

11-21-1998

Summer Youth Start End of Summer Report, 1998

Maine Bureau of Employment Services

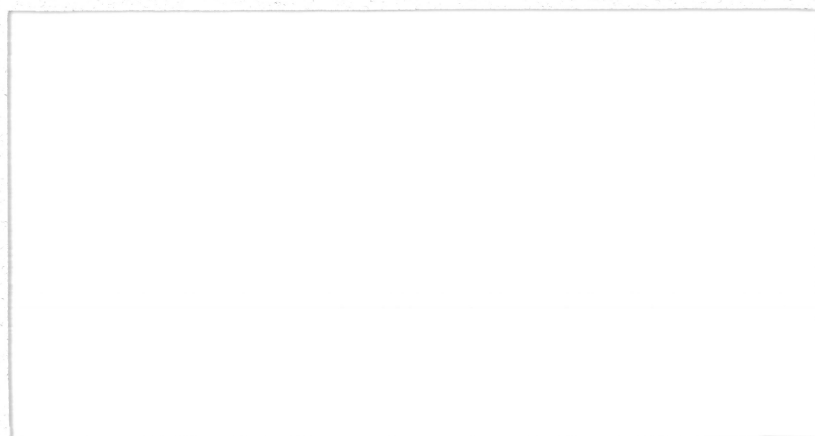
Workforce Development Centers

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1998 Summer Youth Start

END-OF-SUMMER REPORT

November 19, 1998

WORKFORCE DEVELOPMENT CENTERS

George R. Ezzy
Executive Director

Katheryn Lovell-Borshian
David M. MacMahon
Co-Chairs, Private Industry Council

1998 Summer Youth Start

END-OF-SUMMER REPORT

The Workforce Development Centers worked with 597 Maine youth in work experience and educational activities between June and August 1998. Work skills enhancement, achievements in education, partnerships with communities and work site safety were emphasized during the program.

The diverse activities throughout the 12-County area were planned to provide every youth the opportunity to participate in an enjoyable and useful summer job experience. Each youth was paid the minimum wage of \$5.15 per hour for an average of 30 hours per week of work and educational activities.

Enrollments

Characteristics (may be double counts)

14-15 years old	77 (12%)	125 (13%)
16-19 years old	499 (83%)	692 (74%)
20-21 years old	85 (14%)	108 (11%)
In-school	319 (53%)	530 (57%)
Out-of-school	341 (57%)	395 (42%)
Disability	277 (46%)	438 (47%)
Offender	93 (15%)	126 (13%)
Pregnant/parenting	69 (11%)	70 (7%)
Homeless/runaway	44 (7%)	36 (3%)
Below grade 7:		
Reading	244 (40%)	495 (52%)
Math	307 (51%)	559 (60%)
Activities (may be double counts)		
Work Experience	435 (72%)	713 (77%)
Try-out Employment	158 (26%)	182 (19%)
Employability Competency Training	325 (54%)	482 (52%)
Educational Activities	428 (71%)	810 (87%)
	<u>597</u>	<u>925</u>
	1998	1997

A summary of the types of jobs performed is attachment #1.

Administrative Office
124 State House Station, Hospital Street
Augusta, Maine 04333-0124
Tel: (207) 287-3378 or 1-800-245-JOBS
Fax: (207) 287-3611 TDD for Hearing Impaired 1-800-794-1110

1998 Summer Youth Start

Goal 5:

Maintain percentage of safety incidents at 4% or less.

Results:

Safety incidents: 15 (2%)

Minor - 13 Moderate - 2 Severe - 0

Goal 6:

Utilize surveys of participants, supervisors and staff to evaluate program quality for continuous program improvement.

Results:

Number of surveys distributed: 652

Returned: 366 (56%)

- Survey results suggest consideration of the following.
- Work with fewer youth to allow provision of more hours, higher pay and more on-the-job training
- Place additional emphasis on "life skills"
- Develop and implement ways to increase survey return rates

Investment

Allocation	1998
Transfer to IIC	\$2,375,465
Dollars available to IIB	\$950,186 (40%)
Cost per youth	\$1,425,279
	\$2,387
	1997
	\$2,634,918
	\$932,225 (35%)
	\$1,702,693
	\$1,841

Lessons and Issues

- With Youth Start continuing to evolve into a year-round, universal access program, we intend to continue to increase the focus on productive relationships with the private sector. We might want to begin job development efforts earlier and/or continue them throughout the year, one reason being to be able to provide a higher number of quality Try-Out Employment sites.
- IIB funding restrictions prevent out-of-school youth from working before school is out in June and after it resumes in the Fall, restrictions contrary to our efforts to integrate services year-round. The Workforce Investment Act will eliminate separate IIB and IIC youth funding streams so this restriction will not be a factor after next summer. We need to work with the Maine Conservation Corps and Upward Bound, the Hospital Industries Program and other partner agencies to share program information, particularly the changes in our youth services, activities and target population.
- Although work site supervisor evaluations of youth are not formally tracked, they may be used as a basis for letters of recommendation and/or referrals.

ATTACHMENTS

End of Summer Report

Types of Jobs Performed

Type of Jobs Performed	Number of Enrollees	Percentage Of Enrollees
Office, clerical	66	11%
Building maintenance, custodial, repair	75	12%
Recreation, camps, playgrounds	25	4%
Grounds, landscaping, conservation	89	14%
Classroom aide	15	2%
Day care	35	5%
Health service	27	4%
Libraries, museums, labs	7	1%
Food service	24	4%
Construction work	7	1%
Other	113	18%

WORKFORCE

DEVELOPMENT CENTERS

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David M. MacMahon
Co-Chairs, Private Industry Council

George R. Ezzy
Executive Director

Region I Summer Youth Award Nomination

I. CATEGORY:

Community Service Learning Award

II. NAME/ADDRESS OF PROJECT:

Summer Youth Start SAD#49 Community Project
School Street
Fairfield, Maine 04937

PROJECT CONTACT PERSONS:

Star Perkins or Bill Grant
Workforce Development Centers
2 Anthony Avenue, Station #109
Augusta, Maine 04333
(207)624-5120

SDA CONTACT PERSON:

Mary Fran Kiesow
Workforce Development Centers Administration
Hospital Street, Station #124
Augusta, Maine 04333

III. PROJECT DESCRIPTION:

This project was designed around two teams to accomplish a number of diverse mini-projects:

Community/school gardens were developed and maintained. Produce was harvested and donated to local soup kitchens and the Interfaith Food Pantry.

Adult and child-sized picnic tables were constructed for community use.

Community service was provided. Included were such jobs as working with younger children in the Police Athletic League sports program, the Boys-Girls Club, a center for severely handicapped children and at day care sites; and providing

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assistance on public school sites, at an historic cemetery, in nursing homes and at the public library.

Forty youth ages 14 through 21 participated. Youth were responsible for planning and implementing the project tasks.

Certified teachers delivered contextual and classroom learning with SCANS objectives as a foundation. The teachers also served as team leaders. Task-oriented and basic skills, work maturity, work attitude and behavior, career development and goal setting skills, and computer class were included. Academic credit was available. Community members presented weekly talks on their role in the community, community awareness, concerns and improvements, and on work maturity skills needed in their various fields.

IV. FUNDING SOURCES

Title IIB SYETP funds were used for this project. SAD#49 contributed classrooms, work areas, land for gardens, utilities, telephone, payroll services and transportation for youth.

V

THIS PROJECT IS CONSIDERED EXEMPLARY BECAUSE:

This project has evolved into a continual and strong working partnership between SDA#49 and the WDC in Kennebec and Somerset counties. The forty youth, many of whom are youth with disabilities, gained a sense of contributing to their communities and of personal achievement. Public awareness of the products of the project is promoted by information given to local agencies and businesses and press releases to local newspapers, as well as posters created by the youth. Indoor and outdoor work were both provided for the youth with the emphasis placed on the values of community service and of teamwork.

Service Provider Reports

ACAP Workforce Development Center

CED Workforce Development Center

DOL Workforce Development Center

WMCA Workforce Development Center

ACAP/WDC End of Summer Report Summer 1998 Youth Start Program

Service Provider: ACAP Workforce Development Center Date: 10/26/98

Coordinator: Torry Eaton

1) GOALS and RESULTS

GOAL 1: Assist youth to return to school or attain education credentials.
Returned to school or completed a school credential: 48

GOAL 2: Assist youth to improve academic performance.
Documented academic gains: 12
Awarded academic credit: 6
Attained PIC basic skills competency: 27

GOAL 3: Assist youth to improve employability skills.
Documented employability gains: 42
Participated in technology exploration: 6
Earned a PIC recognized employment-related competency (job specific or pre-employment/work maturity): 20

GOAL 4: Strengthen linkages between SYETP and the year-round youth program.
IIC to IIB transfers or co-enrollments: 26
IIB to IIC transfers or co-enrollments: 26

GOAL 5: Maintain percentage of safety incidents at 4% or less.
Safety incidents: 0
1998 Incidents List attached.

GOAL 6: Utilize surveys of participants, supervisors and staff to evaluate program quality for use in continuous program improvement.
Surveys distributed: 135
Surveys completed and returned: 36

What changes, if any, will be made to the program as a result of survey responses? All very positive responses on the ones that were returned – we need to do something for a better return rate (maybe put their names in a “hat” for a raffle)

2) CIMS REPORTS (attached):

Characteristics report
Separation Summary report
Summary report

3) SIGNIFICANT OUTCOMES NOT TRACKED BY CIMS: none

4) PROJECTS:

Maine Conservation Corps: none
Hospital Industries Project

1) Fort Kent High School:

a) Location: Fort Kent

b) Partners: SAD #27, Voc Rehab, ACAP/WDC

c) Purpose: to give youth with disabilities a summer work experience

d) Number of Youth: 5 participants

e) Achievements: positive experience for all involved

2) Houlton High School:

a) Location: Houlton

b) Partners: SAD #29, Voc Rehab, ACAP/WDC

c) Purpose: to give youth with disabilities a summer work experience

d) Number of Youth: 4 participants

e) Achievements: positive experience for all involved

Upward Bound

1) UMPI

a) Location: University of Maine at Presque Isle

b) Partners: UMPI Upward Bound, Area High Schools,

ACAP/WDC

c) Purpose: to enable economically disadvantaged youth to attend an Upward Bound program and to still have a summer job

d) Number of Youth: 10 participants

e) Achievements: positive experience for all involved

2) Bowdoin

a) Location: Bowdoin College, Brunswick

b) Partners: Bowdoin Upward Bound, Area High Schools,

ACAP/WDC

c) Purpose: to enable economically disadvantaged youth to attend an Upward Bound program and to still have a summer job

d) Number of Youth: 6 participants

e) Achievements: positive experience for all involved

3) University of Maine at Orono

a) Location: University of Maine, Orono

b) Partners: UMO Upward Bound, Area High Schools,

ACAP/WDC

- c)Purpose: to enable economically disadvantaged youth to attend an Upward Bound program and to still have a summer job
- d)Number of Youth: 3 participants
- e)Achievements: positive experience for all involved

Eagle Lake Group Home:

- a)Location: Eagle Lake
- b)Partners: Powell Memorial Health Center, SAD #27, DHS, Probation & Parole, ACAP/WDC
- c)Purpose: to enable youth living in a group home to have an opportunity to gain employability skills
- d)Number of Youth: 10 participants
- e)Achievements: positive experience for all involved

5) YOUTH PROGRAM COMMENTS/SUGGESTIONS: another successful year!!!!

