

Governor's Commission on Workforce Preparedness

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Governor's Commission on Workforce Preparedness

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**GENERAL ASSEMBLY OF NORTH CAROLINA
SESSION 1999**

**SESSION LAW 1999-237
HOUSE BILL 168**

Requested by: Representatives Fox, Owens, Easterling, Hardaway, Redwine, Senators Martin of Pitt, Plyler, Perdue, Odom

WORKFORCE DEVELOPMENT COMMISSION

Section 16.15.(a) Part 3A of Article 10 of Chapter 143B of the General Statutes is repealed.

Section 16.15.(b) Article 10 of Chapter 143B of the General Statutes is amended by adding a new Part to read: "Part 3B. Workforce Development. 143B-438.10. Commission on Workforce Development.

(a) Creation and Duties. -- There is created within the Department of Commerce the North Carolina Commission on Workforce Development. The Commission shall have the following powers and duties:

- (1) To develop strategies to produce a skilled, competitive workforce that meets the needs of the State's changing economy.
- (2) To advise the Governor, the General Assembly, State and local agencies, and the business sector regarding policies and programs to enhance the State's workforce.
- (3) To coordinate and develop strategies for cooperation between the academic, governmental, and business sectors.
- (4) To establish, develop, and provide ongoing oversight of the 'One-Stop Delivery System' for employment and training services in the State.
- (5) To develop a unified State plan for workforce training and development.
- (6) To review the plans and programs of agencies, boards, and organizations operating federally funded or State-funded workforce development programs for effectiveness, duplication, fiscal accountability, and coordination.
- (7) To develop and continuously improve performance measures to assess the effectiveness of workforce training and employment in the State.
- (8) To submit to the Governor and to the General Assembly by April 1, 2000, and biennially thereafter, a comprehensive Workforce Development Plan that shall include at least the following:
 - a. Goals and objectives for the biennium.
 - b. An assessment of current workforce programs and policies.
 - c. An assessment of the delivery of employment and training services to special populations, such as youth and dislocated workers.
 - d. Recommendations for policy, program, or funding changes.
- (9) To serve as the State's Workforce Investment Board for purposes of the federal Workforce Investment Act of 1998.

(b) Membership; Terms. -- The Commission on Workforce Development shall consist of 38 members appointed as follows:

- (1) By virtue of their offices, the following department and agency heads or their respective designees shall serve on the Commission: the Secretary of the Department of Health and Human Services, the Chair of the Employment Security Commission, the Superintendent of Public Instruction, the President of the Community Colleges System Office,

the Commissioner of the Department of Labor, and the Secretary of the Department of Commerce.

- (2) The Governor shall appoint 32 members as follows:
 - a.-Six members representing public, postsecondary, and vocational education.
 - b.-Two members representing community-based organizations.
 - c.-Six members representing labor.
 - d.-Eighteen members representing business and industry.
- (3) The terms of the members appointed by the Governor shall be for four years.
 - (c) Appointment of Chair; Meetings. -- The Governor shall appoint the Chair of the Commission from among the business and industry members, and that person shall serve at the pleasure of the Governor. The Commission shall meet at least quarterly upon the call of the Chair.
 - (d) Staff; Funding. -- The clerical and professional staff to the Commission shall be provided by the Department of Commerce. Funding for the Commission shall derive from State and federal resources as allowable and from the partner agencies to the Commission. Members of the Commission shall receive necessary travel and subsistence in accordance with State law.

143B-438.11. Local Workforce Development Boards.

(a) Duties. -- Local Workforce Development Boards shall have the following powers and duties:

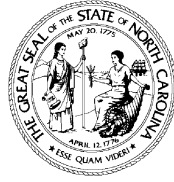
- (1) To develop policy and act as the governing body for local workforce development.
- (2) To provide planning, oversight, and evaluation of local workforce development programs, including the local One-Stop Delivery System.
- (3) To provide advice regarding workforce policy and programs to local elected officials, employers, education and employment training agencies, and citizens.
- (4) To develop a local plan in coordination with the appropriate community partners to address the workforce development needs of the service area.
- (5) To develop linkages with economic development efforts and activities in the service area and promote cooperation and coordination among public organizations, education agencies, and private businesses.
- (6) To review local agency plans and grant applications for workforce development programs for coordination and achievement of local goals and needs.
- (7) To serve as the Workforce Investment Board for the designated substate area for the purpose of the federal Workforce Investment Act of 1998.

