



COUNTY ADMINISTRATOR
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TO: Martha Kern, Chair
Ways & Means Committee

THROUGH: Robert E. Guenzel
County Administrator

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

DATE: September 5, 2001

SUBJECT: Resolution ratifying the Chair of the Board's signature on the
Employment Training and Community Services (ETCS) Group's
Strategic Plan to the Michigan Department of Career
Development (MDCD)

Board Action Requested:

The Employment Training Community Service (ETCS) Group is requesting the ratification of the Chair of the Board's signature on the Strategic Plan to the Michigan Department of Career Development (MDCD) in the amount of \$115,000; authorizing the Administrator to sign the Notice of Grant Award; amending the budget; and authorizing the Administrator to sign subsequent delegate contracts.

Background:

The Michigan Department of Career Development has adopted the Strategic Planning initiative to develop a system that produces a workforce with the required skills to maintain and enhance the Michigan economy. The system encompasses the education/career preparation, workforce development, and worker enhancement sub-systems.

The MDCD intends to build these partnerships through a strategic planning initiative that involves leaders from business, education and government sectors. Its main features include: (a) an environmental scan; (b) strategic goals and measurable outcomes; and (c) an operational plan. The environmental scan of Washtenaw County outlines key community trends and performance measures that provide a framework for decision-making and agreement in the community

about the facts. The strategic goals and measurable outcomes are priorities and accountability to ensure that the system responds to needs and is on record about how to measure success. An operational plan delineates actions steps that commit local resources to achieving success.

Discussion:

The Washtenaw County Workforce Development/ETCS Group contracted with Eastern Michigan University to conduct the strategic plan initiative. The plan includes a letter of intent, environmental scan and report card, community consensus and outreach, strategic assets and comprehensive plan, and an operational plan.

Proposed goals for the Washtenaw County Workforce Development System are as follows:

- A. develop sector-based workforce development;
- B. address the workforce development needs of small and medium-sized employers;
- C. address the needs of the County's working poor;
- D. harness untapped human resources in the county, including high school and college graduates, and persons with disabilities, to address the current labor shortage;
- E. improve system-wide planning efforts and customer outcomes through a concerted quality assurance initiative.

Three primary objectives with specific supporting strategies are to be pursued over the next three years in reaching those goals. The objectives include: (1) conducting a data collection audit and creating an improvement plan for data collection and analysis; (2) creating a workforce development system map and employer services model; and (3) revising the criteria for approving Workforce Development Boards sign off on Economic Development Job Training (EDJT) applications. Objective One addresses Goal A and Goal B; Objective Two addresses Goal C; and Objective Three addresses Goal D. Goal E has been integrated into the Workforce Development Board's overall strategic direction for the next three years.

The Michigan Department of Career Development (MDCD) has offered a performance-based grant to those Workforce Development Boards which complete specific planning and operational activities and provide documentation of these activities to the MDCD. The eligible activities are:

- 1. Letter of Intent outlining strategic planning process
- 2. Environmental Scan and Report Card
- 3. Community Outreach and Consensus
- 4. Strategic Assets and Comprehensive Plan

Bonuses at each level are available for completing additional activities.

All required documents for this grant have been submitted, and the state has approved them as eligible for funding under this grant. The final step is to submit the Grant Agreement.

Impact on Human Resources:

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

Impact on Budget:

The grant is for a maximum of \$115,000. Funds are contingent upon submission of key documentation of each activity by or before the deadline.

1. Letter of Intent: \$17,500
2. Environmental Scan: \$25,000 plus \$7,500 bonus
3. Community Outreach: \$25,000 plus \$7,500 bonus
4. Strategic Assets: 25,000 plus \$7,500 bonus

There are no County funds, nor match required for the requested Board action.

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.

Conformity to County Policies:

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

Attachment/Appendices:

MDCD Strategic Plan

Prepared by:

Trenda Rusher, Executive Director
Employment Training Community Services Group

A RESOLUTION RATIFYING THE CHAIR OF THE BOARD'S SIGNATURE ON THE STRATEGIC PLAN TO THE MICHIGAN DEPARTMENT OF CAREER DEVELOPMENT IN THE AMOUNT OF \$115,000; AUTHORIZING THE COUNTY TO SIGN THE NOTICE OF GRANT AWARD; AMENDING THE BUDGET AND AUTHORIZING THE ADMINISTRATOR TO SIGN SUBSEQUENT DELEGATE CONTRACTS

WASHTENAW COUNTY BOARD OF COMMISSIONERS

September 19, 2001

WHEREAS, the Employment Training & Community Services Group (ETCS) is requesting ratification of the Chair of the Board's signature on Strategic Plan to the Michigan Department of Career Development; and

WHEREAS, ETCS is the administering agency for workforce development programs funded and administered by the United States Department of Labor and the Michigan Department of Career Development; and

WHEREAS, the Michigan Department of Career Development is developing a system that produces a workforce with the required skills to maintain and enhance the Michigan economy; and

WHEREAS, the system includes developing strategic partnerships within the community to come together to build a world class Career Development System; and

WHEREAS, the Washtenaw County Workforce Development Board is charged with completing a report card of the Washtenaw County area which identifies the County's goals, developing community consensus on the goals, and developing a strategic assets and comprehensive plan in addition to an operational plan; and

WHEREAS, this matter has been reviewed by Corporation Counsel, Finance, Human Resources, the County Administrator's Office, 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

Employment Training & Community Services Group's Strategic Plan to the Michigan Department of Career Development, 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 plan:

1. Authorizing the County Administrator to sign the Notice of Grant Award
2. Amending the budget as attached hereto and made a part hereof
3. Authorizing the County Administrator to sign the delegate contracts upon review by Corporation Counsel, to be filed with the County Clerk

Summary Budget
Fund # 2420
Fiscal Year Ending September 30, 2001

		Current		Revised	Variance
Revenues					
54000	State Revenue	\$ -		\$ 115,000	\$ 115,000
 Expenditures					
80000	Other Services and Charges	\$ -		\$ 115,000	\$ 115,000