

**State of Alaska
FY2004 Governor's Operating Budget**

**Department of Labor and Workforce Development
Job Training Programs
Component Budget Summary**

Component: Job Training Programs

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Component Mission

Exceed the expectations of Alaskan employers, workers and job seekers by meeting the unique training needs of Alaskans wanting to enter, re-enter or improve their standing in the job market.

Component Services Provided

The Job Training Programs (JTP) are responsible for service delivery in coordination with the priorities and grants from the Division of Business Partnerships.

Component Goals and Strategies

- 1) Provide high quality training opportunities to Alaskans; and increase the number of participants trained, the number placed in jobs, the number of trainees who are satisfied with their training, increase the average annual earnings per trainee, and reduce the average cost per trainee and per placement. In order to accomplish these goals ESD will:
 - Conduct ongoing targeted employer and participant focus groups on each service deliverable.
 - Improve referral to job training through Unemployment Insurance program.
 - Enhance and upgrade the individual Training Account system that provides for redeemable training at local training facilities.
 - Train ES and JT staff on Workforce Investment Act and State Training Employment Program training benefits and opportunities.
 - Develop appropriate Employment Development Plans with realistic local labor market specific goals.
 - Form a vendor/trainer advisory committee to promote and enhance training capacity.
 - Improve data collection policies and practices that ensure a high degree of data integrity and usefulness.

- 2) Reduce unemployment among Alaska's underemployed and unemployed.
 - Target services to the unemployed among economically disadvantaged and dislocated workers.
 - Assist clients to obtain higher wages upon job placement.
 - Increase job retention of trained workers.
 - Increase Alaska hire through creation of a skilled worker pool.
 - Increase basic work readiness and occupational skill level for youth.
 - Certify youth work readiness and occupational maturity, two federal WIA requirements.

- 3) Make full and effective use of STEP funds for training of Alaskans.
 - Exercise stringent grant management policies with Alaskan service providers/grantees and aggressively reallocate funds on a quarterly basis.
 - Increase the training opportunities to those workers severely affected by fluctuations in the state economy or technological changes in the workplace.
 - Provide supplementary training resources for Alaska's employers, complement federal programs and offer greater flexibility.

- 4) Build and strengthen partnerships with the ES and UI programs.
 - Develop prototype job classifications for smaller offices that integrate job training and employment service responsibilities.
 - Co-fund and integrating program support for new, shared job classifications.
 - Develop common measures between the programs.
 - Develop common strategies for collecting data and evaluating performance data.

Key Component Issues for FY2003 – 2004

- 1) Complete the final accounting and reporting on the Welfare to Work (WtW) program.

- 2) Enhance and improve coordination and collaboration with Alaska Job Center Network (AJCN) one-stop centers and cooperative agencies.
- 3) Expand dislocated worker services to affected industries and regions.
- 4) Explore an expanded and integrated Management Information System (MIS) both for case management as well as performance reporting, for all major AJCN partner programs.

Major Component Accomplishments in 2002

- 1) Negotiated, awarded and administered over \$15 million in WIA Title I and WtW and over \$4.1 million in STEP financial assistance agreements.
- 2) Provided technical assistance to the Alaska Workforce Investment Board (AWIB), the Local Workforce Investment Boards, other workforce development agencies and organizations.
- 3) Successfully delivered dislocated worker services to affected timber workers in Southeast Alaska, fisheries workers from Western Alaska and retail workers in Interior Alaska.
- 4) Provided outreach and grants for approximately \$1,800,000 in special rural Denali Commission projects, which resulted in training opportunities for over 600 rural Alaska residents.
- 5) Provided training and technical assistance to over 500 people through an annual workforce development conference.
- 6) Achieved 89% customer satisfaction ratings by employers and job seekers for providing job-training services.
- 7) Implemented incumbent worker demonstration projects in the health care industry for nurses and dental assistants.
- 8) Increased Workforce Investment Act (WIA) training expenditures by 100 percent over the prior year.
- 9) Nearly doubled the total number of job training participants ESD served. In addition, we nearly doubled the number of clients who retained employment for at least six months.

Statutory and Regulatory Authority

- 1) Federal
 - Public Law 104-193
 - Public Law 105-33
 - Public Law 105-220
 - 20 CFR parts 660-671
 - 29 CFR part 37
- 2) State
 - AS 44.31
 - AS 23.15.550-850
 - AS 23.20
 - 8 AAC 87.010-87.180
 - Admin Order # 113