(b) Members. -- Members of local Workforce Development Boards shall be appointed by local elected officials in accordance with criteria established by the Governor and with provisions of the federal Workforce Investment Act. The local Workforce Development Boards shall have a majority of business members and shall also include representation of workforce and education providers, labor organizations, community-based organizations, and economic development boards as determined by local elected officials. The Chairs of the local Workforce Development Boards shall be selected from among the business members.

143B-438.12. Federal Program Administration.

(a) Federal Workforce Investment Act. -- In accordance with the federal Workforce Investment Act, the Commission on Workforce Development shall develop a Five-Year Strategic Plan to be submitted to the U.S. Secretary of Labor. The Strategic Plan shall describe the workforce development activities to be undertaken in the State to implement the federal Workforce Investment Act and how special populations shall be served.

(b) Other Workforce Grant Applications. -- The Commission on Workforce Development may submit grant applications for workforce development initiatives and may manage the initiatives and demonstration projects.



North Carolina
Department of Commerce
Policy and Workforce Development

James B. Hunt Jr., Governor
Rick Carlisle, Secretary

Wayne Daves, Executive Director

February 1, 2000

Secretary Katie Dorsett
 Department of Administration
 116 W Jones Street
 Raleigh, NC 27603-8001

Dear Secretary Dorsett:

In accordance with House Bill 168 (Chapter 143B-438 of the North Carolina General Statutes) and the Federal Workforce Investment Act of 1998, the North Carolina Commission on Workforce Development is developing an inventory and assessment of the state's workforce development programs. The inventory will include information about the number of people served, funds expended and the types of training and services provided throughout the state's workforce development system. As in the past, the information compiled in the inventory will be provided to the Governor, the General Assembly, the Commission, the State Auditor's Office, and other groups with responsibility for the state's workforce development policy.

We need your timely assistance in collecting information about workforce programs administered through your department during the July 1, 1997-June 30, 1998 and July 1, 1998-June 30, 1999 time periods. We have attached Workforce Development Program Inventory Questionnaires to be completed for workforce programs administered by your agency. Detailed instructions for completing each item are included on the questionnaire. We have also attached a page entitled "Workforce Development Programs by Agency" which lists the workforce programs that were included in the last (1998) inventory as well as any new programs we are aware of. If your department administers more than one workforce program, please complete a questionnaire for each separate program as well as for any new program not on the list. We have tried to enclose sufficient questionnaire forms for the number of programs in your department; please make additional copies if necessary. We have also included one full copy of the 1998 inventory, for your information.

While most of the information requested is consistent with that collected in previous years, this year's inventory includes a question about program outcomes and results. This question is in

direct response to information requested by the legislature. Because outcomes differ for each program; we ask that you provide outcome data that is appropriate for your program(s) along with brief definitions for each outcome listed.

Please return the completed inventory questionnaires to Robbin Hyde, Commission on Workforce Development by February 15, 2000. It is imperative that we receive the completed forms by this date so that we can meet deadlines set by the legislature.

Thank you in advance for your cooperation. Please call Karen Cafferty Rogers at 919-787-1263 if you have any questions.

Sincerely,

Wayne Daves

Enclosures

cc: Greg Richardson

DIRECTIONS FOR COMPLETING 2000 INVENTORY QUESTIONNAIRE

Please complete a separate questionnaire for each program listed on the page entitled "Workforce Programs by Department" as well as for any new or additional workforce program.

Many of the inventory questions can be easily answered by reviewing the tables in the 1998 Inventory which include data for the 1995-1996 and 1996-1997 years. These tables are included as Attachment 1 to this questionnaire. However, questions 6-8 request quantitative data for the two time periods covered. Agencies will need to provide this current data from appropriate agency data sources.

