



COUNTY ADMINISTRATOR
220 NORTH MAIN STREET, P.O. BOX 8645
ANN ARBOR, MICHIGAN 48107-8645
(734) 222-6850
FAX (734) 222-6715

TO: Barbara Levin Bergman, Chair
Ways & Means Committee

THROUGH: Robert E. Guenzel
County Administrator

FROM: Tenda Rusher, Director
ETCS

DATE: September 3, 2008

SUBJECT: Workforce Investment Act (WIA) Career Advancement Account (CAA)

BOARD ACTION REQUESTED:

It is requested that the Washtenaw County Board of Commissioners ratify the signature of the Chair of the Board on the Workforce Investment Act (WIA) Career Advancement, Account (CAA) demonstration project in the amount of \$74,626 for the period of February 5, 2008 through December 31, 2008.

BACKGROUND:

The Workforce Investment Act (WIA) was mandated on August 7, 1998. It provides the framework for a unique national workforce preparation and employment system designed to meet the needs of businesses, job seekers and those who want to further their careers. This provides the background for Governor Granholm's No Worker Left Behind Initiative, which aligns all federal workforce dollars used for worker training into a unified workforce development strategy. NWLB gives Michigan workers the opportunity to acquire the skills they need to win good-paying jobs in today's global economy. Having an adaptive, highly skilled workforce is central to Michigan's strategy for economic transformation. The Michigan Department of Labor and Economic Growth (MDLEG) is the state department that is charged with overseeing NWLB.

ETCS is the administrator and operator of workforce development programs in Washtenaw County. It is funded by the Workforce Investment Act (WIA), the United States Department of Labor (USDOL), and the Michigan Department of Labor and Economic Growth (MDLEG) to provide employment training and placement services. The Washtenaw County Workforce Development Board (WDB) and the Board of Commissioners (BOC) oversee, recommend and approve workforce development

programs throughout Washtenaw County. ETCS is also referred to as the local Michigan Works! Agency (MWA).

DISCUSSION:

The MDLEG has identified \$1,500,000 in WIA Statewide Activities funding that will be leveraged against a \$1,500,000 statewide demonstration grant from the USDOL. These funds will be distributed to nine (9) Michigan Works! Agencies (MWAs) to establish Career Advancement Accounts (CAAs) for incumbent and dislocated worker training programs within the automotive industry. There is a great need for skills upgrade training within Michigan's existing workforce and for those individuals who have exited the workforce.

For this demonstration, focus will be placed on targeting CAAs toward geographic areas of the state that have been previously dependent on the automotive industry for their economic support. Providing training helps to advance individuals, employers, and the state's economic development efforts.

The Washtenaw County Michigan Work! Agency (MWA)/ETCS will utilize this demonstration and the CAA funding towards providing participant selected incumbent and dislocated worker training to automotive workers and supplier staff who have been laid off or who have left or retired from this industry through the acceptance of a buyout, without funding for retraining. This includes workers from surrounding businesses who have also had their employment affected by the restructuring within the automotive industry. It has been determined that this is the most efficient and effective avenue to provide those individuals not already receiving benefits through the Workforce Investment Act (WIA) or the Trade Adjustment Assistance (TAA).

Funds will be used to pay for expenses directly related to education and training, tuition, or the cost of the program, including books or fees associated with education or training. Training received using CAA funding will be focused on high-growth, high-demand occupations.

The Washtenaw County MWA/ETCS anticipates that it will serve approximately fifteen (15) eligible participants. Based upon the successful completion of the first year of training, CAA participants may be eligible to renew training for one additional year, for a maximum training period of two years. Training is limited to up to \$5,000 per year for a two-year maximum of up to \$10,000.

For the purpose of this demonstration, incumbent workers will be allowed to select their own training programs with the intent to secure their standing in the workforce even if it excludes any direct connection to, or support of, their current position or employer. Incumbent Worker Training (IWT) may provide participants with an upgrade in skills such as:

- Employee selected skill training designed to avert layoffs, upgrade worker skills, or keep worker's skills competitive;

- Employee selected, job specific retraining or skills upgrading related to new work processes or business restructuring;
- Employee selected introductions to new industry technology; and
- Employee selected new organizational strategies designed to promote company expansion/growth and/or prevent closing/dislocation of Michigan businesses or workers.

Funding may be utilized, with proper documentation, for the following activities:

- Employee skills assessment and testing;
- Classroom training;
- Direct training costs;
- Instructor wages; and/or
- Resource materials.

Participants served through these funds will be educated in all of their options as WIA participants and work individually with staff to address their job search, training and occupational needs.

IMPACT ON HUMAN RESOURCES:

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

IMPACT ON BUDGET:

The requested Board action approves the WIA CAA budget in the amount of \$74,626.

IMPACT ON INDIRECT COSTS:

Indirect costs are not eligible for reimbursement under this grant.

