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A linkage of services for Minnesotans



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Minnesota Department of Jobs and Training

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From the Commissioner



How many of Minnesota's people do the programs and services of the Department of Jobs and Training touch every year?

As the 1,949 DJT employees look back over 1990, they can be proud of the results, as they recount the people who were served by department programs and staff. For example:

- 107,115 households in the state received energy assistance.
- 130,000 households were given surplus commodities.
- 12,124 adults were signed up for job training.
- 21,270 youth got summer jobs, state youth services or youth intervention.
- More than 1,100 older workers were served.
- Job Service placed over 63,000 people in 80,797 jobs.
- 12,968 people with disabilities worked on a rehabilitation plan and 3,271 became employed.
- 2,200 displaced homemakers got help.
- 17,256 parents or caretakers were served through STRIDE, a welfare reform program we administer jointly with the Department of Human Services.
- 5,746 dislocated workers were helped adjust to new career paths.
- 43,651 veterans got employment services.
- 8,500 homes were weatherized.
- 7,710 children were enrolled in Head Start.
- Almost 162,000 people, who had lost their jobs through no fault of their own, received unemployment benefit payments while they were looking for new jobs.
- 6,035 people who are blind or have impaired vision were counseled.

■ The Communication Center, which includes Radio Talking Book, served 13,477 people and 686 organizations, and logged 120,000 hours donated by volunteers

■ Homeless people got help through 38 emergency shelters and 1,050 used transitional housing. DJT does some of this directly, one-on-one with clients, but also often handles grants to local agencies for the services, so we touch all these people's lives either directly or indirectly.

In the past year we have significantly improved access to services and expanded services offered through DJT:

- New offices were opened in Mankato and North Minneapolis, and a new South Minneapolis location is planned.
 - There's a new Independent Living Center in Mankato, thanks in part to two department employees who got a governor's community service award for their efforts.
 - A groundbreaking was held in Anoka for the Human Service Center which will house 23 human service agencies, including DJT.
 - State Services for the Blind opened its Resource Center for Assistive Technology.
 - There's a new Job Service office at Plaza 12 in Litchfield.
 - The Crystal office moved to a new Brooklyn Park location.
 - Eight Job Service/Unemployment Insurance offices expanded their services to the hearing-impaired.
- The point of all this, of course, is to help people get jobs and eventually become self-sufficient citizens contributing to the state's well-being.

R. Jane Brown
(appointed January 1991)

Job Service



Job Service is a free statewide program that helps employers find workers and people find jobs. Services are offered in 54 sites across Minnesota.

To streamline services and increase efficiency, Job Service (JS) and Unemployment Insurance (UI) staffs have merged duties and responsibilities during the past year to provide knowledgeable, one-stop quality service to Minnesota's unemployed and underemployed. At the heart of the operation are state-of-the-art computer systems complemented by staff trained to promote better and more efficient services for our clients.

Labor Exchange

The Minnesota Job Search program continued to expand, and now all Job Service locations are equipped with the system. In addition, several technical colleges, community action programs and Job Training Partnership Act organizations also have installed the system.

This "applicant friendly" system generates 44 percent of the referrals for the agency. Applicants often find job openings outside the occupational areas indicated on their applications.

Re-Employ Minnesota

The Re-Employ Minnesota (REM) Project, a Job Service/Unemployment Insurance cooperative effort, seeks to shorten the time unemployed workers collect UI benefits by providing more intensive services.

REM clients get intensive re-employment help the same day they file for benefits. Each one is assigned to a specific case manager who is limited to a caseload of 50 unemployed workers. This limitation allows the case manager to devote more time to each client, thus providing more personalized

and intensive services.

A total of \$1,716,000 was spent to administer the program during its first two years. Savings of \$3,316,000 occurred over the two years, for a net savings of \$1,600,000. Benefit duration was reduced by an average of 25 percent (4 weeks per claim) for the REM group. The project netted a savings of \$1.92 for each dollar spent.

Veterans

Veterans receive preferential treatment by Job Service. The federal government provides special funds for over 70 employees who deal only with veterans and their employment problems.

This past year many veterans' staff members, plus a number of supervisors, attended training at the National Veterans' Training Institute in Denver. This week-long training has proven valuable in teaching new concepts as well as renewing old ones.

One new concept is case man-

agement, which trains staff to work with hard-to-place veterans. This includes assessment of needs, supportive services, consistent and constructive dealing with veterans, tracking and follow-up.

Activities

Employers listed 66,214 job orders and 63,596 people found jobs through the Job Match System in 1990. Another 13,102 were given information and assistance which helped them get jobs. A total of 182,531 people received such help as counseling, testing and referral to special services. Overall, Minnesota Job Service filled 80,797 job openings.

The veterans' staff, funded through the U.S. Veterans' Employment and Training Service, served 34,104 veterans and placed 7,724 in jobs. In addition, 1,057 were given counseling and more than 20,000 received other services.

The Targeted Jobs Tax Credit (TJTC) program provides employers with federal tax credits for hiring people who traditionally have difficulty finding jobs. Job Service determines whether workers are eligible and certifies employers to receive the tax credits. In 1990, Minnesota employers received tax credits of about \$13.6 million for hiring 5,684 people in TJTC.

In 1990 more than twice as many workers received training under the Trade Adjustment Assistance (TAA) program than in 1989. Workers are eligible for TAA services if they were laid off as a result of the market effects of foreign imports. Approximately 300 workers received allowances to attend training programs for up to 104 weeks in duration. Other services provided to TAA workers include job search allowances, relocation allowances and cash benefits which are similar to unemployment insurance benefits.



Bev Keiper, Jobs and Training representative, Winona Area Office.

Unemployment Insurance



People sometimes lose their jobs through no fault of their own. To assure that they have income to tide them over until they find a new job, the department operates the Unemployment Insurance (UI) program in 43 sites, all colocated with Job Service. Locating the offices together makes it easier for people to apply for UI benefits and look for a new job at the same time.

The benefit payments are financed by a payroll tax paid by Minnesota employers. In addition to paying benefits to unemployed workers, the UI program assists them in their job-seeking efforts with vocational counseling, career-change seminars and out-of-the-area job search and relocation allowances.

Benefits

During 1990, the Benefits Branch administered the payment of just under \$355 million in unemployment benefits to almost 162,000 claimants, about a seven-percent increase over 1989. The average weekly payment was \$184, an increase of just over \$4 from last year.

This past year also saw a 20-percent decrease in the number of claims determined invalid.

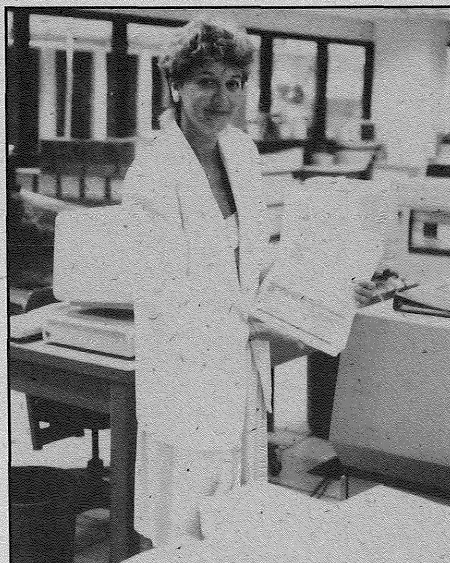
When someone applies for unemployment benefit payments and the claim is denied or contested, this is called a separation issue and the department must investigate. During 1990, almost 34,000 separation issues were investigated, with nearly half of those investigations resulting in denial of benefits.

