



WORKFORCE
SOLUTIONS BORDERPLEX



**Joint Finance/Executive and
Ad Hoc Committee on Operating
Budget FY2024 Meeting**

WELCOME



1. CALL TO ORDER AND NOTE OF QUORUM

Frank Spencer III, Board Chair







2. ACTION REPORTS

✓ ITEMS POSTED FOR ACTION

**A: Discussion and Action to
Approve the Financial
Reallocation as
Recommended by Staff
and Accept the Financial
Report for the Period
through May 2023**

Laura Avalos, Fiscal Manager

Financial Report – May 2023

 Annual Budget	YTD Expenses	Act %	 Balance	 Straight-line	StrL %	Act vs StrL %
\$ 69,870 K	\$ 43,112 K	62%	\$ 26,758 K	\$ 46,580 K	67%	 -5%

Expense Category	Budget	Actual	Straight-line	Actual %	Variance %	Balance
Headquarters	\$5,976,849	\$3,183,414	\$3,984,566	31% 	-11%	\$2,793,435
Facilities, Fixtures & Equ.	\$1,783,100	\$1,155,117	\$1,188,733	42% 	0%	\$627,983
Outs. Contracts & Other Prj.	\$2,797,223	\$443,295	\$1,864,815	33% 	-9%	\$2,353,928
Promotional Outreach	\$444,400	\$246,508	\$296,267	35% 	-7%	\$197,892
To Be Developed	\$652,344	\$0	\$434,896			\$652,344
Child Care Services	\$48,759,477	\$33,019,887	\$32,506,318	39% 	-3%	\$15,739,590
Target Industry Partnership	\$225,000	\$112,500	\$150,000	50% 	8%	\$112,500
Contracted Workforce Svs	\$5,562,015	\$3,411,464	\$3,708,010	41% 	-1%	\$2,150,551
Participant Related	\$3,669,640	\$1,540,276	\$2,446,427	36% 	-6%	\$2,129,364

Change in Revenue

New Funding		
<i>Externships for Teachers</i>	\$	200,000
<i>Strada Collaborative</i>	\$	150,000
<i>TAA - Trade Adjustment Assistance</i>	\$	46,523
Total	\$	396,523

Amendment #6

Allocation Category	Original Budget	Amendment #1	Amendment #2	Amendment #3	Amendment #4	Amendment #5	Amendment #6	FY23 Total Budget
Headquarters	5,564,536	171,413			240,900			5,976,849
Facilities, Fixtures & Equipment	1,783,100							1,783,100
Outsourced Contrats & Other Projects	2,029,794		925,781		(154,570)	(3,782)	290,500	3,087,723
Promotional Outreach	637,500		(199,500)	2,500		3,900	6,000	450,400
To Be Developed	79,000					573,344	39,150	691,494
Child Care Services	56,059,907	(171,413)	(7,724,635)	976,341	(1,517,635)	1,136,911		48,759,477
Targeted Case Management/Healthcare	225,000							225,000
Contracted Workforce Services	5,392,713		58,606	94,400	(6,869)	23,164	14,350	5,576,365
Participant Related	1,889,376		396,615	41,499	(17,741)	1,359,891	46,523	3,716,163
Total	73,660,927	-	(6,543,132)	1,114,740	(1,455,915)	3,093,428	396,523	70,266,571

**B: Discussion and
Action on Proposed
Preliminary FY 2024
Board and Program
Operating Budget**

Leila Melendez, Chief Executive Officer
Myriam Guerrero, Chief Financial Officer and
Laura Avalos, Fiscal Manager

Administrative Functions

WSB Headquarters

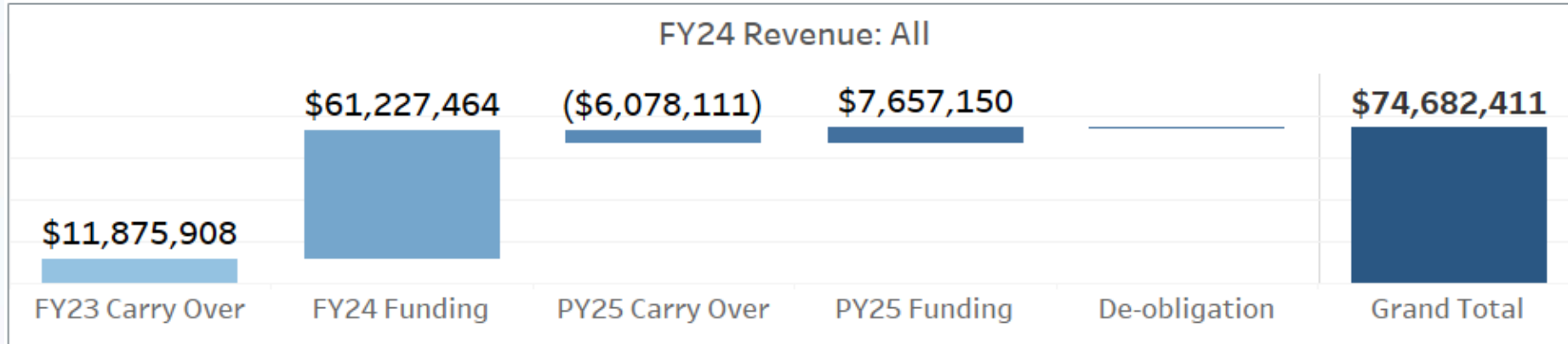
- *10% Cap of the entire Organization Budget (self-imposed)*
- *Overall administration and program expenditures incurred by the Headquarters Administration for the management, oversight, and support of Board policies and the delivery of workforce services.*
- *Includes facilities, utilities, and similar costs.*

