



**COUNTY ADMINISTRATOR**  
220 NORTH MAIN STREET, P.O. BOX 8645  
ANN ARBOR, MICHIGAN 48107-8645  
(734)996-3055  
FAX (734)994-2592

**TO:** Al Robinson, Chair  
Ways & Means Committee

**THROUGH:** Robert E. Guenzel  
County Administrator

**FROM:** Trena Rusher, Director  
Employment Training/Community Services

**DATE:** February 24, 1999

**SUBJECT:** Year (PY) 1999 Title IIB (Summer Youth Employment Training)  
Plan/Modification incorporating (and then transferring out to Title IIC)  
1998 Carry-In funds in the amount of \$89,502, for the period of October  
1, 1998 through September 30, 1999

Board Action Requested:

The ETCS Group is requesting the approval of the PY 1999 JTPA Title IIB Plan Modification/Revision Approval Request and approval of the budget.

Background:

The ETCS Group is the administrator and operator of Employment Training programs in Washtenaw County. The ETCS Group is funded by the Job Training Partnership Act, the Department of Labor, and the MJC to provide employment training and placement services in Washtenaw County.

The ETCS Group has concluded 1998 Title IIB program with unexpended funds in the amount of \$89,502. The ETCS Group is requesting that these funds be carried forward to the 99 IIB program, and then transferred to the Title IIC program. Since the IIC program operates year-round, these funds can be used to provide continual services to eligible participants. The ETCS Group has received notice of the PY 1998 Carry-in allocation of funds in the amount of \$89,502 for the period of October 1, 1998 through September 30, 1999.

Discussion:

Approval of the Title IIB Plan Modification/Revision Approval Request and approval of the budget will allow for the planning for, and implementation of, services to youth participants in Washtenaw County. The funds are being transferred to Title IIC to provide additional year-round services to in-school youth.

The Washtenaw County Workforce Development Board will operate a Summer Youth Employment and Training Program offering a variety of activities to economically disadvantaged youth. Exact performance and placement goals are detailed in the Participant Plan Summary, attached. Quantifiable, measurable steps toward achieving the goals of the program will include evaluation of program impact via pre and post-tests of youth enrolled in basic and remedial education, youth job performance evaluations at program

midpoint and completion, and other relevant evaluation methods.

Title IIB program effectiveness shall be defined as:

- A school return rate of 80% for SYETP participants aged seventeen (17) and under, who are not already high school graduates.
- Maintenance of reading and math grade levels for youth enrolled in the remediation component.
- An overall success rate of 75% for youth enrolled in work experience projects, measured by favorable post-program worksite supervisor evaluations.

#### Program Goals

- To encourage school completion or enrollment in supplementary or alternative school programs by exposing youth to various environments encouraging learning in a traditional or non-traditional educational setting.
- To enhance the basic educational skills of youth by offering basic skills and remediation classes, as well as tutoring when necessary.
- To enhance citizenship skills of youth in either the classroom setting or in a work experience.
- To provide employability skills and life skills to youth including career and vocational exploration programs.
- To Coordinate with local businesses to provide unsubsidized work opportunities.
- To coordinate local and other available youth resources (including the schools, community organizations, and the juvenile court system), thus creating an enhanced service delivery system.
- To provide youth with exposure to the world of work by offering a variety of career exploration, vocational exploration, job shadowing, and work experience opportunities.
- To help youth overcome employment barriers such as lack of experience, poor attitudes, etc.
- To provide a meaningful employment experience designed to improve the work habits and work skills of youth.
- To help youth identify and clarify career goals and objectives.
- To assist youth with special employment needs via individualized counseling, inter-agency referral and supported or coached job placements.
- To provide out-of-school youth with vocational skill training for jobs in demand in the SDA.
- To emphasize the importance of education and/or skill training as related to individual career choices.

#### Participant Eligibility

The Washtenaw County Workforce Development Board will serve individuals that meet the following eligibility requirements:

- Ages 14 through 21.
- Economically disadvantaged, or determined to meet the eligibility requirements for free meals under the National School Lunch Act during the most recent school year.

#### Impact on Human Resources:

The requested Board action has no impact on Washtenaw County positions, personnel policies or procedures.

#### Impact on Budget:

The requested Board action will authorize the receipt of the unspent 1998 Title IIB Program Year (10/1/97 - 9/30/98) funds in the amount of \$89,502 to be redirected to the Title IIC Program to serve these participants year round. . There are no County funds nor match required for this program.

Impact on Indirect Costs:

There are no indirect charges associated with this budget.

Impact on other County Departments or Outside Agencies:

The requested Board action has no impact on other County Departments or Outside Agencies.

Conformity to County Policies:

This matter has been reviewed by the Washtenaw County Workforce Development Board, the County Administrator's Office, Corporation Counsel, Finance, Human Resources, and the Ways and Means Committee. The requested Board action is in conformity with County Policies.

Attachments/Appendices:

1999 Title IIB Plan Application/Approval Request

1999 Title IIB budget

A Resolution ratifying the signature of the Chair of the Board on the Program Year (PY) 1999 Title IIB (Summer Youth Employment Training) Plan Modification to the Michigan Jobs Commission (MJC) for the period of October 1, 1998 through September 30, 1999 in the amount of \$89,502 for the employment training/community services group; authorizing the administrator to sign the notice of grant award; and amending the budget

WASHTENAW COUNTY BOARD OF COMMISSIONERS

March 10, 1999

WHEREAS the Michigan Jobs Commission requires the submission of the Job Training Plan for the 1999 Title IIB; and

WHEREAS, the Employment Training and Community Services Group has been notified of 1998 (10/1/97 - 9/30/98) unspent funding (Carry-In) funds in the amount of \$89,502; and

WHEREAS, the Title IIB program operates only during the summer when its youth participants are out of school; and

WHEREAS, the Title IIC program operates all year providing services to eligible youth; and

WHEREAS, the funds will be transferred to the Title IIC program to provide enhanced service to eligible youth for the program year of 1999 (10/1/98 - 9/30/99); and

WHEREAS this matter has been reviewed by the Washtenaw County Workforce Development Board, the County Administrator's Office, Corporation Counsel, Finance, Human Resources, and the Ways and Means Committee

NOW THEREFORE BE IT RESOLVED that the Washtenaw County Board of Commissioners hereby ratifies the signature of the Chair of the Board on the 1999 Title IIB Plan Modification to the Michigan Jobs Commission in the amount of \$89,502 for the period October 1, 1998 through September 30, 1999 for the Employment Training Community Services Group, as on file with the County Clerk.

BE IT FURTHER RESOLVED that the Board of Commissioners takes the following actions contingent upon receipt of the grant award in conformity with the application:

- 1. Authorizing the Administrator to sign the Notice of Grant Award
- 2. Amending the budget as attached hereto and made a part hereof

ETCS  
 BUDGET MODIFICATION SUMMARY  
 FUND # 2330999100  
 10/1/98 - 9/30/99

		Current	Revised	Total
<b>Revenues</b>				
50000	Federal Revenue	\$ 0	\$ 89,502	\$89,502

\* Funds to be transferred to the Title IIC Program

[Return to the Board of Commissioners Ways and Means Committee February 24, 1999 Agenda](#)