To receive weekly unemployment payments, claimants must be able to work, available for work, actively seeking work and not be receiving other income such as pension, holiday pay or earnings. Almost 38,000 issues of this nature were detected and

determined during 1990, with over 80 percent of the investigations resulting in a denial of benefits for the week or weeks in question.

The federal/state unemployment insurance partnership requires that workers from other states who live in Minnesota, or Minnesota workers who live in other states, are entitled to unemployment insurance benefits from the state of employment under the same terms and conditions as all other workers. During 1990, Minnesota processed nearly 8,000 claims from Minnesota residents filed against other states, and more than 11,000 residents of other states filed claims against Minnesota.

The Benefits Branch also administers unemployment benefits under the federal Trade Adjustment Act. This program provides an additional 26 weeks of benefits to workers unemployed due to the market effects of foreign imports. Retraining is available for workers with obsolete skills while they receive benefits.



Dawn Ballantine, Data Processing employee, displays some of the thousands of unemployment checks that are printed and mailed from the Central Office each week.

During 1990, approximately 275 affected workers received just over \$1 million in benefits.

Tax Accounting

The Tax Accounting Section determines which employers are subject to unemployment tax and which workers are covered for unemployment benefits, assigns tax rates, processes quarterly tax and wage detail reports and collects and accounts for all UI taxes.

During calendar year 1990

- A total of 99,247 Minnesota employers paid into the UI Trust Fund.

- Payroll taxes and reimbursements paid into the fund totaled \$371 million.

- Employers paid an additional \$1.9 million in interest and penalties for late filing and payment of taxes.

- 14,008 new employers were identified as being liable for unemployment insurance coverage of their employees, 670 more than in 1989.



Tax Accounting employees, Louise Warren and Janet Koecheritz, help keep track of the 100,000-plus employer tax files that are administered by the department.

Unemployment Insurance (continued)

■ 11,079 business accounts terminated in 1990, 249 fewer than were terminated in 1989.

In the summer of 1990, a new "turnaround report" was introduced for employers to use in reporting details of wages they paid to employees. Over 85,000 employers are now provided with certain individual employee information preprinted on the report. The new report is easier and faster for employers to complete. Additionally, the completed turnaround reports can be "scanned" rather than keypunched. This improvement should result in faster processing of wage detail information, with an increase in accuracy.

During fiscal year 1990, the Field Audit Section completed 3,500 audits of employers with a gross payroll of \$1.3 billion. The total number of audits was down from the previous year. However, the number of large employers (\$1 million or more in gross payroll) audited was double the federal standards. The Audit Section initiated 873 tax liens and collected over \$1 million in delinquent taxes. The auditors also completed 2,000 wage investigations involving claims for benefits.

Benefit Payment Control

The department operates this program to detect and recover improper unemployment insurance payments. Overpayments which occur due to error or fraud must be repaid, and claimants and employers who are guilty of fraudulent acts are subject to administrative and criminal penalties.

During 1990:

■ The department found 9,347 cases of benefit overpayments amounting to \$5,080,383, most due to error.

■ Investigators did uncover

1,871 cases of fraud amounting to \$1,252,497.

■ Recoveries in 1990 totaled \$3,439,016.

The Quality Control Program is a management information system to aid state and federal UI program staff in assessing the accuracy of benefit payments. Currently, more than 5,000 sample cases are in the quality control data base.

In the fall of 1990, Minnesota, along with five other states, was selected by the U.S. Department of Labor to participate in a "Benefit Charge" pilot study. This study will be conducted in 1991 using some of the same data currently collected during Quality Control audits, as well as some additional data, to determine the error rate of benefit charges to employers.

Minnesota remains the site of the National UI Quality Control Training Center. The cooperative agreement with the U.S. Department of Labor was amended, bringing the total funding to \$1.15 million. (The original grant was \$575,000 and increased to \$900,000 and then to \$1.15 million in 1990.) This additional money will allow the center to continue training UI Quality Control personnel from across the country well into 1992.

In calendar year 1990, the staff conducted 40 training sessions for 275 trainees. In addition to training Quality Control personnel, the center also provided training to UI staff from nearly all state employment security agencies.

Appellate

The Appellate Branch conducts hearings on all appeals of unemployment insurance benefit and tax determinations.

In 1990, Appellate conducted hearings and issued decisions in 11,604 unemployment appeals.

By the end of 1990, 78 percent of the decisions were issued within 45 days of the appeal. Over 58 percent were issued within 30 days of appeal. The 45-day period percentage is 1.7 percent short of the federal timeliness standard. The 30-day period falls 1.55 percent short of the 60-percent federal standard.

Commissioner Appeals

This group handles the next step in the appeals process after an Appellate hearing. Any party to a case decided by an appeals referee may appeal the decision to the commissioner of the department. Such decisions may refer to disputed rights to unemployment insurance, overpayment of benefits, questions as to whether an employment is covered employment or a protest of tax rates assigned to employers.

In 1990, 2,400 appeals of benefit claims were received here and 2,400 benefit decisions were issued. There were 135 decisions pertaining to appeals in tax and liability cases and 22 appeals relating to federal program issues.

UI Management Services

The Unemployment Insurance Management Services Section oversees the yearly program budget and UI management information systems.

For the budget, the Cost Model Management group monitors staffing patterns weekly throughout the state and distributes reports to every UI manager. Managers then are able to respond to workload variations quickly and efficiently. The system also is used for internal decision making, the annual budget allocation process and monitoring the use of resources by the UI program managers.

Economic Opportunity Office



Making sure that low-income people, including families with children, have food, shelter, heat in the winter and a chance to improve their lot is the concern of the Economic Opportunity Office. The office supports a network of agencies working throughout the state to aid Minnesota's low-income citizens in obtaining the skills, knowledge and motivations which will help them become personally and economically self-sufficient.

Office functions include planning, evaluation, technical assistance and administration of both federal and state programs.

Community Services Block Grant and Minnesota Economic Opportunity Grant

Together, these two programs provide approximately \$10 million in state and federal funds to 41 community action agencies, including the Minnesota Migrant Council and Indian Reservation governments in the state. These agencies then use the money to design and implement local solutions to the problems caused by poverty.

These funds help the agencies provide 54 different services to 160,000 families statewide. The services range from advocacy to distribution of commodity foods.

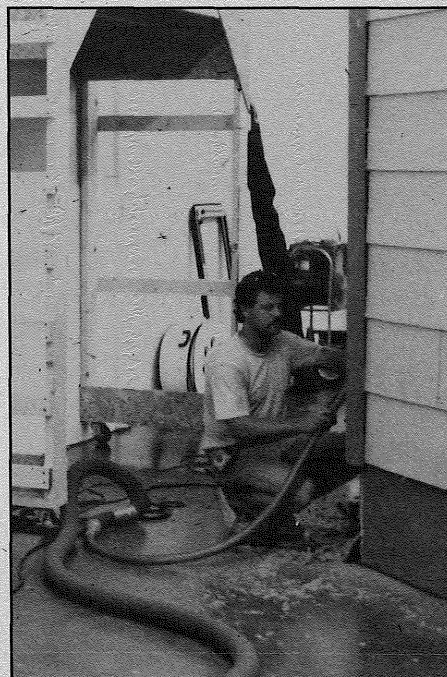
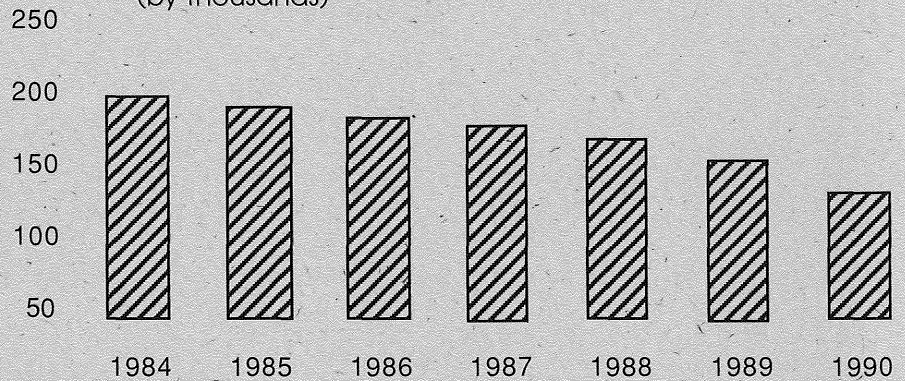
Emergency Food Assistance Program

