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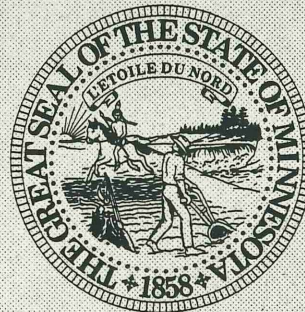
# STATE OF MINNESOTA JOB TRAINING PARTNERSHIP ACT ANNUAL REPORT

July 1, 1995 through June 30, 1996

## **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



January 1997

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

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Employment and Training Unit  
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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, 1995 through June 30, 1996.

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 the Food Stamp Employment and Training Program, STRIDE (also supported with federal funds), the State Dislocated Worker program, the Minnesota Youth Program. 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 1994, approximately 74 percent of the participants were "hard-to-serve." Adult "hard-to-serve" participants were placed at a rate of 75 percent with an entry wage of \$8.04 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 Workforce Development Council, provides the foundation for success of this needed program.

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

## Job Training Partnership Act State Administration

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

- Job Training Partnership Act, Sec. 122

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The Governor's Workforce Development 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 in a context of a Workforce Center System.
- \* 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, including those included in the Workforce Center System, 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: Workforce Development

Workforce Development Committee - This committee conducts all reviews and activities necessary to make recommendations to the Council on JTPA and related programs serving the economically disadvantaged and public assistance recipients. It reviews Wagner-Peyser activities. The 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.

Workforce Center System Committee-

This committee conducts reviews and activities related to the planning and operation of the of the Minnesota Workforce Center System. It helps to ensure that appropriate coordination mechanisms are in place.

Youth Development Committee-

This committee conducts reviews and activities related to the education and employment and employment and training of youth. It helps to ensure that youth serving programs are meeting goals and objectives and school-to-work programs are operating effectively.

## 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>
LaDonna Riste, Chair	Community-Based Organization	Workforce Center System
Ernest Owens, Jr.,	Education	Workforce Center System
Jane Brown	Commissioner	Workforce Center System
Richard Donat	Local Program	Workforce Center System
James Donovan	Labor	Workforce Center System
David Olson	Business	Workforce Center System
Gary Haider	Business	Workforce Center System
Judith Eaton	Chancellor	Workforce Center System
Bob Johnson	Legislature-House of Rep.	Workforce Center System
Jaye Rykunyk	Labor	Workforce Center System
Mary Haug, Chair	Local Government	Workforce Development
Bob Stenerson, Vice Chair	Business	Workforce Development
Jim Rostberg	Legislature-House of Rep.	Workforce Development
Deborah Huskins	Commissioner	Workforce Development
Donald Gerdesmeier	Labor	Workforce Development
Sharon Bredeson	Community-Based Organization	Workforce Development
Arlene Lesewski	Legislature-Senate	Workforce Development
Kelvin Johnson	Business	Workforce Development
Richard Steffes	Labor	Workforce Development
Jay Novak	Commissioner	Workforce Development
Ralph Knapp	Education	Workforce Development
Jennie Lightfoot, Chair	Business	Youth Development
Thomas Ebert, Vice Chair	Community-Based Organization	Youth Development
Bruce Johnson	Commissioner	Youth Development
Ginny Karbowski	Education	Youth Development
Lynn Steenblock	Education	Youth Development
Jean Dunn	Labor	Youth Development
George Hawkins	Business	Youth Development
Tracy Beckman	Legislature-Senate	Youth Development
Scott Knight	Labor	Youth Development
Karen Diver	Community-Based Organization	Youth Development

## Job Training Partnership Act Programs

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

- Job Training Partnership Act, Sec. 2

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### JTPA Title IIA Adult

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, customized training and training for non-traditional employment. Funds are administered jointly by Minnesota State Colleges and Universities (MNSCU) and the Workforce Preparation Branch, 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 and three independent grantees. One half of Title III resources for program activities are allocated on a formula basis. In addition, resources are available to organizations, to provide services for dislocations on a case by case basis.