To complete items 1-5, please refer to the appropriate tables of Attachment 1. If the information on the 1998 Inventory tables (as included in Attachment 1) is still accurate, please indicate so on the questionnaire. If corrections are needed, please indicate so on the questionnaire and make the needed corrections on the appropriate section of the 1998 Inventory or attach a separate sheet with the corrections.

For questions 6-8, please include the requested data directly on the questionnaire form. Please note that Question 8, which requests program outcome data, is new for this current inventory. As explained in question 8, the outcome/results data is specific for each program since workforce programs vary considerably in specific goals and intended outcomes. Because individual program outcomes vary and are defined differently across programs, it is very important to list the outcome(s) for each program, the number of individuals achieving the outcome in the given year and to provide a brief definition of the outcome. This explanatory information will help to ensure that the data is interpreted accurately.

Please return the completed questionnaire as well as any corrected sections from the 1998 Inventory. The information should be returned to the Commission on Workforce Development, Attention: Robbin Hyde, 4327 Mail Service Center (Education Bldg. 5th floor N.), Raleigh, NC 27699-4327 **no later** than **February 15, 2000** so that the Commission can meet legislative deadlines required by the General Assembly.

Please contact Karen Cafferty Rogers at 919-787-1263 if you have any questions about the contents of the Inventory Questionnaire. Thank you for your assistance.

WORKFORCE DEVELOPMENT PROGRAM INVENTORY QUESTIONNAIRE

PROGRAM NAME: _____

1. PROGRAM NAME: Please review Table I (Attachment 1) of the 1998 Inventory to verify that the information for the program is correct. If changes are needed, please make corrections on Table I of the 1998 Inventory or attach a separate page. Please check the appropriate item below indicating type of response.

- _____ **Correct as shown on Table 1 of 1998 Inventory**
- _____ **Corrections noted on Table 1 of 1998 Inventory**

2. PROGRAM PURPOSE: Please review Table 1 (Attachment 1) of the 1998 Inventory to verify that the information is correct. If changes are needed, please make corrections on Table 1 of the 1998 Inventory or attach a separate page.

- _____ **Correct as shown on Table 1 of 1998 Inventory**
- _____ **Corrections noted on Table 1 of 1998 Inventory**

3. SPECIFIC POPULATIONS REQUIRED TO BE SERVED: Please review Table 2 (Attachment 1) of the 1998 Inventory to verify that the information is correct. Please check the column for a specific population only if the program is required to serve that population. If the program serves a particular group but is not required to do so, do not check the block. If the program is required to serve everyone, please check the "General Population" block.

- _____ **Correct as shown on Table 2 of 1998 Inventory**
- _____ **Corrections noted on Table 2 of 1998 Inventory**

4. TYPE OF TRAINING PROVIDED: Please review Table 3 (Attachment 1) of the 1998 Inventory to verify that the information is correct. Please refer to the "description of training/services" (Attachment 2) to determine the category that best describes the training provided by the program.

- _____ **Correct as shown on Table 3 of 1998 Inventory**
- _____ **Corrections noted on Table 3 of 1998 Inventory**

5. TYPE OF SERVICES PROVIDED: Please review Table 4 (Attachment 1) of the 1998 Inventory to verify that the information is correct. Please refer to the "description of training/services" (Attachment 2) to determine the category that best describes the services provided by the program.

- _____ **Correct as shown on Table 4 of 1998 Inventory**
- _____ **Corrections noted on Table 4 of 1998 Inventory**

6. EXPENDITURES: Please indicate expenditures of federal, state, and local funds for the program for the time periods indicated below. Please indicate the amount spent for administration and the amount spent for programs (non-administration). If state funds are from the Worker Training Trust Fund, please indicate so by putting WTTF beside the dollar amount under state funds.

Federal State Local Total

July 1, 1997-June 30, 1998

Administration

Program/Non-administration

Total

July 1, 1998-June 30, 1999

Administration

Program/Non-administration

Total

Please briefly describe the types of expenditures included in administrative funds. You may wish to refer to Attachment 3 "Description of Administrative Funds as Reported by Workforce Programs" which shows the explanations that were included in the 1998 Inventory.

