



COUNTY ADMINISTRATOR
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TO: Wes Prater, Chair
Ways & Means Committee

THROUGH: Robert E. Guenzel
County Administrator

FROM: Trenda Rusher, Executive Director
Employment Training and Community Services (ETCS) Group

DATE: December 1, 2004

SUBJECT: The Employment Training and Community Services (ETCS) Group's
Fiscal Year (FY) 2005 Work First plan application to the Michigan
Department of Labor and Economic Growth (MDLEG).

Board Action Requested:

The ETCS Group is requesting the ratification of the Chair of the Board's signature on the application to the MDLEG for the Fiscal Year (FY) 2005 Work First plan in the amount of \$1,547,930 for the period of October 1, 2004 through September 30, 2005; authorizing the Administrator to sign the Notice of Grant Award; approving 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 Programs, 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).

Discussion:

Board approval on the ETCS Group's Work First Plan application and budget will allow the ongoing delivery of Work First services to eligible TANF recipients referred by the Family Independence Agency (FIA) in Washtenaw County. The Work First Program is funded by four different sources: (a) federal Temporary Assistance for Needy Families (TANF); (b) TANF Transportation to Work (TtW) funds; (c) state General Fund/General Purpose (GF/GP); (d) Reed Act funds.

The Work First Program provides the following types of services:

(a) Joint Orientation and Client Assessment – the Michigan Works! Agency (MWA) collaborates with the Family Independence Agency (FIA) in conducting joint orientation session within five working days after the receipt of a person’s application for Family Independence Program (FIP) assistance.

(b) Job Club/Job Search Services – this component consists of structured job search and placement activities. If, at the end of the assignment, the participant has not found employment, the participant will be reassessed and transferred to another component, depending upon assessment results.

(c) Provision of Other Employment and Training Services – this component includes a variety of programs and activities, in addition to the Job Club/Job Search component, designed to address the needs of participants while operating in an efficient and effective manner: At a minimum, these activities could include: unsubsidized employment, subsidized private sector employment, work experience, On-the-Job Training (OJT), condensed vocational education, occupational training, secondary education, and job skills training.

The Work First Program may also provide supportive services, as necessary, to enable clients to participate in their assigned activity. Supportive services may include auto purchases, public transportation allowances, auto-related expenses (i.e., repair), and clothing.

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 \$1,547,930, delineated as follows:

\$1,034,249	TANF funds
\$ 7,322	TtW Funds
\$ 279,824	GF/GP funds
\$ 226,535	Reed Act funds

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:

2005 Work First Plan

2005 Work First Budget

A RESOLUTION RATIFYING THE CHAIR OF THE BOARD'S SIGNATURE ON THE APPLICATION TO THE MICHIGAN DEPARTMENT OF LABOR AND ECONOMIC GROWTH (MDLEG) FOR THE FISCAL YEAR (FY) 2005 WORK FIRST PLAN IN THE AMOUNT OF \$1,547,930, FOR THE PERIOD OF OCTOBER 1, 2004 TO SEPTEMBER 30, 2005 FOR THE EMPLOYMENT TRAINING AND COMMUNITY SERVICE (ETCS) GROUP; AUTHORIZING THE ADMINISTRATOR TO SIGN THE NOTICE OF GRANT AWARD; APPROVING THE BUDGET; AND AUTHORIZING THE ADMINISTRATOR TO SIGN THE DELEGATE CONTRACTS

WASHTENAW COUNTY BOARD OF COMMISSIONERS

December 1, 2004

WHEREAS, the ETCS Group is the administrator and operator of Employment and Training programs in Washtenaw County; 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 Labor and Economic Growth (MDLEG) has implemented the Work First Initiative since October 1, 1994, to serve recipients of the Family Independence Program (FIP); and

WHEREAS, in addition to Work First Program services, the ETCS Group may provide supportive services, as necessary, to enable clients to participate in their assigned activity; and

WHEREAS, as a combined department with the local Community Action program, the ETCS Group is in a unique position to collaborate services in the area of housing rehabilitation, utility assistance, weatherization, and emergency services; 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 Labor and Economic Growth (MDLEG) for the Fiscal Year (FY) 2004 Work First Program Plan in the amount of \$1,547,930, for the period October 1, 2004 through September 30, 2005 for the Employment Training and Community Service (ETCS) 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. Approving 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

Washtenaw County ETCS
Summary Budget
Fund #2420 - Work First
Fiscal Year Ending September 30, 2005

Revenues

50000	Federal Revenue	<u>\$ 1,034,249</u>
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Expenditures

80000	Other Services and Charges	<u>\$ 1,034,249</u>
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Washtenaw County ETCS
Summary Budget
Fund #2420 - Work First Transportation-to-Work
Fiscal Year Ending September 30, 2005

Revenues

50000	Federal Revenue	<u>\$ 7,322</u>
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Expenditures

80000	Other Services and Charges	<u>\$ 7,322</u>
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Washtenaw County ETCS
Summary Budget
Fund #2410 - State General Funds/General Purpose
Fiscal Year Ending September 30, 2005

Revenues

54001	State Revenue	<u>\$ 279,824</u>
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Expenditures

80001	Other Services and Charges	<u>\$ 279,824</u>
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Washtenaw County ETCS
Summary Budget
Fund #2480 - Reed Act (Work First)
Fiscal Year Ending September 30, 2005

Revenues

50000	Federal Revenue	<u>\$ 226,535</u>
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Expenditures

80000	Other Services and Charges	<u>\$ 226,535</u>
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