



**West Michigan Works! (WMW) Workforce Development Board (WDB)
Executive Committee Meeting
Westside Service Center
215 Straight Ave. NW
Grand Rapids, MI 49504
Monday, January 8, 2018 ▪ Meeting 11:30 a.m.**

AGENDA

1. Call to Order, Chairperson Dave Smith
2. Public Comment – Agenda Items
3. Approval of Minutes **Action Required**
 - a. September 20, 2017 Minutes
 - b. November 13, 2017 Minutes
4. WMW WDB Member Application- Darryl Todd **Action Required**
Jacob Maas, Chief Executive Officer
5. Report on Financial Activities: Notes to November 2017 Board Financials **Information Item**
Brenda Isenhardt, Chief Financial Officer
6. Career Educational Advisory Council (CEAC) formally known as Talent District Career Council (TDCC) **Information Item**
Angie Barksdale, Chief Operating Officer
7. WMW WDB Subcommittee Updates **Information Item**
 - a. Talent Solutions
 - b. Employer Solutions
 - c. Strategic Partnerships
 - d. Outreach and Communications
8. Reschedule: March 12, 2018 meeting **Action Required**
9. General Updates
10. Other Business **Information Item**
 - a. Governor’s Education & Talent Summit 2018, March 12-13 (Novi, MI)
 - b. NAWB Forum 2018, March 25-27 (Washington, D.C.)
11. Public Comment
12. Adjournment

**Next Scheduled Executive Committee Meeting:
TBD**

**West Michigan Works! (WMW) Workforce Development Board (WDB)
Executive Committee Meeting
Westside Service Center
215 Straight Ave. NW
Grand Rapids, MI 49504
Wednesday, September 20, 2017 • Meeting 11:30 a.m.**

MINUTES

MEMBERS/ALTERNATES PRESENT: Dave Smith, Jim Fisher, Mark Bergsma, Jay Dunwell, Heather Gluszewski, Jon Hofman

MEMBERS/ALTERNATES ABSENT: John Buchan, Rebecca Herrington, Scott McLean, Shana Welch, Sherry White

STAFF PRESENT: Jacob Maas, Angie Barksdale, Jane Kreha, Laura Krist, Brittany Lenertz, Janette Monroe, Melanie White

GUESTS PRESENT: None

1. Call to Order, Chairperson Dave Smith at 11:38 a.m.
2. Public Comment- Agenda Items- None
3. Approval of the July 10, 2017 Minutes **Action Required**
Dave Smith reviewed the memo with board members regarding the correction that will be made on the published minutes relating to Item #5 from the July 10, 2017 meeting minutes.
Motion – Jim Fisher
Second – Jon Hofman
Item Approved by Vote – Motion carried
4. Report on Financial Activities: Notes to July 2017 Board Financials **Information Item**
Jacob Maas, WMW Chief Executive Officer (CEO), reviewed WMW's 2017 Board Financials, Statement of Revenue and Expenditures by program for the first month ending July 31, 2017. Discussion took place, and Jacob and Angie Barksdale, WMW Chief Operating Officer (COO), answered board members' questions. Angie commented that Infrastructure Agreements (IFA's) pursuant to the Workforce Innovation and Opportunity Act (WIOA) require that WMW partners contribute monetarily to the costs of the WMW Service Centers. Angie stated that some WMW partners have stated that these financial contributions are burdensome to them. Dave Smith requested that a presentation and overview of IFA's be given at the next WDB meeting.
5. CEO 360° Survey **Information Item**
Laura Krist, WMW Human Resource Director, reported that as part of the ACSET CEO's Annual performance evaluation, ACSET has partnered with HR Collaborative to create a 360° review of Mr. Maas' performance which will contain both qualitative and quantitative information. Laura reported the evaluation consists of Core Values, Leadership competencies, key objectives and open-ended questions. The CEO will be evaluated by the following groups: 1.) self-evaluation, 2.) direct reports from staff members who directly report to the CEO (and additional staff), 3.) Community stakeholders, 4.) members of the Workforce Development Board and ACSET Governing Board, and 5.) ACSET Board Chairs. Laura reported that Jacob intends to send an email to all the recipients prior to HR Collaborative sending

out the survey. Brief discussion took place, and Laura and Jacob answered committee members' questions.

