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- Minnesota Job Training Partnership



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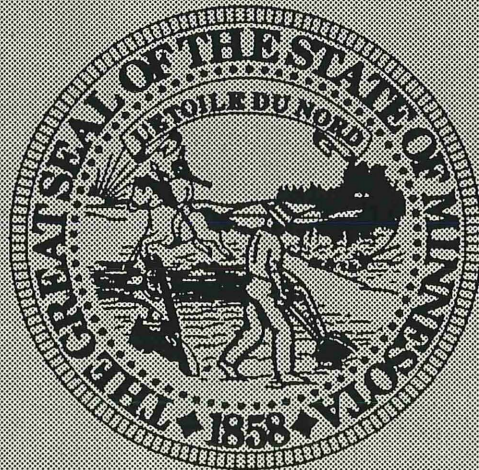
STATE OF MINNESOTA JOB TRAINING PARTNERSHIP ACT ANNUAL REPORT

July 1, 1996, through June 30, 1997

Job Training Partnership Act Statement of Purpose

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

- Job Training Partnership Act, Sec. 2



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

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RECEIVED - Job Training Partnership Act, Sec. 2

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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, 1996, through June 30, 1997.

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, and 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 1996, approximately 74 percent of the adult participants were "hard-to-serve." Adult participants were placed at a rate of 80 percent with an entry wage of \$8.58 per hour. Youth activity had similar positive results. In Program Year 1996, approximately 74 percent of the youth participants were hard-to-serve. Youth participants were placed at a rate of 64 percent with an entry wage of \$7.25 per hour. The clear commitment of the department and the local delivery agencies, combined with valuable assistance and insight from 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

"Each State may, in accordance with the requirements of the title, establish a single State human resource investment council..."

- Job Training Partnership Act, Sec. 701

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 coordinate with related programs, including those included in the Workforce Center System, and;
- * Produce an annual report to the Governor.

The Governor's Workforce Development Council functions are carried out in a committee structure. The three committees are: 1. Workforce Development, 2. Workforce Center System, and 3. Youth Development.

Workforce Development Committee

This committee conducts reviews and all 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 also responsible for monitoring the grant-making activities of the Adult Training and Dislocated Worker Unit. It reviews and comments on program funding policy, service delivery and substate area plans, the Governor's Special Services and Coordination's Plan, and the program's state legislative proposals.

Workforce Center System Committee

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

Youth Development Committee

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

Governor's Workforce Development 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 Boyd, Chair	Community-Based Organization	Workforce Center System
Ernest Owens, Jr.	Education	Workforce Center System
R. Jane Brown	Commissioner, MDES	Workforce Center System
Richard Donat	Local Program	Workforce Center System
James Donovan	Labor	Workforce Center System
David Olson, Council Chair	Business	Workforce Center System
Gary Haider	Business	Workforce Center System
Judith Eaton	Chancellor, MnSCU	Workforce Center System
Jaye Rykunyik	Labor	Workforce Center System
Kelvin Johnson, Chair	Business	Workforce Development
Bob Stenerson, Vice Chair	Business	Workforce Development
Jim Rostberg	Legislature-House of Rep.	Workforce Development
Deborah Huskins	Commissioner's Rep, MnSCU	Workforce Development
Donald Gerdesmeier	Labor	Workforce Development
Sharon Bredeson	Community-Based Organization	Workforce Development
Arlene Lesewski	Legislature-Senate	Workforce Development
Richard Steffes	Labor	Workforce Development
Jay Novak	Commissioner, DTED	Workforce Development
Ralph Knapp	Education	Workforce Development
Jennie Lightfoot, Chair	Business	Youth Development
Thomas Ebert, Vice Chair	Community-Based Organization	Youth Development
Robert Wedl	Commissioner, DCFL	Youth Development
Robert Jackson	Corp. for National & Comm. Serv.	Youth Development
Ginny Karbowski	Education	Youth Development
Lynn Steenblock	Education	Youth Development
Jean Dunn	Labor	Youth Development
Andy Dawkins	Legislature-House of Rep.	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

Abbreviations: MDES - Minnesota Department of Economic Security
MnSCU - Minnesota State Colleges and Universities
DHS - Minnesota Department of Human Services
DTED - Minnesota Department of Trade and Economic Development
DCFL - Minnesota Department of Children, Families and Learning

Job Training Partnership Act Programs

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

- Job Training Partnership Act, Sec. 2

JTPA Title IIA Adult

Description - The basic JTPA program is the major activity for economically disadvantaged adults. It provides job training and placement assistance for those age 22 and older 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 percent 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 17 Service Delivery Areas. (SDAs)

JTPA Title IIA, 8 percent 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 Centers, Minnesota Department of Economic Security. Close coordination is encouraged between schools and job training centers that work with program participants.

