



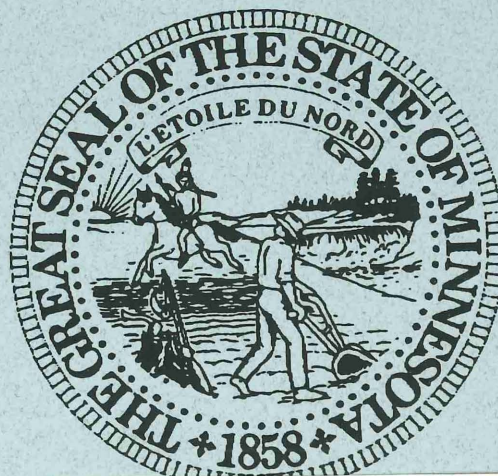
# STATE OF MINNESOTA JOB TRAINING PARTNERSHIP ACT ANNUAL REPORT

July 1, 1992 through June 30, 1993

## Job Training Partnership Act Statement of Purpose

*"It is the purpose of this Act to establish programs to prepare youth and unskilled adults for entry into the labor force and to afford job training to those economically disadvantaged individuals and other individuals facing serious barriers to employment, who are in special need of such training to obtain productive employment."*

- Job Training Partnership Act, Sec. 2



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Pursuant to Minn. Stat 116L.04; Minn.  
Stat. 268.98; 1991 Minn. Laws Chap.

292 Art. 3 Sec. 38

For more information or to obtain these materials in Braille, audiotape, large print or other forms, please contact:

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Community Based Services Division  
JTPA Unit  
390 North Robert Street  
Saint Paul, MN 55101

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## **Job Training Partnership Act Statement of Purpose**

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Dear Readers:

The State of Minnesota offers a wide array of employment and training programs under the Job Training Partnership Act. This report summarizes the outcomes for program year July 1, 1992 through June 30, 1993.

The Job Training Partnership Act provides services to adults, youth, dislocated workers, and older workers. Several of these services are augmented with state programs such as STRIDE, the State Dislocated Worker program, the Minnesota Youth Program, and Work Readiness. By combining federal and state resources, the Minnesota Department of Economic Security effectively and efficiently serves Minnesotans.

Program Year 1992 became a year of transition marked by the Job Training Reform Amendments of 1992 (Public Law 102-367). These amendments to the Job Training Partnership Act more clearly focused on services to the hardest-to-serve. In Program Year 1993, more services will be provided to those most-in-need. The clear commitment of the Department and the local delivery agencies, combined with valuable assistance and insight of the Governor's Job Training Council provides the foundation for success of this needed program.

We hope our report will acquaint you with how the Job Training Partnership Act system serves the citizens of Minnesota.

## **Job Training Partnership Act State Administration**

*"Any State which desires to receive financial assistance under this Act shall establish a State job training coordinating council..."*

- Job Training Partnership Act, Sec. 122

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The Governor's Job Training Council advises the governor on job training policy and assists in coordinating and overseeing employment and training programs in Minnesota. Council duties include:

- \* recommend a Governor's Coordination and Special Services Plan
- \* review and certify local job training programs and plans for the federal Wagner-Peyser law (which funds and authorizes Job Service)
- \* review the operation of programs in each service delivery area and recommend how to improve their effectiveness
- \* recommend to the governor geographic boundaries for service delivery areas or substate areas
- \* plan how resources are allocated and develop ties to and coordination with related programs, and
- \* produce an annual report to the governor

The Governor's Job Training Council functions are carried out in a committee structure. The committees are:

**JTPA/New Programs Committee** - This committee conducts all reviews and activities necessary to make recommendations to the Council relative to all JTPA Programs' responsibilities and Wagner-Peyser planning activities.

**Dislocated Workers Committee** - This committee is responsible for monitoring the grant-making activities of the Dislocated Worker Unit, providing review and comment on program funding policy, substate area plans, the State Dislocated Worker Plan, and the program's state legislative proposals.