### JTPA Title IVC Veterans

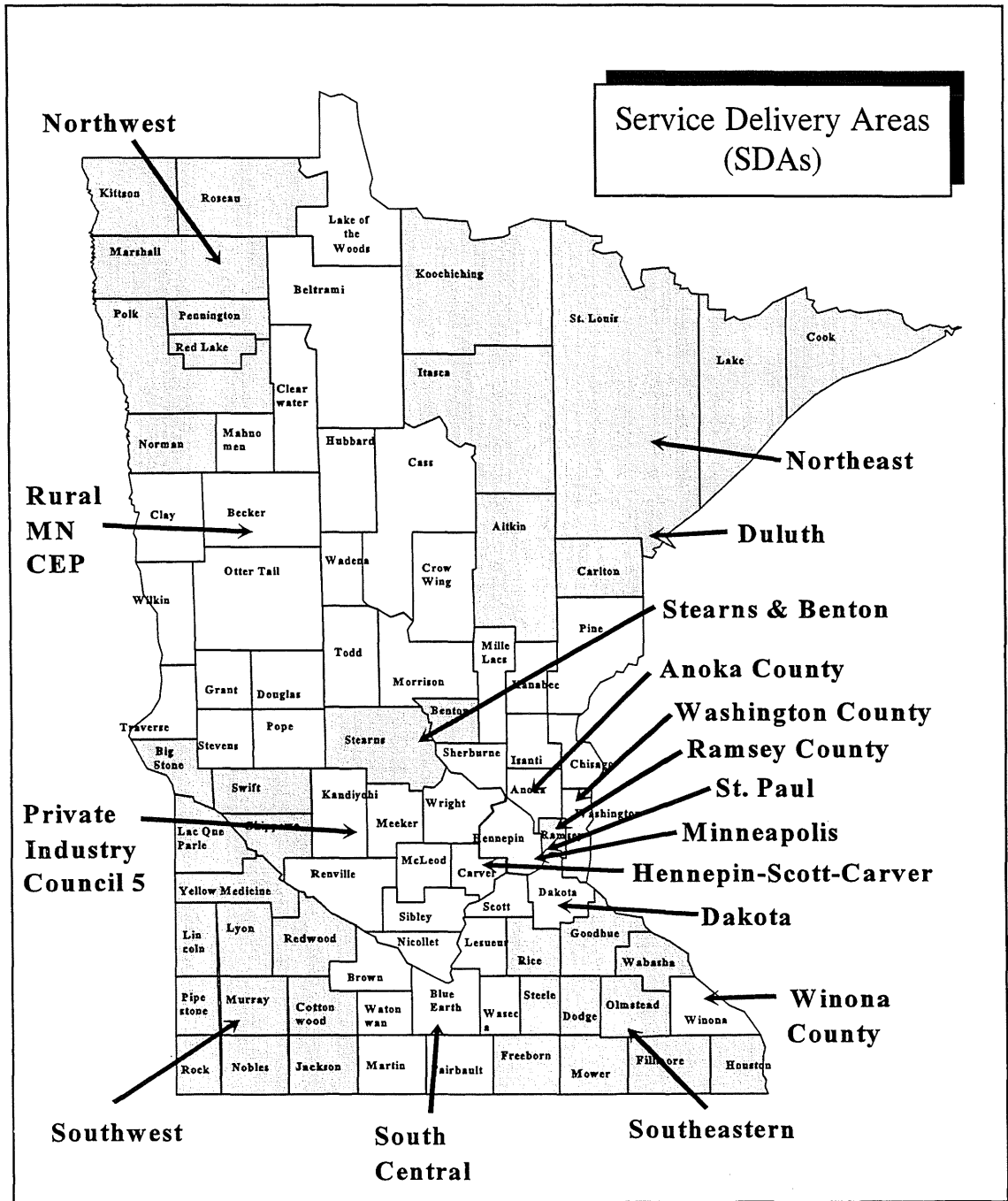
Description - This program helps to meet the employment and training needs of veterans disabled because of military service, Vietnam-era veterans and veterans recently separated from the service. The program ended December 31, 1995.

Delivery - Community Based Services contracted with two local providers to deliver services .

