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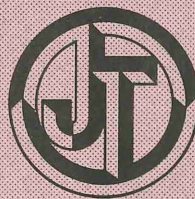
STATE OF MINNESOTA JOB TRAINING PARTNERSHIP ACT ANNUAL REPORT

July 1, 1991 through June 30, 1992

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



MINNESOTA DEPARTMENT OF

Jobs and Training

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Pursuant to 1991 Laws, Chapter 292,
Art 3, Section 38 and coded as
Mn Stat 268.98

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

Minnesota Department of Jobs and Training
Community Based Services Division
JTPA Unit
390 North Robert Street
Saint Paul, MN 55101

612/296-8004 or toll-free 1/800/456-8519
TTD 612/297-5353 or toll-free 1/800/657-3529

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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, 1991 through June 30, 1992.

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 Jobs and Training effectively and efficiently serves Minnesotans.

With a focus on serving those most in need, the Job Training Partnership Act in Minnesota prioritizes services to public assistance recipients. One example of this emphasis is in Anoka County, which led the nation in the percentage of public assistance recipients in their Job Training Partnership Act program. The clear commitment of the Department and the local delivery agencies, combined with valuable assistance and insight from the Governor's Job Training Council provides the foundation for success of the program.

We hope our report will acquaint you with how the Job Training Partnership Act system works.

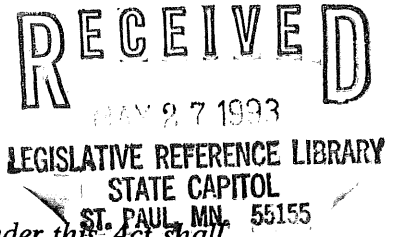
Sincerely,



R. Jane Brown
Commissioner
Department of Jobs and Training



Dr. Geraldine Evans
Chair
Governor's Job Training Council



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 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

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
Ruth Cleary	Business and Industry	Dislocated Workers
Richard Roesler	Business and Industry	JTPA/New Programs
Earnest Owens, Jr.	Business and Industry	Dislocated Workers
Robert Stenerson	Business and Industry	JTPA/New Programs
Rep. Wally Sparby	Legislature	Dislocated Workers
Rep. Kevin Goodno	Legislature	Dislocated Workers
Sen. Terry Johnston	Legislature	JTPA/New Programs
Mary Haug	Local-Elected Official	JTPA/New Programs
Dorothy Krick	Local-Elected Official	JTPA/New Programs
David Torgerson	Local-Elected Official	Dislocated Workers
Bernard Brommer	Organized Labor	Dislocated Workers
Dave Foster	Organized Labor	Dislocated Workers
Bill Peterson	Organized Labor	JTPA/New Programs
Jack Mogelson	Organized Labor	JTPA/New Programs
Dr. Geraldine Evans	General Public	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

Chairs

Dr. Geraldine Evans, Chair, Governor's Job Training Council
Rep. Wally Sparby, Chair, Dislocated Workers Program Committee
David Torgerson, Vice-Chair, Dislocated Workers Program Committee
Dr. Geraldine Evans, Chair, JTPA/New Programs Committee
Ralph Knapp, 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 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 - 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.

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 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	IIA & 6%	IIB	8%	Total
1.	\$ 793,596	\$ 577,044	\$ 50,149	\$ 1,420,789
2.	3,531,954	2,132,970	194,541	5,859,465
3.	1,827,865	1,144,681	102,941	3,075,487
4.	424,698	305,630	22,610	752,938
5.	1,779,902	1,334,524	107,795	3,222,221
6.	675,690	431,781	34,541	1,142,012
7.	672,003	385,474	33,500	1,090,977
8.	858,019	618,739	54,796	1,531,554
9.	935,361	854,167	54,870	1,844,398
10.	1,589,872	1,609,381	88,865	3,288,118
11.	1,172,183	1,170,270	64,262	2,406,715
12.	499,169	500,342	27,451	1,026,962
14.	441,046	472,110	23,531	936,687
15.	160,931	189,000	9,361	359,292
16.	261,088	198,792	15,553	475,433
17.	647,016	419,169	35,877	1,102,062
18.	146,212	97,555	8,338	252,105
Total	\$16,416,605	\$12,441,629	\$928,981	\$29,787,215

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>Director</u>	<u>CEO</u>	<u>PIC Chair</u>	<u>SDA</u>
1. Northwest	Dr. Joseph Bouvette	George Wikstrom, Jr.	Gail Butenhoff
2. Rural MN CEP	Richard Donat	Don Martodam	Larry Buboltz
3. Northeast	Herbert Lamma	Carol Dalton	Dennis Wain
4. Duluth	Gary Doty	Geiger Yount	Julie Smith
5. PIC 5	Wes Wittkowski	Marilin Boeckmann	Diane Bublitz
6. Southwest	Morris Benson	John Roiger	Juanita Lauritsen
7. South Central	Ken Albrecht	Dana Melius	Sandra Opegard
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 Feuerpfeil
17. Stearns/Benton	Keith Maurer	Diane Gohman	Joyce Belford
18. Winona County	M.J. McCauley	Mary Grafton-Krogh	Mary Brunkow

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.