## Job Training Partnership Act State Council

*"The State council shall be appointed by the Governor, who shall designate one nongovernmental member therefore to be chairperson. In making appointments to the State council, the Governor shall ensure that the membership to the State council reasonably represents the population of the State."*

- Job Training Partnership Act, Sec. 122

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The Governor's Job Training Council consists of the following members:

<u>Member's Name</u>	<u>Representing</u>	<u>Committee</u>
Lillian Lazenberry	Business and Industry	JTPA/New Programs
David C. Olson	Business and Industry	Dislocated Workers
Thomas Ebert	Business and Industry	JTPA/New Programs
Richard Roesler	Business and Industry	JTPA/New Programs
Earnest Owens, Jr.	Business and Industry	Dislocated Workers
Robert Stenerson	Business and Industry	JTPA/New Programs
Sylvia Carlson	State Education Agency	JTPA/New Programs
Rep. Kevin Goodno	Legislature	Dislocated Workers
Sen. Arlene Lesewski	Legislature	Dislocated Workers
Mary Haug	Local-Elected Official	Dislocated Workers
Maryel Anderson	Local-Elected Official	JTPA/New Programs
Christine Matuzek	Organized Labor	Dislocated Workers
Bill Peterson	Organized Labor	JTPA/New Programs
Jack Mogelson	Organized Labor	JTPA/New Programs
Dr. Geraldine Evans	State Education Agency	JTPA/New Programs
Ralph Knapp	General Public	JTPA/New Programs
Gary Peterson	Community Based Organization	JTPA/New Programs
Mary Lou Beckman	Community Based Organization	Dislocated Workers
W. Scott Carlson	Community Based Organization	JTPA/New Programs
Richard Pellow	General Public	Dislocated Workers

### Chairs

Dr. Geraldine Evans, Chair, Governor's Job Training Council  
Ernest Owens, Chair, Dislocated Workers Program Committee  
Ralph Knapp, Chair, JTPA/New Programs Committee  
Gary Peterson, Vice Chair, JTPA/New Programs Committee

## **Job Training Partnership Act Programs**

*"It is the purpose of this Act to establish programs to prepare youth and unskilled adults for entry into the labor force and to afford job training to those economically disadvantaged individuals and other individuals facing serious barriers to employment, who are in special need of such training to obtain productive employment."*

- Job Training Partnership Act, Sec. 2

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### JTPA Title IIA Adult and Youth

**Description -** The basic JTPA program is the major activity and claims the greatest share of JTPA funds. It provides job training and placement assistance to adults and young people who meet income guidelines.

**Delivery -** Seventy-eight percent of the Title IIA grant that the state receives from the federal government is allocated by formula to the 17 service delivery areas for services.

### JTPA Title IIA, 3% Older Workers

**Description -** The 3 percent Older Workers program targets eligible participants who must be 55 years of age or older and who are economically disadvantaged. The intent of this program is to assure training and placement of older individuals in employment opportunities with private business concerns.

**Delivery -** Available funding is allocated through a statewide competitive Request For Proposal (RFP) process. Eligible applicants include: JTPA Service Delivery Areas, public agencies and incorporated private non-profit and for-profit organizations.

### JTPA Title IIA, 8% Education Coordination

**Description -** Eight percent of Minnesota's total JTPA grant is "set aside" for educational services, such as remedial education, vocational education or customized training. Funds are administered jointly by the State Board of Technical Colleges and Community Based Services. Close coordination is encouraged between schools and job training centers that work with program participants.

**Delivery -** A portion of the eight percent Title IIA grant that the state receives from the federal government is allocated by formula to the 17 service delivery areas for services.

## **Job Training Partnership Act Programs (cont.)**

### **JTPA Title IIB Summer Youth**

**Description -** The purpose of Title IIB is to provide services to youth that enhance basic educational skills, encourage school completion and provide eligible youth with exposure to the world of work.

**Delivery -** The Title IIB grant that the state receives from the federal government is allocated by formula to the 17 service delivery areas for services.

### **JTPA Title III Dislocated Worker**

**Description -** The dislocated worker program serves individuals dislocated from long-held jobs because of factors such as technological changes, investment decisions, and changes in consumption and competition.

**Delivery -** Unlike JTPA Title IIA, which has 17 service delivery areas, the Title III dislocated worker program has 11 substate area grantees. Resources for program activities are allocated on a formula basis. In addition, resources are available to community-based organizations for large dislocations on a case by case basis.