# Job Training Partnership Act Service Delivery Areas

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

- Job Training Partnership Act, Sec. 101



## Job Training Partnership Act Expenditures

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

- Job Training Partnership Act, Sec. 164

### Formula Expenditures by Service Delivery Area

SDA	II-A	II-B	II-C	5%**	8%*	TOTAL
1	\$ 287,916	\$ 292,052	\$ 40,513	\$ 9,200	\$ 15,851	\$645,533
2	1,584,232	1,316,432	692,225	47,471	108,738	\$3,749,100
3	938,846	651,754	130,033	27,738	54,071	\$1,802,445
4	214,061	113,824	83,178	7,046	14,035	\$432,148
5	650,161	701,336	89,230	39,018	38,460	\$1,518,210
6	277,148	222,829	98,505	32,475	14,058	\$645,021
7	226,369	244,459	33,023	25,467	15,237	\$544,562
8	492,157	428,780	67,625	51,599	29,338	\$1,069,507
9	463,491	323,612	163,247	51,460	91,143	\$1,092,962
10	692,271	454,299	88,684	50,113	178,148	\$1,463,525
11	460,021	401,478	58,737	41,517	27,690	\$989,454
12	251,459	100,159	96,224	10,791	17,131	\$475,776
14	202,722	231,974	30,162	8,490	83,565	\$556,927
15	57,922	18,519	27,956	13,062	3,958	\$121,432
16	100,676	98,887	13,045	13,009	6,800	\$232,433
17	236,164	163,993	58,151	19,978	15,653	\$493,956
18	47,961	20,008	6,904	13,391	3,345	\$91,627
<b>TOTAL</b>	<b>\$7,183,577</b>	<b>\$5,784,395</b>	<b>\$1,777,442</b>	<b>\$461,825</b>	<b>\$717,221</b>	<b>\$15,924,618</b>

\* as of 1/22/96

\*\* as of 11/96

## Job Training Partnership Act Local Administration

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

- Job Training Partnership Act, Sec. 102

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<u>SDA</u>	<u>CEO</u>	<u>PIC Chair</u>	<u>SDA Director</u>
1. Northwest	Dr. Joseph Bouvette	Dixie Holen	William Wischart
2. Rural MN CEP	Richard Donat	Don Martodam	Larry Buboltz
3. Northeast	Gordon Aanerud	Allen Pelvit	Dennis Wain
4. Duluth	Gary Doty	Robert Grover	Norman E. Ferris, III
5. PIC 5	Lyle Schlieff	Marlin Boeckmann	Diane Bublitz
6. Southwest	William Brakke	John Roiger	Juanita Lauritsen
7. South Central	Joe Doherty	Charles Traxler	Sandra Oppeward
8. Southeast	William Kuisle	Milt Kuball	Richard Harris
9. Henn/Scott/Carver	Richard Underferth	C. David Jones	William Brumfield
10. Minneapolis	Sharon Sayles-Belton	David Nasby	F.A. Wells
11. Saint Paul	Norman Coleman	Jay Zack	Jacqui Shoholm
12. Anoka County	Dan Erhart	Mark Wheeldon	Jerry Vitzthum
14. Dakota County	Michael Turner	Larry Severson	Helen Dahlberg
15. Ramsey County	Hal Norgard	Gene Steele	Constance Peikert
16. Washington County	Robert Crawford	Dave Engstrom	Barbara Hansen
17. Stearns-Benton	Duane Walter	Terry Bradford	Joyce Belford
18. Winona County	Steve Delano	Becky McCormick	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

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

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### Title IIA

#### Outcomes

5,390	served
3,099	terminated
2,405	placed
77.6%	entered employment rate
\$8.21	average wage at placement
33	average weeks participated

#### Funding

Expenditures:	\$7,183,577
Source:	Federal

#### Performance Standards - Federal

Adult:	Actual	Standard
Follow-up employment rate	68.43%	59.00%
Follow-up weekly earnings	\$323	\$245
Welfare follow-up weekly earnings	\$319	\$223
Welfare follow-up employment rate	66.49%	47.00%

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

### JTPA Title IIA Adults

Total Expenditures: \$7,183,577  
Total Participants: 5,390

### Participant Characteristics

	Total
Male	1,599
Female	3,791
Terminees	3,099
Entered Employment	2,405
Hourly Wage at Placement	\$8.21
Average Weeks Participated	33
<b>Age</b>	
22-39	4,300
40-54	994
55 Years and Over	96
<b>Ethnic Group</b>	
Afro-American	751
Native American	145
Hispanic	148
Asian	199
White	4,147
<b>Welfare Status</b>	
Welfare Recipient Total	2,829
Food Stamps	3,323
AFDC Recipient	2,522
Homeless	76
Refugee Cash Assistance	25

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

JTPA Title IIA 5% Older Workers - July 1, 1995 through June 1996.

Total Expenditures: \$538,175 (through October)

Total Participants: 552

### Participant Characteristics

	Total
Male	177
Female	375
Terminees	354
Entered Employment	238
Hourly Wage at Placement	\$7.11
Average Weeks Participated	30
<b>Age</b>	
55 Years and Over	552
<b>Ethnic Group</b>	
Black	61
Native American	17
Hispanic	8
Asian	7
White	459
<b>Welfare Status</b>	
Welfare Recipient	66
Food Stamps	116
AFDC Recipient	17
Homeless	7
Refugee Cash Assistance	2