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:

The requested Board action has been reviewed by the Washtenaw County Workforce Development Board (WDB), the County Administrator's Office, Corporation Counsel, the Office of Finance, and the Human Resources Department. The action is in conformity with County policies.

ATTACHMENTS/APPENDICES:

WIA CAA Plan
WIA CAA Budget

A RESOLUTION RATIFYING THE CHAIR OF THE BOARD'S SIGNATURE ON THE ETCS WORKFORCE INVESTMENT ACT (WIA) CAREER ADVANCEMENT ACCOUNT (CAA) DEMONSTRATION PROJECT IN THE AMOUNT OF \$74,626 FOR THE PERIOD OF FEBRUARY 5, 2008 THROUGH DECEMBER 31, 2008; AUTHORIZING THE COUNTY ADMINISTRATOR TO SIGN NOTICE OF GRANT AWARDS; AMENDING THE BUDGET AND AUTHORIZING THE ADMINISTRATOR TO SIGN DELEGATE CONTRACTS.

WASHTENAW COUNTY BOARD OF COMMISSIONERS

September 17, 2008

WHEREAS, the federal Workforce Investment Act (WIA) was implemented in 1998 to address workforce development and employment training to meet the needs of businesses, job seekers and those who want to further their careers; and

WHEREAS, the WIA is the primary funding source for Governor Granholm's No Worker Left Behind (NWLB) initiative announced in August 2007, an ambitious plan to train 100,000 citizens in three (3) years for jobs in high demand occupations and emerging industries or entrepreneurial endeavors; and

WHEREAS, ETCS is the administrator and operator of workforce development programs in Washtenaw County and is funded by the Workforce Investment Act (WIA), the United States Department of Labor (USDOL), and the Michigan Department of Labor and Economic Growth (MDLEG) to provide employment training and placement services; and

WHEREAS, the Washtenaw County Workforce Development Board (WDB) and the Board of Commissioners oversee, recommend and approve employment and training programs throughout Washtenaw County delivered by the ETCS, also referred to as the local Michigan Works! Agency (MWA); and

WHEREAS, the MDLEG has identified \$1,500,000 in WIA Statewide Activities funding that will be leveraged against a \$1,500,000 statewide demonstration grant from the USDOL for the Career Advancement Account (CAA) Demonstration Project distributed to nine (9) Michigan Works! Agencies (MWAs), including the Washtenaw County MWA/ETCS, for incumbent and dislocated worker training programs for individuals; and

WHEREAS, funding will be utilized towards providing participant selected incumbent and dislocated worker training to automotive workers and supplier staff who have been laid off or who have left or retired from this industry through the acceptance of a buyout, without funding for retraining, which includes workers from surrounding businesses who have also had their employment affected by the restructuring within the automotive industry; and

WHEREAS, funds will be used to pay for expenses directly related to education and training, tuition, or the cost of the program, including books or fees associated with education or training, as selected by the participant; and

WHEREAS, training received using CAA funding will be focused on high-growth, high-demand occupations; and

WHEREAS, this matter has been reviewed by the Washtenaw County Workforce Development Board (WDB), Corporation's Counsel, the Finance Department, 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 ETCS Career Advancement Account (CAA) Demonstration Project in the amount of \$74,626 for the period of February 5, 2008 through December 31, 2008, as on file with the County Clerk;

BE IT FURTHER RESOLVED that the Board of Commissioners hereby takes the following actions contingent upon receipt of the grant award in conformity with the application:

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 delegate contracts upon review and approval of Corporation Counsel, to be filed with the County Clerk.

Washtenaw County ETCS
WIA Career Advancement Accounts
Business Unit: 2330089110
Period: 2/5/08 to 12/31/08

| | | Original | Revised | Variance |
|---------------------|-----------------|-----------------|------------------|------------------|
| Revenues | | | | |
| 50100 | Federal Revenue | \$ - | \$ 37,313 | \$ 37,313 |
| Expenditures | | | | |
| 80750 | Allocated Costs | \$ - | \$ - | \$ - |
| 80770 | Direct Costs | <u>\$ -</u> | <u>\$ 37,313</u> | <u>\$ 37,313</u> |
| | Total | \$ - | \$ 37,313 | \$ 37,313 |

Washtenaw County ETCS
WIA Career Advancement Account – Statewide Match
Business Unit: 2350089140
Period: 2/5/08 to 12/31/08

| | | Original | Revised | Variance |
|---------------------|-----------------|-----------------|------------------|------------------|
| Revenues | | | | |
| 50100 | Federal Revenue | \$ - | \$ 37,313 | \$ 37,313 |
| Expenditures | | | | |
| 80750 | Allocated Costs | \$ - | \$ 1,866 | \$ 1,866 |
| 80770 | Direct Costs | <u>\$ -</u> | <u>\$ 35,477</u> | <u>\$ 35,477</u> |
| | Total | \$ - | \$ 37,313 | \$ 37,313 |