ACAP/WDC INCIDENTS LIST
SYETP 1998

DATE/	DESCRIPTION/	SEVERITY/	USING PPE?
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NO WORK-RELATED ACCIDENTS

Summary Report
Date Range: 04/01/98 - 10/01/98
Project(s): AR
Title(s): B
RUN Date: 10/27/98
RUN Time: 09:45:55
Report#: 7832

***** ENROLLMENTS *****

Total Enrollments 100
Total New Enrols 99
Total Carry-ins 1
***** OBJECTIVE ASSESSMENTS *****

Total OA Enrollments 99
Entered Training 89
Program Separation 10
***** DIRECT TRAINING *****

Total Enrollments 90
New Enrols 89
Total Separations 1
Entered Employment 90
20+ Hours 6
Enrollments 5
Other Positive 76
Other Separations 8

On Board Active 0
Average Wage at Placement \$ 5.68
20+ Hours \$ 5.77
WELFARE
Enrollments 40
Entered Employment 5
Other Positive 76
Other Separations 8
Other Separations 7

***** CHARACTERISTICS *****

SEX
Male 40
Youth 40
Adult 0
Female 50
Youth 50
Adult 0
ETHNIC GROUP
White 86
Black 0
Hispanic 0
Indian or N. Alaskan 4
Pacific or Asian Isl 0
Habit. Truant
H.S. Dropout 12
H.S. Student 35
H.S. Graduate 38
or Better
Alternat Ed 5
ISY
OSY 55

EDUCATION
Awaiting Outcome 2
Custom Occup. Tr 0
Education Attain 62
Employment Comp 89
Education Traini 17
General Occup Tr 0
Hold Status
Inactive Status
Job Search 38
On the Job Train 0
Supportive Serv. 0
Try Out Employm 10
Work Experience 78
Academic Enrich 0
Objective Assess 89
Other Activities 0

***** OTHER CHARACTERISTICS *****

Basic Skills Deficient 42
Behind Grade Level 12
Pregnant/Parenting Youth 14
Cash/Voucher Welfare Recipient 33
Offender 23
Individuals with a Disability 16
Homeless Adult 0
Homeless/Runaway Youth 6
AFDC Recipient *
Food Stamps *
Veteran *
Limited English *
U.I. Recipient *
Unemployed *
SDA Adult Barrier *
SDA Youth Barrier *

Separation Summary Report
Title B

Date Range: 04/01/98 - 10/01/98

Project(s): AR

Title(s): B

RUN Date: 10/26/98

RUN Time: 09:44:40

Report#: 7810

Participant and Separation Summary			
Separation Code	Adults	Youth	
1. Total Participants (includes OA only)	0	100	
2. Total Separations	0	90	
A. Entered Unsubsidized Employment	0	100	
Wage At Placement	0	6	
1) Registered Apprenticeship	0	0	
2) Armed Forces	0	0	
3) Self-Employment	0	0	
4) Full/Part-Time Unsubsidized Employment	0	0	
5) EE from Retraining (Title III ONLY)	0	2	
6) Relocated out of Area (Title III ONLY)	0	0	
7) EE from Basic Ready. (Title III ONLY)	0	0	
8) EE & Employability Enhancement	0	0	
a) EE & Entered Non-Title II Training	0	0	
b) EE & Returned to School (Youth ONLY)	0	0	
c) EE & Major Level of Education	0	0	
d) EE & Competency Certificate	0	0	
e) EE & Remained in School (Youth ONLY)	0	0	
f) RA & Entered Non-Title II Training	0	0	
g) RA & Returned to School (Youth ONLY)	0	0	
h) RA & Major Level of Education	0	0	
i) RA & Competency Certificate	0	0	
j) RA & Remained in School (Youth ONLY)	0	0	
k) Self-Employment from Retraining	0	0	
l) Self-Employment and Relocated	0	0	
m) Self-Employment from Basic Ready. ONLY	0	0	
n) Armed Forces & Attained 2 Competencies	0	0	
o) Self-Employment & Attained 2 Competencies	0	0	
B. Employability Enhancement	0	76	
1) Entered Non-Title II Training	0	0	
2) Returned to School (Youth ONLY)	0	0	
3) Major Level of Education	0	38	
4) Competency Certificate	0	1	
5) Remained in School (Youth ONLY)	0	17	
6) Returned to School (Youth ONLY)	0	16	
Other Separations	0	4	
1) Institutionalized	0	8	
2) Health/Medical	0	0	
3) Family Care	0	0	
4) Lacks Transportation	0	0	
5) Cannot Locate	0	0	
6) Voluntary, Other	0	0	
7) Involuntary, Other	0	2	
8) Death	0	0	
9) Called Back/Remained with Layoff Employer	0	0	
10) Project or Program Terminated	0	0	
11) Entered other JTPA Program	0	6	
12) End of COBrollment	0	0	
13) Completed ISS	0	0	
14) Title Transfer	0	0	
15) Entered Non-JTPA Training	0	0	
Total	0	0	
Welfare	0	0	
0	0	0	

Report#: 7809

Title B

	No Prev	Wages After	Before Wages	Previous Wages	After Previous Wages	Combined Average
Grand Total:	100	100%	45	45%	5.68	5.68
Male:	45	45%	45	45%	5.68	5.68
Female:	55	55%	55	55%	5.68	5.68
Up to Age 15:	7	7%	7	7%	0.00	0.00
16 - 19:	68	68%	68	68%	5.83	5.83
20 - 21:	25	25%	25	25%	5.40	5.40
22 - 44:	0	0%	0	0%	0.00	0.00
45 - 54:	0	0%	0	0%	0.00	0.00
55+:	0	0%	0	0%	0.00	0.00
62 - 64:	0	0%	0	0%	0.00	0.00
65+:	0	0%	0	0%	0.00	0.00
Dropout:	15	15%	15	15%	0.00	0.00
Student HS or Less:	36	36%	36	36%	0.00	0.00
HS Grad or Equiv:	32	32%	32	32%	5.46	5.46
College Grad and Above:	1	1%	1	1%	0.00	0.00
Alternative Bd:	7	7%	7	7%	0.00	0.00
APDC/JOBBS:	19	19%	19	19%	5.25	5.25
APDC:	1	1%	1	1%	0.00	0.00
Long-term APDC:	7	7%	7	7%	0.00	0.00
Refugee Asst:	2	2%	2	2%	0.00	0.00
Other Asst:	22	22%	22	22%	5.25	5.25
GA/RCA:	24	24%	24	24%	5.47	5.47
Cash Welfare Recipient:	36	36%	36	36%	5.47	5.47
Cash Welfare or SSI:	37	37%	37	37%	5.47	5.47
SSI:	3	3%	3	3%	0.00	0.00
Food Stamps:	35	35%	35	35%	5.63	5.63
Econ Disadvantaged:	96	96%	96	96%	5.68	5.68
Parent in 1 Parent Faml:	14	14%	14	14%	0.00	0.00
Parent in 2 Parent Fam:	3	3%	3	3%	0.00	0.00
Other Family Member:	32	32%	32	32%	5.15	5.15
Not a Family Member:	51	51%	51	51%	6.15	6.15
Pregnant/Parenting Youth:	18	18%	18	18%	5.25	5.25
Homeless/Runaway Youth:	6	6%	6	6%	0.00	0.00
White:	95	95%	95	95%	5.68	5.68
Black:	0	0%	0	0%	0.00	0.00
Hispanic:	1	1%	1	1%	0.00	0.00
Native American:	4	4%	4	4%	0.00	0.00
Asian:	0	0%	0	0%	0.00	0.00
Limited English:	0	0%	0	0%	0.00	0.00
Reading Skills < 7th Grd:	34	34%	34	34%	0.00	0.00
Math Skills < 7th grade:	43	43%	43	43%	5.60	5.60
Bd Act Below Grd Level:	12	12%	12	12%	0.00	0.00
Multiple Barriers:	45	45%	45	45%	5.41	5.41
Veteran:	0	0%	0	0%	0.00	0.00
Indiv with Disability:	19	19%	19	19%	0.00	0.00
Offender:	23	23%	23	23%	0.00	0.00
One or More Barrier(s) :	87	87%	87	87%	5.46	5.46
Displaced Homemaker:	0	0%	0	0%	0.00	0.00
Lacks signif Work Hist:	2	2%	2	2%	0.00	0.00
Working Full Time:	74	74%	74	74%	5.69	5.69
Part Time:	14	14%	14	14%	0.00	0.00
Unemployed:	44	44%	44	44%	5.62	5.62
Not in Labor Force:	42	42%	42	42%	6.00	6.00
Eligible UI Claimant:	1	1%	1	1%	0.00	0.00
Exhaustee:	1	1%	1	1%	0.00	0.00
Long Term Unemployeed:	35	35%	35	35%	5.77	5.77
In School Youth:	36	36%	36	36%	0.00	0.00
Out of school Youth:	64	64%	64	64%	5.68	5.68
Employer Assist Benefits:	0	0%	0	0%	0.00	0.00
Employability Enhance:	0	0%	80	80%	5.80	5.80

WDC End of Summer Report
Summer 1998 Youth Start Program

Service Provider: Coastal Economic Development

Date: 10/21/98

Coordinator: Candy Carpenter, Christa Baade, Judy Holmes

1) GOALS AND RESULTS

GOAL 1: Assist youth to return to school or attain educational credentials.

Returned to school or completed a school credential - 62
(11 entered non – title II training)

GOAL 2: Assist youth to improve academic performance.

Documented academic gains - 3

Awarded academic credit - 3

Attained PIC basic skills competency - 3

GOAL 3: Assist youth to improve employability skills.

Documented employability gains - 70

Participated in technology exploration - 4

Earned a PIC recognized employment-related competency (job specific or pre-employment/work maturity) - 35

GOAL 4: Continue to integrate the summer and the year-round youth programs.

