19% spent. This is due to SWWDB's flexible spending account. Staff have had the funds taken out of their paycheck, but have not requested reimbursement yet.

Account 6261-Equipment Under \$5,000 is showing 213.09% spent for a few reasons. In May, there was more purchasing than anticipated for laptops and staff's phones. The laptops included job center laptops to be used for job fairs and Rapid Response sessions as well as new laptops for some staff.

Account 6581-Donations is a new account. It is for the Worker Advancement Initiative (WAI) grant and the talent development council donation which is built in. When SWWDB was awarded the WAI grant, all workforce boards requested \$5,000 for the Wisconsin Workforce Development Association (WWDA).

Account 6610-Subcontractor Expense is showing 106.12%. It is missing some June activities from subcontractors.

Account 6708-Stipends is showing 234.74% spent. This includes stipends from June for the Rock 5.0 Externship. It was a one week project and provided job shadowing experiences for Rock County teachers. The purpose was to expose K-12 educators to Rock County industries and careers. This was a leased employee contract with Rock County.

Ms. Thousand presented the Budget Modifications. Dana Leikness, SWWDB's Job Developer/Apprenticeship Liaison, has been doing a great job with this grant. CESA 3 operates the grant in the Southwest counties and SWWDB covers Green and Rock Counties.

The SWWDB team working with the Independent Living/Foster Care (IL/FC) funding for youth has been awesome. Special funding for stimulus payments to youth was completed a few months ago and now

SWWDB offers a vehicle match policy. The stimulus funding can also help with food, housing, living expenses, etc.

Motion made by Mr. Guth, seconded by Mr. Brewer, to approve the Program Year (PY) 2021-2022 financial statements, including the Budget Modifications, for the period ending June 30, 2022. **Motion carried unanimously.**

## 5. Appointment of Board Members

Kendal Garrison from Lactalis Cheese has indicated his desire to resign from the SWWDB Board of Directors. He has not made it official, however. Mr. Garrison made a recommendation for his replacement, but Ms. Suda stated that this person does not have decision-making authority. Ms. Suda continued by saying at a previous SWCC meeting, members discussed recruiting Board members from smaller businesses. Ms. Suda asked members to make a recommendation to her if they have any.

Mr. Guth asked what the responsibilities and meeting schedule is. Ms. Suda answered that the Board meetings are held quarterly the second Wednesday of the last month of the quarter in the afternoon. Meetings used to be in-person in New Glarus, but are now held more via video conference.

## 6. Program Year 2022-23 WIOA Allocations

The Program Year (PY) 2022-23 Workforce Innovation and Opportunity Act (WIOA) allocations were presented to SWCC members. The budget is included these estimates. SWWDB's allocation is decreasing by \$177,287 (approximately 13%). Wisconsin received a lower allocation because the economy is getting better. SWWDB's area has improved in the labor market.

Ms. Suda reassured members that staffing will not be affected. SWWDB has carry-over funds to use. The more WARN notices issued, the more SWWDB's allocation will be. A WARN (Worker Adjustment and Retraining Notification) helps ensure advance notice in cases of qualified plant closings and mass layoffs. The WIOA Dislocated Worker program was affected the most. This funding correlates directly to company layoffs and closures. Ms. Suda added that Saputo Cheese in Belmont is closing and laying off approximately 200 employees.

Motion made by Mr. Brewer, seconded by Mr. Keeney, to approve the Program Year (PY) 2022-23 WIOA Title 1 allocations as presented. **Motion carried unanimously.**

## 7. Quarter 4 WIOA Title 1 Performance Reports

Ms. Suda presented the Quarter 4 Workforce Innovation and Opportunity Act (WIOA) Title 1 Performance Reports. These are preliminary numbers at the end of the program year on June 30.

Overall it was a good year. SWWDB met or exceeded performance numbers.

## 8. Program Year 2022-23 and 2023-24 Performance Goals

Every two (2) years, the Department of Labor (DOL), state workforce agencies, and local workforce boards engage in negotiations to set performance goals. The Department of Workforce Development (DWD) negotiates with each local board once they have completed negotiations with DOL. Local performance negotiation is a function of the local elected officials and the local board. Ms. Suda provided SWCC members with an update on negotiations.