TWC Regulation

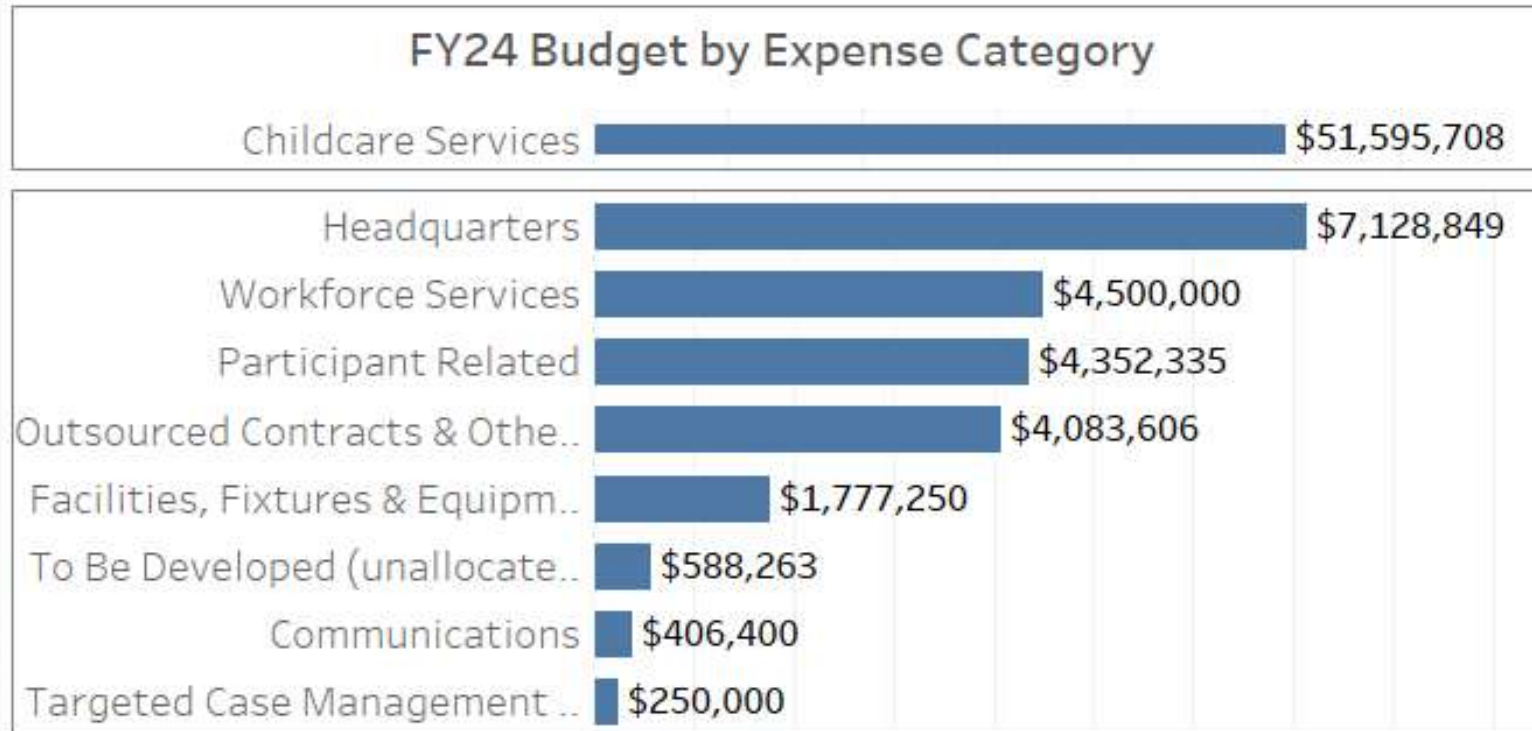
- *Boards must comply with the applicable administrative cost caps for a particular grant contract, as set forth in TWC rules or contracts. Administrative Caps are 5% or 10%, dependent on Grant Award rules.*
- *The following are considered Administration costs:*
 - *Accounting*
 - *Financial management and budgeting*
 - *Cash management*
 - *Property management*
 - *Procurement*
 - *Audit (including internal audit) functions*
 - *Information systems*