7. PEOPLE SERVED: Please indicate the number of people served during the years indicated. Whenever possible, the number should reflect the actual number of people served rather than enrollments. Please try to control for duplication within a specific program. If a person enrolls, drops out, and re-enrolls in the same year, the person should be counted only once.

July, 1997-June 30, 1998

July 1998-June 30, 1999

8. PROGRAM OUTCOMES/RESULTS: Please provide performance data for your program for the 1997-1998 and 1998-1999 years. Since program outcomes are defined differently across programs, it is important to include a brief explanation of how each outcome is defined.

1997-1998

Please include the following information for **all** programs:

- (a.) Number of people served:
(Should be the same number as reported in question #7 above)
(Should also be the sum of (b) and (c) below.)
- (b.) Number of people who terminated/exiting during this year:
- (c.) Number of people who continued in program:

Please include appropriate outcome data for the specific program. Some workforce program outcomes might include number of individuals obtaining employment, number of individuals retaining employment after 90 days, number of individuals retaining employment after 1 year,

number achieving educational degree, number becoming independent from public assistance, etc.

Please list the specific outcomes that are appropriate for your particular program and the number of individuals achieving the outcome in the 1997-1998 year. These numbers should be consistent with what you report to your funding source.

Please provide a brief understandable explanation/definition for each outcome including the data sources used to collect the information.

1998-1999

Please include the following information for **all** programs:

(a.) Number of people served:
(Should be the same number as reported in question #7 above)
(Should also be the sum of (b) and (c) below.

(b.) Number of people who terminated/exiting in this year:

(c.) Number of people who continued in program:

Please include appropriate outcome data for the specific program. Some workforce program outcomes might include number of individuals obtaining employment, number of individuals retaining employment after 90 days, number of individuals retaining employment after 1 year, number achieving educational degree, number becoming independent from public assistance, etc.

Please list the specific outcomes that are appropriate for your particular program and the number of individuals achieving the outcome in the 1998-1999 years. These numbers should be consistent with what you report to your funding source.

Please provide a brief understandable explanation/definition for each outcome including the data sources used to collect the information.

CONTACT PERSON: Please list a contact person and phone number for the program:

DESCRIPTION OF TYPES OF TRAINING AND SERVICES

I. Type of Training Provided

Basic Educational Training includes:

GED training
Literacy training
High school diploma programs
Remedial education
Other (list)

Pre-Employment Skills Training includes structured assistance provided to assist a client to become employable, excluding those technical skill training areas that would be part of another category. This usually occurs in group settings. Pre-Employment Skills Training includes:

Job seeking skills
Human Resource Development (HRD)
Job Clubs
Job Search Assistance/job development
Other (list)

Occupational Generic Skills includes skills that can be used in more than one occupation or in a cluster of occupations. This would include:

Basic skills (reading, writing, arithmetic and math, speaking and listening)
Thinking skills (think creatively, decision making, problem solving, organize and process information, knowing how to learn and reasoning)
Personal qualities (individual responsibility, self-esteem, sociability, self-management, and integrity)

Occupational Specific Skills includes training for a specific occupation, such as classroom training in nursing, welding, computer programming, hotel/motel management, etc. Could also include technical training at the worksite offered by a community college or employer.

Work-based learning includes:

Secondary cooperative education
Post secondary cooperative education
On-the-job training
Apprenticeship training
Supported employment
Youth corp activities
Work experience (year round)
Work experience (summer)
Other (list)

Other Categories (list and describe)

II. Services Provided

Employability Services are generally provided on an individual client basis and include:

Employment counseling
Assessment (including interest inventories, aptitude testing, and assessment of
Employability skills)
Career planning/counseling
Job development/placement

Supportive Services include:

Housing
Day care
Financial assistance (including needs based)
Transportation
Substance abuse counseling
Medical assistance
Parenting skills
Legal assistance
Family counseling
Case management
Emergency aid

Economic Development including:

Employment generating services
Other (list)

Other Services (list)

DEFINITIONS OF ADMINISTRATIVE FUNDS AS REPORTED BY WORKFORCE PROGRAM

JTPA Title IV A Native Americans

All direct and indirect costs associated with the management of the program, including: salaries and fringe benefits of personnel engaged in executive, fiscal, data collection, personnel, legal audit, procurement, data processing, communications, maintenance, etc. and related materials, supplies, equipment, office space costs, and staff training. Also included are the salaries and fringes of direct program administrative positions such as supervisors, program analyst, labor market analysts, and project directors. Additionally, all costs of clerical personnel, materials, supplies, equipment, space, utilities, and travel which are identifiable with these program administrative positions.