## ENCLOSURE 1

SWWDB administration accepted all of DWD's proposed numbers except the Measurable Skills Gain. SWWDB administration has made another proposal and the state will either accept the negotiated numbers or make another negotiation. The Measurable Skills Gain is a new measure for WIOA. For the last two (2) years, it was a baseline measure and SWWDB was not held accountable for anything. DWD was trying to determine a threshold. The state failed this measure which meant all workforce boards or a few boards failed the measure.

The performance goals must be determined by September 30. If SWWDB has to negotiate again, the SWCC will have to convene. Ms. Suda will send out a meeting notice if SWWDB administration and SWCC members have to have a meeting. This would not happen until after the September Board meeting.

Motion made by Mr. Guth, seconded by Mr. Keeney, to accept up to the numbers/percentages as presented in the SWWDB Proposal column. **Motion carried unanimously.**

### 9. One Stop Centers Certification

The One-Stop Comprehensive Site is located at the Rock County Job Center in Janesville. The Affiliate Job Center site is located at Southwest Wisconsin Technical College (SWTC) in Fennimore. Both sites have been certified for three (3) years until June 30, 2025.

Ms. Suda explained that SWWDB complies with the Department of Workforce Development's (DWD) expectations at these sites. The Platteville location is not an affiliate site but individuals do get served out of that location. The same is true for the Monroe, Dodgeville, Richland Center, and Beloit offices.

### 10. Leased Employee

Ms. Thousand presented a summary of SWWDB's leased employee program to SWCC members. It is summarized by contract/department, not by person. As of August 17, 2022, SWWDB has six (6) contracts: one (1) with Grant County, one (1) with Green County, three (3) with Richland County, and one (1) in Rock County.

The leased employee information shared with SWCC members compares the second calendar quarter in 2020, 2021, and 2022. In 2020, there were 30 employees with a gross billing of \$197,228.20. In 2021, there were 28 employees with a gross billing of \$240,764.79. In 2022, there were 50 employees with a gross billing of \$273,934.58. This is largely due to the Rock 5.0 interns. There are now 30 employees after the close of the intern program.

Mr. Guth said that Green County has one (1) contract that has been consistent with six (6) employees. Mr. Brewer added that Richland County is really happy with this program.

### 11. Ransomware Discussion

On June 28, SWWDB became a victim of a ransomware attack in the early morning hours. Ms. Suda explained that someone accessed the network and erased some information on the server. As far as SWWDB and the IT consultants know, there was no data breach where the hackers copied files. Information was simply erased. It is still unclear how or where the hackers got in. The only software left to restore is Sharepoint. Sharepoint runs on an old operating system that is no longer supported by Microsoft. Instead of opening it up and possibly infecting others, it is still offline.



## ENCLOSURE 1

SWWDB administration immediately notified the organization's insurance, the Board Chair, funders, the Wisconsin Department of Justice, FBI, and local police. Matt Riley, SWWDB's Network Coordinator, and SWWDB's IT consultants met and set-up a plan. The hackers sent messages that they were holding SWWDB's system hostage and provided an account number. SWWDB was to call or email and the hackers would tell SWWDB how much is owed. Mr. Riley stated that all parties involved have been super accommodating in resolving the issue as quickly as possible.

SWWDB does work for the Southwestern Wisconsin Regional Planning Commission (SWWRPC) and the Grant, Green, and Lafayette County Child Support agencies who also got affected by the attack. The child support agencies have been back online for a few weeks.

Ms. Thousand added that during the ransomware attack, all costs to help clients were incurred in a single program year. It did not cross program years which is great.

### 12. **Adjournment**

Before adjourning, there was discussion on the date of the November meeting. SWCC members and Ms. Suda scheduled it for November 15 in-person after SWWRPC's in-person meeting in Platteville.