FY24 Proposed Operating Budget

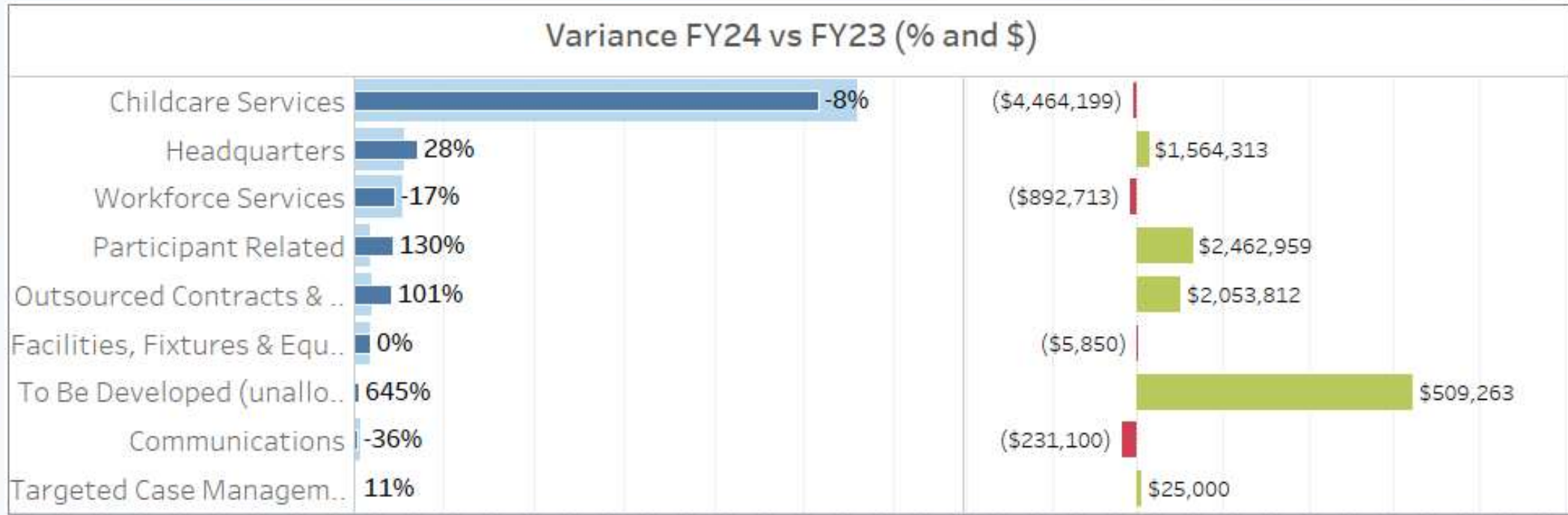
\$74,682,411
Total Budget FY24
Variance vs FY23
 \$1,021,484
 1%



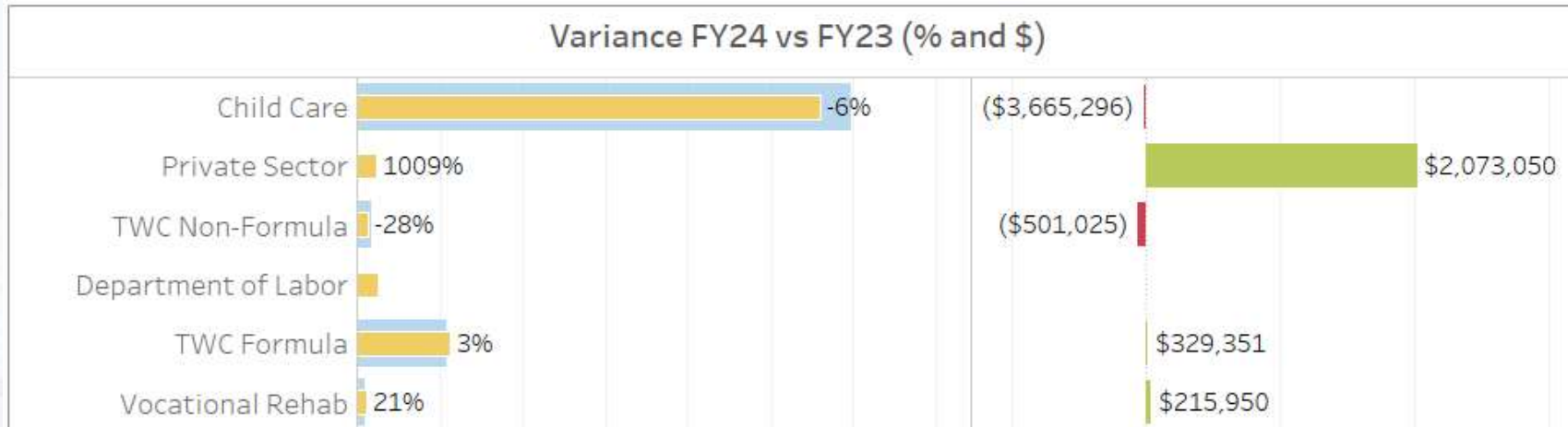
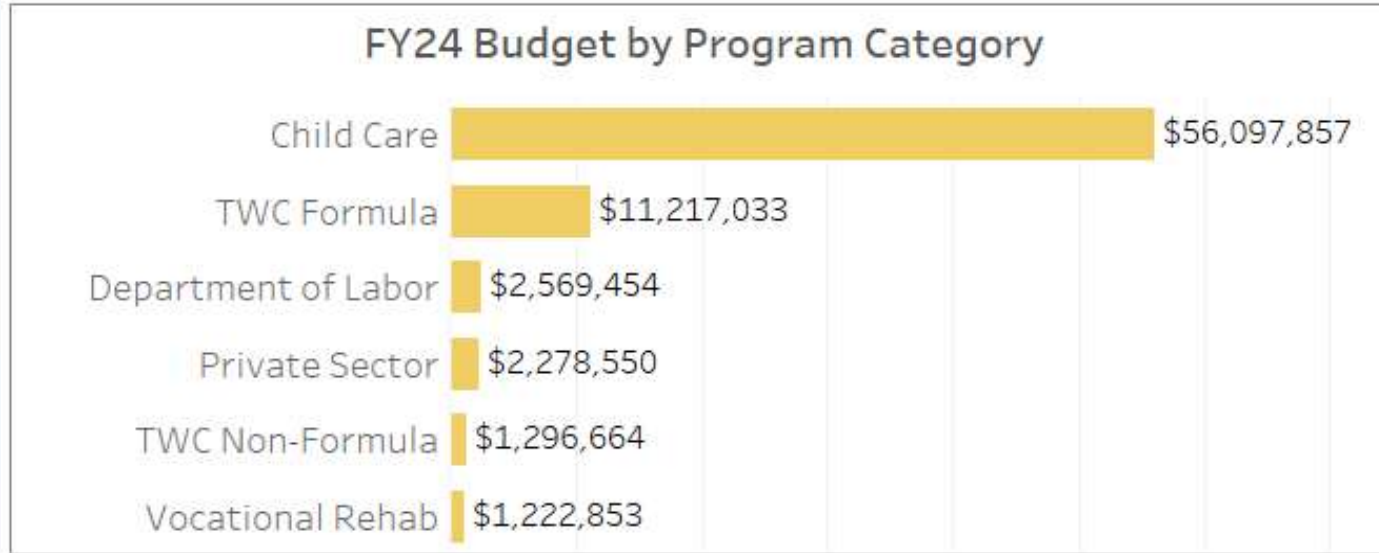
FY24 Proposed Operating Budget