6. WMW WDB Member Applications **Action Required**
Angie Barksdale, WMW Chief Operating Officer, reported that eighteen (18) instead of seventeen (17) board members' term limits expire effective October 31, 2017. Mr. Travis Alden's term limit expiration date was overlooked initially. WMW has received a new application from Mr. Alden. WMW is requesting approval from the Nomination Committee and the Executive Committee to support the appointment of Mr. Alden to continue serving as the Economic Development Representative from Barry County for the term dates of November 1, 2017 through October 31, 2019. Once the Executive Committee approves, the board member recommendations will be brought to the ACSET Governing Board for final approval.

Motion – Jim Fisher

Second – Mark Bergsma

Item Approved by Vote – Motion carried

WMW also has been notified of a few upcoming changes with our board membership. Nora Balgoyen-Williams has taken a new position and will no longer represent an Economic Development agency in Allegan County. The county is still reviewing how the position will be filled, and WMW will review the need to fill the vacant seat at that time. Ed Garner has also taken a new position and will no longer represent an Economic Development agency in Muskegon County. WMW is working on his replacement and should have an update to the Executive Committee by November. Angie noted that WMW is still looking to fill the vacant Community-Based Organization seat (preferably from Ottawa County). Applications can be found on at <http://westmiworks.org/public-information> and are due September 25, 2017.

7. October WDB Meeting: Election of WMW WDB Officers **Discussion Item**
Jacob Maas, WMW Chief Executive Officer, reported that WMW has collected nominations for WDB Officers. WMW staff is requesting that a couple of members of the Nomination Committee contact the nominated individuals to ensure those members are willing and able to serve as Chairperson and Vice-Chairperson of the board. Mark Bergsma and Heather Gluszewski volunteered to reach out to the nominees. Jacob further reported that WMW would like nominees to provide a brief biography and be prepared to speak prior to the formal vote for Officers that will take place at the October WDB meeting. Committee members discussed the layout of the meeting in that they would prefer an agenda with the following order: 1.) any action items, 2.) Officer nominees' presentations, 3.) Voting of Officers, 4.) Discussion, General updates (including Manufacturing Week) and Committee reports, and 4.) Cast of Ballots and announcement of Chairperson and Vice-Chairperson.
8. 2018 "tentative" WMW WDB Meeting Calendars **Discussion Item**
Jacob reviewed with committee members the tentative 2018 meeting calendars and requested any objections to the dates. Committee members agreed to post November 5, 2018 as the projected meeting date due to observance of Veteran's Day. Jacob stated that the calendar will be presented to the board for final approval in October.
9. Planning: December 11, 2017 WDB Meeting at Frederik Meijer Gardens **Discussion Item**
Jacob reported that the December meeting will be a joint meeting of the ACSET Governing Board and the WMW WDB. Jacob stated the meeting should consist mostly of highlights of the year and the work going on with Discover Manufacturing, Apprenticeships, and MiCareerQuest. Jacob asked committee members for additional suggestions on what they would like on the agenda at the meeting. Jacob also asked committee members what recognitions the board is interested in continuing such as the Advocate award,

Employer/Partner of the Year, etc.