The Emergency Food Assistance Program helps Minnesota cope with the growing incidence of hunger among its low-income citizens. Under this program, non-profit organizations distribute food products donated by the U.S. Department of Agriculture to eligible households, homeless shelters, emergency feeding sites and soup kitchens. In 1990, the program distributed more than eight

Food Assistance Program

Number of Households Served

(by thousands)



An instructor at Economic Opportunity's Weatherization Training Center, Roseville, demonstrates the blowing of insulation into the sidewalls of a house.

million pounds of food, valued at \$4.8 million, to more than 130,000 households throughout Minnesota.

Head Start

The Head Start Program helps economically disadvantaged children 3, 4 and 5 years old and their families achieve their full potential through the provision of health, education, parent involvement and social services.

With supplemental state funding of \$11 million for the 1990-1991 biennium, an additional 1,900 children receive Head Start services in Minnesota.

Weatherization

The Weatherization Assistance Program reduces the impact of high fuel costs on low-income households by cutting their energy consumption.

All local staff have been trained in using a more cost-effective weatherization procedure. The newly developed system relies on diagnostic equipment to determine what measures should be installed in a dwelling. All agencies will be using these new procedures by April 1, 1991. In 1990, the department spent \$15 million to weatherize 8,500 homes.

Economic Opportunity Office (continued)

Energy Assistance Block Grant

The Energy Assistance Program helps low-income households cope with the high cost of energy by providing:

- grants to pay heating expenses;
- financial help to deal with a crisis affecting the ability to maintain heat in the house;
- emergency repair to a house's heating system;
- services such as negotiating with energy vendors on behalf of households, budgeting services, crisis counseling and providing information and referral.

In 1990, \$56.3 million of federal funding was used to help 107,115 households.

Emergency Housing Programs

Three programs address the growing problem of homelessness in Minnesota.

■ The Transitional Housing Program funded 27 agencies during the year for transitional housing and support services to the homeless. A total of 1,050 people were served by the local agencies.

■ The Emergency Shelter Grant Program provided funds for 38 shelters and for essential services to homeless people. The program is funded through the Stewart B. McKinney Homeless Assistance Act.

■ The Emergency Community Services Homeless Program funds community action agencies to provide comprehensive services to homeless people, including long-term services to help them make the transition out of poverty and assistance in obtaining social and income support services. The Economic Opportunity Office allocated \$269,000 to 41 local agencies in 1990 for this program.

Source of Funds/Dollars

1990 Program Year

(in thousands)

Federal

Low Income Home Energy Assistance	\$56,321
Weatherization Assistance	7,979
Oil Overcharge	4,450
Community Services	4,030
Temporary Emergency Food Assistance	715
Emergency Community Service Homeless Grant	257
Emergency Shelter Grant	589
Community Food and Nutrition	19

State

Minnesota Economic Opportunity Grant	1,498
Surplus Commodities	100
Temporary Housing	220
Head Start	5,500

Total Funding

\$81,678

State Job Training Office



Many low income people find that they have trouble landing jobs because they don't have relevant training and work experience. To address this problem, the State Job Training Office (SJTO) administers state and federal programs that prepare youth and adults for entry into the labor force. These programs specifically serve disadvantaged people, welfare recipients, dislocated workers, at-risk youth and displaced homemakers who need to overcome employment barriers.

The SJTO also provides professional staff support to the Governor's Job Training Council, which coordinates employment and training programs in Minnesota, including those covered under the federal Job Training Partnership Act (JTPA).

Job Training Partnership Act

The Job Training Partnership Act (JTPA) is a 1982 federal law authorizing programs that help low-income and unemployed people to gain the skills they need to get a job. The programs are funded through federal block grants given to the states to administer.

The SJTO allocates funds to 17 local regions known as service delivery areas (SDAs). Within each SDA a local private industry council composed of business leaders, educators, labor and community representatives, and local elected officials plans and monitors the use of funds to meet the demands of the local labor market.

Typically, local programs provide:

- assessment and career counseling,
- on-the-job training,
- job search assistance and placement,

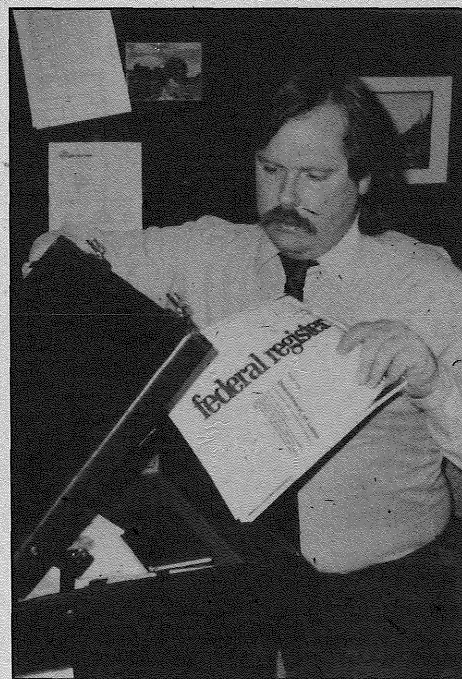
- basic education, classroom training,
- work experience,
- supportive services and
- remedial education to upgrade basic skills.

Through JTPA, employers can obtain pre-screened applicants, reimbursement of training costs and training designed for their firm's specific hiring needs.

The SJTO monitors local programs to ensure that their plans and objectives are being met and that they are in compliance with the law. The SJTO also provides technical assistance to SDAs, acts as a liaison to other state agencies and evaluates program performance according to state and national standards.

Sixteen SDAs received incentive awards of additional funds in 1990 for meeting or exceeding the standards.

Minnesota received a JTPA Title II-A basic grant of \$21,350,294 for the program year ended June 30,



Jamie Fitzpatrick, field monitor,
State Job Training Office, St. Paul.

1990. Of that, 78 percent funds local programs in the 17 SDAs and the remaining funds coordinate job training programs and serve groups with special needs.

Title II-A programs served some 12,124 adults and 6,652 youth over the age of 14. More than half the participants were welfare recipients. Of the total served, 5,556 adults found jobs at an average hourly wage of \$6.29 and 2,569 youth at \$5.10 an hour.

In a follow-up study of some 5,335 participants, 69 percent were employed 13 weeks after leaving the program at average weekly earnings of \$254. Welfare recipients who became employed were earning an average of \$251 weekly and had worked an average of 8.2 weeks during the 13-week period.

JTPA/Education Coordination Programs

Eight percent of Minnesota's Title II-A JTPA allocation is used to develop cooperative programs between SDAs and educational agencies to serve low-income youths and adults. The funds are administered jointly by the State Technical College system and the SJTO.