Motion made by Guth, seconded by Mr. Brewer, to adjourn the meeting at 12:56 p.m. **Motion carried unanimously.**

## Southwest Wisconsin Counties Consortium Meeting

September 21, 2022

Meeting Minutes

The Southwest Wisconsin Counties Consortium meeting was held on Wednesday, September 21, 2022, via conference call. Attendance was as follows:

**Members Present:**

Mr. Marty Brewer  
Mr. Jerry Guth  
Mr. Robert Keeney

Mr. John Meyers  
Mr. Russ Podzilni

**Members Absent:**

Mr. Jack Sauer

**Staff Present:**

Ms. Katie Gerhards  
Ms. Rhonda Suda

Ms. Danielle Thousand

The meeting of the Southwest Wisconsin Counties Consortium (SWCC) was called to order by Mr. Meyers at 2:00 p.m.

**1. Call to Order**

Mr. Meyers called the meeting to order at 2:02 p.m.

**2. Approval of Agenda**

The meeting agenda of the September 21, 2022, SWCC meeting was reviewed by SWCC members. No corrections or changes were made.

Motion made by Mr. Podzilni, seconded by Mr. Keeney, to approve the September 21, 2022, SWCC meeting agenda. **Motion carried unanimously.**

**3. Program Year 2022-23 and 2023-24 Performance Goals**

At the last meeting, SWCC members approved Program Year (PY) 2022-23 and 2023-24 performance goals up to certain level. The SWWDB Board of Directors approved SWWDB administration to continue negotiations with the Department of Workforce Development (DWD). The two (2) indicators left to approve are the Adult Measurable Skills Gain (max. 55%) and the Youth Measurable Skills Gain (max. 65%). The Youth Measurable Skills Gain is the most difficult of all the programs. However, SWWDB's subcontractor has gotten better in this area.

SWWDB administration is seeking approval from SWCC members to continue negotiations with DWD and approval of the final Title 1 targets. Ms. Suda stated SWWDB will propose 53% for the Adult Measurable Skills Gain and 56% or 57% for the Youth Measurable Skills Gain. Past performance has been good and Youth is a hard population to predict.

## ENCLOSURE 2

Motion made by Mr. Podzilni, seconded by Mr. Brewer, to approve SWWDB administration to continue negotiations with DWD for the Adult Measurable Skills Gain and Youth Measurable Skills Gain. **Motion carried unanimously.**

Ms. Suda added that negotiations will be finalized by September 30. SWWDB administration will report the final numbers at the November SWCC meeting.

#### 4. Adjournment

Motion made by Mr. Guth, seconded by Mr. Brewer, to adjourn the meeting at 2:08 p.m. **Motion carried unanimously.**

## General Ledger System

SOUTHWEST WISCONSIN WORKFORCE DEVE

For User: d.thousand

Agency Balance Sheet

September 2022

Page: Page 1 of 1

Date: 11/10/2022

Time: 3:02:29 PM

Account Description	Balance Amount	Totals
Assets:		
1000 CASH	\$856,735.41	
1100 GRANT CASH RECEIVABLE	\$882,072.15	
1101 LOAN RECEIVABLE	\$298.13	
1202 PREPAID PLATTEVILLE RENT	\$2,387.00	
1203 PREPAID CORP. INSURANCES	\$7,093.75	
1207 PREPAID SUBSCRIPTIONS	\$2,443.34	
1220 PREPAID RENT OTHER	\$1,888.00	
1245 DENTAL INSURANCE PREPAID	(\$337.77)	
1250 PREPAID HEALTH INSURANCE	\$30,647.14	
1251 PREPAID CUSTOMER SUPPORT	\$1,430.59	
1252 PREPAID FLEXIBLE SPENDING	\$225.26	
1310 PREPAID ROCK COUNTY RENT	\$3,944.71	
1500 AUTOMOBILE PURCHASE	\$25,708.38	
1501 ACCUMULATED DEPRECIATION	(\$150,827.59)	
1503 EQUIPMENT & FURNITURE	\$193,522.51	
1539 SOFTWARE PROJECT	\$12,240.00	
1540 PAS REWRITE PROJECT	\$45,949.50	
Total assets		\$1,915,420.51
Liabilities:		
3003 ACCRUED VACATION	\$16,510.29	
3004 ACCRUED PAYROLL	\$53,657.85	
3080 401(K) LIABILITY	(\$42.02)	
3089 FLEX PLAN MEDICAL	\$6,547.07	
3200 ACCOUNTS PAYABLE	\$438,853.09	
Total liabilities		\$515,526.28
Prior year fund balance	\$1,349,307.18	
Current fund balance	\$50,587.05	
Total liabilities and fund balance:		\$1,915,420.51
(Funds included: ALL)		