IIC to IIB transfers or co-enrollments - 27

IIB to IIC transfers or co-enrollments - 11

GOAL 5: Maintain percentage of safety incidents at 4% or less.*Safety incidents - 1%**(1)*

See 1998 Incidents List - page 7

CED is very proud of our low percentage of safety incidents that occurred this year. The one incident was considered to be minor. It may be possible that the cause of the reported rash (contact with some insulation a couple of days prior to the appearance of a rash) actually didn't even occur on the job. We can only surmise. This year, as usual, we placed a great deal of emphasis on participant responsibility for safety on the job and incorporated the BLS resources/materials into our curriculum.

GOAL 6:

Utilize surveys of participants, supervisors and staff to evaluate program quality for use in continuous program improvement.

Surveys distributed: Other than Upward Bound, Conservation Corps and Independence Association youth (totally 25), surveys were distributed to the remaining 61 youth who were still actively participating in the program by mid-August. Surveys were distributed to all site supervisors.

Surveys completed and returned: Approximately 50% were returned

What changes, if any, will be made to the program as a result of survey responses?

We may look at working with fewer youth and giving them more hours, higher pay and more on-the-job training.

ADDITIONAL GOALS: List goals and results.

2.) Attach CIMS reports: Characteristics report, Separation Summary report and Summary report.

3.) List any outcomes not tracked on CIMS which you feel are significant.

Outcomes not tracked on CIMS that are significant: There are two outcomes that are very positive which are not reflected nor measured on the CIMS reporting system. One is the support and skill building that occurs with our EA activities and the other is the acquisition of PT unsubsidized employment after program completion.

Once again this year CED offered an extended Educational Activity Component to youth in all four counties. The curriculum covered such topics as work site safety, skill identification, career exploration, goal setting, job search, resume writing, interviewing, communication skills, conflict resolution and employer expectations. In each county, youths visited a local business and had the opportunity to ask the employer questions. In addition, panel discussions were held to address the reasons why new employees do not succeed from the employers' perspective. Panelists representing local agencies and businesses offered information. The youth taking part in the EA activity accumulated 48 hours of classroom time. Workshops were held once a week for 8 weeks. The curriculum was presented utilizing a variety of methods: lecture, simulation, videos and computer software, which incorporated the learning styles of auditory, visual and participatory.

A number of Summer Youth Start participants were either hired unsubsidized at their summer work site or elsewhere after program completion. In most instances, the participants were hired on a part-time basis, less than 20 hours per week. By including this outcome on CIMS (such as "returned to school and entered part-time employment" or "completed program objectives and entered PT employment") the connection between summer participation and subsequent employment would be emphasized as a very positive outcome.

4.) Briefly describe your projects, including MCC, HIP and UB (location, partners, purpose, number of youth and project achievements).

Upward Bound: This year one-third to one-half of UB referrals were selected to participate in Summer Youth Start; the others either did not complete the applications process or were found ineligible. This year our eleven enrolled Upward Bounds students participated in the programs at Bowdoin College and Orono. The participants attended weekly seminars dedicated to career and college exploration and SAT prep. UB also sponsored a "Career Day" with over sixty professionals present to discuss career choices and opportunities with the students. Along with the individual and college counseling each student received, all maintained a full academic course load including writing, math, science and foreign language. Students who participated in a work experience component generally worked less than the hours anticipated. Since we are not usually billed until September this becomes somewhat problematic when planning for expenditures, an issue we will address with them next spring. Upward Bound develops the job sites for the students, and for the most part are non-profit sites. We will encourage more use of private sector employers next year.

Maine Conservation Corps: Seven participant slots were allocated to the Maine Conservation Corps to support funding for their summer program. CED was not involved with the selection of these students nor did we provide any employment-related activities. Our activity with these youth was solely limited to eligibility certification. These participants were College Conservation Corps members and performed trail work at parks and public lands, including the Appalachian Trail. They built new trails for public access and did significant rehabilitation work on existing trails.

CED/Mobius/Hospital Industry Council Lincoln County Project: This Project involved five youth (six originally), in the Lincoln County area. It was our understanding that all five would be placed on WES at Miles Memorial Hospital in Damariscotta. In reality, three youth ended up there, and two others were placed in TOEs in their home communities.

The positive in this experience was the interagency cooperation.

The negative was the fact that CED ended up serving 14-15 year old in-school youth that we otherwise would not have served, given our mandate to concentrate on older youth who are out of school. Four of the youth referred had very low priority numbers. Two others would have been served, with or without this project. One had actually been referred to us by Vocational Rehabilitation, before we learned that she had been chosen for this "special" project.

Mt. Ararat/Independence Association/Youth Start Collaborative Project: Again this year we collaborated with one of the local school districts and Independence Association to provide a summer work experience for seven developmentally challenged youth. Independence Association developed the job sites (6 out of the 7 youth were placed in private sector jobs) and provided a job coach. The school's Special Services teacher selected the students who would benefit most. CED provided wages, job counseling when appropriate, and support to the job coach. The experience provided a valuable opportunity for these youth who otherwise would not have worked this summer. It is noteworthy that two of the students were actually hired PT upon program completion.

Generally speaking, these students worked between only nine to fifteen hours per week, two worked even fewer hours. For at least one student, the limited hours were necessary because of the nature of the disability, but discussions with the job coach indicated that the others could have worked additional hours if the job coach were able to accommodate all of the participants work schedules. We would like to see these students work at least 20 hours per week, unless the nature of the disability would preclude that from happening. We will also discuss the appropriateness of some of the referrals. In one case, the student clearly had difficulty working on regular basis. In another case, the student only worked one morning a week because of a conflict with driver's education classes the other 4 mornings in the workweek. One of the students who was identified as

requiring a job coach clearly did not need that support, and one student who was referred from the same school was in desperate need of a job coach did not get that support. It is our intent to address these issues with those involved with this special project next spring. We will also discuss creative solutions to address the need for additional job coach support, perhaps utilizing other Youth Start participants to provide some form of job coaching/support.

5) Youth program comments/suggestions:

We have some concerns about the accuracy of some items on the summary and characteristic reports. Of minor concern on the Characteristic Report is the percentage of economically disadvantaged served. We actually served 100% economically disadvantaged and the report indicates that to be 98% and there is no apparent reason for this discrepancy. Of greater concern is the inability of the CIMS system to accurately reflect a real count of 'Basic Skill Deficient' and 'Behind Grade Level' characteristics. The CIMS system does not have an option for providing a reason for entering an 88 code (refused or could not be tested). Sagadahoc is a perfect case in point. Of the twenty SG participants, thirteen (13) were not tested because of several reasons. The two Upward Bound students were not tested, one refused because she had just graduated and ten were not tested because of significant learning disabilities or developmental delays (all HS students functioning academically between 1st and 5th or 6th grade). The latter 10 students are all behind grade level and all basic skill deficient yet there is no way to capture that. Of the seven tested in SG, a manual count indicates that 3 were basic skill deficient and 5 of the 7 were behind grade level. The 'real' numbers served who were basic skills deficient is 13, not 5 as reported; and 15, not 10, were identified as behind grade level. It is somewhat perplexing how the system generated the numbers that it did (5 BSD and 10 BGL) for SG.

END OF SUMMER REPORT

Type of Jobs Performed

Type of Job Performed	Number of Enrollees	Percentage of Employees
Office, clerical	19	23% *includes computer
Building maintenance, custodial, Repair	13	15%
Recreation, camps, playgrounds	3	3%
Grounds, landscaping, conservation	9	11% *includes MCC
Classroom Aide	4	5%
Day Care	3	3%
Health Service	5	6%
Libraries, museums, labs		
Food Service	3	3%
Construction Work	2	2%
Other	25	29%

INCIDENTS LIST SUMMER YOUTH START 1998

THE PAST MOST COMMON SYS INJURIES include:

- Inflammation of joints, tendons, etc. (includes sprains and strains)
- Effects of toxic materials (includes breathing fumes, spray in eyes, etc.)
- Dermatitis (includes rashes, poison ivy, etc.)
- Cuts, abrasions
- Animal bites
- Fractures
- Insect stings/bites
- Sunburn
- Burns

List the injury date.
Give a brief description (what body part was injured, and how - during what activity?)
Characterize the severity (minor, moderate, severe).
Note whether the youth was using personal protective equipment (PPE) and if not, why not?

DATE/	DESCRIPTION/	SEVERITY/	USING PPE?
8/12/98	Participant was installing computer cable in ceiling when his hands came in contact with installation, resulting in a rash on the palms of his hands appearing 1 1/2 days later.	MILD	NO
	Treated with First Aid.		

SUMMER YOUTH START '98 EA OUTLINE

SESSION 1:

Present an overview of the seminar series. Introduce importance of workplace safety. The session on employer/employee expectations will help youth become aware of what employers expect from employees and to identify what can be expected from an employer.

SESSION 2:

The goal of this segment is to introduce the concept of career exploration in order to make a realistic career choice. Youth will be exposed to a variety of career exploration programs. Students will come in contact with a variety of jobs available in the local area through business field trip.

SESSION 3:

The youth will recognize the importance of budgeting, the differences between gross and net income and will compute how to reach savings goal.

SESSION 4:

Youth will identify values, temperament styles and how it may affect career decision making and job satisfaction. They will learn about effective communication and conflict resolution.

SESSION 5:

The youth will be able to break their skills down into soft, hard and transferable skills, understand how skills are gained on the job and how to gain them. Students will list and describe their skills to help with resume preparation.

SESSION 6:

Students will recognize how to set and reach goals and will develop short-term and long-term goals. Students will become familiar with the concept of teams in the workplace. They will be involved in a team building experience. Youth will become aware of the importance of the problem solving process in today's workplace. Youth will recognize how self-esteem affects work relationships and develop new methods to view life in a positive manner.

SESSION 7:

Youth will learn the job search process from identifying leads to applying for jobs and following up on contacts.

SESSION 8:

Youth will demonstrate the ability to prepare for an interview effectively and understand the purpose of the interview.