As of June 30, 1990, a total of \$414,615 had been used to fund 13 innovative programs serving 489 people with special needs, including:

- minorities,
- people with disabilities,
- displaced homemakers,
- limited-English speakers,
- high school dropouts,
- single parents,
- farmers in crisis,
- public assistance recipients, and
- offenders/ex-offenders.

State Job Training Office (continued)

Approximately \$570,931 was generated in matching funds for special needs programs. SDAs also got \$1,098,862 for programs in secondary and post-secondary schools to give education-related services to public assistance recipients.

The coordination programs generated \$1.6 million in matching contributions.

Older Worker Training Program

Low-income people 55 years of age and older are given special attention under JTPA. Three percent of the state's Title II-A grant is used to prepare and place eligible older workers in private-sector employment.

Sixteen projects were funded through a request-for-proposal process and served 705 people at a cost of \$671,453. Of that total, 347 were placed in private-sector jobs at an average hourly wage of \$5.26.

Senior Community Service Employment Program

A parallel to JTPA's older worker program is the federal Senior Community Service Employment Program (SCSEP), authorized under Title V of the Older Americans Act. The purpose of the SCSEP is to foster part-time employment in community service for unemployed low-income people over 55. In addition, the program provides physical examinations and support services. In 1990, 16 project operators placed 413 participants in subsidized part-time work to provide income and increase their employability. SCSEP surpassed one of its performance goals by placing 67 participants in unsubsidized private-sector employment. The cost of the program in 1990 was approximately \$1.5 million.

Dislocated Worker Program

A new JTPA federal dislocated worker program, Economic Dislocation and Worker Adjustment Assistance Act (EDWAA), began July 1, 1989. In the past year, dislocated workers from the computer and electronic, manufacturing, food processing, and retail and catalog industries participated in the dislocated worker program. EDWAA serves dislocated workers through 11 substate areas and grantees.

Half of EDWAA funding is allocated to the substate areas, with another 10 percent reserved for them as needed. The remaining 40 percent is used for large plant closings or industry-specific discretionary projects.

EDWAA services include skill assessment, job counseling, GED training, classroom training, supportive services and job placement assistance.

During program year 1989 (July 1, 1989 — June 30, 1990), the EDWAA program served 5,976 dislocated workers. More than 45 percent of them were over 40 years old. Their average wage at placement was \$8.06.

A new state-funded dislocated worker program supplemented federal resources with \$250,000. Services were thus provided by three additional dislocated worker programs that otherwise would not have been funded.

STRIDE

STRIDE is a joint effort between the Jobs and Training and Human Services departments to help AFDC recipients achieve self-sufficiency. Minnesota began a similar program several years ago, then adapted it to implement the Federal Family Support Act of 1988.

This welfare reform program works with groups who are in danger of long-term dependence on public assistance. The target groups are caretakers (of children) who are:

- under age 24 without a high school diploma or equivalent,
- have had little or no work experience in the last year,
- will become ineligible for AFDC within two years due to the age of their youngest child, or
- have received AFDC for 36 of the last 60 months.

Caretakers from the target groups are eligible for case management, a voluntary program of vocational counseling and assessment of employment, training, education and support needs.

A second major part of STRIDE is mandatory orientation for all new AFDC recipients. The orientation, which introduces them to the Job Search Program, is funded by the Employment and Training Block Grant. It also funds the Community Work Experience Program, Grant Diversion or On-the-Job Training.

For the fiscal 1990-1991 biennium, STRIDE will receive state funds of \$7.8 million for case management, which includes a 25-percent match from the county, and \$5 million from the Employment and Training Block Grant. The state can receive up to \$13 million in federal reimbursement for part of direct program and administrative costs.

STRIDE became operational in all 87 counties in 1988 and from the program's inception through June 30, 1990, STRIDE has served 21,088 people.

Food Stamp Employment and Training Program (FSET)

Each state must designate a group within its Food Stamp population for this program, which assesses participants' skills and develops a plan to help them find work. In Minnesota, this group consists primarily of Food Stamp recipients who also receive Work Readiness assistance.

In federal fiscal year 1990, statewide FSET programs received \$1.8 million and served more than 27,000 people. The SJTO provides state-level administration for this program under a cooperative agreement between the departments of Human Services and Jobs and Training.

Work Readiness

The Work Readiness Program is available to people whose income and resources are below the general assistance maximum levels, but who are employable. Participants receive financial help along with job-seeking services to help them find permanent employment. They also get help for such needs as transportation and clothing for interviews.

The Work Readiness Program is a joint effort of the SJTO and the Department of Human Services. From July 1, 1989, to June 30, 1990, 27,096 new participants took part in the program at a cost of \$3.1 million.

Minnesota Displaced Homemaker Program

Programs to serve displaced homemakers are now available in 83 of Minnesota's 87 counties.

Displaced homemakers are women or men who have spent years at home caring for their families, but due to separation,

divorce, death or disability of spouse, must now seek employment to be economically independent.

This program helps participants learn available resources and make personal and vocational choices. Employment barriers are removed through a variety of pre-employment services, including individual and group counseling, support workshops, vocational exploration and job-seeking skills training.

Thus far in the 1989-1991 biennium, more than 2,850 displaced homemakers have been served. Of these, 73 percent became employed, entered school, or were involved in a variety of employment or training activities. The average hourly wage of those working was \$6.49 per hour.

Minnesota Employment and Economic Development (MEED) Wage Subsidy Program

The MEED Wage Subsidy Program was created in 1983 to encourage the development of temporary jobs in the public sector and new permanent jobs in the private sector.

Final funding for the MEED Program expired on June 30, 1990, and the MEED service providers are in the process of phasing out the program with final program activity expected no later than Dec. 31, 1991.

From July 1989 to June 1990, a total of 4,418 people were served. MEED served over 56,000 people from July 1, 1983, through June 30, 1990, and approximately 70 percent of all placements were in the private sector.

Minnesota Youth Program

The Minnesota Youth Program (MYP) serves young people from 14 through 21 years of age and operates statewide at an annual funding base of \$2.35 million. In 1990, the state Legislature appropriated an additional \$500,000 a year to expand the program to include a school-to-work transition component for at-risk youth. Transition services include counseling, case management, basic education skills, training, remedial education, mentoring and tutoring.

In 1990, 3,109 youth were served. More than 2,600 of them were economically disadvantaged, 680 were from families receiving public assistance and 845 were young people with disabilities. Over one-fourth were enrolled in remedial education.

The Job Service Mini-Office Program was funded through the MYP in 1990. Youth were trained to operate mini-offices, which matched more than 11,160 youth with temporary jobs, including 6,797 in agriculture settings.

Summer Youth Employment and Training Programs

Summer Youth Employment and Training (SYETP) programs serve economically disadvantaged youth 14-21 years old. From the total 1990 national appropriation of \$619 million, Minnesota received \$7.3 million. The funds went directly to local SDAs and provided jobs for 6,138 youth in public and non-profit agencies.

The local programs, averaging 11.6 weeks in length, combined work and learning to increase the basic skill levels of the young people.

State Job Training Office (continued)

Youth Intervention Program

In 1990, 23 youth intervention programs were funded for education, counseling and referral services for troubled youth and their families. Community-based programs kept the young people living with their families and out of correctional institutions, foster homes, residential facilities and chemical dependency treatment facilities. SJTO distributed \$275,000 in state funds to serve about 7,500 youth and their families at an average cost of \$365 per client.

Juvenile Justice Program

This program is aimed at providing alternatives to adult jails for juveniles. SJTO receives a block grant under the federal Juvenile Justice and Delinquency Prevention Act and administers subgrants to counties and to the Minnesota Department of Corrections for programs to provide such alternatives. The awards decisions are made by the Minnesota Juvenile Justice Advisory Committee, whose members are appointed by the governor.

