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| ANNUAL REPORT  2018 |

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| www.tecwa.org | 360.926.3019 |  |

# message from the executive director:

Welcome to our second annual meeting and report. We are please to share our growth, successes and challenges with you.

Technology & Employment Connections (TEC) was formed in September 2012 and we received our first Division of Vocational Rehabilitation or DVR contracts in FY2016, earning just over $2,000 in our first fiscal year. Since that time we have grown to six employees with more than $160,000 in earnings in FY2018.

TEC continues to promote a flexible, work from home/community model and encourages a work-life balance. With a highly mobile staff, we are able to assess skills, accelerate the employment process and present our clientele with employment options that otherwise might not be considered when working from an office.

Our growth can be attributed to skilled staff, responsiveness to DVR Counselors, developing strong, supportive relationships with community businesses and willingness to travel to and work in the communities where our clients want to work or where they live.

No agency is without it’s challenges. Recently the DVR had to address a shortfall in their funding which has resulted in limiting referrals to TEC. We are responding by applying to become a Snohomish County vendor where we can serve individuals who have needs even in the most rural areas of the county, especially in north Snohomish County.

As we grow, our vision for our future adapts to new opportunities. Our continued growth will demand that we have an administrative office to handle the day-to-day operations. We will continue to seek out and promote partnerships so that we might serve more people and catch those that “fall between the cracks”. We will access the most updated technology that will aid and promote employment for all.

Please join us as we celebrate our service to people to individuals with differing abilities.

Sincerely,

Laura Lakings-Becvar

Executive Director

## Strategic Highlights

* TEC worked with nine DVR counselors to serve more than 60 individuals living in Island, King and Snohomish Counties.
* We sought out feedback from our stakeholders and the result was a 99 percent satisfaction level from all respondents.

## Financial Highlights

* We earned over $160,000 in FY 2018. The income came from DVR contracts, loans/line of credit and a fundraiser
* In December TEC hired a bookkeeper to help manage our finances
* DVR notified us that there will be a number of changes in the referral process as a result of a funding shortfall.
* Our first audit is tentatively scheduled for June 2019

## Operating Highlights

* We obtained our first CARF accreditation in August 2018
* We applied to become a Snohomish County DDA vendor
* We recently renewed our DVR contract
* We are working with the DVR and local high school to promote a Work Based Learning program

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| ***“Our Floor Manager said that he wishes that he had more employees like (the person TEC referred to them).”***  CA    CAE\\ -CAI Vice President |

## Looking Ahead

As we navigate our services through a new DVR referral process, we will need to evaluate which services are cost effective to strengthen our cash flow needs. We will seek out service expansion by completing our application to become a Snohomish County service provider and we will successfully complete our second CARF review.

# FINANCIAL-2018 Profit and Loss Statement

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| |  |  |  |  | | --- | --- | --- | --- | | INCOME |  |  |  | | Sales - Fund Raisers, Gar. Sales |  | 817.00 |  | | Services |  | 159,809.72 |  | | Other |  | 39.36 |  | | Interest |  | 0.19 |  | | Total Income |  |  |  | | OPERATING EXPENSES |  |  | 160,666.27 | | Advertising |  | 174.31 |  | | Bank Fees and Charges |  | 183.27 |  | | Dues & Subscriptions | 1,263.27 |  |  | | QuickBooks - Online/Payroll/cks | 621.83 |  |  | | Total Dues & Subscriptions |  | 1,885.10 |  | | Hawks IT Solutions - Database |  | 2,949.16 |  | | Insurance - Liability |  | 1,005.60 |  | | Legal & Professional Fees |  | 33.00 |  | | Meals and Entertainment |  |  |  | | Client Fund | 317.85 |  |  | | Meetings - Board | 148.48 |  |  | | Meetings - Team | 1,846.79 |  |  | | Total Meals & Entertainment |  | 2,313.12 |  | | Office Expenses |  | 4,692.72 |  | | Other Gen & Admin Expenses | 15,426.24 |  |  | | Background Checks | 176.00 |  |  | | Total Gen & Admin Expenses | 15,602.24 |  |  | | Parking | |  | 25.00 | | Payroll Expenses |  |  |  | | Payroll Taxes | 20,886.90 |  |  | | Payroll Wages | 156,656.26 |  |  | | Total Payroll Expenses |  | 177,543.16 |  | | Phone |  | 1,069.00 |  | | Promotional |  | 644.64 |  | | Rent Expense |  | 300.00 |  | | Shipping/Delivery Exp - Stamps |  | 56.13 |  | | Taxes & Licenses |  |  |  | | CARF | 6,483.39 |  |  | | State Taxes & Licenses | 66.00 |  |  | | Total Taxes & Licenses |  | 6,549.39 |  | | Travel |  | 983.63 |  | | Utilities |  | 69.00 |  | | Total Expenses |  |  |  | | NET PROFIT (LOSS) |  |  | 216,078.47 | |  |  |  | (55,412.20) | |  |  |

# Our partners

Snohomish County is home to many businesses who have graciously offered their sites for assessments, training and have hired people that we have referred to them. We want to thank the following companies for their support and partnership:

**Marysville:** Big Lots!,Costco. Dollar Tree,Fred Meyer, Grocery Outlet, Home Depot, International House of Pancakes (IHOP), Little Caesar’s, RAM Restaurant, Pacific NW Kolache, Third Street Books, Triple T Trading, Value Village, Walmart, Wit’s End Bookstore.

**Arlington:** Arlington (Mattress) Recycle Center, Commercial Aircraft Interiors, Fed-Ex, Mailbox Depot, Razzal’s (now the Point), Walmart

**Everett:** Amazon, Auto Zone, Bricks and Minifigs, Burlington, Everett Eagles, Peter Sexton Insurance Agency, Red Lion Inn, SAS, St. Vincent de Paul, Wendy’s

**Lake Stevens:** Assembly of God

**Lynnwood:** Bath & Body Works, Sno-Isle Library, Torrid

**Monroe:** Décor Chocolates

**Mukilteo:** Himalayan Pet Supply (formerly Himalayan Dog Chew)

**Snohomish:** Lindy’s Attic, Snohomish Recycling Container

**Stanwood:** Stanwood Cinemas at the Pavilion, The Senior Center Thrift Store

**Our King County partners include**: Dale Turner YMCA, Lionbridge Technologies, POCAAN

# Road to success: Logan’s story

Logan partnered with Technology & Employment Connections to help with his employment goals. The first step on his road to success was participation in a community based assessment at Third Street Books in Marysville. While there, Logan learned and honed his skills in customer service, stocking and shelving.

After successfully completing the assessment, Logan was ready to join the workforce. He recalled that he “really always wanted to work at Little Caesar’s.” Armed with that information, Program Manager Melissa Brown made contact with a local Little Caesar’s and soon after, Logan was hired.

Logan began his training in December 2018. He was given the opportunity to work on every station before he was assigned to an area that showed his skills and strengths—pizza prep. Today Logan continues to be one of the most dedicated employees.

Store manager Casey shared that “Logan is so dedicated to his job that he walked to work in almost a foot of snow this winter when many other employees were snowed in. He is always on time, almost never misses a day of work and gives a hundred and ten percent to his job, paying great attention to detail to make sure each order is done right.”