JTPA Title II-A 77% Adult Program

JTPA Title II -C 82% Youth Program

JTPA 5% Older Individuals

JTPA Title II-B Summer Youth

North Carolina Employment and Training Grant Program

SDA administrative support staff costs such as SDA directors' salaries and fringes; fiscal staff salaries, indirect cost, rent, occupancy cost, monitors, clerical, purchasing officer, other administrative staff cost, and development and support of the management information system.

JTPA Title II-A and II-C 5% Administration

Division of Employment and Training staff salaries and other administrative costs such as rent, utilities, indirect cost, travel, supplies and development and support of the statewide management information system for JTPA.

JTPA Title III Dislocated Worker Program

Administrative expenses associated with the overall management of the Dislocated Worker Program such as JTPA directors, fiscal officers, purchasing, secretarial, monitors, occupancy cost and general operating cost. Also staff salaries and administrative cost such as rent, utilities, indirect cost, management information systems support and audit cost for the Employment Security Commission and the Division of Employment and Training.

Welfare to Work Program

Administrative expenses associated with the overall management of Welfare to Work such as local area staff. Costs may include sharing of SDA director salaries, fringe, fiscal staff salaries, indirect cost, rent, occupancy cost, monitors, clerical, purchasing officer, and other administrative staff costs and development and support of the management Information system.

Department of Community Colleges

**Diploma Programs
Certificate Programs
Transitional Programs
Associate Degree Programs)
Occupational Continuing Education
Basic Skills
New and Expanding Industry Training
Human Resource Development
Job Training Partnership Act 8% Program**

Administrative funds contain the cost of direct supervision including but not limited to salaries, fringe benefits, travel, supplies, etc.

Small Business Centers

Administrative costs include full time director's salary, benefits, travel, phone, contractual services, copying, printing and mailing.

Department of Human Resources

Work First

Administrative costs include not only state administration, automation, and county allocated costs but also direct worker positions. The county administrative expenditures include total administrative costs and total salaries and benefits for direct charge positions.

Food Stamp Employment and Training Program

Salaries and fringes, travel, rent, printing, communications, computers, software, office supplies, etc.

Senior Community Service Employment Program

Administrative funds are used to support seven part-time positions, to monitor budget, audit, and supervise 136 community service sites. These community service sites have in excess of 340 placements. Community Service sites include senior centers, nutrition sites, and local Councils on Aging.

Community Service Block Grant (Workforce component) Community Action Partnership Program

Salaries and support costs for agency administrative personnel (executive director, fiscal personnel), agency wide audit, insurance and bonding, maintenance and repair, professional services, training and education.

Services for the Blind: Employment Counseling and Placement

Administrative expenditures include salaries, fringes, travel, equipment, and indirect costs for DSB. Also included are costs stepped down to DSB from the Controller's Office costs, DIRM, and rent.

Division of Vocational Rehabilitation Services

Salaries, fringe benefits, travel supplies, rent, indirect costs and other related administrative costs.

Department of Labor

Apprenticeship

Administration includes management and support staff salaries, property, plant equipment and purchased services (excluding telephone, travel, printing). Travel, materials, office supplies, equipment, training, telephone and postage

Training Initiatives

50% salary and fringe for Bureau Chief, 100% salary and fringe for administrative staff and indirect cost as per negotiated rate of 33% (1997-98) and 35.2% (1998-99) against salaries and fringe of TIB staff.