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

15,884	served
9,799	terminated
6,013	placed
61.3%	entered employment rate
\$6.49	average wage at placement
40	average weeks participated

Funding

Expenditures:	\$16,416,605
Source:	Federal

Performance Standards - Federal

Adult:	Actual	Standard
Follow-up employment rate	68.2%	60.4%
Follow-up weekly earnings	\$266	\$235
Welfare follow-up weekly earnings	\$260	\$236
Welfare follow-up employment rate	65.4%	53.4%
Youth:		
Youth entered employment rate	55.3%	49.2%
Youth employability enhancement rate	43.1%	28.2%

Performance Standards - State

Public assistance recipients as a percent of the total served	58.8%	49.5%
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: \$16,416,605

Total Participants: 15,884

Participant Characteristics

	Total
Male	6,750
Female	9,134
Terminees	9,799
Entered Employment	6,013
Hourly Wage at Placement	\$6.49
Average Weeks Participated	40.0
Age	
14-17	1,680
18-21	3,680
22-39	8,190
40-54	1,951
55 Years and Over	383
Ethnic Group	
Black	1,259
Native American	633
Hispanic	517
Asian	616
White	12,859
Welfare Status	
Welfare Recipient Total	9,291
Food Stamps	8,553
AFDC Recipient	6,217
Homeless	137
Work Readiness	2,530
Refugee Cash Assistance	48

Job Training Partnership Act Program Performance Outcomes (cont.)

JTPA Title IIA 3% Older Workers

Total Expenditures: \$567,356

Total Participants: 612

Participant Characteristics

	Total
Male	253
Female	359
Terminees	360
Entered Employment	269
Hourly Wage at Placement	\$6.43
Average Weeks Participated	17.8
Age	
14-17	0
18-21	0
22-39	0
40-54	0
55 Years and Over	612
Ethnic Group	
Black	29
Native American	16
Hispanic	8
Asian	9
White	550
Welfare Status	
Welfare Recipient	48
Food Stamps	64
AFDC Recipient	9
Homeless	7
Work Readiness	13
Refugee Cash Assistance	4

Job Training Partnership Act Program Performance Outcomes (cont.)

JTPA Title IIA 8% Education Coordination Set Aside

Total Expenditures: \$1,250,027

Total Participants: 1,670

Participant Characteristics	Special Needs Projects	Formula	Total
Male	74	474	548
Female	177	945	1,122
Terminees	187	868	1,055
Entered Employment	38	290	328
Hourly Wage at Placement	\$6.67	\$6.69	\$6.69
Average Weeks Participated	27.7	51.6	47.4
Age			
14-17	14	91	105
18-21	48	228	276
22-39	135	938	1,073
40-54	44	155	199
55 Years and Over	10	7	17
Ethnic Group			
Black	17	52	69
Native American	18	31	49
Hispanic	18	75	93
Asian	72	76	148
White	126	1,185	1,311
Welfare Status			
Welfare Recipient	220	1,309	1,529
Food Stamps	215	1,124	1,339
AFDC Recipient	148	998	1,146
Homeless	2	2	4
Work Readiness	28	198	226
Refugee Cash Assistance	16	15	31

Job Training Partnership Act Program Performance Outcomes (cont.)

JTPA Title IIB Summer Youth

Total Expenditures: \$12,441,630

Total Participants: 8,537

Participant Characteristics	Percent	Total
Male	54.6%	4,661
Female	45.4	3,876
Total Remedial Education	17.0	1,451
Age		
14-15	39.6	3,381
16-17	36.5	3,116
18-21	23.9	2,040
Ethnic Group		
Black	15.3	1,306
Native American	6.8	581
Hispanic	2.7	230
Asian	9.2	785
White	66.0	5,635
Welfare Status		
AFDC Recipient	29.6	2,525
Food Stamp	2.1	179
General Assistance	3.5	299
Work Readiness	2.1	179
Supplemental Security Income	7.2	615
Educational Status		
High School Dropout	3.7	316
Student	86.0	7,342
High School Graduate	10.3	879
Other At-Risk Indicators		
Limited English Ability	4.7	401
Handicapped	32.1	2,742
Young Offender	5.4	461
Recovering chemically dependent	3.2	273
Teen parents	3.4	290

Job Training Partnership Act Program Performance Outcomes (cont.)

Title III Dislocated Worker

Total Expenditures: \$5,031,846

Total Participants: 5,605

Participant Characteristics

	Formula Alloca	Nat'l Discr	Gov Discr	Total
Male	1,512	1,224	710	3,446
Female	1,197	598	364	2,159
Terminees	1,564	952	881	3,397
Entered Employment	1,190	594	464	2,248
Hourly Wage at Placement	8.89	10.09	11.09	9.66
Average Weeks Participated	32.9	42.1	46.5	39.0
Age				
16-17	0	3	0	3
18-21	45	68	14	127
22-39	1,394	838	478	2,710
40-54	1,043	753	471	2,267
55 Years and Over	227	160	111	498
Ethnic Group				
Black	69	28	31	128
Native American	17	7	1	25
Hispanic	18	19	15	52
Asian	38	14	16	68
White	2,567	1,754	1,011	5,332
Welfare Status				
Welfare Recipient	95	42	13	150
Food Stamps	148	65	13	226
AFDC Recipient	70	34	9	113
Homeless	2	8	1	11
Work Readiness	19	6	3	28

Note: Federal funding for dislocated workers was supplemented by \$11,121,978 in expenditures from the Minnesota Dislocated Worker Program.

Job Training Partnership Act Program Performance Outcomes (cont.)

Title IV-C Veterans' Employment and Training Program

Total Expenditures: \$127,794

Total Participants: 82

Participant Characteristics

	Total
Participants	82
Placements	49
Terminations	82
Classroom Training	37
On-the-Job Training	12
Work Experience	5
Job Search Assistance	35
Career Planning/Counseling	31
Target Groups	
Vietnam Era	41
Disabled	8
Recently Separated	21
Special Disabled	4
Vietnam theater	37
Minorities	14
Women	6
Homeless	3
Benchmarks	
Average Wage at Placement	\$7.30
Placement Rate	60%

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 Jobs and Training 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 1991 - July 1, 1991 through June 30, 1992.

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 Jobs and Training 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 (occasionally, for some programs, as young as 14 years).