FY24 Proposed Operating Budget



FY24 Proposed Operating Budget



Headquarters Proposed Budget

\$7,128,849

Variance vs FY23: \$1,564,313

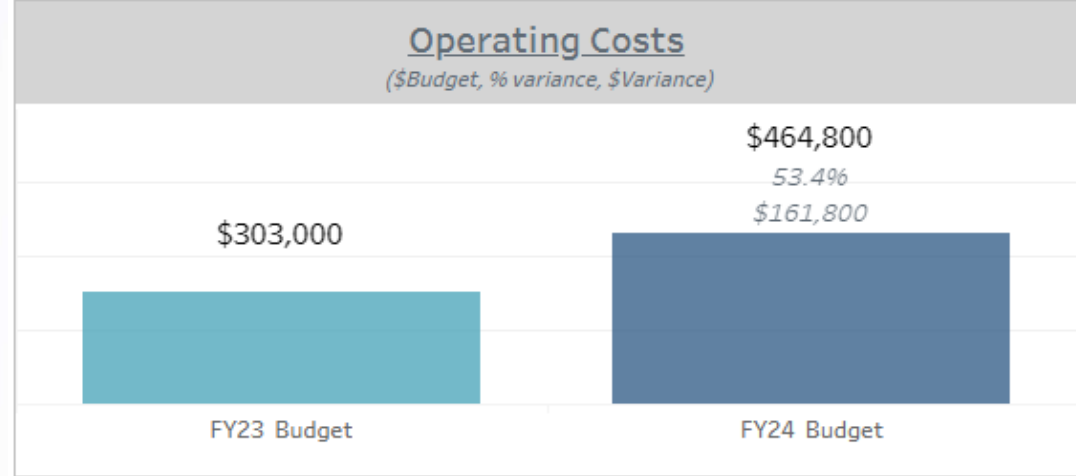
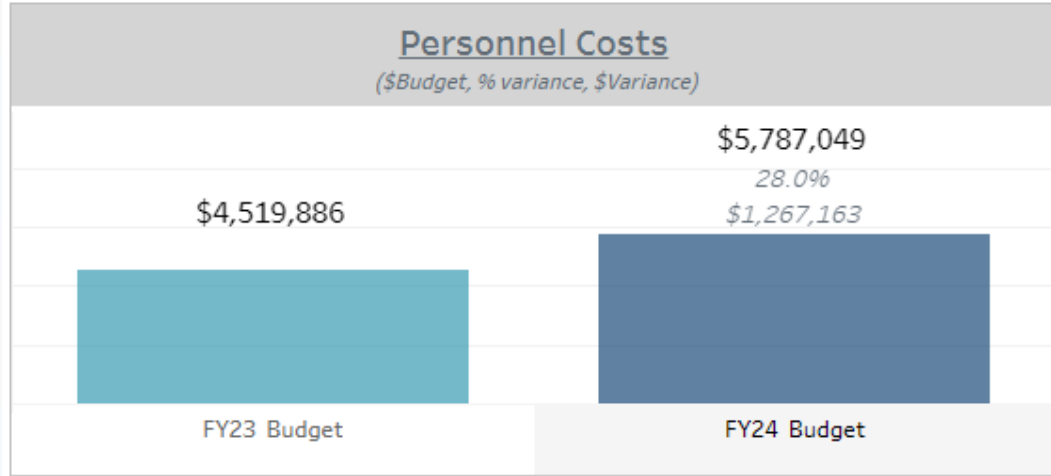
% Variance: 28%