Summary Report
 Date Range: 04/01/98 - 09/30/98
 Project(s): KN,LI,SG,WL
 Title(s): B
 Run Date: 10/01/98
 RUN Time: 08:34:45
 Report#: 7617

ENROLLMENTS

Total Enrollments 114
 Total New Enrolls 114
 Total Carry-Ins 0
 OBJECTIVE ASSESSMENTS

Total OA Enrollments 114
 Entered Training 86
 Program Separation 28
 DIRECT TRAINING

Total Enrollments 86
 New Enrolls 86
 Carry-Ins 0
 Total Separations 86
 Entered Employment 9
 20+ Hours 9
 other Positive 55
 other Separations 22

On Board Active 0
 Average Wage at Placement \$ 6.31
 20+ Hours \$ 6.31
 WELFARE
 Enrollments 32
 Entered Employment 6
 20+ Hours 6
 other Separations 10

CHARACTERISTICS		ACTIVITIES	
SEX	AGE	ACTIVITY	CODE
Male	40	Awaiting Outcome	AO
Youth	< 16	Custom Occup. Tr	CT
Adult	(16-19)	Education Attain	EA
Adult	(20-21)	Employment Comp	EC
Female	(22-44)	Education Traini	ET
Youth	(45-54)	General Occup Tr	GT
Adult	(55+)	Hold Status	HO
ETHNIC GROUP		Inactive Status	IN
White	84	Job Search	JS
Black	1	On the Job Train	OJ
Hispanic	1	Supportive Serv.	SS
Indian or		Try Out Employ	TE
N. Alaskan	0	Work Experience	WE
Pacific or		Academic Enrich	AE
Asian Isl	0	Objective Assess	OA
EDUCATION		Other Activities	
H.S. Dropout	14		
H.S. Student	40		
H.S. Graduate	25		
or Better			
Alternat Ed	7		
Habit. Truant	0		
ISY	40		
OSY	46		

OTHER CHARACTERISTICS

Basic Skills Deficient 36
 Behind Grade Level 23
 Pregnant/Parenting Youth 10
 Cash/Voucher Welfare Recipient 15
 Offender 6
 Individuals with a Disability 31
 Homeless Adult 0
 Homeless/Runaway Youth 7
 SDA Youth Barrier 12
 SDA Adult Barrier 0
 AFDC Recipient 15
 Food Stamps 32
 Veteran 0
 Limited English 0
 U.I. Recipient 0
 Unemployed 0
 30

ENROLLMENTS	
Total Enrollments	14
Total New Enrolls	14
Total Carry-ins	0

OBJECTIVE ASSESSMENTS	
Total OA Enrollments	14
Entered Training	12
Program Separation	2

DIRECT TRAINING	
Total Enrollments	12
On Board Active	0
Average Wage at Placement	\$ 6.42
20+ Hours	\$ 6.42

Enrollments	4
Entered Employment	2
20+ Hours	2
Other Separations	0

CHARACTERISTICS		SEX		AGE		ACTIVITY		CODE		ACTIVITIES	
		Male	Female	< 16	16-19	20-21	22-44	45-54	55+		
ETHNIC GROUP	12	5	7	0	0	0	0	0	0	12	14
White	0										
Black	0										
Hispanic	0										
Indian or N. Alaskan	0										
Pacific or Asian Isl	0										
EDUCATION	2										
H.S. Dropout	4										
H.S. Student	5										
H.S. Graduate	0										
or Better	0										
Alternat Ed	0										
Habit. Truant	0										
ISY	4										
OSY	8										
Other Activities	0										
Objective Assess	12										
Academic Enrich	0										
Work Experience	0										
Try Out Employm	0										
Supportive Serv.	0										
On the Job Train	0										
Job Search	0										
Inactive Status	0										
Hold Status	0										
General Occup Tr	0										
Education Traini	0										
Employment Compe	12										
Education Attain	0										
Custom Occup. Tr	0										
Awaiting Outcome	0										
AO	0										
CT	0										
EA	0										
EC	12										
ET	0										
GT	0										
HO	0										
IN	0										
JS	0										
OJ	0										
SS	0										
TE	0										
WE	6										
AF	0										
OA	12										

OTHER CHARACTERISTICS	
Basic Skills Deficient	4
Behind Grade Level	2
Pregnant/Parenting Youth	0
Cash/Voucher Welfare Recipient	2
Offender	2
Individuals with a Disability	3
Unemployed	0
Homeless Adult	1
Homeless/Runaway Youth	4
AFDC Recipient	2
Food Stamps	2
Veteran	0
Limited English	2
U.I. Recipient	2
SDA Adult Barrier	0
SDA Youth Barrier	1

ENROLLMENTS		OBJECTIVE ASSESSMENTS	
Total Enrollments	23	Total New Enrolls	23
*****		*****	

DIRECT TRAINING		*****	
Total OA Enrollments	23	Total OA Active	0
Entered Training	11	*****	
Program Separation	12	*****	

CHARACTERISTICS		*****	
Total Enrollments	11	On Board Active	0
New Enrolls	11	Average Wage at	\$ 6.00
Carry-ins	0	Placement	\$ 6.00
Total Separations	11	-----	
Entered Employment	1	Enrollments	4
20+ Hours	1	Entered Employment	1
Other Positive	8	20+ Hours	1
Other Separations	2	Other Separations	2

SEX		ACTIVITIES	
Male	6	AO	0
Youth	6	CT	0
Adult	6	EA	10
*****		EC	8
Female	5	ET	1
Youth	5	GT	0
Adult	5	HO	0
*****		IN	0
ETHNIC GROUP	11	JS	0
White	11	OJ	0
Black	0	SS	0
Hispanic	0	TE	6
Indian or	0	WE	5
N. Alaskan	0	AE	11
Pacific or	0	OA	0
Asian Isl	0	*****	
*****		OSY	4
ISY	7	Other Activities	23
Habit. Truant	0	Objective Assess	0
Alternat Ed	0	Academic Enrich	0
or Better	3	Work Experience	0
H.S. Graduate	7	Try Out Employ	0
H.S. Student	1	Supportive Serv.	0
H.S. Dropout	1	On the Job Train	0
*****		Job Search	0
EDUCATION	2	Inactive Status	0
*****		Hold Status	0
AGE	6	General Occup Tr	0
< 16	3	Education Train	0
16-19	0	Employment Compe	0
20-21	0	Education Attain	0
22-44	0	Custom Occup. Tr	0
45-54	0	Awaiting Outcome	0
55+	0	*****	

OTHER CHARACTERISTICS		*****	
Basic Skills Deficient	8	AFDC Recipient	1
Behind Grade Level	7	Food Stamps	0
Pregnant/Parenting Youth	1	Veteran	0
Cash/Voucher Welfare Recipient	1	Limited English	0
Offender	0	U.I. Recipient	0
Individuals with a Disability	6	Unemployed	0
Homeless Adult	0	SDA Adult Barrier	0
Homeless/Runaway Youth	0	SDA Youth Barrier	0
*****		*****	

Summary Report
 Date Range: 04/01/98 - 09/30/98
 Project(s): SG
 Title(s): B
 RUN Date: 10/01/98
 RUN Time: 08:34:48
 Report#: 7617

***** ENROLLMENTS *****

Total Enrollments 20
 Total New Enrolls 20
 Total Carry-ins 0
 OBJECTIVE ASSESSMENTS *****

Total OA Enrollments 20
 Entered Training 20
 Program Separation 0
 DIRECT TRAINING *****

Total Enrollments 20
 New Enrolls 20
 Total Separations 0
 Average Wage at Placement \$ 6.32
 Enrollments WELFARE 8
 Entered Employment 20+ Hours 1
 Other Positive 16
 Other Separations 2

CHARACTERISTICS

SEX	AGE	ACTIVITY	CODE	ENR	SEP
Male	14	Awaiting Outcome	AO	0	0
Male	14	Custom Occup. Tr	CT	0	0
Male	14	Education Attain	EA	0	0
Male	14	Employment Comp	EC	18	18
Male	14	Education Traini	ET	0	0
Male	14	General Occup Tr	GT	0	0
Male	14	Hold Status	HO	0	0
Male	14	Inactive Status	IN	0	0
Male	14	Job Search	JS	0	0
Male	14	On the Job Train	OJ	0	0
Male	14	Supportive Serv.	SS	0	0
Male	14	Try Out Employm	TE	12	12
Male	14	Work Experience	WE	7	7
Male	14	Academic Enrich	AE	0	0
Male	14	Objective Assess	OA	20	20
Female	6	Awaiting Outcome	AO	0	0
Female	6	Custom Occup. Tr	CT	0	0
Female	6	Education Attain	EA	0	0
Female	6	Employment Comp	EC	18	18
Female	6	Education Traini	ET	0	0
Female	6	General Occup Tr	GT	0	0
Female	6	Hold Status	HO	0	0
Female	6	Inactive Status	IN	0	0
Female	6	Job Search	JS	0	0
Female	6	On the Job Train	OJ	0	0
Female	6	Supportive Serv.	SS	0	0
Female	6	Try Out Employm	TE	12	12
Female	6	Work Experience	WE	7	7
Female	6	Academic Enrich	AE	0	0
Female	6	Objective Assess	OA	20	20
Asian Isl	0	Awaiting Outcome	AO	0	0
Asian Isl	0	Custom Occup. Tr	CT	0	0
Asian Isl	0	Education Attain	EA	0	0
Asian Isl	0	Employment Comp	EC	18	18
Asian Isl	0	Education Traini	ET	0	0
Asian Isl	0	General Occup Tr	GT	0	0
Asian Isl	0	Hold Status	HO	0	0
Asian Isl	0	Inactive Status	IN	0	0
Asian Isl	0	Job Search	JS	0	0
Asian Isl	0	On the Job Train	OJ	0	0
Asian Isl	0	Supportive Serv.	SS	0	0
Asian Isl	0	Try Out Employm	TE	12	12
Asian Isl	0	Work Experience	WE	7	7
Asian Isl	0	Academic Enrich	AE	0	0
Asian Isl	0	Objective Assess	OA	20	20

OTHER CHARACTERISTICS

ACTIVITY	CODE	ENR	SEP
Basic Skills Deficient		5	10
Behind Grade Level		1	3
Pregnant/Parenting Youth		1	3
Cash/Voucher Welfare Recipient		1	3
Offender		1	3
Individuals with a Disability		1	3
Homeless Adult		0	0
Homeless/Runaway Youth		0	0
SDA Youth Barrier		0	0
SDA Adult Barrier		0	0
Unemployed		0	0
U.I. Recipient		0	0
Limited English		0	0
Veteran		0	0
Food Stamps		0	0
AFDC Recipient		0	0