General Ledger System

SOUTHWEST WISCONSIN WORKFORCE DEVE

For User: d.thousand

Agency Statement of Operations

September 2022

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Date: 11/10/2022

Time: 3:04:09 PM

**Revenues**

Account	-----Monthly-----			-----YTD-----			Annual estimated	Unrealized	Pct
	Estimated	Actual	Pct	Estimated	Actual				
5100 REVENUE	\$382,255.00	\$1,256,048.58	328.59%	\$1,146,765.00	\$1,398,126.36	\$4,587,061.00	\$3,188,934.64	30.48%	
5110 LEASED EMPLOYEE REVENUE	\$79,160.00	\$312,529.23	394.81%	\$237,480.00	\$289,784.06	\$949,921.00	\$660,136.94	30.51%	
5140 TICKET TO WORK REVENUE	\$6,572.00	\$19,542.00	297.35%	\$19,716.00	\$19,542.00	\$78,870.00	\$59,328.00	24.78%	
5150 BENEFIT ANALYSIS REVENUE	\$6,572.00	\$18,300.00	278.45%	\$19,716.00	\$21,300.00	\$78,870.00	\$57,570.00	27.01%	
5300 REVENUE INTEREST INCOME	\$70.00	\$602.76	861.09%	\$210.00	\$1,302.70	\$850.00	(\$452.70)	153.26%	
<b>Total Revenues</b>	<b>\$474,629.00</b>	<b>\$1,607,022.57</b>	<b>338.58%</b>	<b>\$1,423,887.00</b>	<b>\$1,730,055.12</b>	<b>\$5,695,572.00</b>	<b>\$3,965,516.88</b>	<b>30.38%</b>	