JTPA 8% Education

Travel, printing, office operations, subsistence

Vocational Education

Administrative funds for Vocational Education programs are not fully indicated on Tables 5A and 5B since administrative support for vocational positions is included in funding for central office staff positions not funded with Vocational Education dollars

Carl Perkins Vocational Education Act Programs

Administrative funds are used to develop and maintain performance management system, some salaries, general operational costs such as telephone, materials, supplies equipment and printing.

Employment Security Commission

Employment Service

Veterans Employment Program

Trade Adjustment Assistance

State Occupational Information Coordinating Committee

Labor Market Information

Administrative funds are used for personnel; leasing office space, utilities, janitorial services, development and modification of automated systems, automated systems processing through State Information Procession Services (SIPS), furniture, equipment, etc.

Telamon Corporation

JTPA Title IV Migrant and Seasonal Farm Workers Program

Administration includes but is not limited to salaries, fringes, staff training, travel, equipment, and indirect costs.

Definitions of Performance Data

The following definitions and explanations were provided as part of the response to Question #8 on the inventory questionnaire. This item asked each program to include performance/outcome data and to briefly define each outcome, including the data source used to collect the information. While all programs did not fully respond to this question, the following information summarizes responses from those programs who did provide definitions. Responses to Question #8 are included on Table 1.

Department of Administration

Job Training Partnership Act Title IV-A JTPA Native Americans

EER is the Entered Employment Rate. Defined by the U.S. Department of Labor as its measure that reflects the primary objective of JTPA which is to train and place eligible participants in jobs. The measure is computed by dividing the total number of those who entered unsubsidized employment by the total number of participants who leave the program (total terminations).

PTR is the Positive Termination Rate. Defined by the U.S. Department of Labor as its measure which recognizes a broad range of positive outcomes including job placements that result from participation in Indian and Native American programs. The PTR is computed by dividing the total number of those who receive a job or other positive termination by the total number of participants who entered unsubsidized employment or who attained at least one of the five defined employability enhancements.

EEN is the Employability Enhancement Rate. Defined by the U.S. Department of Labor as a measure that reflects more completely the attainment of academic and occupational skills needed to ensure the long-term employability of Indian and Native American program participants. The EEN is computed by dividing the number of terminees receiving at least one of the five defined enhancements by the total number of participants who leave the program. Enhancements are defined as one or more of the following: (1) entered non-Section 401 training or training provided by another Section 401 grantee; (2) returned to full-time school, (3) completed major level of education; (4) completed worksite training objective; (5) attained basic/occupational skills proficiency.

Department of Commerce

Job Training Partnership Act Title II-A 77% Adult Program

Job Training Partnership Act 5% Older Individuals

Job Training Partnership Act Title III Dislocated Workers

The sample for individuals followed up is taken from individuals who exited the program between April 1997 and March 1998 and from April 1998 through March 1999. The number employed represents the number of individuals who completed the follow-up interview indicating they were employed during the 13th week following program exit.

Job Training Partnership Act Title II-C 82% Youth Program

Job Training Partnership Act Title II-B Summer Youth

Employability Enhancements are program outcomes specific to youth (ages 14-21) recognizing positive outcomes in addition to entering employment. Employability enhancement outcomes may include: Returned to and Retained in Full-Time School; Completed Major Level of Education (secondary or post-secondary, Entered Non-Title II Training; Attained PIC/WDB Youth Employment Competencies in two areas and Remained in School.

The numbers for the Summer Youth Program are based on the two years required for this report. However, because the programs actually operates from October through September, the summer programs numbers for this report will actually contain enrollments from two summer programs for each period.

NC Employment and Training Grant Program

Department of Community Colleges

Diploma Programs

Certificate Programs

Transitional Programs

Associate Degree Programs

The Performance Data for the Perkins Programs are collected from Curriculum Registration data and CSPIS data collected at the system level. For details on Critical Success Factors and Measures of Quality see page 89.

Occupational Continuing Education

Basic Skills

New and Expanding Industry Training

Small Business Centers

Human Resources Development Program (HRD)

Placement at Exit – includes the number of students who completed and continued to receive job and training placement assistance after they exited for an HRD class.