Headquarters

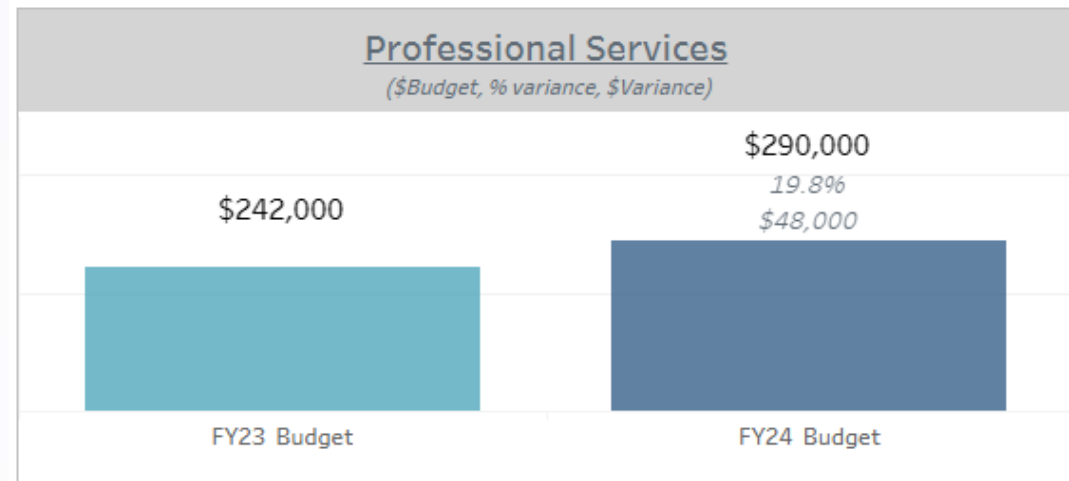
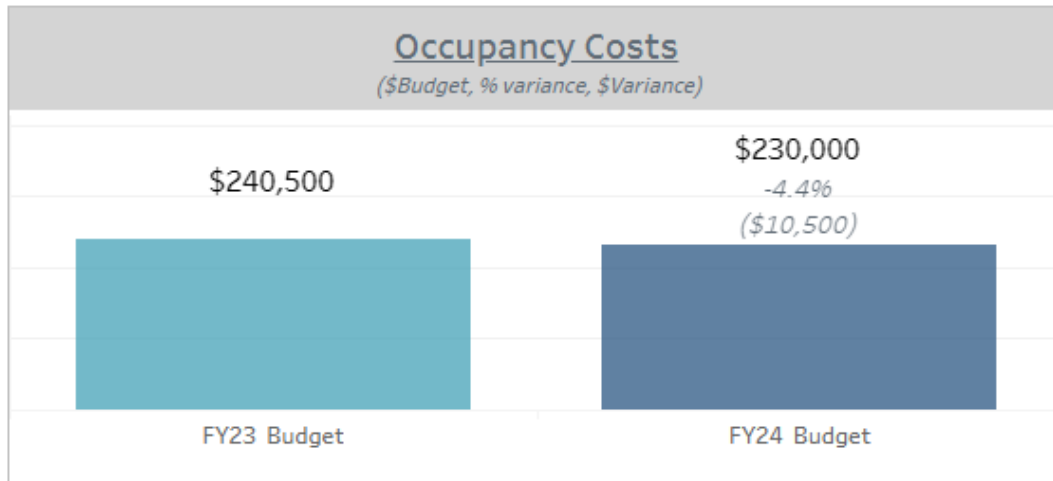
Total Budget FY24

Headquarters FY24 Budget by Category	
Personnel Costs	\$5,787,049
Operating Costs	\$464,800
Professional Services	\$290,000
Occupancy Costs	\$230,000
Equipment & Related Costs	\$220,000
Staff Development	\$137,000

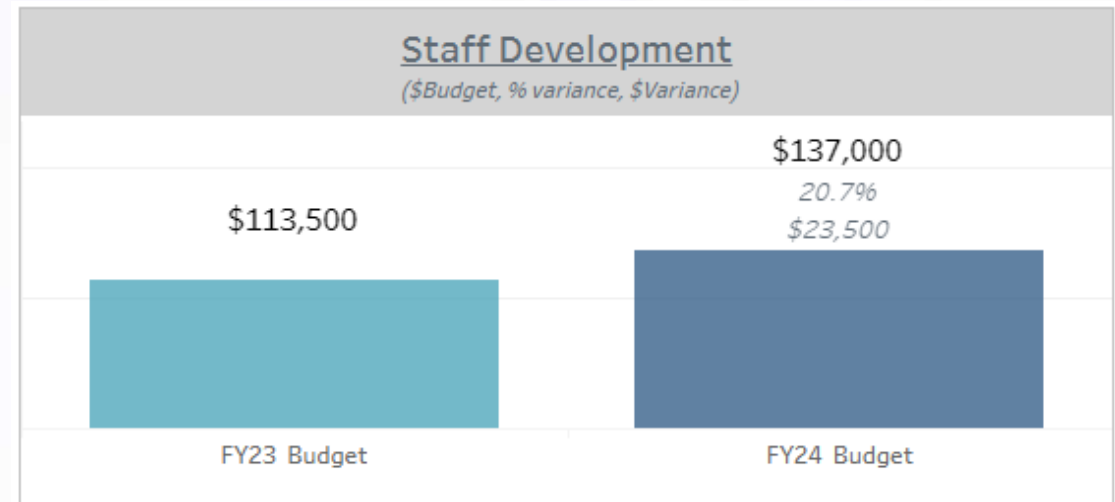
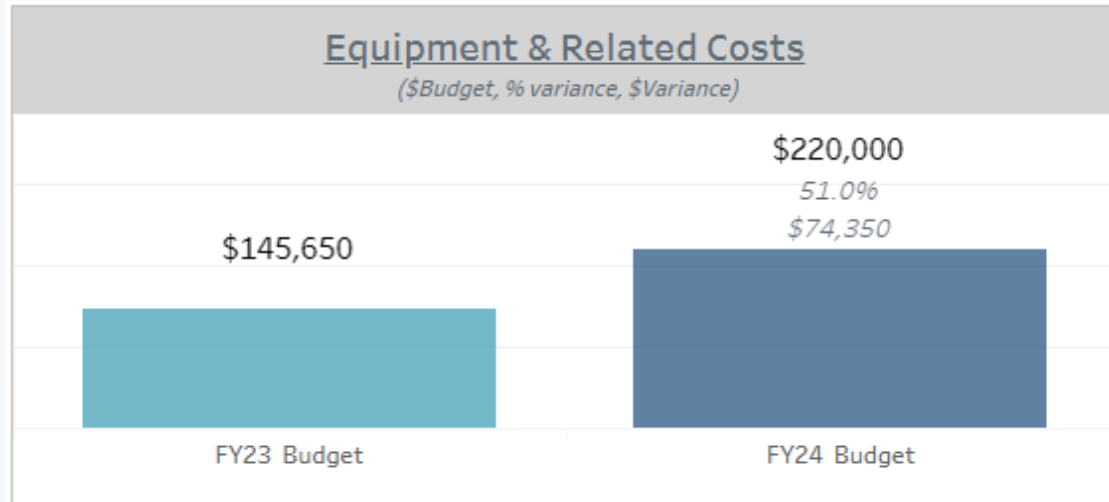
Headquarters Proposed Budget



