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MINNESOTA DEPARTMENT OF ECONOMIC SECURITY

PRIVATE SECTOR INITIATIVE PROGRAM (PSIP)

JOB TRAINING OFFICE

FINAL PROGRAM STATUS REPORT

*Rural Ventures, Inc., Small Farm Vegetable Production; and Wilson Learning

Midwest, Inc. Interviewing Skills Projects are not included in this report.

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MINNESOTA DEPARTMENT OF ECONOMIC SECURITY

PRIVATE SECTOR INITIATIVE PROGRAM (PSIP)

JOB TRAINING OFFICE

FINAL PROGRAM STATUS REPORT

TITLE: AVTI Business Contact Proposal

OPERATOR: Pine Technical Institute, Mankato AVTI, Austin AVTI,
& Rochester/Winona AVTI.

AMOUNT: \$40,128

PURPOSE: To establish a liaison between business, industry, PIC
and the AVTI's which could identify current and/or
future needs of business and industry within the PIC
geographic area.

SUMMARY: The AVTI liaison visited with industry and business
representatives in an attempt to assess their current
and/or future needs in respect to training or up-
grading. Together with owner/managers AVTI staff
analyzed specific needs and attempted to design
curriculum and training programs. Local JTO's
worked with businesses to place clients as new hires
or in backfill positions created through upgrade
training programs.

PARTICIPANTS: Participant and project data will be compiled after
receipt of final reports submitted from project
operators.

MINNESOTA DEPARTMENT OF ECONOMIC SECURITY

PRIVATE SECTOR INITIATIVE PROGRAM (PSIP)

JOB TRAINING OFFICE

FINAL PROGRAM STATUS REPORT

TITLE: Business Options Network

OPERATOR: KWCM, Channel 10, Appleton, MN.

AMOUNT: \$51,431

PURPOSE: To explore ways to apply the resources of a public television station to a variety of economic development and training needs in West Central Minnesota.

SUMMARY: KWCM has engaged in a number of diverse activities including; delivering training and information services to businesses and training institutions, experimenting in using teleconferencing and live broadcasting on economic development topics. Also developing a resource inventory and conducting on-going evaluations of training materials and technologies.

Training topics varied but eventually focused on electronics and high technology. The project provided an opportunity to increase communication about business's training needs plus the benefits and opportunities training can afford employers. Businesses have been contacted about participating in the Training Network. Retail associations involving many businesses have previewed tapes and are considering membership. Interviews have been conducted with managers and training directors of business and industry on training needs. Students continue their enrollment in Basic Electricity and the Business of Management. Video tapes were developed and a program on the benefits of hiring older workers has been developed with Green Thumb. The video tape library is being expanded as copyright agreements with producers are being finalized. This project will be continued by KWCM after the term of the contract.

PROBLEM AREA: A number of businesses are using very little training. While there is general interest in developing ongoing training program for employees, it takes a number of contacts with a specific business to set up a program and get it started.

PARTICIPANTS: Approximately 657 individuals have participated in Business Options Network training. 113 different businesses were contacted including participation by 19 individual businesses, 5 chambers of commerce and 1 government agency.

MINNESOTA DEPARTMENT OF ECONOMIC SECURITY

PRIVATE SECTOR INITIATIVE PROGRAM (PSIP)

JOB TRAINING OFFICE

FINAL PROGRAM STATUS REPORT

TITLE: Customized Training

OPERATOR(S): 13 Greater Minnesota Job Training Offices

AMOUNT: \$100,000

PURPOSE: To encourage the development of on-site industry specific skills training programs in the Greater Minnesota Area.

SUMMARY: All GMJTOs were provided funds by formula to use for this project. The idea for the project was based on the feeling that there are businesses in the Greater Minnesota area that have special training requirements that are not being met by conventional institutions and that development of and provision of funds for customized training could result in more placements for CETA eligibles. Some kinds of skill training may—not require a one or two year standardized course. A shorter term program that would creatively combine classroom training and practical OJT on-site may better serve both the business and potential workers.

This project was felt to be a potential asset in local economic development activities with new or expanding industries.

At the April 1983 PIC meeting, the Council requested that any Title VII Customized Training funds not obligated by April 22nd, 1983 be returned to the Council for eventual redistribution. A survey of JTO's revealed that approximately \$43,017 was returned to the program.

PARTICIPANTS: Approximately 13 participants have been placed on customized training OJT contracts. \$29,484 have been expended through July 1983.

MINNESOTA DEPARTMENT OF ECONOMIC SECURITY

PRIVATE SECTOR INITIATIVE PROGRAM (PSIP)

JOB TRAINING OFFICE

FINAL PROGRAM STATUS REPORT

TITLE: Employment Opportunities for Women

OPERATOR: Mora Job Training Office

AMOUNT: \$38,400

PURPOSE: To provide specialized placement services designed to overcome the unique barriers to employment faced by rural women entering the labor market.

SUMMARY: The Employment and Training Opportunities for Women Project has provided expanded career choices for those participants enrolled in the program. Seminars have been conducted in career selection, goal setting and analysis of the labor market. Specialized training was offered through the Pine Technical Institute as an addition to OJT or prior to placement in unsubsidized employment. Job Search was also offered to help participants learn job seeking skills, interviewing techniques and how to deal with employers.