In 1990, over \$1,200,000 funded programs served some 30 counties.

Veterans Employment and Training Program

Minnesota received \$142,000 in JTPA Title IV-C funds for services to veterans through three local area offices. This program helps train and employ veterans with disabilities, Vietnam-era veterans and veterans who recently left the service.

During the past two years, a 27-month-program period, 172 veterans were served and 114 of them placed into unsubsidized employment.

Federal performance standards for JTPA Title II-A (Basic Program) July 1, 1989 — June 30, 1990

	Actual	Standard
Adult entered employment	78.2%	63.2%
Adult welfare entered employment	75%	57%
Adult wage at placement	\$6.48/hr.	\$5.23/hr.
Adult follow-up, weeks worked during 13 weeks	9.2	7.8
Youth positive termination	82.5%	75.2%
Youth entered employment	57%	44.1%

State performance standards for Title II-A

Public assistance recipients served as percent of the total served	50%	39.8%
Average wage of adults who are public assistance recipients as a percent of the average wage of adults who are not public assistance recipients	94%	90%

Opportunities Industrialization Centers

The Opportunities Industrialization Centers (OICs) offer community-based education, skills training, placement and supportive services to economically disadvantaged people. The OICs specialize in serving hard-to-reach groups such as minorities and welfare recipients. In cooperation with state and local JTPA offices, the OICs also offer special programs for youth, older workers and male and female offenders at Stillwater and at the Volunteers of America correctional facility in Roseville.

The operating centers are Twin

Cities OIC, American Indian OIC, Ramsey County OIC and Anishinabe OIC at Mille Lacs Lake, the first OIC on an Indian reservation. Another OIC is planned for the Bemidji area.

The OIC programs enrolled and served 1,524 clients in 1990. Of those, 404 were placed in jobs with an average annual wage of \$10,679, and 241 moved on to advanced training or higher education. Of those placed, 49 percent were welfare recipients, 30 percent black, 20 percent white, 42 percent Native Americans and 7 percent other minorities.

Rehabilitation Services



It is often hard for people to get jobs, even when they have full use of their bodies, minds and senses. For people with physical and mental disabilities, it is much harder to find employment. This group is offered a chance to prepare for jobs and become self-supporting through the services of the Rehabilitation Services Division.

One highlight of 1990 was MarketAbility, an RS/STEP Project that involved the development and implementation of marketing plans for five geographic/economic areas of the state. The project's purpose is to encourage employers to hire people with disabilities and to increase Rehabilitation Services' visibility in the communities. Teams are made up of a cross-section of staff members from the areas. This local involvement ensures that the regions' unique needs are addressed.

Vocational Rehabilitation

This program offers the essential services people with disabilities need to find suitable employment. Assessment of strengths and aptitudes, personalized vocational planning and job placement are keys to successful rehabilitation. Training, education or equipment also may be provided if necessary to achieve the vocational rehabilitation goals.

In 1990, this program had an active case load of 32,735 clients. More than two-thirds are expected to become employed in a little over two years.

Special projects within Vocational Rehabilitation focus on meeting the needs of students with disabilities in their transition from school to work, people with traumatic brain injury and people with serious mental illness.

Projects With Industry (PWI)

Projects with Industry (PWIs) help rural students with disabilities find jobs in their communities. When this federal grant program, originally intended for corporations or private nonprofit service providers, was expanded to include state vocational rehabilitation agencies, RS submitted one of the first proposals and received a grant to establish three Projects With Industry. The PWIs are located in Mankato, Grand Rapids/Cloquet and Cambridge. A major factor in their success has been the involvement of local business leaders and educators.

Supported Employment and Rehabilitation Technology

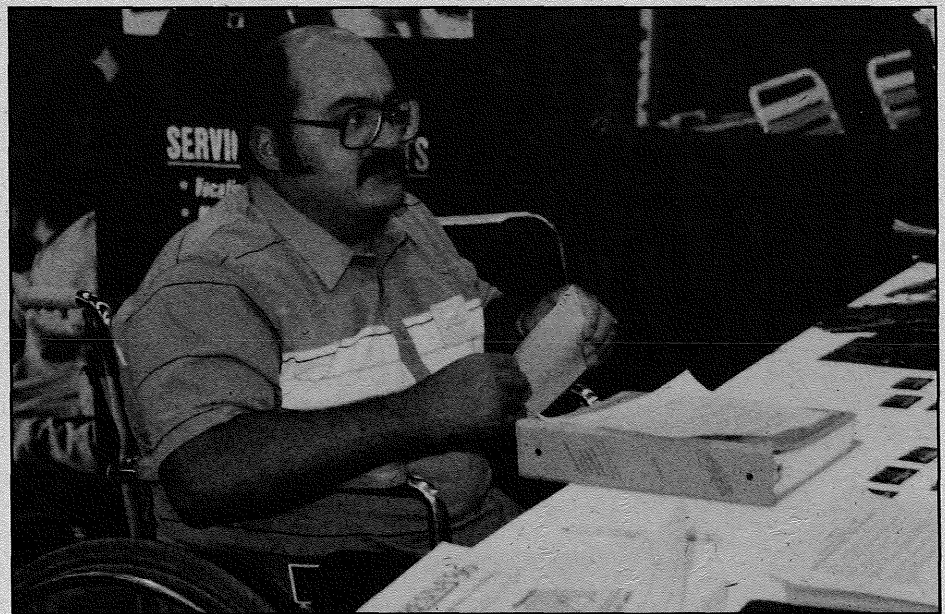
Supported Employment brings people with severe disabilities into the work force. They are employed in a community business setting and are paid wages. Job coaches work with them on the jobs until

they learn the tasks. Job coaches are paid by the program and employers may qualify for wage and tax incentives, such as Targeted Jobs Tax Credit, if they hire people through Supported Employment.

Partnerships

RS has developed numerous programs in partnership with other agencies or organizations. RS is involved, for example, with several successful programs offered by the Multi-Resource Center. A computer training project for people with severe disabilities involves corporations such as IBM, General Mills, NSP and IDS.

FlexWork serves people whose employment needs can best be met by working out of their homes and provides a variety of training and rehabilitation services. The newest program is Computer-Aided Design, which began in the summer of 1990.



Larry Foukas, career rehabilitation counselor, St. Peter Cooperative Vocational Rehabilitation Program Office.

Rehabilitation Services (continued)

Workers' Compensation

RS provides rehabilitation services through its Workers' Compensation Unit to workers injured on the job.

Services are provided or coordinated by RS vocational rehabilitation counselors who are registered with the Minnesota Department of Labor and Industry as QRCs (qualified rehabilitation consultants).

QRCs are neutral parties in the rehabilitation process. They are professionals who have knowledge of medical factors, local labor markets and statutes concerning rehabilitation within Minnesota's Workers' Compensation Law.

Services are designed to help injured workers return to work as quickly, economically and appropriately as possible. This often means a return to work with the present employer in the same or another position. Sometimes it may be necessary to change both employer and type of work.

Independent Living Services

Independent Living Services is a two-part program to help people with severe disabilities live more independently and participate in community activities and, when possible, enter vocational rehabilitation.

In Part A of the program, counselors in local RS field offices purchase or provide needed services. Part B is a grant program that provides funding to seven regional Centers for Independent Living, located in East Grand Forks, Hibbing, Mankato, Marshall, Rochester, St. Cloud and the Twin Cities.

All the Centers for Independent Living have branch offices to serve greater geographic areas. The Mankato center is new, having just opened in July 1990.