Job Training Partnership Act Programs (cont.)

Delivery - A portion of the 8% 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.

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

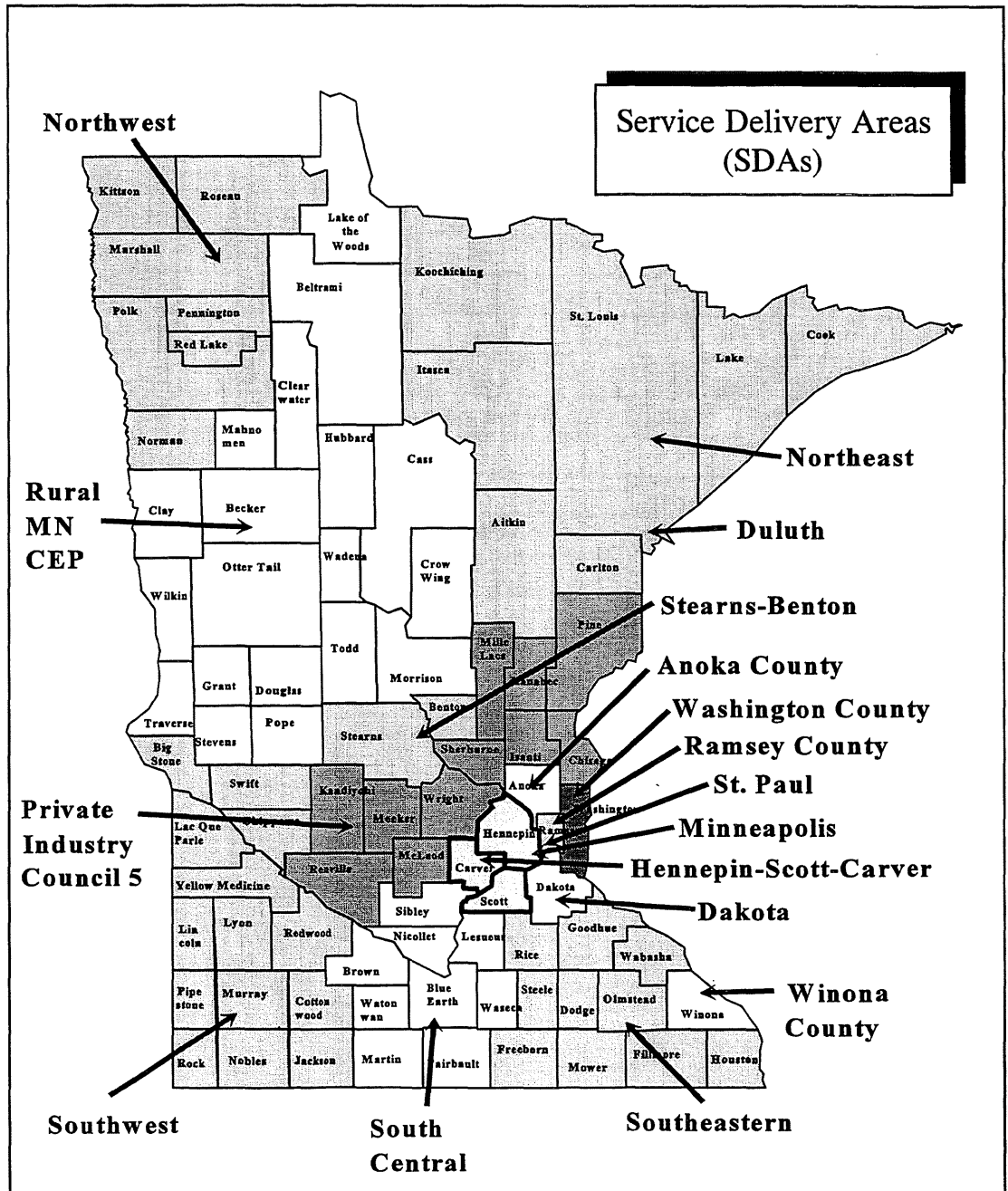
Description - The Dislocated Worker Program serves individuals dislocated from long-held jobs because of factors such as technological changes, investment decisions, and changes in consumption and competition.

