



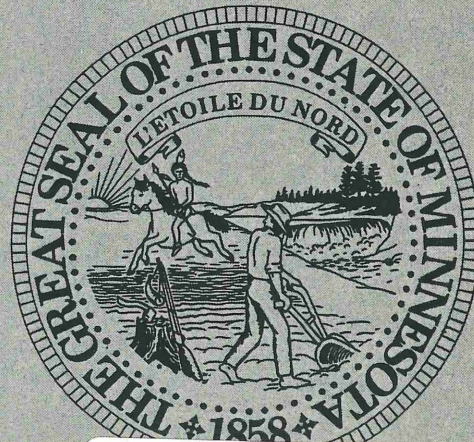
STATE OF MINNESOTA JOB TRAINING PARTNERSHIP ACT ANNUAL REPORT

July 1, 1993 through June 30, 1994

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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1993/94

May 1995

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:

Minnesota Department of Economic Security
Community Based Services Division
Employment and Training 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, 1993 through June 30, 1994.

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 (also supported with federal funds), 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.

The Job Training Reform Amendments of 1992 (Public Law 102-367) mandated that at least 65 percent of JTPA participants had to be the hardest-to-serve. In Program Year 1993, approximately 75 percent of the participants were "hard-to-serve." Adult "hard-to-serve" participants were placed at a rate of 72 percent with an entry wage of \$7.54 per hour. Youth had similar positive results. 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

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 JTPA and related programs serving the economically disadvantaged 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

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
Dick Anfang	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

JTPA Title IIA Adult

Description - The basic JTPA program is the major activity for economically disadvantaged adults. It provides job training and placement assistance for those age 22 and over who meet income guidelines.

Delivery - Seventy-seven 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, 5% Older Workers

Description - The 5 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 formula process to the Service Delivery Areas.

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 the Division of Community Based Services, Minnesota Department of Economic Security. 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 and a portion is allocated through the Request For Proposal (RFP) process.

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 or enrollment in supplementary or alternative school programs; to provide eligible youth with exposure to the world of work; and to enhance the citizenship skills of youth.

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 IIC Program

Description - The Title IIC program provides year-round employment and training services to youth (14-21 years of age).

Delivery - Eighty two percent of the IIC 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 two local providers.

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

Formula Expenditures by Service Delivery Area

SDA	II-A	II-B	II-C	8%	TOTAL
1	\$ 341,035	\$ 376,952	\$ 193,519	\$ 31,086	\$ 942,592
2	1,989,418	2,220,817	1,226,398	142,102	5,578,735
3	802,947	846,949	547,855	77,545	2,275,296
4	218,785	246,245	146,676	19,030	630,736
5	779,071	987,198	434,646	66,878	2,267,793
6	288,079	323,699	208,318	28,196	848,292
7	301,476	422,605	181,381	25,254	930,716
8	281,817	557,285	274,437	38,742	1,152,281
9	565,054	673,605	284,871	39,438	1,562,968
10	710,324	835,584	457,736	66,430	2,070,074
11	619,267	646,014	355,758	45,185	1,666,224
12	326,212	321,222	210,477	31,158	889,069
14	315,458	325,699	226,362	27,416	894,935
15	73,119	114,130	55,597	7,100	249,946
16	139,390	145,515	93,039	12,306	390,250
17	277,736	381,371	176,100	28,220	863,427
18	69,806	18,987	36,543	6,044	131,380
TOTAL	\$8,098,994	\$ 9,443,877	\$ 5,109,713	\$692,130	\$ 23,344,714