Placement after 12-month Follow – includes students who had exited an HRD class last performance year and during this current performance year have received 12 months of job and training placement assistance.

Carl D. Perkins Basic Grant

Carl D. Perkins Single Parent/Displaced Homemaker Program

Carl D. Perkins Sex Equity Program

Carl D. Perkins Corrections-Criminal Offender

Carl D. Perkins - Tech Prep

JTPA 8%-NCCCA

Department of Health & Human Services

Work First

The number of Work First adults entering employment is based on an unduplicated number of adults who had the Employment and Training Indicator changed to indicate employment or a

combination of employment and training activities. Earnings entered into Eligibility Information System.

The number of Families Leaving Work First Due to Wages is the unduplicated number of Work First cases terminated due to earned income exceeding the allowable limit entered into the Eligibility Information System.

Food Stamp Employment and Training

The performance data is reported by the Employment Security Commission.

Senior Community Service Employment Program

The percentage of unsubsidized positions and the percentage of over enrollment are outcomes established by the United States Department of Labor for the Senior Community Service Employment Program.

Community Services Block Grant Community Action Partnership Program

Permanent job is defined as a job placement for a minimum of 30 hours per week at a salary at least the minimum wage and lasting for at least 90 days.

Vocational Rehabilitation Division

The data source is the Division of Vocational Rehabilitation Services master file.

Services for the Blind: Employment, Counseling, and Placement

The termination figure represents those who were not determined eligible for services, those who were determined eligible, but had to terminate program without a successful outcome and those who achieved a successful outcome.

The number of blind and visually impaired entering employment captures the number of individuals who are blind and visually impaired who are wage earners and have successfully maintained employment for at least 90 days.

The increase in earnings captures the increase in earnings the week before rehabilitation case closure over the earnings the week of application for services. This measure is designed to demonstrate the positive financial impact of services for those who successfully complete their rehabilitation program.

Data from both measures is obtained through a query of the Division's database. Data is added to the database from local DSB field offices across the state.

Job Corps Outreach and Screening and Admissions

Department of Labor

Apprenticeship

Number served includes the total apprentices in training programs during this program year.

Number of apprentices canceled includes those released from the program, programs canceled, apprentice promoted, apprentice voluntarily resigned, non attendance of related instruction, inability to perform the requirements of the program or transferred to another program.

Number of apprentices completed includes those successfully completing the on-the-job training and related instruction requirements of the program and earning journeyman wages for skills gained.

Number of active apprentices includes those continuing into the next program year.

Training Initiatives

Department of Public Instruction

Secondary Vocational and Technical Education (State)

Secondary Vocational and Technical Education

Carl D. Perkins - Basic Grant

Secondary Vocational and Technical Education

Carl D. Perkins - Tech Prep

Secondary Vocational and Technical Education

Carl D. Perkins - Consumer Home Economics

Secondary Vocational and Technical Education

Secondary Vocational and Technical Education

Carl D. Perkins - Sex Equity

Secondary Vocational and Technical Education

Carl D. Perkins - Single Parents, Displaced Homemakers and

Single Pregnant Women

The performance data is from the North Carolina Performance Reports 1997-1998 and 1998-1999.

Job Training Partnership Act 8% - DPI

Employment Security Commission

Employment Service (Wagner-Peyser, Worker Training Trust Fund)

Veterans Employment Program

The Entered Employment measure is the unduplicated count of applicants who were either placed in a job by agency staff or who found a job on their own after being provided agency services. (Collected from USDOL ETA 9002 report)

The Individuals Place in Jobs is the hiring of an applicant by a public or private employer after referral to a job by the ES or by other co-located out stationed staff in cooperation with the ES agency provided all the following steps were completed:

- a) a job order was prepared prior to the referral with the exception of a job development contact on behalf of a specific employer,
 - b) prior referral arrangements were made with the employer.
 - c) the individual referred was not designated by the employer, except for referrals to agricultural job orders for a specific crew leader or worker,
 - d) staff verified from a reliable source (preferably the employer) that the applicant had entered work and e) the placement was recorded in the agency data base.
- (Collected from agency Management Information System),

Trade Adjustment Assistance

Completion of training is completion of all requirements of a prescribed course of study or training program, denoted by diploma, certificate of completion, license, or other documentation of completion.