**Expenditures**

Account	-----Monthly-----			-----YTD-----			Annual budget	Unexpended	Pct
	Budget	Expenditures	Pct	Budget	Expenditures				
6100 SALARIES	\$233,747.00	\$360,444.93	154.20%	\$701,241.00	\$690,562.40	\$2,804,975.00	\$2,114,412.60	24.62%	
6110 P/R TAX FICA	\$17,881.00	\$25,260.11	141.27%	\$53,643.00	\$49,162.16	\$214,581.00	\$165,418.84	22.91%	
6119 FRINGES	\$83.00	\$3,566.43	4296.90%	\$249.00	\$3,566.43	\$1,000.00	(\$2,566.43)	356.64%	
6120 HEALTH INSURANCE	\$24,845.00	\$23,322.66	93.87%	\$74,535.00	\$67,885.35	\$298,149.00	\$230,263.65	22.77%	
6122 UNEMPLOYMENT INSURANCE	\$854.00	\$467.82	54.78%	\$2,562.00	\$1,185.10	\$10,259.00	\$9,073.90	11.55%	
6123 LIFE/DISABILITY INSURANCE	\$584.00	\$605.32	103.65%	\$1,752.00	\$1,730.15	\$7,013.00	\$5,282.85	24.67%	
6130 DENTAL INSURANCE	\$1,789.00	\$1,640.79	91.72%	\$5,367.00	\$4,808.86	\$21,472.00	\$16,663.14	22.40%	
6140 TRAVEL IN WDA	\$4,841.00	\$9,926.67	205.05%	\$14,523.00	\$22,861.64	\$58,097.00	\$35,235.36	39.35%	
6155 MEALS	\$166.00	\$27.72	16.70%	\$498.00	\$1,358.31	\$2,000.00	\$641.69	67.92%	
6156 LODGING	\$1,958.00	\$1,047.75	53.51%	\$5,874.00	\$2,418.19	\$23,500.00	\$21,081.81	10.29%	
6160 401(K)	\$7,500.00	\$10,966.71	146.22%	\$22,500.00	\$25,791.90	\$90,000.00	\$64,208.10	28.66%	
6170 STAFF TRAIN/DEVELOPMENT	\$1,250.00	\$299.99	24.00%	\$3,750.00	\$2,606.63	\$15,000.00	\$12,393.37	17.38%	
6172 DUES AND MEMBERSHIPS	\$583.00	\$0.00	0.00%	\$1,749.00	\$725.00	\$7,000.00	\$6,275.00	10.36%	
6250 OFFICE SUPPLIES	\$2,583.00	\$3,190.64	123.52%	\$7,749.00	\$7,454.30	\$31,000.00	\$23,545.70	24.05%	
6255 AUDIO/WISLINE	\$125.00	\$64.04	51.23%	\$375.00	\$299.64	\$1,500.00	\$1,200.36	19.98%	
6257 JOB FAIR EXPENSES	\$125.00	\$0.00	0.00%	\$375.00	\$0.00	\$1,500.00	\$1,500.00	0.00%	
6261 EQUIPMENT UNDER \$5000	\$2,500.00	\$0.00	0.00%	\$7,500.00	\$0.00	\$30,000.00	\$30,000.00	0.00%	
6267 COPIER RENTAL	\$458.00	(\$223.04)	-48.70%	\$1,374.00	\$324.99	\$5,500.00	\$5,175.01	5.91%	
6270 IT SOFTWARE	\$1,166.00	\$1,125.00	96.48%	\$3,498.00	\$3,375.00	\$14,000.00	\$10,625.00	24.11%	
6272 IT EQUIPMENT - NETWORK	\$333.00	\$0.00	0.00%	\$999.00	\$0.00	\$4,000.00	\$4,000.00	0.00%	
6273 IT EQUIPMENT - OTHER	\$83.00	\$0.00	0.00%	\$249.00	\$0.00	\$1,000.00	\$1,000.00	0.00%	
6274 LICENSES	\$541.00	\$166.67	30.81%	\$1,623.00	\$570.03	\$6,500.00	\$5,929.97	8.77%	
6310 RENT	\$8,083.00	\$6,284.60	77.75%	\$24,249.00	\$24,053.64	\$97,000.00	\$72,946.36	24.80%	