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

<u>SDA</u>	<u>CEO</u>	<u>PIC Chair</u>	<u>SDA Director</u>
1. Northwest	Dr. Joseph Bouvette	George Wikstrom, Jr.	William Wischart
2. Rural MN CEP	Richard Donat	Don Martodam	Larry Buboltz
3. Northeast	Herbert Lamppa	Carol Dalton	Dennis Wain
4. Duluth	Gary Doty	Robert Grover	Terry Schroeder
5. PIC 5	Alvin Huff	Marlin Boeckmann	Diane Bublitz
6. Southwest	Morris Benson	John Roiger	Juanita Lauritsen
7. South Central	Ken Albrecht	Arnold Bentz	Sandra Opegard
8. Southeast	William Kuisle	Milt Kuball	Richard Harris
9. Henn/Scott/Carver	Richard Underferth	Harvey Humes	William Brumfield
10. Minneapolis	Sharon Sayles-Belton	David Nasby	F.A. Wells
11. Saint Paul	Norman Coleman	Jay Zack	Jacqui Shoholm
12. Anoka County	Don Erhart	Mark Wheeldon	Jerry Vitzthum
14. Dakota County	Don Mahler	Dan Aberg	Helen Dahlberg
15. Ramsey County	Hal Norgard	Gene Steele	Constance Peikert
16. Washington County	Dave Engstrom	Cliff Ruschmeyer	Fred Feuerpfel
17. Stearns-Benton	Robert Gambrino	Steve Domine	Joyce Belford
18. Winona County	Lester Ladewig	Sandra Olson	Mike Haney

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

<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.
Limited Internships in the Private Sector	Provides paid internships in the private for profit sector to provide on-site exposure to work and the requirements for successful job retention.
Academic Enrichment	A strategy for maintaining and increasing young people's existing skill levels; adding new skills to young people's repertoires; and exploring young people to new experience and ideas.

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

Title IIA

Outcomes

7,129	served
3,961	terminated
2,929	placed
73.9%	entered employment rate
\$7.60	average wage at placement
32	average weeks participated

Funding

Expenditures:	\$8,098,994
Source:	Federal

Performance Standards - Federal

Adult:	Actual	Standard
Follow-up employment rate	66.7%	58.4%
Follow-up weekly earnings	\$286	\$243
Welfare follow-up weekly earnings	\$285	\$236
Welfare follow-up employment rate	64%	48.3%

Performance Standards - State

Public assistance recipients as a percent of the total served	68.4%	50%
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Job Training Partnership Act Program Performance Outcomes (cont.)

JTPA Title IIA Adults

Total Expenditures: \$8,098,994
Total Participants: 7,129

Participant Characteristics

	Total
Male	2,422
Female	4,707
Terminees	3,961
Entered Employment	2,929
Hourly Wage at Placement	\$7.60
Average Weeks Participated	32
Age	
22-39	5,727
40-54	1,245
55 Years and Over	155
Ethnic Group	
Black	791
Native American	255
Hispanic	195
Asian	237
White	5,651
Welfare Status	
Welfare Recipient Total	4,474
Food Stamps	4,418
AFDC Recipient	3,492
Homeless	87
Work Readiness	717
Refugee Cash Assistance	33

Job Training Partnership Act Program Performance Outcomes (cont.)

JTPA Title IIA 5% Older Workers - July 1, 1993 through June 30, 1994

Total Expenditures: \$561,059
Total Participants: 672

Participant Characteristics

	Total
Male	294
Female	378
Terminees	490
Entered Employment	288
Hourly Wage at Placement	\$6.84
Average Weeks Participated	27
Age	
55 Years and Over	672
Ethnic Group	
Black	36
Native American	4
Hispanic	10
Asian	8
White	605
Welfare Status	
Welfare Recipient	66
Food Stamps	97
AFDC Recipient	20
Homeless	9
Work Readiness	20
Refugee Cash Assistance	5

Job Training Partnership Act Program Performance Outcomes (cont.)