Delivery - Unlike JTPA Title IIA, which has 17 service delivery areas, the Title III Dislocated Worker Program has 11 Substate Area Grantees and two Independent Grantees. One half of Title III resources for program activities are allocated on a formula basis. The other half is available to organizations to provide services for dislocations on a case by case basis.

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	\$ 235,690	\$ 309,456	\$ 39,556	\$ 9,697	\$ 15,570	\$609,969
2	1,565,095	1,899,649	355,730	40,962	96,734	\$3,958,170
3	715,366	827,004	305,656	21,477	45,386	\$1,914,889
4	184,352	234,612	45,589	9,878	11,140	\$485,571
5	547,532	633,406	77,512	28,560	29,203	\$1,316,213
6	256,998	212,909	38,385	13,911	15,540	\$537,743
7	203,063	241,426	48,722	20,031	13,305	\$526,547
8	366,498	408,969	49,448	40,962	19,323	\$885,200
9	356,481	376,061	42,267	40,962	20,650	\$836,421
10	474,422	444,555	69,793	40,847	29,836	\$1,059,453
11	300,799	348,698	52,403	36,426	20,121	\$758,447
12	202,116	146,839	122,315	13,410	12,704	\$497,384
14	156,081	213,550	7,505	14,261	11,045	\$402,442
15	53,995	80,430	46,725	12,199	2,937	\$196,286
16	85,142	90,968	11,360	9,163	4,954	\$201,587
17	181,833	195,184	57,425	14,166	11,588	\$460,196
18	30,194	13,303	6,352	7,597	2,040	\$59,486
TOTAL	\$5,915,657	\$6,677,019	\$1,376,743	\$374,509	\$362,076	\$14,706,004

* Through September, 1997

Job Training Partnership Act Local Administration

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

- Job Training Partnership Act, Sec. 102

<u>SDA</u>	<u>CEO</u>	<u>PIC Chair</u>	<u>SDA Director</u>
1. Northwest	Dr. Joseph Bouvette	Dixie Holen	Rodger Coauette
2. Rural MN CEP	Richard Donat	Don Martodam	Larry Buboltz
3. Northeast	Gordon Aanerud	Carol Dalton	Dennis Wain
4. Duluth	Gary Doty	Chris Bowlin	Norman E. Ferris, III
5. PIC 5	Lyle Schlieff	Jo Ann Peterson	Diane Bublitz
6. Southwest	Elwood Thronrud	John Roiger	Juanita Lauritsen
7. South Central	Joe Doherty	Charles Traxler	Sandra Oppegard
8. Southeast	Jim Poncelet	Jean Eaton	Randy Johnson
9. Henn/Scott/Carver	Peter McLaughlin	C. David Jones	William Brumfield
10. Minneapolis	Sharon Sayles-Belton	David Nasby	F.A. Wells
11. Saint Paul	Norman Coleman	Rolf Middleton	Jacqui Shoholm
12. Anoka County.	Dan Erhart	Mark Wheeldon	Jerry Vitzthum
14. Dakota County	Paul Krause	Larry Severson	Helen Dahlberg
15. Ramsey County	Tony Bennett	Gene Steele	Constance Peikert
16. Washington County	Myra Peterson	Dale Anderson	Bob Crawford
17. Stearns-Benton	Mark Sakry	Sharon McKenzie	Joyce Belford
18. Winona County	Don Peterson	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

<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 exposing young people to new experience and ideas.

Job Training Partnership Act Program Performance Outcomes

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

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

- Job Training Partnership Act, Sec. 106

Title IIA Adult

Outcomes

4,464	served
2,340	terminated
1,879	placed
80.3%	entered employment rate
\$8.58	average wage at placement
52	average weeks participated

Funding

Expenditures:	\$5,915,657
Source:	Federal

Performance Standards - Federal

Adult:	Actual	Standard
Follow-up employment rate	77.0%	63.8%
Follow-up weekly earnings	\$340	\$307
Welfare follow-up weekly earnings	\$332	\$277
Welfare follow-up employment rate	74.3%	59.4%

Job Training Partnership Act Program Performance Outcomes (cont.)

JTPA Title IIA Adults

Total Expenditures: \$5,915,657
Total Participants: 4,464

Participant Characteristics

	Total
Male	1,167
Female	3,297
Terminees	2,360
Entered Employment	1,879
Hourly Wage at Placement	\$8.58
Average Weeks Participated	52
Age	
22-39	3,594
40-54	797
55 Years and Over	73
Ethnic Group	
Afro-American	449
Native American	152
Hispanic	113
Asian	136
White	3,614
Welfare Status	
Welfare Recipient Total	2,363
Food Stamps	2,969
AFDC Recipient	2,204
Homeless	67
Refugee Cash Assistance	18

Job Training Partnership Act Program Performance Outcomes (cont.)