Summary Report

Project WL

04/01/98 - 09/30/98

Report#: 7617

Date Range: 04/01/98 - 09/30/98
Project(s): WL
Title(s):
Run Date: 10/01/98

Run Time: 08:34:49

ENROLLMENTS

Total Enrollments 57
Total New Enrolls 57
Total Carry-Ins 0

OBJECTIVE ASSESSMENTS

Total OA Enrollments 57
Entered Training 43
Program Separation 14

DIRECT TRAINING

On Board Active 0
Average Wage at Placement \$ 6.31
WELFARE 20+ Hours \$ 6.31

Entered Employment 20+ Hours 3
Entered Employment 20+ Hours 3
Enrollments 16

Other Positive 23
Other Separations 17
Other Separations 6

CHARACTERISTICS

SEX

Male 15
Youth 15
Adult 0
Female 28
Youth 28
Adult 0

ETHNIC GROUP

White 42
Black 0
Hispanic 1
Indian or 0
N. Alaskan 0
Pacific or 0
Asian Isl 0

OTHER CHARACTERISTICS

Basic Skills Deficient 19
Behind Grade Level 4
Pregnant/Parenting Youth 8
Cash/Voucher Welfare Recipient 9
Offender 3
Individuals with a Disability 9
Homeless Adult 0
Homeless/Runaway Youth 6
AFDC Recipient 19
Food Stamps 4
Veteran 8
Limited English 9
U.I. Recipient 3
Unemployed 9
SDA Adult Barrier 0
SDA Youth Barrier 6

Separation Summary Report
Totals

Date Range: 04/01/98 - 09/30/98
Project(s): KN,LI,SG,WL
Title(s): B
RUN Date: 10/01/98

Report#: 7618
RUN Time: 08:37:29

Participant and Separation Summary				Separation Code	Total	Adults	Youth
1. Total Participants (includes OA only)					0	0	114
Direct Training Participants					0	0	86
2. Total Separations					0	0	114
A. Entered Unsubsidized Employment					0	0	9
1) Registered Apprenticeship				A01	0	0	0
2) Armed Forces				A02	0	0	0
3) Self-Employment				A03	0	0	0
4) Full/Part-Time Unsubsidized Employment				A04	0	0	5
5) EE from Retraining (Title III ONLY)				A06	0	0	0
6) Relocated Out of Area (Title III ONLY)				A07	0	0	0
7) EEs from Basic Readj. (Title III ONLY)				A08	0	0	0
8) EEs & Employment Enhancement					0	0	0
a) EE & Entered Non-Title II Training				A09	0	0	0
b) EE & Returned to School (Youth ONLY)				A10	0	0	0
c) EE & Major Level of Education				A11	0	0	0
d) EE & Competency Certificate				A12	0	0	3
e) EE & Remained in School (Youth ONLY)				A13	0	0	1
f) RA & Entered Non-Title II Training				A14	0	0	0
g) RA & Returned to School (Youth ONLY)				A15	0	0	0
h) RA & Major Level of Education				A16	0	0	0
i) RA & Competency Certificate				A17	0	0	0
j) RA & Remained in School (Youth ONLY)				A18	0	0	0
k) Self-Employment from Retraining				A19	0	0	0
l) Self-Employment and Relocated				A20	0	0	0
m) Self-Employment from Basic Readj. ONLY				A21	0	0	0
n) Armed Forces & Attained 2 Competencies				A22	0	0	0
o) Self-Employment & Attained 2 Competencies				A23	0	0	0
B. Employment Enhancement					0	0	55
1) Entered Non-Title II Training				B03	0	0	11
2) Returned to School (Youth ONLY)				B04	0	0	0
3) Major Level of Education				B06	0	0	0
4) Competency Certificate				B07	0	0	0
5) Remained in School (Youth ONLY)				B08	0	0	1
6) Returned to School (Youth ONLY)				B14	0	0	43
C. Other Separations					0	0	22
1) Institutionalized				C01	0	0	0
2) Health/Medical				C02	0	0	0
3) Family Care				C03	0	0	0
4) Lacks Transportation				C04	0	0	0
5) Cannot Locate				C05	0	0	0
6) Voluntary, Other				C06	0	0	0
7) Involuntary, Other				C07	0	0	0
8) Death				C09	0	0	0
9) Called Back/Remained with Layoff Employer				D04	0	0	0
10) Project or Program Terminated				D05	0	0	16
11) Entered Other JTPA Program				D06	0	0	1
12) End of Coenrollment				D07	0	0	2
13) Completed ISS				D08	0	0	3
14) Title Transfer				D09	0	0	0
15) Entered Non-JTPA Training				D10	0	0	0

Separation Summary Report
Title B

Date Range: 04/01/98 - 09/30/98

Project(s): KN,LI,SG,WL

Title(s): B

Run Date: 10/01/98

Run Time: 08:37:30

Report#: 7618

Participant and Separation Summary				
Separation Code	Total	Adults	Youth	
1. Total Participants (includes OA only)	0	0	114	
Direct Training Participants	0	0	86	
2. Total Separations	0	0	114	
A. Entered Unsubsidized Employment	0	0	9	
Wage At Placement	0	0	6.31	\$
1) Registered Apprenticeship	0	0	0	
2) Armed Forces	0	0	0	
3) Self-Employment	0	0	0	
4) Full/Part-Time Unsubsidized Employment	0	0	5	
5) EE from Retraining (Title III ONLY)	0	0	0	
6) Relocated Out of Area (Title III ONLY)	0	0	0	
7) EEs from Basic Readj. (Title III ONLY)	0	0	0	
8) EEs & Employability Enhancement	0	0	0	
a) EE & Entered Non-Title II Training	0	0	0	
b) EE & Returned to School (Youth ONLY)	0	0	0	
c) EE & Major Level of Education	0	0	0	
d) EE & Competency Certificate	0	0	3	
e) EE & Remained in School (Youth ONLY)	0	0	1	
f) RA & Entered Non-Title II Training	0	0	0	
g) RA & Returned to School (Youth ONLY)	0	0	0	
h) RA & Major Level of Education	0	0	0	
i) RA & Competency Certificate	0	0	0	
j) RA & Remained in School (Youth ONLY)	0	0	0	
k) Self-Employment from Retraining	0	0	0	
l) Self-Employment and Relocated	0	0	0	
m) Self-Employment from Basic Readj. ONLY	0	0	0	
n) Armed Forces & Attained 2 Competencies	0	0	0	
o) Self-Employment & Attained 2 Competencies	0	0	0	
B. Employability Enhancement	0	0	55	
1) Entered Non-Title II Training	0	0	11	
2) Returned to School (Youth ONLY)	0	0	0	
3) Major Level of Education	0	0	0	
4) Competency Certificate	0	0	0	
5) Remained in School (Youth ONLY)	0	0	0	
6) Returned to School (Youth ONLY)	0	0	1	
C. Other Separations	0	0	43	
1) Institutionalized	0	0	0	
2) Health/Medical	0	0	0	
3) Family Care	0	0	0	
4) Lacks Transportation	0	0	0	
5) Cannot Locate	0	0	0	
6) Voluntary, Other	0	0	0	
7) Involuntary, Other	0	0	0	
8) Death	0	0	0	
9) Called Back/Remained with Layoff Employer	0	0	0	
10) Project or Program Terminated	0	0	0	
11) Entered Other JTPA Program	0	0	16	
12) End of Coenrollment	0	0	1	
13) Completed ISS	0	0	3	
14) Title Transfer	0	0	0	
15) Entered Non-JTPA Training	0	0	0	
			0	

Characteristics Report
Totals[illegible]

RUN Time: 08:40:13

[illegible]

Characteristics Report Project LI

[illegible]

[illegible]

Characteristics Report
Project WL

Date Range: 04/01/98 - 09/30/98

Report#: 7619

Project(s): WL
Title(s): B

RUN Date: 10/01/98

RUN Time: 08:40:15

Combined Average Wages	Previous Wages After	Previous Wages Before	No Prev Wages After	E-Emp	T-Sep	Total	Grand Total:
6.31	5.50	4.95	2)	3 100%	57 100%	57 100%	Male:
5.50	5.50	4.95	1)	2 67%	22 39%	22 39%	Female:
7.94	0.00	0.00	0)	1 33%	35 61%	35 61%	Up to Age 15:
0.00	0.00	0.00	0)	0 0%	2 4%	2 4%	16 - 19:
0.00	0.00	0.00	0)	0 0%	43 75%	43 75%	20 - 21:
6.72	0.00	0.00	2)	2 67%	12 21%	12 21%	22 - 44:
0.00	0.00	0.00	0)	0 0%	0 0%	0 0%	30 - 54:
0.00	0.00	0.00	0)	0 0%	0 0%	0 0%	45 - 54:
0.00	0.00	0.00	0)	0 0%	0 0%	0 0%	55+:
0.00	0.00	0.00	0)	0 0%	0 0%	0 0%	62 - 64:
0.00	0.00	0.00	0)	0 0%	0 0%	0 0%	65+:
5.50	0.00	0.00	1)	1 33%	16 28%	16 28%	Dropout:
0.00	0.00	0.00	0)	0 0%	20 35%	20 35%	Student HS or Less:
0.00	0.00	0.00	0)	0 0%	9 16%	9 16%	HS Grad or Equiv:
6.72	0.00	0.00	2)	2 67%	6 11%	6 11%	Post HS Attendee:
0.00	0.00	0.00	0)	0 0%	6 0%	0 0%	College Grad and Above:
0.00	0.00	0.00	0)	0 0%	6 11%	6 11%	Alternative Ed:
0.00	0.00	0.00	0)	0 0%	14 25%	14 25%	AFDC:
5.50	0.00	0.00	1)	1 33%	2 4%	2 4%	AFDC/JOB:
0.00	0.00	0.00	0)	0 0%	11 19%	11 19%	Long-term AFDC:
0.00	0.00	0.00	1)	1 33%	0 0%	0 0%	Refugee Asst:
0.00	0.00	0.00	0)	0 0%	0 0%	0 0%	Other Asst:
0.00	0.00	0.00	0)	0 0%	0 0%	0 0%	GA/RCA:
0.00	0.00	0.00	1)	1 33%	14 25%	14 25%	Cash Welfare Recipient:
5.50	0.00	0.00	1)	1 33%	15 26%	15 26%	Cash Welfare or SSI:
0.00	0.00	0.00	0)	0 0%	2 4%	2 4%	SSI:
0.00	0.00	0.00	0)	0 0%	25 44%	25 44%	Food Stamps:
5.50	0.00	0.00	1)	2 67%	56 98%	56 98%	Econ Disadvantaged:
6.31	5.50	4.95	2)	3 100%	8 14%	8 14%	Parent in 1 Parent Famil:
0.00	0.00	0.00	0)	0 0%	2 2%	2 2%	Parent in 2 Parent Fam:
0.00	0.00	0.00	0)	0 0%	20 35%	20 35%	Other Family Member:
0.00	0.00	0.00	0)	0 0%	28 49%	28 49%	Not a Family Member:
5.50	0.00	0.00	0)	2 67%	12 21%	12 21%	Pregnant/Parenting Youth:
6.72	0.00	0.00	2)	2 67%	7 12%	7 12%	Homeless/Runaway Youth:
5.50	5.50	4.95	1)	1 33%	55 96%	55 96%	White:
6.31	5.50	4.95	2)	3 100%	1 2%	1 2%	Black:
0.00	0.00	0.00	0)	0 0%	1 2%	1 2%	Hispanic:
0.00	0.00	0.00	0)	0 0%	0 0%	0 0%	Native American:
0.00	0.00	0.00	0)	0 0%	0 0%	0 0%	Asian:
0.00	0.00	0.00	0)	0 0%	0 0%	0 0%	Limited English:
0.00	0.00	0.00	0)	1 33%	12 21%	12 21%	Reading Skills < 7th Grd:
5.50	0.00	0.00	1)	3 100%	22 39%	22 39%	Math Skills < 7th Grade:
6.31	5.50	4.95	2)	3 100%	5 9%	5 9%	Ed Att Below Grd Level:
0.00	0.00	0.00	0)	2 67%	20 35%	20 35%	Multiple Barriers:
5.50	0.00	0.00	1)	2 67%	0 0%	0 0%	Veteran:
0.00	0.00	0.00	0)	0 0%	0 0%	0 0%	Vietnam:
0.00	0.00	0.00	0)	0 0%	14 25%	14 25%	Indiv with Disability:
0.00	0.00	0.00	0)	0 0%	4 7%	4 7%	Offender:
5.50	5.50	4.95	2)	3 100%	45 79%	45 79%	One or More Barrier(s):
6.31	0.00	0.00	0)	0 0%	0 0%	0 0%	Dislocated Worker:
0.00	0.00	0.00	0)	0 0%	0 0%	0 0%	Lacks Signif Work Hist:
6.31	0.00	0.00	1)	3 100%	40 70%	40 70%	Working Full Time:
0.00	0.00	0.00	0)	0 0%	0 0%	0 0%	Part Time:
0.00	0.00	0.00	0)	0 0%	12 21%	12 21%	Unemployed:
5.50	0.00	0.00	1)	2 67%	36 63%	36 63%	Not in Labor Force:
6.72	0.00	0.00	2)	2 67%	0 0%	0 0%	Eligible UI Claimant:
0.00	0.00	0.00	0)	0 0%	0 0%	0 0%	Exhausted:
0.00	0.00	0.00	0)	1 33%	8 14%	8 14%	Long Term Unemployed:
5.50	0.00	0.00	0)	0 0%	20 35%	20 35%	In School Youth:
0.00	0.00	0.00	0)	3 100%	37 65%	37 65%	Out of School Youth:
6.31	5.50	4.95	2)	3 100%	0 0%	0 0%	Employer Assist Benefits:
0.00	0.00	0.00	0)	3 100%	0 0%	0 0%	Employability Enhance:

cc: 5/12

WDC End of Summer Report
Summer 1998 Youth Start Program

Service Provider Kennebec
10/30/98
Date

Coordinator Star
Perkins

Goals and Results:

Goal 1: Assist youth to return to school or attain educational credentials.

Returned to school or completed a school
credential

Goal 2 Assist youth to improve academic performance.

Documented academic gains 30

Awarded academic credit 15

Attained PIC basic skills competency

Goal 3: Assist youth to improve employability skills

Documented employability gains 69

Participated in technology exploration 42

Earned a PIC recognized employment-related competency (job specific or

pre-employment/work maturity) 62

Goal 4: Continue to integrate the summer and year-round youth programs

IIC to IIB transfers or co-enrollments 22

IIB to IIC transfers or co-enrollments 17

Goal 5: Maintain percentage of safety incidents at 4% or less.

Safety incidents 5 5.75%
Complete and attach a 1998 Incidents List-format is appended- or attach
copies of each individual incident report.

Goal 6: Utilize surveys of participants, supervisors and staff to evaluate program
quality for use in continuous improvement.

Surveys distributed: 0 (narrative comments were done by all
participants at the Cony and Fairfield Projects)

Surveys completed and returned 52 narrative comments

What changes, if any, will be made to the program as a result of the
survey responses?

The kids all want to see more of there counselor at Fairfield. We will
schedule more on site time for the counselor there.

Kennebec Projects included:

Fairfield: This project at Fairfield included 42 youth from either alternative education or special education programs. The program was a summer component of a year round youth project at the school. There was a daily classroom component focusing on academic skills and work maturity/pre-employment competencies. The afternoon was spent for the most part on individual TOE sites in the community developed and monitored by the project staff. It was the goal of the project that as many youth as possible retained their jobs, on an unsubsidized part time once school started.

Cony High School: We served 11 special education students in the summer component of our year round youth program. These students studied basic skills, as well as work maturity and pre employment competencies. They were awarded a speech credit towards graduation upon completion of the public speaking component of the end of summer employer/employee recognition event. Students worked at WE/TOE sites with project job coaches each afternoon.

The employer recognition day sponsored by the students was well received and appreciated by the employer community. Each youth made a speech about what they had done, thanked the employer as well as greeting and escorting them to the event, serving them refreshments and seeing them out at the end. The Social skills of the students were greatly enhanced by this event.

MCC Projects. We had two teams, one at the Pine State Arboretum, and one roving team working on a number of public land sites in Kennebec County. There were a total of 12 youth involved. In addition we had 2 youth in College Conservation Corps, paid for through Summer Youth funds.

Spurwink Project. We served 21 emotionally disabled youth, all of whom were receiving education/treatment at the Spurwink School in Randolph. The school supplied intensive job coaching. The youth shared slots, few worked a full 32 hour week, all gained social skills and some work maturity skills needed to function in a less restrictive environment in the future.

Youth Program Comments and Suggestions

At the suggestion of the project leaders from last summer we dropped the awarding of prizes for competition in the preemployment competencies. The leaders felt these kids are always the losers, although many are recognized, some must fail. We planned non competitive events, which the youth enjoyed but we lost the incentive to complete resumes, applications, etc. We need to

rethink the value of the awarding of prizes for successful completion of these components.

We need to start job developing earlier, even before we know who we will have on board so we can increase the number of quality TOE sites, with a potential for a real job at the end.

A minor suggestion: change the timesheet so there is a specific break for lunch that the youth can fill time in on.

INCIDENTS LIST SUMMER YOUTH START 1998

DATE	DESCRIPTION	SEVERITY	USING PPE's
7/7/98	Cut hand on pruning saw while putting tools in back of truck	minor	yes
7/8/98	Twisted left leg and knee when when jumped of 2' high bridge	minor	yes
7/13/98	Cut left hand on glass when placing left hand on table while working with stained glass	minor	yes
7/14/98	Heat exhaustion while working in garden	minor	yes
8/6/98	Hit under left eyebrow by rock tossed by co worker	minor	yes

End of Summer Report

Types of Jobs Performed

Type of Job Performed	Number of enrollees	Percentage of enrollees
Office, clerical	2.5	3
Building Maintenance, custodial, repair	17	20
Recreation, camps, playground	6	7
Grounds, landscaping, conservation	22	25
Classroom aide	0	0
Day Care	8	9
Health Service	2	2
Libraries, museums, labs	1	1
Food Service	5	6
Construction work	0	0
other	23.5	27.0

Separation Summary Report
Totals

Date Range: 01/01/98 - 09/30/98

Project(s): KE

Title(s): B

RUN Date: 10/30/98

RUN Time: 11:24:52

Report#: 7890

Participant and Separation Summary				Separation Code	Total	Adults	Welfare	Youth
1. Total Participants (includes OA only)								
Direct Training Participants								
2. Total Separations								
A. Entered Unsubsidized Employment								
Wage At Placement								
1) Registered Apprenticeship								
2) Armed Forces								
3) Self-Employment								
4) Full/Part-Time Unsubsidized Employment								
5) EE from Retraining (Title III ONLY)								
6) Relocated Out of Area (Title III ONLY)								
7) EEs from Basic Readj. (Title III ONLY)								
8) EEs & Employability Enhancement								
a) EE & Entered Non-Title II Training								
b) EE & Returned to School (Youth ONLY)								
c) EE & Major Level of Education								
d) EE & Competency Certificate								
e) EE & Remained in School (Youth ONLY)								
f) RA & Entered Non-Title II Training								
g) RA & Returned to School (Youth ONLY)								
h) RA & Major Level of Education								
i) RA & Competency Certificate								
j) RA & Remained in School (Youth ONLY)								
k) Self-Employment from Retraining								
l) Self-Employment and Relocated								
m) Self-Employment from Basic Readj. ONLY								
n) Armed Forces & Attained 2 Competencies								
o) Self-Employment & Attained 2 Competencies								
B. Employability Enhancement								
1) Entered Non-Title II Training								
2) Returned to School (Youth ONLY)								
3) Major Level of Education								
4) Competency Certificate								
5) Remained in School (Youth ONLY)								
6) Returned to School (Youth ONLY)								
C. Other Separations								
1) Institutionalized								
2) Health/Medical								
3) Family Care								
4) Lacks Transportation								
5) Cannot Locate								
6) Voluntary, Other								
7) Involuntary, Other								
8) Death								
9) Called Back/Remained with Layoff Employer								
10) Project or Program Terminated								
11) Entered Other JTPA Program								
12) End of Cohort/Placement								
13) Completed ISS								
14) Title Transfer								
15) Entered Non-JTPA Training								