JTPA Title IIA 8% Education Coordination Set Aside

Total Expenditures: \$692,130
 Total Participants: 1,510

Participant Characteristics

	Special Needs Projects	Formula	Total
Male	71	407	478
Female	249	783	1,034
Terminees	125	679	805
Entered Employment	49	301	350
Hourly Wage at Placement	\$6.18	\$7.24	\$7.09
Average Weeks Participated	18	32	30
Age			
14-17	104	13	117
18-19	94	94	188
20-24	58	300	358
25-59	54	778	832
Ethnic Group			
Black	127	70	197
Native American	21	32	53
Hispanic	48	110	158
Asian	11	93	104
White	113	885	998
Welfare Status			
Welfare Recipient	187	1,065	1,252
Food Stamps	193	955	1,148
AFDC Recipient	171	651	822
Homeless	27	14	41
Work Readiness	4	349	353
Refugee Cash Assistance	1	32	33

Job Training Partnership Act Program Performance Outcomes (cont.)

JTPA Title IIB Summer Youth (Summer of 1993)

Total Expenditures: \$9,443,877
Total Participants: 7,689

Participant Characteristics

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

Job Training Partnership Act Program Performance Outcomes (cont.)

JTPA Title IIC Youth Training Programs

Outcomes

4,923	served
2,935	terminated
1,711	entered employment
\$5.29	average wage at placement
30	average weeks participated

Funding

Expenditures:	\$5,109,713
Source:	Federal

<u>Performance Standards - Federal</u>	Actual	Standard
Youth Entered Employment Rate	58.3%	43.0%
Youth Entered Employability Enhancement Rate	51.4%	28.9%

Participant Characteristics

	Total
Male	2,118
Female	2,805
Age	
14-15	485
16-17	1,405
18-19	1,736
20-21	1,287
Ethnic Group	
White	3,712
African American	559
Native American	248
Hispanic	135
Asian	269

Job Training Partnership Act Program Performance Outcomes (cont.)

JTPA Title IIC Youth Training Programs (cont.)

Welfare Status

AFDC	1,623
General Assistance	285
Work Readiness	420
Refugee Cash Assistance	17
Any Assistance	2,190
Food Stamps	2,123

Education

Less than High School	3,273
High School Graduate	1,242
Post High	407
College Graduate	1

Hard-to-Serve

Basic Skills Deficient	1,552
School Dropout	712
Below Grade Level	2,931
Parenting Youth	421
Disabled	654
Offender	239
Homeless	65
Other	696

Job Training Partnership Act Program Performance Outcomes (cont.)

Economic Dislocated Worker Adjustment Act

Total Expenditures: \$12,892,129
 Total Participants: 6,879

Participant Characteristics

	Formula Allocation	National Discretionary	Governor's Discretionary	Total
Male	958	2,634	540	4,132
Female	861	1,510	376	2,747
Terminees	1,469	2,411	850	4,730
Entered Employment	1,088	1,408	403	2,899
Hourly Wage at Placement	\$10.19	\$11.92	\$12.06	\$11.29
Average Weeks Participated	13	10	12	11.6
Age				
16-17	0	19	0	19
18-21	15	211	11	237
22-39	904	1,986	590	3,480
40-54	753	1,546	271	2,570
55 years and Over	147	382	44	573
Ethnic Group				
Black	50	107	27	184
Native American	22	17	3	42
Hispanic	23	282	11	316
Asian	18	94	17	129
White	1,706	3,644	858	6,208
Welfare Status				
Welfare Recipient	66	154	10	230
Food Stamps	92	192	15	299
AFDC Recipient	51	100	8	159
Homeless	0	1	0	1
Work Readiness	8	32	3	43

Job Training Partnership Act Program Performance Outcomes (cont.)

Title IV-C Veterans' Employment and Training Program

Total Expenditures: \$121,042
Total Participants: 117

Participant Characteristics

	Total
Participants	117
Placements	72
Terminations	97
Classroom Training	50
On-the-Job Training	2
Work Experience	1
Job Search Assistance	32
Career Planning/Counseling	77
Target Groups	
Vietnam Era	58
Disabled	3
Recently Separated	12
Special Disabled	2
Vietnam theater	27
Minorities	3
Women	2
Homeless	2

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.

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 1993 - July 1, 1993 through June 30, 1994.

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 14 through 21 years.