## General Ledger System

SOUTHWEST WISCONSIN WORKFORCE DEVE

For User: d.thousand

Agency Statement of Operations

September 2022

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Date: 11/10/2022

Time: 3:04:09 PM

## Expenditures

Account	-----Monthly-----			-----YTD-----			Annual budget	Unexpended	Pct
	Budget	Expenditures	Pct	Budget	Expenditures				
6311 STORAGE RENTAL	\$1,225.00	\$1,272.11	103.85%	\$3,675.00	\$3,722.11	\$14,700.00	\$10,977.89	25.32%	
6312 CLEANING/JANITORIAL	\$333.00	\$400.00	120.12%	\$999.00	\$1,300.00	\$4,000.00	\$2,700.00	32.50%	
6313 P.O. BOX RENTAL	\$33.00	\$0.00	0.00%	\$99.00	\$0.00	\$400.00	\$400.00	0.00%	
6330 TELEPHONE	\$500.00	\$313.76	62.75%	\$1,500.00	\$942.89	\$6,000.00	\$5,057.11	15.71%	
6331 GARBAGE REMOVAL	\$33.00	\$0.00	0.00%	\$99.00	\$0.00	\$400.00	\$400.00	0.00%	
6340 POSTAGE	\$833.00	\$1,585.98	190.39%	\$2,499.00	\$2,148.87	\$10,000.00	\$7,851.13	21.49%	
6341 SERVICE FEES	\$791.00	\$860.73	108.82%	\$2,373.00	\$2,319.36	\$9,500.00	\$7,180.64	24.41%	
6342 SUBSCRIPTIONS	\$583.00	\$2,037.98	349.57%	\$1,749.00	\$2,277.98	\$7,000.00	\$4,722.02	32.54%	
6343 BOARD	\$416.00	\$0.00	0.00%	\$1,248.00	\$226.26	\$5,000.00	\$4,773.74	4.53%	
6351 CELL PHONE	\$1,708.00	\$1,353.21	79.23%	\$5,124.00	\$4,100.77	\$20,500.00	\$16,399.23	20.00%	
6352 INTERNET	\$1,166.00	\$977.98	83.87%	\$3,498.00	\$2,933.94	\$14,000.00	\$11,066.06	20.96%	
6353 NETWORK CONNECTIVITY	\$3,666.00	\$0.00	0.00%	\$10,998.00	\$19,791.66	\$44,000.00	\$24,208.34	44.98%	
6370 ADVERTISING	\$416.00	\$263.20	63.27%	\$1,248.00	\$657.90	\$5,000.00	\$4,342.10	13.16%	
6371 BACKGROUND CHECKS	\$33.00	\$7.00	21.21%	\$99.00	\$83.00	\$400.00	\$317.00	20.75%	
6410 LEGAL	\$125.00	\$0.00	0.00%	\$375.00	\$2,500.00	\$1,500.00	(\$1,000.00)	166.67%	
6420 AUDIT	\$1,125.00	\$0.00	0.00%	\$3,375.00	\$0.00	\$13,500.00	\$13,500.00	0.00%	
6431 CONSULTANTS	\$0.00	\$12,897.50	0.00%	\$0.00	\$25,815.00	\$0.00	(\$25,815.00)	0.00%	
6433 CONTRACTED SUPPORT	\$4,166.00	\$3,244.83	77.89%	\$12,498.00	\$9,734.50	\$50,000.00	\$40,265.50	19.47%	
6503 WORKER'S COMPENSATION	\$1,208.00	\$1,078.00	89.24%	\$3,624.00	\$765.00	\$14,500.00	\$13,735.00	5.28%	
6504 MULTI-PERIL	\$166.00	\$128.67	77.51%	\$498.00	\$386.01	\$2,000.00	\$1,613.99	19.30%	
6507 CORPORATE INSURANCES	\$1,000.00	\$1,008.84	100.88%	\$3,000.00	\$3,026.52	\$12,000.00	\$8,973.48	25.22%	
6580 DEPRECIATION	\$2,750.00	\$1,541.75	56.06%	\$8,250.00	\$4,625.24	\$33,000.00	\$28,374.76	14.02%	
6602 COMPANY CAR INSURANCE	\$158.00	\$149.08	94.35%	\$474.00	\$447.24	\$1,900.00	\$1,452.76	23.54%	
6603 COMPANY CAR GAS	\$60.00	\$0.00	0.00%	\$180.00	\$33.94	\$720.00	\$686.06	4.71%	
6604 COMPANY CAR MAINTENANCE	\$166.00	\$0.00	0.00%	\$498.00	\$0.00	\$2,000.00	\$2,000.00	0.00%	
6610 SUBCONTRACTOR EXPENSE	\$84,478.00	\$111,577.11	132.08%	\$253,434.00	\$272,320.60	\$1,013,745.00	\$741,424.40	26.86%	
6701 PARTICIPANT SUPPORT	\$37,500.00	\$87,806.72	234.15%	\$112,500.00	\$180,916.97	\$450,000.00	\$269,083.03	40.20%	
6703 ASSESSMENTS	\$1,250.00	\$1,330.00	106.40%	\$3,750.00	\$5,215.00	\$15,000.00	\$9,785.00	34.77%	
6707 INCUMBENT WORKER TRAININ	\$4,035.00	\$0.00	0.00%	\$12,105.00	\$0.00	\$48,421.00	\$48,421.00	0.00%	
6708 STIPENDS	\$4,229.00	\$24,500.00	579.33%	\$12,687.00	\$54,313.00	\$50,750.00	(\$3,563.00)	107.02%	
6709 INCENTIVES	\$10,416.00	\$0.00	0.00%	\$31,248.00	\$0.00	\$125,000.00	\$125,000.00	0.00%	