10. WMW WDB Subcommittees

Discussion Item

- a. Quarterly Reports and Tracking: Angie Barksdale provided committee members a draft print out of the reporting tool that will be used to measure the goals and metrics of the strategic plan on a quarterly basis. This tool will help identify the trends, percentage completed, due dates, and baselines for each subcommittee. Discussion took place, and committee members requested a line for “historical trend/benchmarks” to keep on target. Angie also noted WMW is working on an output infographic summary of our WMW system.
- b. Challenges: Angie reported that defining the ecosystem map and the goals/metrics tracking processes have posed some challenges in identifying the most pertinent outputs, partners, etc. as they relate to the strategies of the board and committees.
- c. Talent Solutions: Brittany Lenertz, WMW Regional Service Center Director, reported that the committee is working on prioritizing goals mostly with soft skills and what is “happening in the region”. Brittany stated that the committee included a few questions on the Employer Solutions’ survey to gauge the audience.
- d. Employer Solutions: WMW WDB Member Jon Hofman reported that the committee is laying out the foundation and purpose of what MI Works! is to new committee members.
- e. Strategic Partnerships: Heather Gluszewski reported that the next meeting to further discuss the ecosystem mapping is scheduled for October 6th. Heather reported the committee is collaborating with Talent 2025 in developing a workable map and identifying gaps. The committee is hoping to provide a report in the next couple months.
- f. Outreach and Communications: Mark Bergsma reported that the committee has met twice and has also collaborated with the Employer Solutions committee in working and developing community groups to connect with representatives from targeted employers, especially those employers in Industry Sectors.

11. General Updates-

Information Item

Jacob reviewed that a letter is being sent to Congress regarding the 2018 Budget and how the budget cuts impact the work we do. Jacob is requesting that our Business Sector representatives visit our website <http://www.westmiworks.org/2018-budget>, sign their name and organization so that one (1) letter can be sent.

12. Other Business

Discussion Item

- a. Jacob reported that on August 21, 2017, Governor Snyder and USDOL Secretary Acosta made visits to West Michigan to meet, discuss and highlight our Medical Apprenticeship programs at Grand Rapids, Montcalm, and Muskegon Community Colleges. They visited Spectrum Health, Mercy Health and Grand Rapids Community College. Jacob further reported that on August 30, 2017, he, Angie, and a few other WDB members attended a round table discussion with Senator Debbie Stabenow and West Michigan business, education and labor leaders on how to better meet the challenges that employers have finding skilled workers to fill positions. Dave Smith noted that at a recent conference he attended, he encouraged other attendees to engage with their local workforce development boards.
- b. Jacob reported that the Michigan Works! Association Annual Conference was held September 10-12th in Mt. Pleasant, MI. Jacob thanked board members Heather Gluszewski, Cindy Brown and Shana Welch for attending. Jacob reported that WMW provided 5 presentations and that Shana Welch and Mercy Health were recognized as Employer of the Year at the Conference.

- c. Jacob stated that on September 11th, District Director Greg VanWoerkom from State Representative Huizenga's office toured the West Michigan Works! Service Center in Holland to learn more about Michigan Works! and Telamon services.
- d. Lastly, Jacob reported that he attended and Deb Lyzenga presented at National Association of Workforce Boards (NAWB) Jobs for the Future (JFF) Apprenticeship Accelerator Meeting on September 19 in Chicago, Illinois.
- e. Dave Smith stated that he recently attended an Employers' Association Conference about the dynamic work that West Michigan Works! is doing locally, state-wide and nationally.

13. Public Comment- None

14. Adjournment at 1:19 p.m. by Chairperson Dave Smith

Recorded by: _____ Received by: _____



**West Michigan Works! (WMW) Workforce Development Board (WDB)
Executive Committee Meeting
Westside Service Center
215 Straight Ave. NW
Grand Rapids, MI 49504
Monday, November 13, 2017 • Meeting 11:30 a.m.**

MINUTES

MEMBERS/ALTERNATES PRESENT: Dave Smith, Mark Bergsma, Rebecca Herrington, Jon Hofman, Sherry White

MEMBERS/ALTERNATES ABSENT: Cindy Brown, John Buchan, Jay Dunwell, Heather Gluszewski, Scott McLean, Shana Welch