### **JTPA Title IVC Veterans**

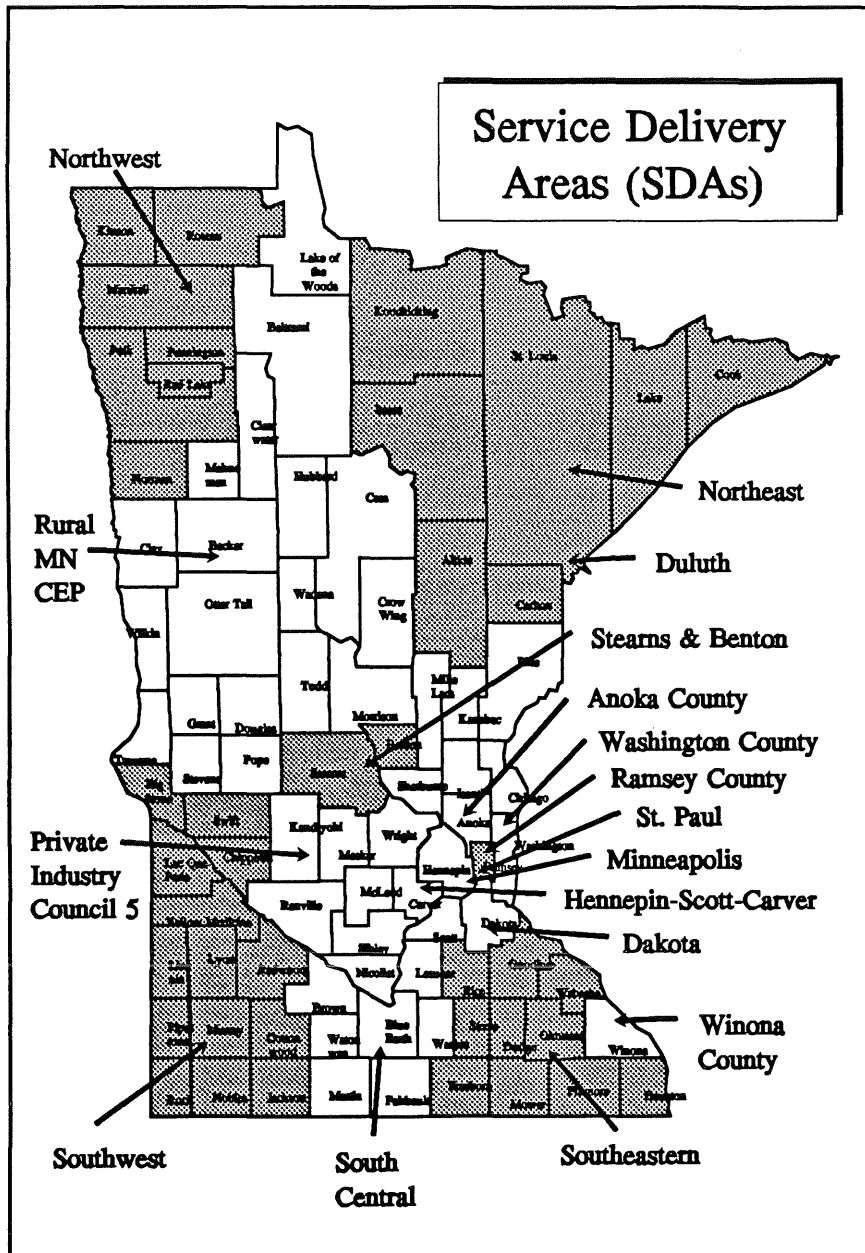
**Description -** This program helps to meet the employment and training needs of veterans disabled because of military service, Vietnam-era veterans and veterans recently separated from the service.

**Delivery -** Community Based Services contracts services to three local providers.

# Job Training Partnership Act Service Delivery Areas

*"The Governor shall, after receiving the proposal of the State job training coordinating council, publish a proposed designation of service delivery areas..."*

- Job Training Partnership Act, Sec. 101



## Job Training Partnership Act Expenditures

*"Each State shall establish such fiscal control and fund accounting procedures as may be necessary to assure the proper disbursement of, and accounting for,..."*

- Job Training Partnership Act, Sec. 164

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### Formula Expenditures by Service Delivery Area

SDA	II-A & 6%	II-B	8%	TOTAL
1	\$ 776,308	\$ 318,464	\$ 44,659	\$ 1,139,431
2	3,590,278	2,084,968	181,722	5,856,968
3	1,833,000	972,387	96,569	2,901,956
4	319,877	214,731	22,171	556,779
5	1,843,313	861,872	98,957	2,804,142
6	756,952	337,293	38,110	1,132,355
7	660,706	325,132	40,188	1,026,026
8	914,340	484,810	55,251	1,454,401
9	1,149,905	613,155	68,912	1,831,972
10	1,433,917	1,065,079	83,355	2,582,351
11	1,190,608	631,552	66,537	1,888,697
12	847,743	317,693	45,634	1,211,070
14	662,749	337,013	42,187	1,041,949
15	206,492	120,096	10,796	337,384
16	251,760	172,927	15,146	439,833
17	741,977	335,552	34,289	1,111,818
18	149,779	61,680	9,527	220,986
<b>TOTAL</b>	<b>\$ 17,329,704</b>	<b>\$ 9,254,404</b>	<b>\$ 954,010</b>	<b>\$27,538,118</b>

