

TO: Al Robinson, Chair
Ways & Means Committee

THROUGH: Robert E. Guenzel
County Administrator

FROM: Trenda Rusher, Director
Employment Training/Community Services Group

DATE: April 7, 1999

SUBJECT: FY 1999 Food Stamp Employment & Training (FSE&T) modification

Board Action Requested:

The Employment Training/Community Services Group is requesting the ratification of the signature of the Chair of the Board on the modification to the FY 1999 FSE&T Program for the period October 1, 1998 through September 30, 1999 in the amount of \$140,930.

Background:

Through an Interagency Agreement with the Family Independence Agency, the Employment Training/Community Services Group through the MJC will administer the FSE&T Program to serve 18 through 49 year old able-bodied adults without dependents who are in jeopardy of losing their food stamp eligibility due to time limits. This is the first year for the FSE&T program. The original plan was to serve 25 eligible participants with funds of \$44,374.

Discussion:

The Employment Training/Community Services Group plans to serve 88 eligible participants. The following is a description of each of the planned FSE&T program activities that will be available to these participants:

- Job Search and Job Readiness Assistance – Helps participants become familiar with general workplace expectations and learn behaviors and attitudes necessary to compete successfully in the labor market. May include job clubs, counseling and job seeking training. These activities must enhance the employability of the participant. If the food Stamp participant is not employed at the end of 30 days of job search, the participant must be placed in workfare.
- Workforce – Participants assigned to work in public or private non-profit entities as a condition of Food Stamp eligibility. The main goal of this program is to improve the participant's employability and enable them to proceed to unsubsidized employment.
- Unsubsidized Employment – Participant is employed not supported by public funds.
- Educational Training Programs –may combine a minimum of 65 hours of work and 15 hours of education /training activities per month to meet Federal participation requirements of 80 hours per

month. Allowable training activities are those that directly enhance the employability of the participant. These activities may include, but are not limited to, high school or equivalent education programs, remedial education programs to achieve a basic literacy level, English as a second language and JTPA training programs.

Each participant will be assessed to determine current educational skill levels, occupational abilities and employment needs. The MWA will provide and use the REV RAC reading instrument, WRAT 3 math instrument, Work History and Barriers to Employment form, and the IDEAS Occupational Inventory.

The coordination of participant information between the MWA and FIA will involve the following: MJC State Reports and Policy Issuances, FIA's Central Information System Reports (CIS) and Policy Letters. Regularly scheduled monthly meeting have been established with the MWA and FIA.

The FSE&T program will be coordinated with ongoing Welfare Reform programs (i.e., Welfare to Work, JPTA) and services within the Washtenaw County. All Welfare Reform programs are delivered through a single service provider at the Washtenaw County Michigan Works! Service Center.

The MWA may also provide supportive services as necessary to enable clients to participate in their assigned activity. Supportive services include: transportation assistance, car repairs, car insurance, tools and work-related clothing.

Impact on Human Resources:

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

Impact on Budget:

There are no County funds nor match required for this program. There are no administrative funds under this program. The funds will be expended as follows:

- \$53,461 for Job Search/Job Readiness
- \$13,364 for Workfare
- \$13,364 for Unsubsidized Employment
- \$53,460 for Educational/Training programs
- \$7,281 for Supportive Services

Work Skills is the contractor for the FSE&T program.

Impact on Indirect Costs:

There are no indirect costs associated with this request.

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 FSE&T Plan Modification

Revised Budget

A RESOLUTION RATIFYING THE SIGNATURE OF THE CHAIR OF THE BOARD ON THE FISCAL YEAR (FY) 1999 Food Stamp Employment & Training (FSE&T) PLAN MODIFICATION for the period October 1, 1998 through September 30, 1999 in the amount of \$140,930; AUTHORIZING THE ADMINISTRATOR TO SIGN THE NOTICE OF GRANT AWARD; REVISING THE BUDGET AND AUTHORIZING THE ADMINISTRATOR TO SIGN DELEGATE CONTRACTS

WASHTENAW COUNTY BOARD OF COMMISSIONERS

April 21, 1999

WHEREAS, the Employment Training/Community Services Group is the administrator and operator of Employment and Training programs in Washtenaw County; and

WHEREAS, the Employment Training/Community Services Group is funded by the Job Training and Partnership Act, the Michigan Department of Labor and the Michigan Jobs Commission to provide employment training and placement services; and

WHEREAS, the Washtenaw County Workforce Development Board and the Board of Commissioners oversee, recommend and approve employment and training programs throughout Washtenaw County; and

WHEREAS, through an Interagency Agreement with the Family Independence Agency, the Employment Training/Community Services Group through the MJC will administer the FSE&T Program; and

WHEREAS, the revised plan is to serve 88 eligible participants; and

WHEREAS, the FSE&T Program will serve 18 through 49 year old able-bodied adults without dependents who are in jeopardy of losing their food stamp eligibility due to time limits; and

WHEREAS, this is the first year for the FSE&T program; and

WHEREAS, activities may include, but are not limited to, high school or equivalent education programs, remedial education programs to achieve a basic literacy level, English as a second language and JTPA training programs; 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 FY 1999 Food Stamp Employment & Training (FSE&T) Plan Modification in the amount of \$140,930 for the period of 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 revised budget, as attached hereto and made a part hereof
 3. Authorizing the Administrator to sign the delegate contracts upon review of Corporation Counsel to be filed with the County Clerk

Washtenaw County ETCS					
Summary Budget					
Fund #2460 - Food Stamp Employment and Training					
Fiscal Year Ending September 30, 1999					
Revenues					
50000	Federal Revenue		\$ 44,374	\$ 140,930	\$ 96,556
Expenditures					
80000	Other Services and Charges		\$ 44,374	\$ 140,930	\$ 96,556

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