Headquarters Proposed Budget



Headquarters Proposed Budget



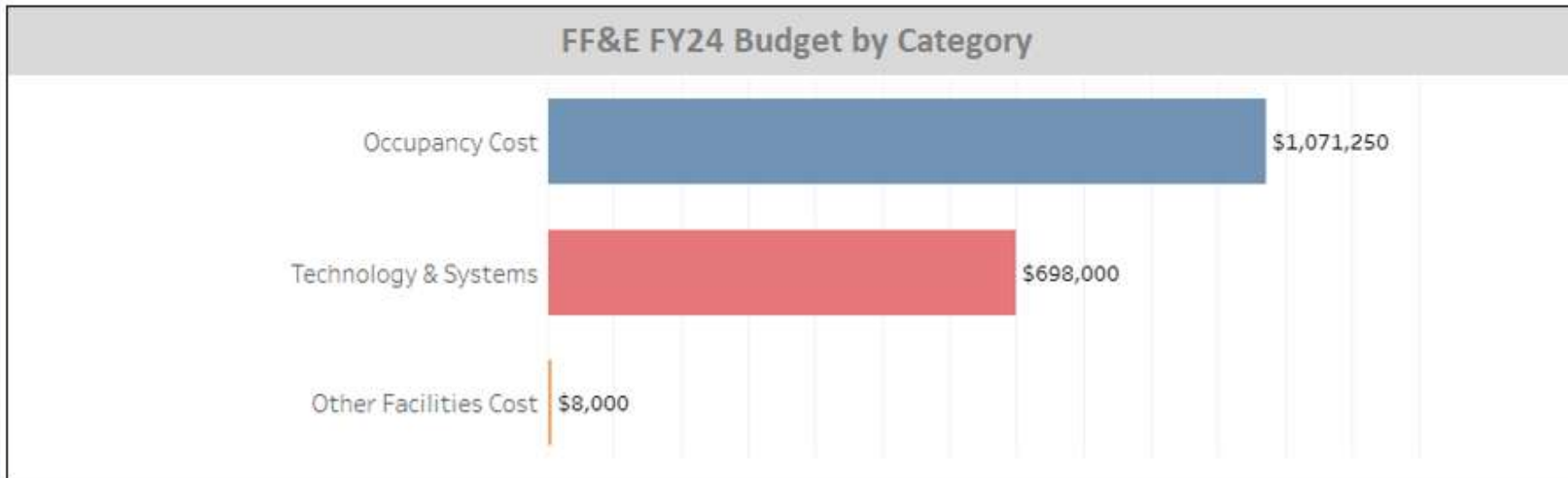
Facilities, Fixtures and Equipment Proposed Budget