Date Range: 01/01/98 - 09/30/98

Characteristics Report
Totals

Report#: 7863

Title(s): B
Project(s): KE
RUN Date: 10/28/98

RUN Time: 13:21:16

Grand Total:	115	100%	107	100%	5	100%	5.50	2	4.85	3	5.97	5.78
Male:	78	68%	75	70%	4	80%	5.50	1	4.85	3	5.97	5.85
Female:	37	32%	32	30%	1	20%	5.50	1	0.00	0	0.00	5.50
Up to Age 15:	33	29%	33	31%	0	0%	0.00	0	0.00	0	0.00	0.00
16 - 19:	79	69%	73	68%	5	100%	5.50	2	4.85	3	5.97	5.78
20 - 21:	3	3%	1	1%	0	0%	0.00	0	0.00	0	0.00	0.00
22 - 44:	0	0%	0	0%	0	0%	0.00	0	0.00	0	0.00	0.00
45 - 54:	0	0%	0	0%	0	0%	0.00	0	0.00	0	0.00	0.00
55+:	0	0%	0	0%	0	0%	0.00	0	0.00	0	0.00	0.00
62 - 64:	0	0%	0	0%	0	0%	0.00	0	0.00	0	0.00	0.00
65+:	0	0%	0	0%	0	0%	0.00	0	0.00	0	0.00	0.00
Dropout:	2	2%	2	2%	0	0%	0.00	0	0.00	0	0.00	0.00
Student HS or Less:	80	70%	75	70%	4	80%	5.50	2	5.15	2	5.45	5.48
HS Grad or Equiv:	4	3%	2	2%	0	0%	0.00	0	0.00	0	0.00	0.00
Post HS Attendee:	1	1%	0	0%	0	0%	0.00	0	0.00	0	0.00	0.00
College Grad and Above:	0	0%	0	0%	0	0%	0.00	0	0.00	0	0.00	0.00
Alternative Ed:	28	24%	28	26%	1	20%	0.00	0	4.25	1	7.00	7.00
AFDC:	13	11%	13	12%	1	20%	5.50	1	0.00	0	0.00	5.50
AFDC/JOBS:	0	0%	0	0%	0	0%	0.00	0	0.00	0	0.00	0.00
Long-term AFDC:	8	7%	8	7%	1	20%	5.50	1	0.00	0	0.00	5.50
Refugee Asst:	0	0%	0	0%	0	0%	0.00	0	0.00	0	0.00	0.00
Other Asst:	4	3%	4	4%	0	0%	0.00	0	0.00	0	0.00	0.00
GA/RCA:	4	3%	4	4%	0	0%	0.00	0	0.00	0	0.00	0.00
Cash Welfare Recipient:	14	12%	14	13%	1	20%	5.50	1	0.00	0	0.00	5.50
Cash Welfare or SSI:	34	30%	34	32%	1	20%	5.50	1	0.00	0	0.00	5.50
SSI:	24	21%	24	22%	0	0%	0.00	0	0.00	0	0.00	0.00
Food Stamps:	20	17%	20	19%	3	60%	5.50	1	5.15	2	5.45	5.47
Econ Disadvantaged:	110	96%	102	95%	5	100%	5.50	2	4.85	3	5.97	5.78
Parent in 1 Parent Famil:	0	0%	0	0%	0	0%	0.00	0	0.00	0	0.00	0.00
Parent in 2 Parent Fam:	0	0%	0	0%	0	0%	0.00	0	0.00	0	0.00	0.00
Other Family Member:	18	16%	18	17%	0	0%	0.00	0	0.00	0	0.00	0.00
Not a Family Member:	97	84%	89	83%	5	100%	5.50	2	4.85	3	5.97	5.78
Pregnant/Parenting Youth:	2	2%	2	2%	0	0%	0.00	0	0.00	0	0.00	0.00
Homeless/Runaway Youth:	1	1%	1	1%	0	0%	0.00	0	0.00	0	0.00	0.00
White:	111	97%	103	96%	5	100%	5.50	2	4.85	3	5.97	5.78
Black:	4	3%	4	4%	0	0%	0.00	0	0.00	0	0.00	0.00
Hispanic:	0	0%	0	0%	0	0%	0.00	0	0.00	0	0.00	0.00
Native American:	0	0%	0	0%	0	0%	0.00	0	0.00	0	0.00	0.00
Asian:	0	0%	0	0%	0	0%	0.00	0	0.00	0	0.00	0.00
Limited English:	3	3%	3	3%	0	0%	0.00	0	0.00	0	0.00	0.00
Reading Skills < 7th Grd:	73	63%	69	64%	3	60%	5.50	2	5.15	1	5.75	5.58
Math Skills < 7th Grade:	88	77%	82	77%	2	40%	5.50	1	5.15	1	5.75	5.63
Ed Act Below Grd Level:	17	15%	13	12%	1	20%	5.50	1	0.00	0	0.00	5.50
Multiple Barriers:	37	32%	33	31%	1	20%	5.50	1	0.00	0	0.00	5.50
Veteran:	0	0%	0	0%	0	0%	0.00	0	0.00	0	0.00	0.00
Vietnam:	0	0%	0	0%	0	0%	0.00	0	0.00	0	0.00	0.00
Indiv with Disability:	97	84%	90	84%	5	100%	5.50	2	4.85	3	5.97	5.78
Offender:	16	14%	16	15%	0	0%	0.00	0	0.00	0	0.00	0.00
One or More Barrier(s):	111	97%	103	96%	5	100%	5.50	2	4.85	3	5.97	5.78
Displaced Homemaker:	0	0%	0	0%	0	0%	0.00	0	0.00	0	0.00	0.00
Dislocated Worker:	0	0%	0	0%	0	0%	0.00	0	0.00	0	0.00	0.00
Lacks Signif Work Hist:	111	97%	104	97%	4	80%	5.50	2	4.70	2	6.38	5.94
Working Full Time:	2	2%	1	1%	0	0%	0.00	0	0.00	0	0.00	0.00
Part Time:	9	8%	9	8%	2	40%	0.00	0	5.15	2	5.45	5.45
Unemployed:	1	1%	1	1%	0	0%	0.00	0	0.00	0	0.00	0.00
Not in Labor Force:	103	90%	96	90%	3	60%	5.50	2	4.25	1	7.00	6.00
Eligible UI Claimant:	0	0%	0	0%	0	0%	0.00	0	0.00	0	0.00	0.00
Exhaustee:	0	0%	0	0%	0	0%	0.00	0	0.00	0	0.00	0.00
Long Term Unemployed:	1	1%	1	1%	0	0%	0.00	0	0.00	0	0.00	0.00
In School Youth:	80	70%	75	70%	4	80%	5.50	2	5.15	2	5.45	5.48
Out of School Youth:	35	30%	32	30%	1	20%	0.00	0	4.25	1	7.00	7.00
Employer Assist Benefits:	0	0%	0	0%	0	0%	0.00	0	0.00	0	0.00	0.00
Employability Enhance:	0	0%	0	0%	4	80%	5.50	2	5.15	2	5.45	5.48

Summary Report
Totals
Date Range: 01/01/98 - 09/30/98
Project(s):
Report#: 7864

Total Carry-ins
5

OBJECTIVE ASSESSMENTS

```
*****
Program Separation
20
*****
DIRECT TRAINING
*****
```

Carry-ins	5		
Total-Separations	87		
Average Wage at			
Placement			\$ 5.78
20+ Hours			\$ 5.78

Other Positive	75	Entered Employment	3
		20+ Hours	3

SEX	AGE	CHARACTERISTICS	ACTIVITIES
*	*		

Age	Male	Female	Youth
22-24	22-44	34	34
25-27	45-54	55+	55+
28-30	0	0	0
31-33	0	0	0
34-36	0	0	0
37-39	0	0	0
40-42	0	0	0
43-45	0	0	0
46-48	0	0	0
49-51	0	0	0
52-54	0	0	0
55-57	0	0	0
58-60	0	0	0
61-63	0	0	0
64-66	0	0	0
67-69	0	0	0
70-72	0	0	0
73-75	0	0	0
76-78	0	0	0
79-81	0	0	0
82-84	0	0	0
85-87	0	0	0
88-90	0	0	0
91-93	0	0	0
94-96	0	0	0
97-99	0	0	0
100+	0	0	0

ETHNIC GROUP	EDUCATION	INACTIVE STATUS	HO	IN	JS	On the Job Train	0
White	92	*	1	0	0	0	0
Black	3	*	1	0	0	0	0
H.S. Dropout	1	*	1	0	0	0	0
H.S. Student	70	*	1	0	0	0	0

Variable	Mean	SD	Min	Max
N. Aikskan	0	0	0	0
Pacific or Asian Isl	0	0	0	0
Habit. Truant	20	20	0	70
Alcohol Ed	20	20	0	70
ISY	20	20	0	70
OSY	20	20	0	70
Work Experience	78	104	0	104
Academic Enrich	78	104	0	104
Objective Assess	78	104	0	104
Other Activities	78	104	0	104

OTHER CHARACTERISTICS	
Basic Skills Deficient	79 *
Behind Grade Level	14 *
AFDC Recipient	11

Category	Count	Percentage
Older Adults with a Disability	80	8.0%
Unemployed Adult	0	0.0%
SDA Adult Barrier	0	0.0%

MAINE DEPARTMENT OF LABOR

SOMERSET COUNTY

1998

Summer Youth Start End-of-Summer Report

Bob Darling
Summer Youth Coordinator

WDC End of Summer Report
Summer 1998 Youth Start Program

Service Provider Somerset WDC Date 09-18-98

Coordinator Bob Darling

1) GOALS and RESULTS

GOAL 1: Assist youth to return to school or attain educational credentials.

Returned to school or completed a school credential 64 (90%)

GOAL 2: Assist youth to improve academic performance.

Documented academic gains 53 (75%)

Awarded academic credit 53 (75%)

Attained PIC basic skills competency 0

GOAL 3: Assist youth to improve employability skills.

Documented employability gains 66 (93%)

Participated in technology exploration 0

Earned a PIC recognized employment-related competency (job specific or pre-

employment/work maturity) 5 (7%)

GOAL 4: Continue to integrate the summer and the year-round youth programs

IIC to IIB transfers or co-enrollments 2

IIB to IIC transfers or co-enrollments 14

GOAL 5: Maintain percentage of safety incidents at 4% or less.

Safety incidents 0 %

Complete and attach a 1998 Incidents List – format is appended – or attach copies of each individual incident report.

GOAL 6: Utilize surveys of participants, supervisors and staff to evaluate program quality for use in continuous program improvement.

Surveys distributed 83

Surveys completed and returned 26 (31%)

What changes, if any, will be made to the program as a result of survey responses?

NONE

ADDITIONAL GOALS: List goals and results.

2) Attach CIMS reports: Characteristics report, Separation Summary report and Summary report.

3) List any outcomes not tracked on CIMS which you feel are significant.

4) Briefly describe your projects, including MCC, HIP and UB (location, partners, purpose, number of youth and project achievements).

5) Youth program comments/suggestions?

See Attached.