STAFF PRESENT: Jacob Maas, Angie Barksdale, Brenda Isenhart, Jane Kreha, Brittany Lenertz, Deb Lyzenga, Janette Monroe, Nancy Wiest

GUESTS PRESENT: (call-in) Janie McNabb (Strategic Policy Consultant)

1. Call to Order, Chairperson Dave Smith at 11:39 a.m.
2. Public Comment- Agenda Items- None
3. Approval of the September 20, 2017, 2017 Minutes **Action Required**
Item moved to January 9, 2018 Agenda – No quorum
4. Report on Financial Activities: Notes to September 2017 Board Financials **Information Item**
Brenda Isenhart, WMW Chief Financial Officer (CFO), reviewed WMW's 2017 Board Financials, Statement of Revenue and Expenditures by program for the three months ending September 30, 2017. Discussion took place. Brenda answered board members' questions.
5. WMW WDB Member Application- Darryl Todd **Action Required**
Jacob Maas, WMW Chief Executive Officer (CEO), reported that WMW was notified that Mr. Ed Garner was leaving his position with Muskegon Area First and would no longer represent an Economic Development Agency, thus leaving a vacant seat on the workforce board. WMW has since received an application from Mr. Darryl Todd who is serving as the Interim President at Muskegon Area First. Jacob highlighted some of Darryl's experience. WMW is requesting support from the Executive Committee for the nomination of Darryl Todd to the Governing Board for appointment to serve on the Workforce Development Board as an Economic Development member representative. The term for this seat expires October 2018. Discussion took place.
Item moved to January 8, 2018 Agenda – No quorum.

6. **One-Stop Operator (OSO) Analysis & Recommendation** **Discussion Item**

Angie Barksdale, WMW Chief Operating Officer (COO), reported that WMW staff members have been working with Strategic Policy Consultants for the OSO. The OSO is a requirement through the Workforce Innovation and Opportunity Act (WIOA) which has been established to assist WMW in coordinating services. Strategic Policy Consultants is a third party agency which ensures all of the partners involved in the OSO are working together and that WMW is a fully functioning OSO. Angie reported that Janie McNabb from Strategic Policy Consultants has been working with WMW since July 1, 2017. Angie introduced Janie McNabb from Strategic Policy Consultants who joined the meeting via conference call to review the report of key themes.

Janie stated that she began the process by doing a complete analysis of all of WMW services in region 4B. Janie reported that there are six (6) key themes that are integral to effective service delivery: 1.) Integration of Programs, 2.) Access to Resources/Partnerships, 3.) Customer Service, 4.) Use of data, 5.) Technology Utilization and 6.) Other. The key themes indicate levels of alignment and coordination across the system and provide a framework for accessing quality and efficiency. Janie provided her recommendations from her report to the committee. Discussion took place, and Janie answered committee members' questions. Janie reported that she has a future work plan for WMW which involves the recommendations of WMW focusing on the coordination and alignment of its Youth Services programs, developing customer service standards and processes across the region, and convening some additional partners to discuss increasing access to services through technology. Angie Barksdale indicated that WMW has a timeline of implementing Janie's recommendations for the upcoming year. Angie commended Janie for looking at the requirements of WIOA as well as our Strategic Plan and local plans on how we are deploying the WIOA requirements locally.
7. **WMW Dashboard Report** **Discussion Item**

Angie provided members with a copy of a newly created dashboard report of West Michigan Works! Services that will be provided possibly on a quarterly basis beginning in the month of October throughout the upcoming years. The information on the report will include data such as: job seekers and employers served, service center traffic information by month and county, training pipelines, credential earned, and employment wage rates. Discussion took place. Committee members suggested possibly viewing a comparison of the information from each year and if there are goals to any of the data provided. Angie noted the dashboard will be reviewed with goals, trends and baselines and will be provided to the full board.
8. **Executive Committee Meeting: March 12, 2018** **Action Required**