5 Percent Older Workers

Total Expenditures: \$374,509
Total Participants: 390

Participant Characteristics

	Total
Male	124
Female	266
Terminees	233
Entered Employment	130
Hourly Wage at Placement	\$7.15
Average Weeks Participated	48
Age	
55 Years and Over	390
Ethnic Group	
Black	40
Native American	9
Hispanic	4
Asian	6
White	331
Welfare Status	
Welfare Recipient	32
Food Stamps	78
AFDC Recipient	10
Homeless	3
Refugee Cash Assistance	1

Job Training Partnership Act Program Performance Outcomes (cont.)

JTPA Title IIA 8% Education Coordination Set Aside

Total Expenditures: \$408,710 (includes \$46,094 of Special Funds)
Total Participants: 812

Participant Characteristics

	Total
Male	199
Female	613
Terminees	518
Entered Employment	247
Hourly Wage at Placement	\$7.77
Average Weeks Participated	43
Age	
14-15	9
16-17	133
18-21	169
22-39	417
40-54	81
55-64	3
65 +	0
Ethnic Group	
Black	135
Native American	24
Hispanic	32
Asian	72
White	549
Welfare Status	
Welfare Recipient	512
Food Stamps	596
AFDC Recipient	478
Homeless	13
Refugee Cash Assistance	9

Job Training Partnership Act Program Performance Outcomes (cont.)

JTPA Title IIB Summer Youth (Summer of 1997)

Total Expenditures: \$6,677,019
Total Participants: 4,722

Participant Characteristics

	Total
Male	2,657
Female	2,065
Age	
14-15	2,355
16-17	1,640
18-21	727
Ethnic Group	
African American	366
Native American	335
Hispanic	159
Asian	239
White	3,623
At-Risk Status	
Young People with Disabilities	2,611
Public Assistance Recipients	861

Job Training Partnership Act Program Performance Outcomes (cont.)

JTPA Title IIC Youth Training Programs

Outcomes

1,922	served
849	terminated
546	entered employment
\$7.25	average wage at placement
66	average weeks participated

Funding

Expenditures:	\$1,376,473
Source:	Federal

<u>Performance Standards - Federal</u>	Actual	Standard
Youth Entered Employment Rate	50.2%	52.5%
Youth Entered Employability Enhancement Rate	65.9%	33.2%

Participant Characteristics

	Total
Male	713
Female	1,209
Age	
14-15	192
16-17	534
18-21	1,196
Ethnic Group	
White	1,553
African American	147
Native American	96
Hispanic	58
Asian	68

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 (EDWAA)

Total Expenditures: \$6,809,811
 Total Participants: 3,934

Participant Characteristics

	Formula Allocation	National Discretionary	Governor's Discretionary	Total
Male	943	239	519	1,701
Female	1,194	248	791	2,233
Terminees	1,273	342	1,049	2,664
Entered Employment	1,077	179	605	1,861
Hourly Wage at Placement	\$12.27	\$13.29	\$12.00	\$12.33
Average Weeks Participated	31	48	37	39
Age				
14-20	22	26	26	74
21-30	326	94	248	668
31-40	662	111	401	1,174
41-50	715	148	407	1,270
51 years and Over	412	107	228	747
Ethnic Group				
Black	69	14	80	163
Native American	15	4	14	33
Hispanic	37	23	31	91
Asian	27	8	36	71
White	1,989	440	1,149	3,578
Welfare Status				
Welfare Recipient	10	0	4	14
Food Stamps	75	12	27	114
AFDC Recipient	27	9	8	44
Work Readiness	0	0	0	0

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 Minnesota 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 1996 - July 1, 1996 through June 30, 1997.

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.

Workforce Center System

Minnesota's employment and training services have been transformed from a fragmented and duplicative maze of programs to an integrated, one-stop system. Called the Minnesota Workforce Center System. The System is a partnership that brings together state, county and private non-profit employment and training related services for job seekers and employers. The system receives input from the Governor's Workforce Development Council, local Workforce Councils and other local administrative entities. More than 55 Workforce Centers will be open by June 30, 1998, replacing several hundred separate single-purpose offices.

Youth - For this report, an individual aged 14 through 21 years.