PARTICIPANTS: A total of 83 participants were served on this project. There were 77 positive terminations and one non-positive for a total of 78 terminations. Participants have been placed in such varied fields as truck driver, executive secretary and self-employed custodial service. However, most participants choose to return to school. There has been an estimated expenditure of \$35,000.

MINNESOTA DEPARTMENT OF ECONOMIC SECURITY

PRIVATE SECTOR INITIATIVE PROGRAM (PSIP)

JOB TRAINING OFFICE

FINAL PROGRAM STATUS REPORT

TITLE: Greater Minnesota Summer Youth

OPERATORS: GMJTOs and Community Action Agencies

AMOUNT: \$162,893

PURPOSE: To provide structured and well supervised work experience and job training for economically disadvantaged youth age 14 through 21.

SUMMARY: GMJTOs and CAAs were allocated funds based on request. Subgrantees recruited, screened and certified eligible participants. Meaningful OJT sites were developed in the private sector. Proper supervision was ensured and adequate safety standards were provided. All participants were paid wages and fringe benefits at the same level as regular, non-CETA employees. Supervisors, and participants as well were provided an orientation and training session.

PARTICIPANTS: Data not available at this time.

MINNESOTA DEPARTMENT OF ECONOMIC SECURITY

PRIVATE SECTOR INITIATIVE PROGRAM (PSIP)

JOB TRAINING OFFICE

FINAL PROGRAM STATUS REPORT

TITLE: PSIP Retraining

OPERATOR(S): 13 Greater Minnesota Job Training Offices (GMJTOs)

AMOUNT: \$47,388

PURPOSE: To provide new skills to persons who have received a bona fide notice of impending layoff within the last six months and who have been determined by the operator, with the assistance of the Job Service, to have little opportunity to be re-employed in the same or similar occupation or skill level within the labor market area.

SUMMARY: This activity must teach its participants new skills that are distinct from those possessed upon entry. The occupation(s) for which training is provided must be ones in which skill shortages exist. Employers who receive funds to retrain their --"notified" employees must make a prior commitment to hire the participant after he or she is retrained into that other occupation. If the person's employer is not interested or able to retrain his worker(s), the individuals may seek retraining elsewhere in anticipation of securing employment with another employer. Retraining can consist of either classroom training, OJT, or a combination of both. In many cases retrained participants earned a lower starting wage than they had enjoyed previously but were grateful to be employed. Upgrading and retraining activities were restricted to 20% of funds available under PSIP.

PARTICIPANTS: A total of 30 participants were served in PSIP Retraining. 26 participants have been terminated. Expenditures through July, 1983 total \$34,742.

MINNESOTA DEPARTMENT OF ECONOMIC SECURITY

PRIVATE SECTOR INITIATIVE PROGRAM (PSIP)

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FINAL PROGRAM STATUS REPORT

TITLE: PSIP Upgrade

OPERATOR(S): 13 Greater Minnesota Job Training Offices (GMJTOs)

AMOUNT: \$77,024

PURPOSE: To upgrade the skills of employed persons who are working at less than full skill potential and who are in entry level, unskilled, or semiskilled jobs with little or no advancement opportunity in the normal line of promotion.

SUMMARY: This activity is one wherein operators are encouraged by federal regulations to coordinate the development and conduct of their programs with their Private Industry Council (PIC). The occupations for which participants are being upgraded shall, by reg, be those:

1. Which would not otherwise have been available to entry-level employees;
2. Which provide opportunities in highly-skilled jobs or for upward mobility beyond the occupation for which training is provided; and
3. For which adequately trained personnel are not currently available with that employer.

This program is typically more expensive than others because by reg, participants must be compensated at at least the same rate they received before entering the program. Priority must be given to those employers who promise to hire at least one new individual at the entry level. These openings should occur by or before the Upgrade Program is completed and should be filled by an applicant who is "eligible" under law. Upgrade programs can consist of classroom training, OJT, or a combination of both. The reimbursement rate for Upgrade OJT is limited to 40%. Upgrading and retraining activities were restricted to 20% of funds available for PSIP.

PARTICIPANTS: A total of 67 participants were served in PSIP Upgrade as of July, 1983. There have been 45 terminations. Total expenditures of \$83,302.

MINNESOTA DEPARTMENT OF ECONOMIC SECURITY

PRIVATE SECTOR INITIATIVE PROGRAM (PSIP)

JOB TRAINING OFFICE

FINAL PROGRAM STATUS REPORT

TITLE: PSIP Variable Ratio OJT

OPERATOR(S): 13 Greater Minnesota Job Training Offices (GMJTOs)

AMOUNT: \$478,462

PURPOSE: To place unemployed clients in permanent jobs by executing individual OJT contracts with small businesses who receive partial reimbursement for initial training costs.