## Job Training Partnership Act Local Administration

*"There shall be a private industry council for every service delivery area established..."*

- Job Training Partnership Act, Sec. 102

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<u>SDA</u>	<u>CEO</u>	<u>PIC Chair</u>	<u>SDA Director</u>
1. Northwest	Dr. Joseph Bouvette	George Wikstrom, Jr.	Gail Butenhoff
2. Rural MN CEP	Richard Donat	Don Martodam	Larry Buboltz
3. Northeast	Herbert Lamppa	Carol Dalton	Dennis Wain
4. Duluth	Gary Doty	Geiger Yount	Julie Smith
5. PIC 5	Wes Wittkowski	Marilin Boeckmann	Diane Publitz
6. Southwest	Morris Benson	John Roiger	Juanita Lauritsen
7. South Central	Ken Albrecht	Dana Melius	Sandra Oppegard
8. Southeast	Robert Thompson	Mary Lou Beckman	Richard Harris
9. Henn/Scott/Carver	Richard Mertz	Joyce Orbuch	William Brumfield
10. Minneapolis	Donald Frazer	David Nasby	F.A. Wells
11. Saint Paul	James Scheibel	Richard Lee	Jacqui Shoholm
12. Anoka County	Don Erhart	Delores Puente Strand	Jerry Vitzthum
14. Dakota County	Don Mahler	Sharon Lacombe	Helen Dahlberg
15. Ramsey County	Hal Norgard	Gene Steele	Constance Peikert
16. Washington County	Don Scheel	Cliff Ruschmeyer	Fred Feuerpeil
17. Stearns/Benton	Keith Maurer	Diane Gohman	Joyce Belford
18. Winona County	M.J. McCauley	Mary Grafton-Krogh	Dave Erickson

## Job Training Partnership Act Services

*"Services which may be made available to youth and adults with funds provided under this title include, but need not be limited to-..."*

- Job Training Partnership Act, Sec. 204

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<u>Activity</u>	<u>Description</u>
Occupational classroom training	Teaches technical skills for specific jobs, such as clerk-typist or medical assistant.
Basic education	Provides training to improve basic educational skills, earn a high school equivalency degree, or improve knowledge of the English language.
On-the-job training	Employer provides training in a specific occupation, such as machine operator. Normally, the employer is reimbursed for one-half of the participant's wages during the training period.
Work experience	Provides short-term or part-time work designed to develop good work habits and basic work skills.
Job search assistance	Provides assistance in locating, applying for, and/or obtaining a job. Training in resume writing, interviewing skills, etc.
Supportive Services	Provides participants with resources necessary to secure employment such as transportation, child care, work clothes and supplies.

## Job Training Partnership Act Program Performance Outcomes

*"The Congress recognizes that job training is an investment in human capital and not an expense. In order to determine whether that investment has been productive, the Congress finds that-*

- (1) it is essential that criteria for measuring the return on this investment be developed; and*
- (2) the basic return on the investment is to be measured by the increased employment and earnings of participants and the reductions in welfare dependency"*

- Job Training Partnership Act, Sec. 106

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### Title IIA

#### Outcomes

14,075	served
8,337	terminated
5,772	placed
68.6%	entered employment rate
\$6.73	average wage at placement
39.7	average weeks participated

#### Funding

Expenditures:	\$16,376,791
Source:	Federal

#### Performance Standards - Federal

Adult:	Actual	Standard
Follow-up employment rate	68.2%	57.5%
Follow-up weekly earnings	\$277	\$225
Welfare follow-up weekly earnings	\$281	\$226
Welfare follow-up employment rate	63.5%	46.7%
Youth:		
Youth entered employment rate	60.7%	44.5%
Youth employability enhancement rate	40.6%	26.7%

#### Performance Standards - State

Public assistance recipients as a percent of the total served	59.9%	49.9%
Average wage of adults who are public assistance recipients as a percent of the average wage of person not on public assistance	99.0%	90.0%