Jacob Maas reported that WMW needs a host for the Executive Committee meeting on March 12, 2018 and asked if there are any volunteers. Chairperson Dave Smith offered to host the meeting at The Employers' Association in Grand Rapids.
9. **WMW WDB Subcommittees** **Discussion Item**
 - a. Talent Solutions: Brittany Lenertz, WMW Regional Service Center Director, reported that the subcommittee is working on the Employability Skills Curriculum and is moving forward with a Request for Proposal (RFP) for a consultant to assist with determining what the employability skills are throughout the region and developing a curriculum that we can use at an appropriate cost. The current curriculum that is presently being used is quite costly.
 - b. Employer Solutions: Sherry White reported that the subcommittee met on October 11 and is planning to finalize the surveys in the next month or so. Deb Lyzenga, WMW Regional Business Solutions Director, noted that there are two surveys being sent: 1.) a survey to employers with

whom we are currently not working, and 2.) a survey to assess the quality of services we are currently providing to employers with whom we are working.

- c. Strategic Partnerships: Jacob Maas reported that the subcommittee will be meeting in December and is presently cataloging work of our partnerships and gaps in our region through an asset map. Jacob noted that part of this mapping may involve work with Strategic Policy Consultants to assist in creating the formal structure. Jacob noted that initial reports could potentially be available during the 1st quarter of 2018.
- d. Outreach and Communications: Mark Bergsma reported that the subcommittee is presently identifying strategic partners by Industry Sector for the purpose of developing a communication structure by Industry Sector. This will be replicated for underserved populations. Mark noted that the Essential Services Award nominations are due on December 8th.

10. Industry Councils- Updates at December meeting

Discussion Item

Jacob indicated that WMW staff would like to request that Industry Council leads/Chairs provide updates at the Annual Board meeting in December. Jacob stated that staff will reach out to those involved to determine if they are willing and able to present.

11. General Updates

Information Item

Jacob indicated that WMW has requested approximately \$9.8 million in Skilled Trades Training Funds (STTF) for Fiscal Year 2018. Jacob stated that about \$38 million was requested statewide, which consisted of 928 applications for 948 employers. WMW submitted 215 applications which is approximately 20% - 25% of the total statewide applications.

12. Other Business- None

13. Public Comment- None

14. Adjournment at 12:49 p.m. by Chairperson Dave Smith

Recorded by: _____

Received by: _____



ADMINISTRATIVE OFFICE

Area Community Services
Employment & Training Council
1550 Leonard NE
Grand Rapids, MI 49505
(616) 336-4100

SERVICE CENTERS

Allegan County

3255 122nd Ave
Allegan, MI 49010
(269) 686-5079

220 East Main St
Fennville, MI 49408
(269) 561-2001

Barry County

136 E State St
Hastings, MI 49058
(616) 649-9850

Ionia County

301 W Main St
Ionia, MI 48846
(616) 389-8525

Kent County

121 Franklin SE
Grand Rapids, MI 40507
(616) 336-4040

215 Straight Ave NW
Grand Rapids, MI 49504
(616) 336-4460

10075 Northland Dr NE
Rockford, MI 49341
(616) 228-6724

Montcalm County

114 S Greenville W Dr
Greenville, MI 48838
(616) 754-3611

Muskegon County

316 Morris Ave
Muskegon, MI 49440
(231) 724-6381

Ottawa County

121 Clover St
Holland, MI 49423
(616) 396-2154

MEMORANDUM

TO: West Michigan Works! (WMW)
Workforce Development Board (WDB) Executive Committee

FROM: West Michigan Works! Staff

DATE: January 8, 2018

RE: WMW WDB Member Application: Darryl Todd

In October 2017, WMW staff was notified that Mr. Ed Garner was leaving his position with Muskegon Area First and would no longer represent an Economic Development Agency, thus leaving a vacant seat on the workforce board. WMW has since received an application from Mr. Darryl Todd who is serving as the Interim President at Muskegon Area First.

