



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 and Community Services (ETCS) Group

DATE: December 5, 2001

SUBJECT: The Employment Training and Community Services (ETCS) Group's Fiscal Year (FY) 2002 Work First plan application to the Michigan Department of Career Development (MDCD) for the period of October 1, 2001 through September 30, 2002 in the amount of \$1,403,477; amending the budget; and authorizing the administrator to sign the delegate contracts

Board Action Requested:

The Employment Training and Community Services Group is requesting that the Board of Commissioners ratify the Chair of the Board's signature on the application to the Michigan Department of Career Development (MDCD) for the Employment Training and Community Services (ETCS) Group's Fiscal Year (FY) 2002 Work First plan in the amount of \$1,403, 477 for the period of October 1, 2001 through September 30, 2002; authorizing the Administrator to sign the Notice of Grant Award; amending the budget; and authorizing the Administrator to sign the delegate contracts.

Background:

The Personal Responsibility and Work Opportunity Reconciliation Act (PRWORA) of 1996, was enacted at the federal level in September 1996. In December 1995, the Michigan State Legislature enacted Public Act 223. Under this legislation, the Work First program is designed to provide services to those persons applying for Family Independence Programs services, currently receiving Family Independence Program service, non-cash recipients (food stamps, Medicaid, family day care), and non-custodial parents of Family Independence Programs recipients. The Family Independence Program is funded with funds from Temporary Assistance for Needy Families (TANF).

The ETCS Group has applied for funds from the Michigan Department of Career Development (MDCD) for the period of October 1, 2001 through September 30, 2002 in the amount of \$1,403,477. The program plan is to serve a total of 1700 eligible participants in Washtenaw County.

Discussion:

Board approval of the ETCS Group's Work First Program and revised budget will allow the ongoing delivery of workforce development services to eligible TANF recipients referred by the Family Independence Agency (FIA) in Washtenaw County.

The Work First Program provides education and training services to individuals on public assistance programs. Services include at a minimum such things as Job Search activities, Job Readiness, Job Development and Placement, and On-The-Job Training. Through these services, the goal is to help participants develop the skills that they need to find employment and remove the need for public assistance.

In an effort to address the needs of the Work First population, a variety of programs and activities have been designed to address the needs of participants while operating in an efficient and effective manner. These include at a minimum: Unsubsidized Employment, Subsidized Private Sector Employment, Subsidized Public Sector Employment, On-the-Job Training (OJT), Job Search and Job Readiness Assistance, Community Service Programs, Vocational Education, Job Skills Training, Education Directly Related to Employment, Post Employment Training, and Secondary Education.

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 ETCS Work First program budget in the amount of \$1,403,477, of which \$485,060 is designated for direct client services and \$600,000 is designated for supportive services. There are no County funds, nor match required for this program. Administration for this plan is \$318,417. The contractor for Washtenaw County's Work First Program is St. Clair Shores Adult and Community Education.

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:

2002 Work First Plan

2002 Work First Budget

A RESOLUTION RATIFYING THE CHAIR OF THE BOARD'S SIGNATURE ON THE APPLICATION TO THE MICHIGAN DEPARTMENT OF CAREER DEVELOPMENT (MDCD) FOR THE EMPLOYMENT TRAINING AND COMMUNITY SERVICES (ETCS) GROUP'S FISCAL YEAR (FY) 2002 WORK FIRST PLAN IN THE AMOUNT OF \$1,403,477, FOR THE PERIOD OF OCTOBER 1, 2001 TO SEPTEMBER 30, 2002; AUTHORIZING THE ADMINISTRATOR TO SIGN THE NOTICE OF GRANT AWARD; AMENDING THE BUDGET; AND AUTHORIZING THE ADMINISTRATOR TO SIGN THE DELEGATE CONTRACTS

WASHTENAW COUNTY BOARD OF COMMISSIONERS

December 5, 2001

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

WHEREAS, the ETCS Group is funded by the Workforce Investment Act, the Department of Labor and the Michigan Department of Career Development 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, the Michigan Department of Career Development (MDCD) has implemented the Work First Initiative since October 1, 1994, to serve recipients of Aid to Families with Dependent Children (AFDC), State Family Assistance and Food Stamps; and

WHEREAS, the ETCS Group has applied for funds from the Michigan Department of Career Development (MDCD) for the period of October 1, 2001 through September 30, 2002 in the amount of \$1,403,477 for the Work First program; and

WHEREAS, there are no County funds nor match required for this program and administrative costs of \$318,417 are allowed; and

WHEREAS, the ETCS Group plans to serve 1700 eligible participants under the FY 2002 Work First Program, referred by the Family Independence Agency; 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 Chair of the Board's signature on the application to the Michigan Department of Career Development (MDCD) for the Employment Training and Community Services (ETCS) Group's Fiscal Year (FY) 2001 Work First Program Plan in the amount of \$1,403,477, for the period October 1, 2001 through September 30, 2002, 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 of Corporation Counsel, to be filed with the County Clerk

Washtenaw County ETCS
Summary Budget
Business Unit 2420019100
Work First
Fiscal Year Ending September 30, 2002

Revenues		
50000	Federal Revenue	<u>\$ 1,403,477</u>
Expenditures		
80000	Other Services and Charges	<u>\$ 1,403,477</u>