## Job Training Partnership Act Program Performance Outcomes (cont.)

### JTPA Title IIA Adults and Youth

Total Expenditures: \$16,376,791  
Total Participants: 14,075

#### Participant Characteristics

	Total
Male	5,594
Female	8,481
Terminees	8,337
Entered Employment	5,722
Hourly Wage at Placement	\$6.73
Average Weeks Participated	39.7
<b>Age</b>	
14-17	1,641
18-21	3,283
22-39	7,215
40-54	1,612
55 Years and Over	319
<b>Ethnic Group</b>	
Black	1,449
Native American	478
Hispanic	452
Asian	584
White	11,112
<b>Welfare Status</b>	
Welfare Recipient Total	7,903
Food Stamps	7,305
AFDC Recipient	5,731
Homeless	119
Work Readiness	1,692
Refugee Cash Assistance	70

## Job Training Partnership Act Program Performance Outcomes (cont.)

JTPA Title IIA 3% Older Workers - January 1, 1993 through December 31, 1993

Total Expenditures: \$601,341  
Total Participants: 457

### Participant Characteristics

	Total
Male	184
Female	273
Terminees	147
Entered Employment	116
Hourly Wage at Placement	\$6.17
Average Weeks Participated	27.8
<b>Age</b>	
14-17	0
18-21	0
22-39	0
40-54	0
55 Years and Over	457
<b>Ethnic Group</b>	
Black	18
Native American	5
Hispanic	5
Asian	5
White	424
<b>Welfare Status</b>	
Welfare Recipient	45
Food Stamps	52
AFDC Recipient	9
Homeless	7
Work Readiness	16
Refugee Cash Assistance	3

## Job Training Partnership Act Program Performance Outcomes (cont.)

### JTPA Title IIA 8% Education Coordination Set Aside

Total Expenditures: \$954,011  
 Total Participants: 1,563

#### Participant Characteristics

	Special Needs Projects	Formula	Total
Male	39	499	538
Female	171	854	1,025
Terminees	190	792	982
Entered Employment	42	326	368
Hourly Wage at Placement	\$9.56	\$6.46	\$7.13
Average Weeks Participated	43.9	46.5	40.0
<b>Age</b>			
14-17	10	17	27
18-21	36	279	315
22-39	136	832	968
40-54	27	206	233
55 Years and Over	1	19	20
<b>Ethnic Group</b>			
Black	39	86	125
Native American	7	38	45
Hispanic	45	113	158
Asian	25	87	112
White	94	1,029	1,123
<b>Welfare Status</b>			
Welfare Recipient	192	1,306	1,498
Food Stamps	169	1,129	1,298
AFDC Recipient	151	686	837
Homeless	24	19	43
Work Readiness	7	537	544
Refugee Cash Assistance	10	34	44

## **Job Training Partnership Act Program Performance Outcomes (cont.)**

### **JTPA Title IIB Summer Youth**

Total Expenditures: \$9,254,404

Total Participants: 7,689

### **Participant Characteristics**

	Percent
Male	53%
Female	47%
<b>Age</b>	
14-15	39%
16-17	37%
18-21	24%
<b>Ethnic Group</b>	
Black	14%
Native American	5%
Hispanic	3%
Asian	10%
White	68%
<b>At-Risk Status</b>	
Young People of Color	32%
Young People with Disabilities	34%
Public Assistance Recipients	32%

## Job Training Partnership Act Program Performance Outcomes (cont.)

### Economic Dislocated Worker Adjustment Act

Total Expenditures: \$6,497,098  
 Total Participants: 5,243

### Participant Characteristics

	Formula Allocation	National Discretionary	Governor's Discretionary	Total
Male	1,575	792	740	3,107
Female	1,307	436	393	2,136
Terminees	1,711	800	388	2,899
Entered Employment	1,309	490	297	2,096
Hourly Wage at Placement	\$9.85	\$10.47	\$13.76	\$10.54
Average Weeks Participated	35.3	52.7	24.9	38.7
<b>Age</b>				
16-17	0	2	0	2
18-21	38	52	28	118
22-39	1,449	572	820	2,959
40-54	1,167	482	251	1,900
55 years and Over	228	120	34	382
<b>Ethnic Group</b>				
Black	82	16	53	151
Native American	27	5	4	36
Hispanic	30	19	21	70
Asian	32	8	19	59
White	2,711	1,180	1,036	4,927
<b>Welfare Status</b>				
Welfare Recipient	98	21	8	127
Food Stamps	143	36	12	191
AFDC Recipient	70	18	6	94
Homeless	2	3	0	5
Work Readiness	21	2	1	24