Minnesota Supported Employment

A five-year Supported Employment Project grant from the U.S. Department of Education's Office of Special Education and Rehabilitation Services ran out in 1990, which means Supported Employment will have to operate on \$500,000 less per year. The program will continue, however, its efforts to change systems in programs serving the employment needs of people with very severe disabilities.

Rehabilitation Services and the departments of Human Services and Education have recently signed an interagency cooperative agreement outlining major policies and activities to assure that supported employment services are integrated into the service delivery system.

Continued involvement of the Supported Employment Advisory Committee will assist RS in maintaining the program's momentum.

Extended Employment Program

The Extended Employment Program has undergone significant changes in recent years.

In cooperation with Minnesota's 35 rehabilitation facilities, Rehabilitation Services has worked to help severely disabled people reach their fullest employment potential. The emphasis is on community-based employment. In supported work settings, people with severe disabilities work alongside non-disabled co-workers.

Increasing numbers of severely disabled people are acquiring job skills in such programs.

Businesses in the community employ workers with help from the professional staffs of the facilities and other organizations involved in employment programs for people with disabilities.

While many people can be placed directly into regular jobs, others need help for long periods of time.

Rehabilitation facilities offer three other extended employment programs — long-term employment, work activity and work component (affiliated with Development Achievement Centers).

RS certifies that facilities treat workers fairly, sets program standards and evaluates their success in helping people with disabilities get jobs in the least restrictive settings. State funds, administered by RS, are awarded to facilities based on their performance. Rehabilitation facilities are private, nonprofit organizations that also receive funding from the business community, United Way and local governments.

The number of people who worked in community employment settings has drastically increased. In 1983, there were 260 people working in community-integrated jobs and by 1990, there were 3,067.

Disability Determination Services

In accordance with Social Security Administration regulations, the Disability Determination Services Section determines if Minnesotans claiming disability benefits meet the criteria for Social Security Disability Insurance (SSDI) and Supplemental Security Income (SSI).

In the past, DDS has been cited by the Social Security Administration's regional commissioner for outstanding service to residents of Minnesota. The office and staff have continued to earn this position as a regional and national leader in accuracy, processing time and productivity.

State Services for the Blind



Adults and children who are blind or visually handicapped often need help in coping with the problem of functioning in a sighted world.

People who have physical or mental disabilities in addition to visual handicaps also may be eligible for services from SSB.

Last year, 6,035 clients, ranging in age from five months to 105 years, were served by rehabilitation counselors at Brainerd, Duluth, Hibbing, Mankato, Marshall, Moorhead, Rochester, St. Cloud and Twin Cities field offices. Services for the Blind is supported by federal, state and local funds.

Vocational Rehabilitation

Services for the Blind provides vocational rehabilitation through:

- counseling,
- adjustment-to-blindness services,
- instruction in alternative techniques including braille and travel training for independence,
- vocational training and
- job placement services.

The newly established SSB Resource Center for Assistive Technology provides access to and training on adaptive equipment, and the Employer Committee, a partnership with the private sector, assists consumers in gaining needed work and internship experiences. In 1990, 2,669 clients received services in this program and 440 completed their vocational rehabilitation plans and are gainfully employed. In addition, counselors were working with 1,266 applicants, assessing their eligibility for this program.

Child Rehabilitation

Counselors work with blind children and their parents, providing guidance to help the children grow and develop. Transition and summer programs for youth help them

achieve independence, develop self-confidence and learn employment-related skills. In 1990, 723 children and their families were served and 38 children completed their rehabilitation plans.

Independent Living

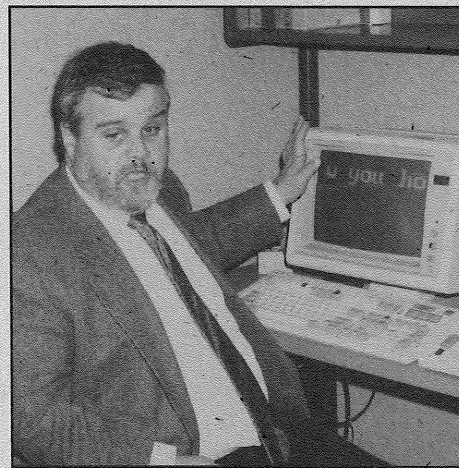
People of all ages who are blind or visually handicapped learn to live independently through several programs and special projects:

■ **The Center for Independent Living**, a federal grant project, works with young adults between ages 17 and 25 who are blind and also have difficulty communicating.

■ **The Elderoptions Project** is funded by another federal grant and helps people 55 and older live as independently as possible.

■ **The Self-Care Program** is a state-funded program for people age 55 and older to lessen their need for personal assistance, primarily in self-care and communication.

In 1990, these served 1,377 clients, and 400 people were able to achieve a more independent life style.



Michael Dugan, technical specialist, State Services for the Blind, St. Paul.

Communication Center

The SSB Communication Center is a statewide special library, transcription and reading service. Any Minnesotan who is unable to read normal newsprint because of a visual or physical handicap is eligible for Communication Center services. These include:

- Radio Talking Book (newspapers, magazines and best sellers —radio broadcasting 24 hours a day);
- Dial-In News (newspapers — telephone access 24 hours a day);
- books on tape or in braille;
- phonographs and tape players;
- vocational and textbook transcription on tape or in braille; and
- engineering and equipment repair services.

Some 450 volunteers assist in providing these services.

In 1990, 13,477 people (up 14 percent from 1989) and 686 institutions throughout the state (up 20 percent from 1989) received services and used 18,688 cassette players, phonographs and radios.

In response to 10,700 requests for taped materials, 83,952 cassette tapes were prepared and distributed. In response to 9,913 requests, 704,249 pages of braille were prepared and distributed. Engineering repaired 7,980 pieces of equipment (up 39 percent from 1989). The Radio Talking Book Network expanded transmission through a satellite downlink at Buhl, Minn. This network provided 8,760 hours of program broadcasting. The Dial-In News began in March 1990 and by year-end had expanded its list of subscribers to 207.

State Services for the Blind (continued)



Michele Schaper, rehabilitation counselor (left), demonstrates palm writing with Donna Wood, career counselor, both State Services for the Blind employees.

Business Enterprises Program

The Business Enterprises Program (BEP) provides training and management assistance to blind vendors who operate businesses under franchise agreements. The businesses are located in public and private buildings and include cafeterias, lunchrooms, gift shops, "vendeterias" and vending machine routes, in addition to vending operations at rest areas on the highways.

The program has 80 franchises and is expanding in post-secondary institutions and interstate highway rest areas.

In 1990, the average annual income of BEP vendors was \$24,066, a 14-percent increase over 1989) and program sales were \$8,234,383. Under the franchise agreements, the program collected \$306,609 (up 14 percent) in operating charges, which provide significant financial support for the program.

Client/Staff Support

Client/staff support provides administrative services to the programs, as well as operates "The Store," an outlet for adaptive aids and devices. This group also manages client rehabilitation aids and devices; client payments; client equipment purchases, delivery, set-up, repair, inventory and leases; certification of legal blindness for homestead, tax benefits and other purposes; the Employer Partnership Project; and Council and Employer Task Force support.

Administrative/Technical/Support Services



Administrative, technical and support employees work behind the scenes to help others in the department do their jobs more effectively and efficiently.

DATA PROCESSING OFFICE

The Data Processing Office operates:

- the department's IBM 3090-200E mainframe computer, which has 65 billion bytes of disk storage and supports more than 70 million transactions a year,

- a telecommunications network that supports some 1,500 terminals on 34 data lines to 91 remote sites,

- an information center for the department's personal computer and mini-computer users. More than 50 analysts and programmers provide application development and systems maintenance to clients throughout the department.