\$1,777,250

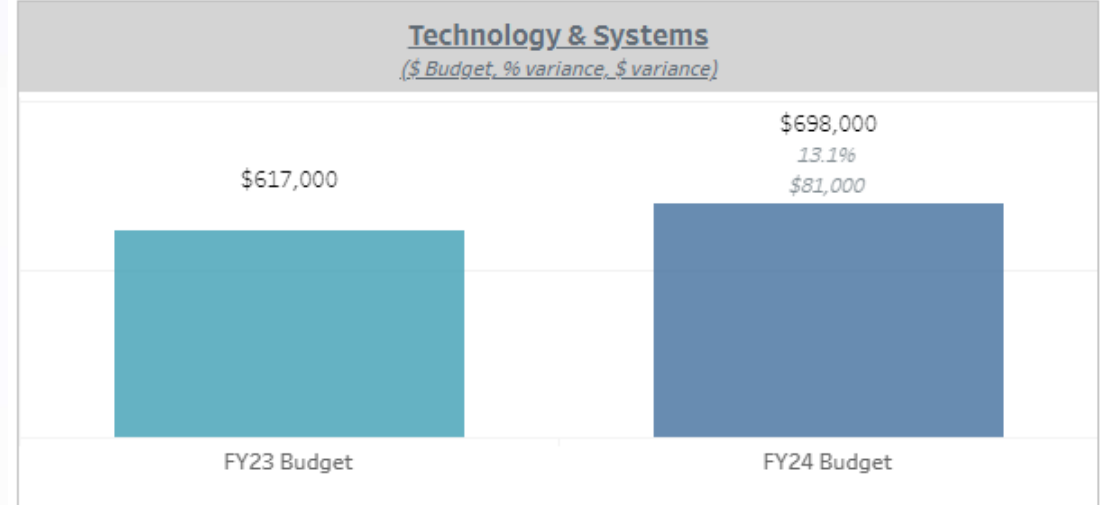
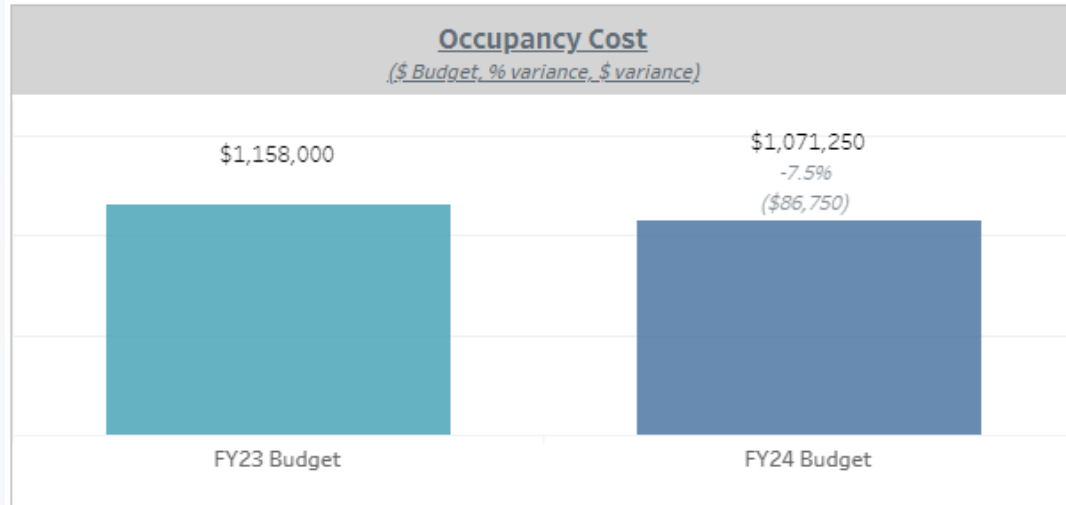
Variance vs FY23: (\$5,850)

% Variance: -0.3%

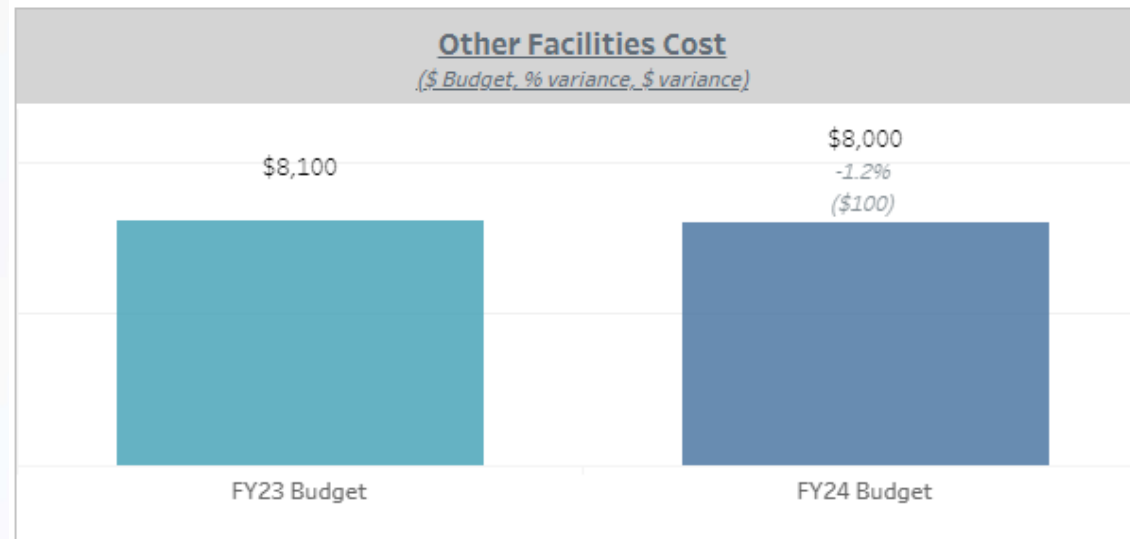
Facilities, Fixtures and Equipment
Total Budget FY24