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

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

Total Expenditures: \$674,362 (as of 7/1/96)  
 Total Participants: 848

#### Participant Characteristics

	Special Needs Projects	Formula	Total
Male	83	166	249
Female	113	486	599
Terminees	129	380	509
Entered Employment	79	218	297
Hourly Wage at Placement	\$6.02	\$8.05	\$7.04
Average Weeks Participated	39	33	36
<b>Age</b>			
14-20	189	75	264
21-30	7	292	299
31-40	0	197	197
41-50	0	80	80
51 +	0	8	8
<b>Ethnic Group</b>			
Black	96	44	140
Native American	5	16	21
Hispanic	7	15	22
Asian	20	40	60
White	68	537	605
<b>Welfare Status</b>			
Welfare Recipient	74	60	134
Food Stamps	93	449	542
AFDC Recipient	74	380	454
Homeless	1	5	6
Work Readiness	0	0	0
Refugee Cash Assistance	2	13	15

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

### JTPA Title IIB Summer Youth (Summer of 1996)

Total Expenditures: \$5,923,840  
Total Participants: 7,121

#### Participant Characteristics

	Percent
Male	58%
Female	42%
<b>Age</b>	
14-15	51%
16-17	34%
18-21	15%
<b>Ethnic Group</b>	
African American	11%
Native American	6%
Hispanic	4%
Asian	5%
White	74%
Young People of Color	26%
<b>At-Risk Status</b>	
Young People with Disabilities	49%
Public Assistance Recipients	21%

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

### JTPA Title IIC Youth Training Programs

#### Outcomes

2,625	served
1,685	terminated
888	entered employment
\$6.68	average wage at placement
38	average weeks participated

#### Funding

Expenditures:	\$1,776,852
Source:	Federal

<u>Performance Standards</u> - Federal	Actual	Standard
Youth Entered Employment Rate	61.1%	47.5%
Youth Entered Employability Enhancement Rate	59.5%	41.9%

#### Participant Characteristics

	Total
Male	1,081
Female	1,544
<b>Age</b>	
14-15	299
16-17	769
18-19	841
20-21	716

#### **Ethnic Group**

White	2,089
African American	265
Native American	96
Hispanic	76
Asian	99

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

### JTPA Title IIC Youth Training Programs (cont.)

#### Welfare Status

AFDC	755
General Assistance	105
Refugee Cash Assistance	6
Any Assistance	856
Food Stamps	972

#### Education

Less than High School	1,574
High School Graduate	733
Post High	277

#### Hard-to-Serve

Basic Skills Deficient	1,015
School Dropout	249
Below Grade Level	1,178
Parenting Youth	353
Disabled	400
Offender	74
Homeless and Runaway Youth	39
Other (SDA Defined Barrier)	509

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

### Economic Dislocated Worker Adjustment Act

Total Expenditures: \$8,099,913

Total Participants: 5,068

#### Participant Characteristics

	Formula Allocation	National Discretionary	Governor's Discretionary	Total
Male	1,242	686	692	2,620
Female	1,419	375	654	2,448
Terminees	1,572	620	860	3,052
Entered Employment	1,367	470	618	2,455
Hourly Wage at Placement	\$11.70	\$10.31	\$13.00	\$11.75
Average Weeks Participated	34	52	38	38.8
<b>Age</b>				
14-20	21	84	16	121
21-30	429	268	277	974
31-40	836	251	406	1,493
41-50	882	274	390	1,546
51 years and Over	493	184	257	934
<b>Ethnic Group</b>				
Black	77	18	48	143
Native American	27	4	14	45
Hispanic	32	212	13	257
Asian	27	34	22	83
White	2,498	793	1,249	4,540
<b>Welfare Status</b>				
Welfare Recipient	13	13	1	27
Food Stamps	100	108	17	225
AFDC Recipient	39	71	6	116
Work Readiness	0	0	0	0

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

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

Total Expenditures: \$119,593  
Total Participants: 89

#### Participant Characteristics

	Total
Participants	89
Placements	59
Terminations	89
Classroom Training	60
On-the-Job Training	4
Work Experience	6
Job Search Assistance	4
Career Planning/Counseling	47
<b>Target Groups</b>	
Vietnam Era	69
Disabled	17
Recently Separated	22
Vietnam theater	21
Minorities	7
Women	4
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 Workforce Development 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 1995** - July 1, 1995 through June 30, 1996.

**Public assistance** - For purposes of this report, Aid to Families with Dependent Children, General Assistance, 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.

**Minnesota State Colleges and Universities (MNSCU)** - The governing body overseeing Minnesota's system of technical colleges, community colleges and state universities. It is responsible for policy and planning for technical training in Minnesota.

**Workforce Preparation Branch** - 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.