During 1990, Data Processing staff:

- In support of the new Initial Claims/Benefit Payment System, upgraded the computer to double the processing speed from 17 to 34 million instructions per second;

- Established a link to Dakota County to allow the sharing of data;

- Converted over 75 percent of computer production jobs to Control-M, an automated scheduling and setup package which handles more than 90-percent of the daily processing; and

- Formed a support group charged with the ongoing implementation of Control-M and other operations improvements.

- Implemented various applications for users throughout the department, including a user-oriented on-line data entry system in

the Tax Branch which eliminated 75 input documents; the new SAMS (SESA Automated Management System); PEER (Programs for Equal Employment Opportunity Evaluation Reports); Interstate Job Bank systems for Job Service; a new personnel system which allows all DJT employees access to their own records, as well as on-line tracking of personnel functions by personnel staff; and improvements to the year-old UI Claims and Benefit Payment System.

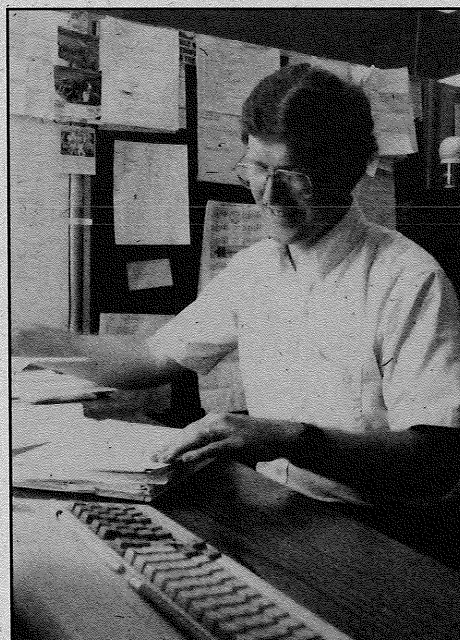
- Configured and installed an AS/400 personal computer system in support of the Appellate and Commissioner's Representatives offices;

- Installed individual PCs (personal computers) throughout the department;

- Formatted and programmed various applications for the laser printer;

- Applied and maintained ACF2 security for all department applications; and

- Coordinated and supported the PC User Group.



Brian Duffy, senior systems analyst, Data Processing, Central Office.

MANAGEMENT ANALYSIS

The Management Analysis Office is the department's internal consultant. Services include special management studies, project development and management, methods and procedures studies, planning systems, surveys and needs assessments, automated office design, statistical analysis, group facilitation, writing and editing, and procedure development and documentation.

In 1990, Management Analysis staff:

- Redesigned the Personnel and Labor Relations management information system;

- Wrote a user's manual for the new Personnel and Labor Relations management information system;

- Took the lead in developing Personnel Office policies and procedures;

- Organized various internal rules and procedures into an employee handbook for the Appellate Branch;

- Developed a mentoring system for Administrative and Technical Services employees;

- Developed a budgeting and financial monitoring system for the Commissioner's Office and the ATS Division offices;

- Began a Peer Group presentation program to allow employees to hone their public speaking skills;

- Developed procedures to identify and control holders of department credit cards;

- Installed a process for long-range information systems planning; and

- Led a project to acquaint department staff with the mainframe-connected laser printers.

Administrative/Technical/Support Services (continued)

POLICY DEVELOPMENT OFFICE

The Policy Development Office is responsible for identifying employment and training issues. Other duties include the development of rules or legislation to address such issues; coordination of state and federal legislative activities; coordination of the department's rule-making process, ensuring departmental compliance with the Minnesota Government Data Practices Act; conducting evaluations of departmental programs; coordination of the department's employee job safety promotion program; and the preparation/coordination of the biennial budget and fiscal notes.

RESEARCH AND STATISTICS OFFICE

The Research and Statistics Office collects, analyzes and distributes labor market information. Customers include other offices of the department, other government departments and agencies, business firms and labor unions, educational and economic development planners, news media and the general public.

The office is the state agent for the U.S. Bureau of Labor Statistics and the official source of all Minnesota employment and unemployment estimates. The staff also collects and analyzes data on Job Service, Unemployment Insurance and other agency programs; conducts salary surveys and forecasts future employment demand.

Summaries and current information appear in the *Minnesota Labor Market Review*, a monthly publication. *Minnesota Employment* is an analysis of labor market issues such as supply/demand mismatches and the role of the service industry sector. Also, a second edition of *Minnesota Careers*, a tabloid containing career development information

aimed at Minnesota students and unemployed adults, was produced in 1990. The office launched *Minnesota Economic Indicators*, a monthly newsletter which explains trends in eight statewide data series that follow the ups and downs of the business cycle.

The Minnesota Occupational Information Coordinating Committee (MOICC) consists of people from state departments concerned with occupational information being accessible and understandable to users. *Newsnet*, a bimonthly newsletter, is published by MOICC and distributed throughout Minnesota.

TRAINING AND DEVELOPMENT OFFICE

The Training and Development Office provides department employees with opportunities for improving their work skills. The office coordinates training and employee development, plus projects and programs that increase job satisfaction and employee involvement.

Activities in 1990:

- "The Empowered Professionals," a two-day conference, was held for 600 DJT employees in professional classifications.
- "Ethics — Conflict of Interest" sessions were conducted for employees department-wide, to raise their awareness.
- Personal Safety and Self-Defense, Stress Management, D-Day, cholesterol and blood pressure screenings, body composition analysis and parenting classes expanded the Health Promotion Program.
- Frontline Leadership continued with 42 supervisors completing the 16-module program.

INFORMATION SYSTEMS PLANNING AND DEVELOPMENT OFFICE

The Information Systems Planning and Development Office was formed in 1990 to improve the department's planning and development of information systems. The office also manages the METIS (Minnesota Employment and Training Information System) Project, the MORE (Minnesota Overpayments Recovery Effort) Project, and the IRIS (Inventory, Referral and Intake System) Project. One of the office's key responsibilities is to serve as the liaison between DJT and the Department of Administration's Information Policy Office, which sets statewide policy for information systems.

1990 projects:

- Completed the Wage Detail Project, a two-year total redesign of Minnesota's Unemployment Insurance Benefits and Wage Detail systems.
- Began the MORE Project, a redesign of the Unemployment Insurance Benefit Payment Control and Cross-match systems.
- Began the METIS Project, producing an Information Needs Assessment Report.
- Began planning a department-wide Local Area Network backbone.
- Produced "Minnesota's Human Services Delivery System: A new look at old issues," in conjunction with the Department of Administration's Management Analysis Division, as a part of the IRIS Project.

ADMINISTRATIVE AND FINANCIAL MANAGEMENT

The Office of Administrative and Financial Management:

- processes federal grants, state funds, subgrants and contracts;
- develops financial data for budgets and reports; and
- pays vendors, clients, grantees and employees.

This office also provides business services, including purchasing, building maintenance and mail services.

During the past year:

The downtown Minneapolis building housing the Job Service and Unemployment Insurance offices was sold. Asbestos abatement was completed in the lower level of the headquarters building. Installation of a new security system for the Central Office was begun, and mailroom equipment was updated to improve the mailing of Unemployment Insurance checks. The daily Unemployment Insurance journal and check reconciliation were automated. The biennial budget was prepared.

LABOR RELATIONS/PERSONNEL SERVICES

The Office of Labor Relations and Personnel Services handles personnel matters and administers the various labor agreements.