Darryl has experience serving on multiple boards, including Pathfinders, which a Muskegon area program focused on at-risk youth. He is a past board member of the Muskegon Public School Academy where he served as secretary and has served on several advisory boards and a church board.

Darryl currently serves as an administrator for the board of directors of a Muskegon based tool and die coalition.

WMW staff is requesting approval from the Executive Committee to support nomination of Darryl Todd, Interim President for Muskegon Area First (representing Muskegon County, Michigan) to the Governing Board for appointment to serve on the Workforce Development Board as and Economic Development member. The term dates for this vacant seat expire October 2018.



ADMINISTRATIVE OFFICE

Area Community Services
Employment & Training Council
1550 Leonard NE
Grand Rapids, MI 49505
(616) 336-4100

SERVICE CENTERS

Allegan County

3255 122nd Ave
Allegan, MI 49010
(269) 686-5079

220 East Main St
Fennville, MI 49408
(269) 561-2001

Barry County

136 E State St
Hastings, MI 49058
(616) 649-9850

Ionia County

301 W Main St
Ionia, MI 48846
(616) 389-8525

Kent County

121 Franklin SE
Grand Rapids, MI 40507
(616) 336-4040

215 Straight Ave NW
Grand Rapids, MI 49504
(616) 336-4460

10075 Northland Dr NE
Rockford, MI 49341
(616) 228-6724

Montcalm County

114 S Greenville W Dr
Greenville, MI 48838
(616) 754-3611

Muskegon County

316 Morris Ave
Muskegon, MI 49440
(231) 724-6381

Ottawa County

121 Clover St
Holland, MI 49423
(616) 396-2154

MEMORANDUM

TO: West Michigan Works! (WMW)
Workforce Development Board (WDB) Executive Committee

FROM: Brenda Isenhardt, WMW Chief Financial Officer

DATE: January 8, 2018

RE: November 2017 Michigan Works! Board Financials

Revenue

Year to date earned revenues total \$9,562,129 for the first five months of our fiscal year. This amount is 4.43% under the proposed budgeted revenues. This compares to \$11,035,119 from the previous year. A budget modification will be presented to the governing board in February to reflect the 2018 Skilled Trades Training Funds (STTF) awards received. These awards cover a period of October 1, 2017 through September 30, 2018.

Expenditures

Operating expenses are under budget by 6.2%. The budget presentation has been modified to reflect certain anticipated expenses to more accurately reflect anticipated activity. Training is over budget by \$116,232. Budget adjustments were made to reflect the anticipated timing of the Skilled Trades Training Funds. However, more 2017 STTF trainings were completed than were budgeted. The State 2017 STTF awards are adequate to cover all of these trainings.

Administration Expenses represent 10.3% of the total Operating Expenses. ACSET continues to operate within the limits of the administration funding allowed.

Balance Sheet

A combined balance sheet is presented for your review. The decrease in Inventory and Property & Equipment is the result of the Community Action Programs (CAP) now being administered by Kent County. The inventory and assets acquired with CAP funding were transferred to the County on October 1. Unearned Revenue is significantly less as a result of the inventory being transferred to the County.

Area Community Services Employment and Training Council
Michigan Works! Agency Programs
Statement of Revenue & Expenses
For the Five Months Ending November 30, 2017