Job Training Programs
Component Financial Summary

All dollars in thousands

	FY2002 Actuals	FY2003 Authorized	FY2004 Governor
Non-Formula Program:			
Component Expenditures:			
71000 Personal Services	3,054.4	3,321.7	1,853.8
72000 Travel	370.3	337.7	193.5
73000 Contractual	3,659.9	4,229.9	1,374.0
74000 Supplies	463.1	160.7	198.6
75000 Equipment	102.6	105.1	0.0
76000 Land/Buildings	0.0	0.0	0.0
77000 Grants, Claims	18,471.1	22,034.9	8,759.6
78000 Miscellaneous	0.0	0.0	0.0
Expenditure Totals	26,121.4	30,190.0	12,379.5
Funding Sources:			
1002 Federal Receipts	20,253.2	24,369.9	0.0
1004 General Fund Receipts	493.7	0.0	0.0
1005 General Fund/Program Receipts	14.4	43.7	0.0
1007 Inter-Agency Receipts	650.4	899.9	12,379.5
1054 State Employment & Training Program	4,709.7	4,876.5	0.0
1108 Statutory Designated Program Receipts	0.0	0.0	0.0
Funding Totals	26,121.4	30,190.0	12,379.5

Job Training Programs

Proposed Changes in Levels of Service for FY2004

All federal and STEP authorization and responsibility for policy and planning was transferred to the new Division of Business Partnerships. Employment Services will continue to deliver some program services, funded with Interagency authorization (I/A) from Business Partnerships.

Summary of Component Budget Changes

From FY2003 Authorized to FY2004 Governor

All dollars in thousands

	<u>General Funds</u>	<u>Federal Funds</u>	<u>Other Funds</u>	<u>Total Funds</u>
FY2003 Authorized	43.7	24,369.9	5,776.4	30,190.0
Adjustments which will continue current level of service:				
-Annualize FY2003 COLA Increase for General Government and Supervisory Bargaining Units	0.0	29.0	4.8	33.8
-Transfer 4 PFT from Job Training Programs to Employ Services to Consolidate Counselors ADN 0731021	0.0	-245.7	0.0	-245.7
-Transfer excess STEP Authorization from Employment Svcs to Job Training Prgs ADN 0731012	0.0	0.0	13.7	13.7
-Transfer State Training Employment Program Authorization from Job Train Prgs to Employment Services	0.0	0.0	-30.0	-30.0
-Transfer Interagency Receipt Authorization from Job Training Programs to Employment Services	0.0	0.0	-100.0	-100.0
-Transfer Statutory Designated Program Receipt Authorization from Employment Svcs to Job Train Prog	0.0	0.0	100.0	100.0
-Transfer 1 PFT (PCN 07-5286) from Unemployment Insurance to Job Training Programs	0.0	45.5	0.0	45.5
-Transfer 1 PFT (PCN 07-6001) from Employment Services to Job Training Programs	0.0	46.1	0.0	46.1
-Transfer Funding and 14 PFT Positions from Job Train Programs to Business Services	0.0	-35,056.8	-4,957.6	-40,014.4
-Transfer Funding and 10 PFT Positions from Job Train Programs to Workforce Investment Boards	0.0	-1,288.0	-689.1	-1,977.1
Proposed budget decreases:				
-State Training and Employment (STEP) Second-Year Decrease from SB 252 (Ch 86, SLA 2002)	0.0	0.0	-32.2	-32.2
-Reduce GF Program Receipts	-43.7	0.0	0.0	-43.7

FY2004 Governor

	<u>General Funds</u>	<u>Federal Funds</u>	<u>Other Funds</u>	<u>Total Funds</u>
Funding for Job Training Programs				
Proposed budget increases:				
-Increase Federal Authorization in Job Training Programs for Denali Commission Federal Grant	0.0	5,000.0	0.0	5,000.0
-Increase Federal Authorization in Job Training Programs for Workforce Investment Act Carry Forward	0.0	7,100.0	0.0	7,100.0
-Increase State Training and Employment Program (STEP) Authorization in the Job Training Programs	0.0	0.0	400.0	400.0
-Increase I/A Authorization to Partially Offset Transfer of Funding to Business Partnerships	0.0	0.0	11,893.5	11,893.5
FY2004 Governor	0.0	0.0	12,379.5	12,379.5

Job Training Programs
Personal Services Information

	Authorized Positions		Personal Services Costs	
	<u>FY2003</u> <u>Authorized</u>	<u>FY2004</u> <u>Governor</u>		
Full-time	58	31	Annual Salaries	1,425,702
Part-time	0	0	Premium Pay	0
Nonpermanent	3	0	Annual Benefits	505,379
			<i>Less 4.00% Vacancy Factor</i>	<i>(77,243)</i>
			Lump Sum Premium Pay	0
Totals	61	31	Total Personal Services	1,853,838

Position Classification Summary

Job Class Title	Anchorage	Fairbanks	Juneau	Others	Total
Administrative Assistant	0	0	1	1	2
Administrative Clerk III	0	2	0	3	5
Asst Dir Employ Security	0	0	1	0	1
Community Devel Spec I	1	2	0	4	7
Community Devel Spec II	0	3	1	3	7
Community Devel Spec III	0	1	1	3	5
Grants Administrator II	0	1	1	1	3
Prog Coordinator	0	0	1	0	1
Totals	1	9	6	15	31