During the past year the office:

- Implemented the first phase of the data base redesign so that managers now have access to employee records, seniority rosters and other personnel information.
- Automated the job posting process on a statewide basis.
- Provided services in the areas of exam development, classification, the insurance program, workers' compensation, the employee assistance program, and contract interpretation and

administration.

- Updated policies and procedures on personnel issues.
- Conducted a study of the UI tax examiners' and the appellate attorneys' positions.

PUBLIC INFORMATION AND EDUCATION OFFICE

The Public Information and Education (PIE) Office, in its role as the public relations and communications voice of the department, kept the public, government officials, employers, department employees and other agencies informed about Jobs and Training programs and activities.

PIE issued nearly 100 news releases and advisories to print and electronic media throughout the state. The staff also produced descriptive fact sheets and brochures on Jobs and Training services.

Various staff-produced newsletters were published for employee, public and special audiences. In addition, the office was responsible for the production of the department's annual report to the governor, the Job Training Partnership Act annual report and the Rehabilitation Services Overview, a special publication for the users and operators of that division's programs.

Staff arranged news conferences on a variety of subjects that publicized state and department activities.

PIE staff also helped organize the annual Open Your Heart to the Hungry and Homeless fundraising campaign that involves all state employees.

Finally, PIE assisted in the planning and arrangements for a number of special events, including open houses of department offices, "Capital for a Day" observances in several Minnesota cities and some special ceremonies that involved the Governor's Office.

INVESTIGATION UNIT

The Investigation Unit looks into alleged fraud and internal security matters in all divisions of the agency and agency grantees. Cases most frequently investigated concern unemployment insurance fraud detected and referred for investigation by other units.

During 1990, a total of 324 investigations were completed and, of these cases, 159 were presented for prosecution.

Equal Opportunity/Affirmative Action



EQUAL OPPORTUNITY/ AFFIRMATIVE ACTION POLICY

It is the policy of the Minnesota Department of Jobs and Training to provide equal opportunity to all employees and applicants for employment in accordance with all applicable equal employment opportunity/affirmative action laws, directives and regulations of federal, state and local governing bodies or agencies, specifically Minnesota Statute 363.

Jobs and Training will not discriminate against or harass any employee or applicant for employment because of race, color, creed, religion, national origin, sex, disability, age, marital status or status with regard to public assistance.

Jobs and Training will take affirmative steps to ensure that all employment practices are free of discrimination. These practices include, but are not limited to, hiring, upgrading, demotion, transfer, recruitment or recruitment advertising, selection, layoff, disciplinary action and termination, rates of pay or other forms of compensation and selection for training.

Jobs and Training will commit the necessary time and resources, both financial and human, to achieve the goals of equal opportunity and affirmative action.

Jobs and Training will evaluate the performance of its management and supervisory personnel on the basis of their involvement in achieving these affirmative action objectives as well as other established criteria. Any employee of the agency who does not comply with the equal employment policies and procedures set forth in this statement will be subject to disciplinary action. It is the responsibility of the manager and staff of the Equal Opportunity Program to monitor all equal employment opportunity activities and report their effectiveness as required by state and federal agencies.

AFFIRMATIVE ACTION OFFICE

The Affirmative Action Office works to eliminate and prevent discrimination in the department's employment practices. Harassment or any verbal or physical behavior which is perceived as creating an intimidating or hostile environment is a major concern for which this office provides confidential advice.

1990 Expenditures



JOB SERVICE AND UI OPERATIONS	
Personal Services & Personal Benefits	\$ 23,387,574
Nonpersonal Services	5,132,805
Subgrant & Client Payments	1,319,543
TOTAL	\$ 29,839,922
UNEMPLOYMENT INSURANCE	
Personal Services & Personal Benefits	\$ 10,674,510
Nonpersonal Services	1,776,620
Subgrant & Client Payments	354,973,102
TOTAL	\$367,424,232
ECONOMIC OPPORTUNITY OFFICE	
Personal Services & Personal Benefits	\$ 1,749,574
Nonpersonal Services	560,661
Subgrant & Client Payments	81,621,764
TOTAL	\$ 83,931,999
STATE JOB TRAINING OFFICE	
Personal Services & Personal Benefits	\$ 1,410,590
Nonpersonal Services	413,364
Subgrant & Client Payments	44,077,190
TOTAL	\$ 45,901,144
REHABILITATION SERVICES	
Personal Services & Personal Benefits	\$ 20,353,442
Nonpersonal Services	4,291,321
Subgrant & Client Payments	25,035,755
TOTAL	\$ 49,680,518
STATE SERVICES FOR THE BLIND	
Personal Services & Personal Benefits	\$ 4,825,132
Nonpersonal Services	1,569,111
Subgrant & Client Payments	3,054,747
TOTAL	\$ 9,448,990
ADMINISTRATIVE & TECHNICAL SERVICES	
Personal Services & Personal Benefits	\$ 12,267,869
Nonpersonal Services	5,287,686
Subgrant & Client Payments	0
TOTAL	\$ 17,555,555
TOTAL DEPARTMENT	\$603,782,360

Councils/Committees



GOVERNOR'S JOB TRAINING COUNCIL

Business and Industry

Gene Bier, Plymouth, Chair
Dee Gaeddert, Burnsville
Mike Lynch, Minneapolis
Austin Sullivan, Golden Valley
Linda White, Minneapolis

State Legislature/Agencies

Carl Kroening, Minneapolis
Bernie Omann, St. Joseph
Wally Sparby, Thief River Falls

Local Elected Officials

Marcella Gonsorowski, Newfolden
Dorothy Grotte, Fairmont
David Torgerson, Clinton

Organized Labor/Community-based Organizations

Betty Bednarczyk, Minneapolis
Bernard Brommer, St. Paul
Dave Foster, Duluth
Pat Kiminski, Cloquet
Efren Tovar Leon, St. Cloud
Bill Peterson, St. Paul

General Public

Nancy Christensen, St. Paul
Geraldine Evans, Rochester

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Scott Anderson, Duluth
Renee Backlund, Moorhead
Kathy Cherry, Red Wing
Stephanie Corbey, St. Paul
Jane Duerre, Minneapolis
Lois Johnson, Windom
David Kangas, Shoreview
Jerry Krueger, St. Cloud
Stephen Larson, Mankato
Ruth McDowell, Thief River Falls
Trish Matusak, Minneapolis
John Mertens, St. Cloud
Linda Nelson, St. Paul
Mary Ellen Pischke, Oronoco, Chair
John Schatzlein, Bloomington
Kris Schoeller, Minneapolis
Linda Wolford, St. Paul

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Patricia Boctor, Roseville
Bonnie Folkedahl, Thief River Falls
Marjorie Goldberg, Minneapolis
Bruce Hodek, St. Paul
Richard Mathison, St. Paul
Mary Ellen Pischke, Oronoco
Judie Rivkin, Minneapolis
Sarah Shippy, Burnsville
Percy Tornow, Inver Grove Heights

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Tamara Anderson, St. Paul
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Jim Jones, West St. Paul
Wade Karli, Faribault
Jenny Kron, St. Paul
James Langenfeld, Fridley
Jerry Pouliot, St. Joseph
Floyd Scott, Minneapolis

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Curtis Chong, Minneapolis
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Marilyn Guenther, Paynesville
Larry Jones, Minneapolis
Walter Kramer, Duluth
Leslie Paul Peterson, Minneapolis
Judith Wilder, Rochester

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Jim Collins, Duluth
Jim Duit, Staples
Gary Heit, St. Paul
Curt Jones, Twin Cities
Mike Lavigne, Mankato
Ken Miller, Duluth
John Albright, St. Paul