Facilities, Fixtures and Equipment Proposed Budget



Facilities, Fixtures and Equipment Proposed Budget



Outsourced Contracts & Other Projects Proposed Budget

\$4,444,619

Variance vs FY23: \$2,414,825

% Variance: 119%

	Project	FY23 Budget	FY24 Proposed Budget
Benefits All Programs	Business Intelligence - Borderplex Alliance	\$ 25,000	\$ 21,500
	Business Intelligence - El Paso Chamber	\$ 35,000	\$ 43,250
	Business Intelligence - El Paso Hispanic Chamber	\$ 25,000	\$ 53,000
	Business Intelligence - Paso Del Norte Foundation	\$ -	\$ 17,000
	Chmura Economics	\$ 30,000	\$ -
	Cost of Living Research Project	\$ 1,800	\$ 2,500
	Counseling & Referral Liason - Independent Contrator	\$ -	\$ 100,000
	Fund Development	\$ 75,000	\$ 85,000
	MCA - STEM Camps	\$ 10,000	\$ 10,000
	NBRI (Research Services)	\$ 17,916	\$ 25,000
	Rio Grande COG	\$ 50,000	\$ 60,000
	Tech Hub Bridge Accelerator (via PDN)	\$ -	\$ 6,000
UTEP El Paso Collaborative for Academic Excellence	\$ 50,000	\$ 50,000	

Outsourced Contracts & Other Projects Proposed Budget

	Project	FY23 Budget	FY24 Proposed Budget
Benefits Programs Directly	Aerospace & Defense Training	\$ 150,000	\$ 90,000
	Airstreams - Tower Technicians	\$ 12,000	\$ -
	AVANCE	\$ 58,000	\$ -
	Avance & EPCC	\$ 17,000	\$ -
	Bank of America - Nailed-It Project	\$ 25,000	\$ -
	Bank of America - Youth Projects	\$ 22,000	\$ 30,000
	Benefits Cliff Pilot	\$ -	\$ 100,000
	Child Care Mentoring	\$ 576,000	\$ -
	Child Care Rural FCE - Reskilling and Upskilling Rural W	\$ -	\$ 10,000
	Contingency Projects	\$ 50,000	\$ 52,317
	Education at Work - TIP/Strada Partnership	\$ -	\$ 142,500
	EP County - Child Care Industry Support	\$ -	\$ 1,603,500
	EP County - Small Business Support	\$ -	\$ 347,500
	External Monitors	\$ 50,000	\$ 77,855
	Healthcare Initiatives	\$ -	\$ 100,000
	Healthcare Training - Military	\$ -	\$ 16,000
	IT Registered Apprenticeship Expansion		\$ 160,000
	Local Match	\$ 95,000	\$ 95,000
	Master Card Transformation Project	\$ -	\$ 100,000

	Project	FY23 Budget	FY24 Proposed Budget
Benefits Programs Directly	Microsoft Projects	\$ 90,000	\$ 70,000
	MSFW Forum	\$ 30,000	\$ 30,000
	Navigator - Employer Forum & Job Fairs	\$ 12,000	\$ 7,000
	NextForce Projects	\$ 150,000	\$ 150,000
	Pre-Apprenticeship Initiatives	\$ 77,500	\$ -
	Re-Entry Projects & Collaboration	\$ 50,000	\$ 85,000
	Regional CTE Conference	\$ 5,000	\$ 5,000
	Skills Development Fund Projects	\$ 35,000	\$ -
	SNAP Work Experience Pilot	\$ -	\$ 50,000
	Special Populations Training	\$ -	\$ 100,000
	TANF 2 Entrepenuership	\$ -	\$ 40,000
	UTEP College of Social Work	\$ 150,000	\$ -
	WCI - Foster Care Youth Conference	\$ -	\$ 1,143
	WCI - HRWY	\$ 20,000	\$ 2,000
	WCI - Jobs Y'all	\$ 24,500	\$ 5,000
	WCI - Short Term Training for CCS Parents	\$ 7,378	\$ -
	WCI - TVLP	\$ 3,700	\$ -
	WIOA Adult - General Work Experience	\$ -	\$ 351,013
	WIOA Youth - General Work Experience	\$ -	\$ 50,542
	WIOA Youth Foster Initiatives	\$ -	\$ 100,000

C: Discussion and Action on Proposed 2024 Holiday Calendar

Eduardo Anaya, Special Projects Director

2024 Holiday Calendar

2024

January						
Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

April						
Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

July						
Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

October						
Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

February						
Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29		

May						
Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

August						
Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

November						
Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

March						
Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

June						
Su	Mo	Tu	We	Th	Fr	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

September						
Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

December						
Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

WSB Holidays 2023

Federal Holidays (Workforce Holiday)	Floating Holiday - Centers Open	State Holidays
Jan 1 New Years Day Jan 15 Martin Luther King Day Feb 19 President's Day Dec 24 & 25 Christmas Eve and Christmas Day	March 29, Good Friday - Floating Holiday	January 19 - Confederate Heroes Day March 2 - Texas Independence Day March 31 - Cesar Chavez Day April 21 - San Jacinto Day June 19 - Emancipation Day August 27 - LBJ Day
May 27 Memorial Day June 19 Juneteenth July 4 Independence Day		(Skeleton Crew Required) Centers Open Centers Open Centers Open (Skeleton crew required) (Skeleton Crew Required)
Sept 2 Labor Day Nov 28 & 29 Thanksgiving		
Holidays may be worked or used later within the calendar year. If not used, you will lose the Comp time hours Blue holidays are skeleton crew days - 12 Paid Holidays		

4. Discussion on items of interest for next agenda

Adjourn