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TO: Martha Kern, Chair  
Ways & Means Committee

THROUGH: Robert E. Guenzel  
County Administrator

FROM: Trenda Rusher, Executive Director  
Employment Training and Community Services

DATE: September 5, 2001

SUBJECT: 2001 Employment Services Plan Application

**Board Action Requested:**

The Employment Training Community Services Group is requesting ratification of the Chair of the Board's signature on the FY 2001 Employment Services Plan Application to the Michigan Department of Career Development (MDCD) in the amount of \$392,842.57 for the period of July 1, 2001 through June 30, 2003; authorizing the Administrator to sign the Notice of Grant Award; amending the budget; authorizing the County Administrator to sign delegate contracts.

**Background:**

By Governor Engler's Executive Order 1997-12, dated August 6, 1997, the Michigan Employment Security Agency (MESA, formerly known as MESC) began a massive reorganization. Michigan's new Employment Services will serve employers and job seekers under State direction, through grants to local Michigan Works Agencies, administered locally by the Washtenaw County Workforce Development Board.

The Michigan Department of Career Development, in response to the Plante & Moran findings, reorganized the Michigan Employment Security Agency by splitting the services once provided by MESA into two entities: the Unemployment Agency and the Employment Services Agency. The Unemployment Agency will be responsible for the Unemployment Insurance Program and located in the Michigan Department of Consumer and Industry Services. The Employment Services Agency will be responsible for the Employment Services and Labor Market Information Programs and located in the Michigan Department of Career Development (formerly, the Michigan Jobs Commission).

Labor Market Information and related functions were transferred to the Michigan Department of Career Development. While the MDCD provides central administrative and policy staff service, the employment services field operations has been decentralized and integrated through the local Workforce Development Boards and their One-Stop Centers.

### **Discussion:**

In partnership with the Washtenaw County Workforce Development Board, the Washtenaw County Education Advisory Group, the Washtenaw County Workforce Development Board's Employers' Committee, and the Washtenaw County Community Action Board, an intensive environmental scan was conducted to assess the external, internal, and demographic factors influencing the workforce development needs of this region.

The Institute for Community and Regional Development (ICARD) at Eastern Michigan University played a lead role in the research, writing, and design of the scan. On the basis of the preliminary scan, the Workforce Development Board has drafted the following five goals in which to concentrate its efforts and resources:

- (a) Develop sector-based workforce development strategies;
- (b) Address the workforce development needs of small and medium-sized employers (fewer than 500 employees);
- (c) Address the needs of the County's working poor;
- (d) Harness the County's large high school and college graduate population as a primary strategy to address the current labor shortage;
- (e) Engage in a quality assurance initiative to improve system-wide planning efforts, service delivery, and customer outcomes.

Of the five goals, the first two are demand side goals focusing on the needs and resources of employers. The second two goals focus on supply-side, tapping into potential career development strategies for the working poor and for students at all levels. The fifth goal provides a mechanism for data collection, community visibility, and program development, which unite all the elements of the workforce development system. The last aims to strengthen quality assurance, which is the backbone to the success of other goals.

Labor market barriers identified in the comprehensive workforce development plan for Washtenaw County during the period July 1, 1999 through June 30, 2001 note the average unemployment rate has dropped to approximately 2.2 percent, which has created a jobseekers market. Business expansion and development has been on the borders of Ypsilanti and Ann Arbor areas; thus, people without transportation have major barriers to employment in Washtenaw County. Service, retail, and light manufacturing industries pay below average wages when compared to other employers in Washtenaw County. The cause and effect of this relationship has created an obstacle for many employers to hire employees for a long-term commitment. Lastly, in the high technology area of Ann Arbor, availability and affordable housing has become a concern for many employees seeking employment in Washtenaw County.

The Washtenaw County MWA will implement planned services or activities, which utilize Wagner-Peyser Employment Services funds. Washtenaw County intends to serve eight hundred (800) job seekers over this period. These services include basic labor exchange, accessibility to internet-based self service electronic labor exchange, participation in the nation-wide system for clearing labor between the states, operating the local component of the ES complaint system, providing TAA/NAFTA services including employment registration, vocational testing, job development, supportive services, on-the-job training, classroom training, self-directed job search, job search allowances, and relocation allowances

**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 approve the Employment Training and Community Services Group's (ETCS) FY 2001 Employment Services budget. There are no County funds, nor match required for this program. The total budget for this year is \$392,842.57, the following is a breakout of the figure:

\$277,989.79 Direct Customer Services  
\$ 58,926.39 Information Technology/Computerization  
\$ 55,926.39 Administration

**Impact on Indirect Costs:**

There are no indirect costs 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. The County's Information and Technology Services Department has coordinated and assisted Employment Training/Community Services Group with the initial set-up and planning of this project.

**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, Information and Technology Services, and the Ways and Means Committee. The requested Board action is in conformity with County policies.

**Attachments/Appendices:**

2001 ES Plan  
2001 ES Budget

**Prepared by:**

Trenda Rusher, Executive Director  
Employment Training and Community Services Group

A RESOLUTION RATIFYING THE CHAIR OF THE BOARD'S SIGNATURE ON THE 2001 EMPLOYMENT SERVICES PLAN APPLICATION TO THE MICHIGAN DEPARTMENT OF CAREER DEVELOPMENT FOR THE PERIOD OF JULY 1, 2001 THROUGH JUNE 30, 2003 IN THE AMOUNT OF \$392,842.57 FOR THE EMPLOYMENT TRAINING AND COMMUNITY SERVICES GROUP; AUTHORIZING THE ADMINISTRATOR TO SIGN THE NOTICE OF GRANT AWARD; AMENDING THE BUDGET, AND AUTHORIZING THE COUNTY ADMINISTRATOR TO SIGN THE DELEGATE CONTRACTS

WASHTENAW COUNTY BOARD OF COMMISSIONERS

September 19, 2001

WHEREAS, by Executive Order 1997-12, dated August 6, 1997, the Michigan Employment Security Agency, Employment Service, Labor Market Information and related functions were reorganized; and

WHEREAS, while the Michigan Department of Career Development will continue to provide central administrative and policy staff, most employment service field operations have been decentralized and integrated with the Workforce Development Boards; and

WHEREAS, the Employment Training & Community Services Group will serve employers and job seekers under State direction; and

WHEREAS, the Employment Training & Community Services Group is required to submit an application to the Michigan Department of Career Development to receive Employment Services plan funds for the next two years, and

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

NOW THEREFORE BE IT RESOLVED that the Washtenaw County Board of Commissioners hereby ratifies the Chair of the Board's signature on the 2001 Employment Services plan application to the Michigan Department of Career Development, in the amount of \$392,842.57 for the period of July 1, 2001 through June 30, 2003 for the Employment Training and 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
3. Authorizing the Administrator to sign the delegate contracts upon review by Corporation Counsel, to be filed with the County Clerk.

Washtenaw County ETCS  
Summary Budget  
Fund #2490 - Employment Service  
Fiscal Year Ending June 30, 2002

**Revenues**

50000	Federal Revenue	<u>392,842.57</u>
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**Expenditures**

80000	Other Services and Charges	<u>392,842.57</u>
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