## General Ledger System

SOUTHWEST WISCONSIN WORKFORCE DEVE

For User: d.thousand

Agency Statement of Operations

September 2022

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Date: 11/10/2022

Time: 3:04:10 PM

**Expenditures**

Account	-----Monthly-----			-----YTD-----			Annual budget	Unexpended	Pct
	Budget	Expenditures	Pct	Budget	Expenditures				
6735 35% TRAINING	\$18,333.00	\$4,327.50	23.60%	\$54,999.00	\$82,284.84		\$220,000.00	\$137,715.16	37.40%
6736 35% TRAINING SUPPORT	\$11,666.00	\$36,419.03	312.18%	\$34,998.00	\$82,156.75		\$140,000.00	\$57,843.25	58.68%
6740 CUSTOMIZED TRAINING	\$166.00	\$0.00	0.00%	\$498.00	\$3,683.00		\$2,000.00	(\$1,683.00)	184.15%
<b>Total Expenditures</b>	<b>\$506,811.00</b>	<b>\$743,265.79</b>	<b>146.66%</b>	<b>\$1,520,433.00</b>	<b>\$1,679,468.07</b>		<b>\$6,081,982.00</b>	<b>\$4,402,513.93</b>	<b>27.61%</b>
<b>Excess (Deficit)</b>	<b>(\$32,182.00)</b>	<b>\$863,756.78</b>		<b>(\$96,546.00)</b>	<b>\$50,587.05</b>		<b>(\$386,410.00)</b>	<b>(\$436,997.05)</b>	

(Funds included: ALL)

## SWWDB Budget Modifications Since the 09/14/2022 Board Meeting

Item	Admin	Program	Amount
<b>2022.23 Budget - Approved Revenue</b>	<b>577,548</b>	<b>5,118,024</b>	<b>\$5,695,572</b>
<b>Changes to PY22 Funds (Adjust to Actual)</b>			\$0
FC / Independent Living - requested additional stimulus funding \$15,500 verbally approved	1,550	13,950	\$15,500
WISE - Adjust to Actual Award	(2,158)	(14,180)	(\$16,338)
WIOA PY22 Admin - Adjust to Actual Award	(12,033)		(\$12,033)
WIOA PY22 Adult - Adjust to Actual Award		(39,087)	(\$39,087)
WIOA PY22 DW - Adjust to Actual Award		(24,681)	(\$24,681)
WIOA PY22 ISY - Adjust to Actual Award		(8,906)	(\$8,906)
WIOA PY22 OSY - Adjust to Actual Award		(35,622)	(\$35,622)
Independent Living / Foster Care - Mod #2 for additional General Stimulus funds for direct customer support		10,000	\$10,000
Department of Corrections - adjust to actual award	(3)	(24)	(\$27)
Rapid Response Annual Allotment - adjust to actual	(1,029)	(9,264)	(\$10,293)
Youth Apprenticeship - adjust to actual award, additional funds from Intent to Award	2,758	52,394	\$55,152
<b>Modified Revenues</b>	<b>566,633</b>	<b>5,062,604</b>	<b>5,629,237</b>
Net Change	(10,915)	(55,420)	(66,335)

<b>Changes to PY21 Funds (Affects Planned Reserve / Carryover) - for informational purposes only</b>			
Department of Corrections - adjust to actual final/close out	(57)	2,626	\$2,569
Youth Apprenticeship - budget mod increase (from 58,567 to 62,200)	736	2,897	\$3,633

<b>Changes to PY22 That Don't Impact SWWDB's Bottom Line - for informational purposes only</b>			
Community Action, Inc. of Rock & Walworth Counties - an FSET Third Party Program Provider (50% match grant pass through funding only shown at 100% contract value) for their Project Thrive Program	-	200,917	200,917