	YTD Thru Nov 2017 Actual	YTD Thru Nov 2016 Actual	YTD 2017/2018 Budget	Budget Variance	Budget Variance %
Total Revenue	\$ 9,562,129	\$ 11,035,119	\$ 10,004,972	\$ (442,843)	-4.43%
Expenses					
Operating Expenses					
Wages	\$ 3,208,242	\$ 2,864,977	\$ 3,252,125	\$ 43,883	1.35%
Fringe Benefits	1,185,675	1,111,758	1,274,360	88,685	6.96%
Consumable supplies	199,173	375,018	270,833	71,660	26.46%
Transportation	92,114	94,197	96,152	4,038	4.20%
Outside services	88,784	150,614	125,000	36,216	28.97%
Space and communications	670,086	562,535	670,000	(86)	-0.01%
Equipment rent and maint	32,928	33,907	41,667	8,739	20.97%
Equipment purchases	13,432	169,406	114,583	101,151	88.28%
Other expense	257,424	316,466	282,753	25,329	8.96%
Total operating expense	<u>5,747,858</u>	<u>5,678,878</u>	<u>6,127,473</u>	<u>379,615</u>	<u>6.20%</u>
Subcontractors	\$ 275,327	\$ 1,662,180	\$ 452,083	\$ 176,756	39.10%
Training	\$ 2,854,553	\$ 2,754,405	\$ 2,738,321	\$ (116,232)	-4.24%
Direct Client Expenses	\$ 684,391	\$ 939,656	\$ 687,095	\$ 2,704	0.39%
	<u>\$ 3,814,271</u>	<u>\$ 5,356,241</u>	<u>\$ 3,877,499</u>	<u>\$ 63,228</u>	<u>1.63%</u>
Total Expenses	<u>9,562,129</u>	<u>11,035,119</u>	<u>10,004,972</u>	<u>442,843</u>	<u>4.43%</u>
Excess of Revenue over Expens	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>0.00%</u>

Unaudited

**Area Community Services Employment Training
Michigan Works Agency Programs**

Item #5

**Actual expenses by cost category
For the Five Months Ending November 30, 2017**

	Administration Expenses	Program Expenses	Total YTD Nov 2017 Expenses
Expenses			
Salaries and wages	\$ 291,919	\$ 2,916,323	\$ 3,208,242
Fringe Benefits	109,677	1,075,998	1,185,675
Consumables	24,768	174,405	199,173
Transportation	10,526	81,588	92,114
Outside services	42,152	46,632	88,784
Space and communications	75,118	594,968	670,086
Equipment rent and maintenance	4,956	27,972	32,928
Equipment purchases	420	13,012	13,432
Other expense	<u>33,436</u>	<u>223,988</u>	<u>257,424</u>
Total operating expense	<u>\$ 592,972</u>	<u>\$ 5,154,886</u>	<u>\$ 5,747,858</u>
	<u>10.3%</u>	<u>89.7%</u>	

UNAUDITED

Area Community Services Employment and Training Council
Balance Sheet
Governmental Activities

	<u>Unaudited</u> <u>11/30/17</u>	<u>Unaudited</u> <u>6/30/17</u>	<u>Audited</u> <u>6/30/16</u>
Assets			
Current Assets			
Cash & Cash Equivalents	\$769,106	\$984,590	\$617,357
Accounts Receivable	2,091,242	2,611,175	2,923,954
Inventory (at Cost)	0	552,658	415,323
Prepaid Expenses	240,260	295,873	265,690
Total Current Assets	<u>3,100,608</u>	<u>4,444,296</u>	<u>4,222,324</u>
Long-term Assets			
Property & Equipment	569,681	752,862	490,048
Total Assets	<u><u>\$3,670,289</u></u>	<u><u>\$5,197,158</u></u>	<u><u>\$4,712,372</u></u>
Liabilities			
Short-term Liabilities			
Accounts Payable	\$1,604,088	\$2,340,522	\$1,914,424
Unearned Revenue	155,266	739,446	912,308
C/P Compensated Absences	650,000	650,000	475,000
Total Short Term Liabilities	<u>2,409,354</u>	<u>3,729,968</u>	<u>3,301,732</u>
LT Compensated Absences	19,750	84,051	184,131
Total Liabilities	<u>2,429,104</u>	<u>3,814,019</u>	<u>3,485,863</u>
Net Assets			
Total Net Assets	<u>1,241,185</u>	<u>1,383,139</u>	<u>1,226,509</u>
Total Liabilities and Net Assets	<u><u>\$3,670,289</u></u>	<u><u>\$5,197,158</u></u>	<u><u>\$4,712,372</u></u>