SUMMARY: This has been and continues to be the "bread and butter" direct placement activity. It is funded equitably via formula to all GMJTOs. It serves the greatest number of people of all PSIP direct placement activity. It is delivered at the GMJTOs through staff Job Developers. They work virtually door-to-door with small businesses placing individual clients in jobs. Employers benefit from a wage reimbursement which helps offset their initial training costs. The individual client, the job, the training being reimbursed for, the wage and duration are all simply spelled out in a written agreement entered into by the GMJTO and the employer. Reimbursement is usually set at 50% of the starting wage, however, the variable ratio aspect allowed for an initially higher rate of reimbursement as long as the over-all average remained 50%. The duration is usually dependent on the relative complexity of the job. Given the predominance of small employers in rural Minnesota, their single opening at-a-time characteristic, individual OJTs have been and remain an integral day-in, day-out direct placement activity in Greater Minnesota.

PARTICIPANTS: A total of 345 participants were served in PSIP Variable Ratio OJT through July, 1983. 213 individuals have been terminated. Total expenditures through July were \$348,897.

MINNESOTA DEPARTMENT OF ECONOMIC SECURITY

PRIVATE SECTOR INITIATIVE PROGRAM (PSIP)

JOB TRAINING OFFICE

FINAL PROGRAM STATUS REPORT

TITLE: School-To-Work Transition

OPERATOR: Inter County CAA, Mora JTO and Prairie Five CAA

AMOUNT: \$72,116

PURPOSE: To identify, prepare and place eligible high school seniors who plan to enter full-time private sector jobs upon graduation.

SUMMARY: Thru the RFP solicitation and review process, the PIC selected three School-To-Work Transition proposals for funding. These proposals operated through the Mora JTO, Inter County CAA, and the third was divided into three areas, Prairie Five CAA, Tri County CAA and Lakes and Pines CAA.

The projects were solicited in an effort to encourage the incorporation of preparation for work into the curriculum for seniors. These projects were designed to bring job seeking skills, career choice, etc., into the area high schools to help selected seniors prepare for placement after graduation.

School-To-Work Transition activities included awareness seminars, Job Search Counselors contacting and explaining the program to the school districts and one counselor attended a Career Day and had a booth set up to explain the Job Search Program and the Targeted Job Tax Credit.

PARTICIPANTS: Data not available at this time. Data will be compiled after receipt of final reports from the project operators.

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TITLE: Upgrade/Retraining for Women

OPERATOR: Crookston Job Training Office

AMOUNT: \$20,625

PURPOSE: To provide a special fund source for business to design Upgrade/Retraining programs for Crookston area women.

SUMMARY: Local businesses were working with Crookston Job Training Office staff to customize training for either upgrading or retraining their employees. The training was either classroom training, on-the-job training or both. The project was designed to help employers fill skill shortage occupations while allowing women access to non-traditional positions.

On-site monitoring indicates that all participants are progressing on schedule and should successfully complete their training.

PARTICIPANTS: Although the program was to originally serve 12-15 participants a total of 22 participants were served. Classroom training was conducted in nursing assistants. A combination of classroom training and on-the-job training was conducted in bookkeeping/accounting, taxidermy and office management.

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TITLE: Vegetable Beef Jerky Manufacturing

OPERATOR(S): Natural Way Mills, Inc., Middle River, Mn.

AMOUNT: \$346

PURPOSE: The original purpose was to build a new department employing 10-12 people in assembly-line work making a new jerky product.

SUMMARY: Natural Way Mills planned to expand into production of a vegetarian jerky. For the product, grains were purchased from local farmers. Most other working materials are purchased from merchants in Middle River and Thief River Falls. The mill grinds the grain for their products which gets distributed coast to coast and through natural food distributors. As the market expanded the company planned to add workers and provide stable employment for area residents. The project never became fully operational because the product had difficulty succeeding in the marketplace.

PARTICIPANTS: Served: 2 EE/Total Term: 1/1 (100%)

Cost per EE: \$346

Pre-CETA Wage: \$3.50 Post-CETA Wage: \$4.00

MINNESOTA DEPARTMENT OF ECONOMIC SECURITY

PRIVATE SECTOR INITIATIVE PROGRAM (PSIP)

JOB TRAINING OFFICE

FINAL PROGRAM STATUS REPORT

TITLE: Women In Trades and Technical Occupations

OPERATOR: Greater Minnesota Job Training Offices

AMOUNT: \$100,000

PURPOSE: To provide an incentive fund to offset the cost of tuition, books, and supplies of eligible women who would seek formal training, classroom and/or apprenticeship, in a recognized trade or technical occupation.

SUMMARY: The GMJTOs were provided funds by formula to use in FY'83. The funds were used as incentives to encourage women to consider occupations that they might not have otherwise considered. The Program was also intended to improve the level of service provided to women in PSIP.

However, due to the late program start-up, the classroom training cycle at the AVTIs was missed and the funds were not adequately utilized as planned. At the April 1983 PIC meeting, the Council requested that any Title VII Women In Trades and Technical Occupations funds not obligated by April 22nd, 1983 be returned to the Council for eventual redistribution. A survey of JTOs revealed that approximately \$44,228 was returned to the program.

PARTICIPANTS: Data not available at this time. Approximate expenditure of \$34,147 through July, 1983.