Termination from training is withdrawal from a course of study or training, failure to register for subsequent terms of training or terminated by training provider, due to failure to maintain eligibility for enrollment.

Labor Market Information Division

State Occupational Information Coordinating Committee (SOICC)

Telamon Corporation

JTPA Title IV Migrant and Seasonal Farm Workers Program

STAFF CONTACTS FOR WORKFORCE PROGRAMS

Department of Administration

Job Training Partnership Act Title IV-A JTPA Native Americans
Greg Richardson
733-5998

Department of Commerce

Job Training Partnership Act Title II-A 77% Adult Program
Job Training Partnership Act Title II-C 82% Youth Program
Job Training Partnership Act 5% - Older Individuals
Job Training Partnership Act Title II-A 5% and II-C 5% - Administration
Job Training Partnership Act Title II-B Summer Youth
Job Training Partnership Act Title III Dislocated Workers
NC Employment and Training Grant Program
Welfare to Work
Commission on Workforce Development

Wayne Daves
715-3300

Department of Community Colleges

Diploma Programs
Certificate Programs
Transitional Programs
Associate Degree Programs
Carl D. Perkins Basic Grant
Carl D. Perkins Single Parent/Displaced Homemaker Program
Carl D. Perkins Sex Equity Program
Carl D. Perkins Corrections-Criminal Offender
Carl D. Perkins - Tech Prep

Stephanie Deese
733-7051 ext. 456
"
"
Elizabeth Brown
733-7051 ext.445
"
"
Stephen Athans
733-7051 ext.457

Occupational Continuing Education
Peggy Graham
733-7051 ext. 432

Basic Skills
New and Expanding Industry Training
Stephanie Deese
733-7051 ext. 456

Small Business Centers
Gayle P. Harvey
733-7051

Human Resources Development Program (HRD)
Barbara Boyce
733-7051

JTPA 8%-NCCCA
Stephanie Deese
733-7051 ext.456

Department of Human Resources

Work First
Suzanne Marshall
733-2873

Food Stamp Employment and Training
Bob Edmundson
733-2873

Senior Community Service Employment Program
Mark Sabula
733-8395

Community Services Block Grant
Community Action Partnership Program
Lawrence Wilson
715-5850

Vocational Rehabilitation Division
Bob. H. Philbeck
733-3364

STAFF CONTACTS FOR WORKFORCE PROGRAMS

Services for the Blind: Employment, Counseling, and Placement
Debbie C. Jackson
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Job Corps Outreach and Screening and Admissions
Lee Lewis
850-2801

Department of Labor

Apprenticeship
Bob Witchger
715-0380

Training Initiatives
Vonna Viglione
807-2810

Department of Public Instruction

Secondary Vocational and Technical Education (State)
June Atkinson
715-1626

Secondary Vocational and Technical Education
Carl D. Perkins - Basic Grant

Secondary Vocational and Technical Education
Carl D. Perkins - Tech Prep

Secondary Vocational and Technical Education
Carl D. Perkins - Consumer Home Economics

Secondary Vocational and Technical Education
Carl D. Perkins - Secondary Vocational and Technical Education

Carl D. Perkins - Community Based Organizations

Secondary Vocational and Technical Education
Carl D. Perkins - Sex Equity

Secondary Vocational and Technical Education
Carl D. Perkins - Single Parents, Displaced Homemakers and
Single Pregnant Women

Job Training Partnership Act 8% - DPI

Employment Security Commission

Employment Service (Wagner-Peyser, Worker Training Trust Fund)
Bill Piper
733-6175

Veterans Employment Program
Caleb Faulkner
733-7724

Trade Adjustment Assistance
Diane Creech
733-6745

Labor Market Information Division
Robert A. Cottrell, Jr.
733-2936

State Occupational Information Coordinating Committee (SOICC)
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Unemployment Insurance
David Canady
733-3121

Telamon Corporation

JTPA Title IV Migrant and Seasonal Farm Workers Program
Thom Myers
851-6141