## **Job Training Partnership Act Program Performance Outcomes (cont.)**

### **Title IV-C Veterans' Employment and Training Program**

Total Expenditures:        \$117,158  
Total Participants:        169

#### **Participant Characteristics**

	Total
Participants	169
Placements	95
Terminations	139
Classroom Training	77
On-the-Job Training	4
Work Experience	12
Job Search Assistance	69
Career Planning/Counseling	97
<b>Target Groups</b>	
Vietnam Era	76
Disabled	4
Recently Separated	30
Special Disabled	4
Vietnam theater	33
Minorities	12
Women	13
Homeless	4

## Job Training Partnership Act Terms

*"For the purpose of this Act, the following definitions apply..."*

- Job Training Partnership Act, Sec. 4

**Adult** - For purposes of this report, a person aged 22 or older.

### **Aid to Families with Dependent**

**Children** - A federal support program for disadvantaged children and their parents, administered by the Department of Human Services in Minnesota.

**Average wage at placement** - Average hourly wage earned by people who have completed training and have been placed into jobs.

**Dislocated worker** - A person subject to unemployment due to a plant closing or layoff, or unemployment over an extended period of time due to outdated skills, who is unlikely to return to the prior occupation or industry.

**Dropout** - A person who is neither attending school nor subject to a compulsory attendance law, and has not received a high school diploma or an equivalent diploma.

**Economically disadvantaged** - For this report, an individual or member of a family in which total family income for the six months prior to application for a program fell under certain limits prescribed by federal and state regulations.

**Entered employment rate** - Percentage of those completing a training program and placed into jobs.

**Governor's Job Training Council** - Required by the Job Training Partnership Act to advise the governor on the planning and coordination of employment and training activities in the state.

**Job Service** - A no-fee placement service of the Department of Economic Security which matches qualified job seekers with job openings listed by employers.

**Job Training Partnership Act** - Enacted 1982, focuses on job training for the economically disadvantaged. Established a new service delivery system to assure the sharing of program design and responsibility between the private sector and local elected officials. Strengthened the role of the state.

**Local elected officials** - The local elected officials work with the private industry council in each service delivery area to formulate Job Training Partnership Act policy and to plan training programs. This partnership helps to make training relevant to the needs of individual service delivery areas. Agreement between the two parties is required to make most major decisions. Both the private industry councils and the local elected officials must approve the local job training plan.

**On-the-Job Training (OJT)** - Learning a skill while doing it in a work setting.

**Positive termination rate** - Percentage of those completing youth training who entered employment, returned to school, enrolled in further training, or completed PIC-recognized youth employment competencies after Job Training Partnership Act participation.

**Private Industry Council (PIC)** - The group of people within each service delivery area appointed to plan, oversee, monitor and review Job Training Partnership Act programs in coordination with local elected officials. The majority of PIC members are from the private sector, while others represent education, labor, rehabilitation groups, community-based organizations, economic development organizations and Job Service. The PIC prepares the local job training plan, which describes how local Job Training Partnership Act funds will be spent to meet local labor market needs as well as the governor's goals.

**Program Year 1992** - July 1, 1992 through June 30, 1993.

**Public assistance** - For purposes of this report, Aid to Families with Dependent Children, General Assistance, Work Readiness and Refugee Cash Assistance.

**Service Delivery Area (SDA)** - Geographic area within which Job Training Partnership act programs are administered on a local level. Minnesota has 17. Within each SDA, a private industry council applies for job training funds in cooperation with local elected officials.

**State Board of Technical Colleges** - The governing body overseeing Minnesota's system of technical colleges, responsible for policy and planning for technical training in Minnesota.

**Community Based Services** - The office of the Minnesota Department of Economic Security is responsible for administering Job Training Partnership Act programs, state and federal welfare reform programs and other related state and federal efforts.

**Unemployment Insurance** - Authorized under the Social Security Act and funded under the federal Unemployment Tax Act to provide relief for the unemployed. Enacted 1935.

**United States Department of Labor (DOL)** - A department of the federal government responsible for employment and training programs nationwide, including the Job Training Partnership Act and Job Service. Administers federal funding of JTPA programs.

**Welfare** - See *public assistance*.

**Welfare entered employment rate** - Percentage of welfare recipients trained by the Job Training Partnership Act who were placed into jobs after training.

**Youth** - For this report, an individual aged 16 through 21 years.