Participant and Separation Summary			
Separation Code	Total	Adults	Youth
1. Total Participants (includes OA only)	71	0	71
Direct Training Participants	70	0	70
2. Total Separations	71	0	71
A. Entered Unsubsidized Employment	0	0	0
1) Registered Apprenticeship	0	0	0
2) Armed Forces	0	0	0
3) Self-Employment	0	0	0
4) Full/Part-Time Unsubsidized Employment	0	0	0
5) EE from Retraining (Title III ONLY)	1	0	1
6) Relocated Out of Area (Title III ONLY)	0	0	0
7) EES from Basic Readj. (Title III ONLY)	0	0	0
8) EES & Employability Enhancement	0	0	0
a) EE & Entered Non-Title II Training	0	0	0
b) EE & Returned to School (Youth ONLY)	0	0	0
c) EE & Major Level of Education	0	0	0
d) EE & Competency Certificate	0	0	0
e) EE & Remained in School (Youth ONLY)	0	0	0
f) RA & Entered Non-Title II Training	0	0	0
g) RA & Returned to School (Youth ONLY)	0	0	0
h) RA & Major Level of Education	0	0	0
i) RA & Competency Certificate	0	0	0
j) RA & Remained in School (Youth ONLY)	0	0	0
k) Self-Employment from Retraining	0	0	0
l) Self-Employment and Relocated	0	0	0
m) Self-Employment from Basic Readj. ONLY	0	0	0
n) Armed Forces & Attained 2 Competencies	0	0	0
o) Self-Employment & Attained 2 Competencies	0	0	0
B. Employability Enhancement	50	0	50
1) Entered Non-Title II Training	4	0	4
2) Returned to School (Youth ONLY)	0	0	0
3) Major Level of Education	0	0	0
4) Competency Certificate	0	0	0
5) Remained in School (Youth ONLY)	0	0	0
6) Returned to School (Youth ONLY)	46	0	46
C. Other Separations	19	0	19
1) Institutionalized	0	0	0
2) Health/Medical	0	0	0
3) Family Care	0	0	0
4) Lacks Transportation	0	0	0
5) Cannot Locate	0	0	0
6) Voluntary, Other	2	0	2
7) Involuntary, Other	1	0	1
8) Death	0	0	0
9) Called Back/Remained with Layoff Employer	0	0	0
10) Project or Program Terminated	0	0	0
11) Entered Other JTPA Program	0	0	0
12) End of Cohort/Placement	16	0	16
13) Completed ISS	0	0	0
14) Title Transfer	0	0	0
15) Entered Non-JTPA Training	0	0	0

Totals

Total OA Enrollments	71	
Total OA Active		0

Total Enrolments	70	On Board Active	0
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Entered Employment	1	WELFARE
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Characteristics Report
Totals

Date Range: 06/01/98 - 10/01/98
Project(s): SM
Title(s): B
RUN Date: 10/01/98

Report#: 7625
RUN Time: 12:38:48

	Total	T-Sep	E-Emp	No Prev	Wages After	Previous Wages	Previous Wages	Combined Average Wages
Grand Total:	71	71	100%	1	5.15	0.00	0.00	5.15
Male:	47	47	66%	1	5.15	0.00	0.00	5.15
Female:	24	24	34%	0	0.00	0.00	0.00	0.00
Up to Age 15:	13	13	18%	0	0.00	0.00	0.00	0.00
16 - 19:	57	57	80%	1	5.15	0.00	0.00	5.15
20 - 21:	1	1	1%	0	0.00	0.00	0.00	0.00
22 - 44:	0	0	0%	0	0.00	0.00	0.00	0.00
30 - 54:	0	0	0%	0	0.00	0.00	0.00	0.00
45 - 54:	0	0	0%	0	0.00	0.00	0.00	0.00
55+:	0	0	0%	0	0.00	0.00	0.00	0.00
62 - 64:	0	0	0%	0	0.00	0.00	0.00	0.00
65+:	0	0	0%	0	0.00	0.00	0.00	0.00
Dropout:	1	1	1%	0	0.00	0.00	0.00	0.00
Student HS or Less:	36	36	51%	0	0.00	0.00	0.00	0.00
HS Grad or Equiv:	2	2	3%	0	0.00	0.00	0.00	0.00
Post HS Attendee:	0	0	0%	0	0.00	0.00	0.00	0.00
College Grad and Above:	0	0	0%	0	0.00	0.00	0.00	0.00
Alternative Ed:	32	32	45%	1	5.15	0.00	0.00	5.15
AFDC:	12	12	17%	0	0.00	0.00	0.00	0.00
AFDC/JOBS:	0	0	0%	0	0.00	0.00	0.00	0.00
Long-term AFDC:	9	9	13%	0	0.00	0.00	0.00	0.00
Refugee Asst:	0	0	0%	0	0.00	0.00	0.00	0.00
Other Asst:	0	0	0%	0	0.00	0.00	0.00	0.00
GA/RCA:	0	0	0%	0	0.00	0.00	0.00	0.00
Cash Welfare Recipient:	12	12	17%	0	0.00	0.00	0.00	0.00
Cash Welfare or SSI:	14	14	20%	0	0.00	0.00	0.00	0.00
SSI:	4	4	6%	0	0.00	0.00	0.00	0.00
Food Stamps:	24	24	34%	0	0.00	0.00	0.00	0.00
Econ Disadvantaged:	71	71	100%	1	5.15	0.00	0.00	5.15
Parent in 1 Parent Famil:	1	1	1%	0	0.00	0.00	0.00	0.00
Parent in 2 Parent Fam:	0	0	0%	0	0.00	0.00	0.00	0.00
Other Family Member:	36	36	51%	0	0.00	0.00	0.00	0.00
Not a Family Member:	34	34	48%	1	5.15	0.00	0.00	5.15
Pregnant/Parenting Youth:	1	1	1%	0	0.00	0.00	0.00	0.00
Homeless/Runaway Youth:	27	27	38%	1	5.15	0.00	0.00	5.15
White:	69	69	97%	1	5.15	0.00	0.00	5.15
Black:	0	0	0%	0	0.00	0.00	0.00	0.00
Hispanic:	0	0	0%	0	0.00	0.00	0.00	0.00
Native American:	2	2	3%	0	0.00	0.00	0.00	0.00
Asian:	0	0	0%	0	0.00	0.00	0.00	0.00
Limited English:	0	0	0%	0	0.00	0.00	0.00	0.00
Reading Skills < 7th Grd:	17	17	24%	0	0.00	0.00	0.00	0.00
Math Skills < 7th grade:	23	23	32%	0	0.00	0.00	0.00	0.00
Ed Att Below Grd Level:	7	7	10%	0	0.00	0.00	0.00	0.00
Multiple Barriers:	22	22	31%	0	0.00	0.00	0.00	0.00
Veteran:	0	0	0%	0	0.00	0.00	0.00	0.00
Vietnam:	0	0	0%	0	0.00	0.00	0.00	0.00
Indiv with Disability:	12	12	17%	1	5.15	0.00	0.00	5.15
Offender:	14	14	20%	0	0.00	0.00	0.00	0.00
One or More Barrier(s):	61	61	86%	1	5.15	0.00	0.00	5.15
Displaced Homemaker:	1	1	1%	0	0.00	0.00	0.00	0.00
Dislocated Worker:	0	0	0%	0	0.00	0.00	0.00	0.00
Lacks Signif Work Hist:	69	69	97%	1	5.15	0.00	0.00	5.15
Working Full Time:	0	0	0%	0	0.00	0.00	0.00	0.00
Part Time:	3	3	4%	0	0.00	0.00	0.00	0.00
Unemployed:	4	4	6%	0	0.00	0.00	0.00	0.00
Not in Labor Force:	64	64	90%	1	5.15	0.00	0.00	5.15
Eligible UI Claimant:	0	0	0%	0	0.00	0.00	0.00	0.00
Exhausted:	0	0	0%	0	0.00	0.00	0.00	0.00
Long Term Unemployed:	2	2	3%	0	0.00	0.00	0.00	0.00
In School Youth:	36	36	51%	0	0.00	0.00	0.00	0.00
Out of School Youth:	35	35	49%	1	5.15	0.00	0.00	5.15
Employer Assist Benefits:	0	0	0%	1	100%	0.00	0.00	0.00
Employability Enhance:	0	0	0%	0	0.00	0.00	0.00	0.00

 MAINE DEPARTMENT OF LABOR
 Bureau of Employment and Training Programs Case Management System

CLIENT CHARACTERISTICS REPORT 08/27/98 12:31 PM Page: 1

DESCRIPTIVE STATISTICS FOR PERIOD 06/20/98 THROUGH 08/30/98

CATEGORY	ETH		ETH		ETH		ETH		HS	HS	ALT	LIM	LT	DISP	P/P	HOME	RUN	LACK	SUBS	UN- EMP	DISL WRKR	PUB ASST	FOOD STMP	CASH ASST	FST/ WARD	OSY	AGE	TOTAL			
	MALE	FEM	WHT	BLK	HIS	IND	A/P	HSDO																					STUD	GRAD	ED
Little B	48	23	69	0	0	2	0	1	37	2	31	0	13	0	11	8	1	1	27	0	69	0	13	4	0	23	0	7	34	16	71
%	68	32	97	0	0	3	0	1	52	3	44	0	18	0	15	11	1	1	38	0	97	0	18	6	0	32	0	10	48	100	

3) List any outcomes not tracked on CIMS which you feel are significant.

Among the immeasurable are the youth that have reinforced, or made a decision to change, their career goal as a result of their work experience with the Summer Youth Start program.

Not tracked in their entirety in CIMS are the evaluations completed by the work site supervisors. We use these as a basis for creating letters of recommendation and making future referrals.

4) Briefly describe your projects, including MCC, HIP and UB (location, partners, purpose, number of youth and project achievements.

Upward Bound – seven participants through University of Maine at Orono and twenty-one through University of Maine at Farmington. These students participated in approximately 17.5 hours of education and 15-16 hours of work experience each week for a total of six weeks. The students return to their respective schools in the fall having earned Carnegie units in a variety of areas. The students that have already graduated go on to pursue their post-secondary education.

Maine Conservation Corps – a total of six participants in collaboration with the Lake George Regional Park in Canaan and five more working on the Bates Museum trails at in Fairfield. These workers participated in the WRD (writing, Reading and Discussion) program every week as part of their work experience. The MCC projects are particularly valuable for instilling a sense of team (and spirit), pride in workmanship and providing community service.

College Conservation Corps – one youth was placed with the crew working at Namahkanta in the Maine Public Reserve Land west of Millinocket, and another with the crew in Turner. Both were residential sites for the summer. They furnished great opportunities for the two youth considering careers in a conservation-related field.

Good Will-Hinckley – we had six work project work sites in addition to the Bates Museum trails site, employing twenty youth. All participants in projects at GWH were provided EC and an opportunity to earn academic credits. All students at GWH scored high priority points as a result of multiple barriers.

Vocational Rehabilitation – we placed one youth with Sanfield Manor in Hartland. This placement provided VR with the opportunity to perform a job site assessment.

5) Youth program comments/suggestions?

The thrust in recent years towards providing EA project sites has excluded many former individual work sites, particularly TOE sites. This is most unfortunate with the advent of the direction youth programming is now taking. The focus on universal access, serving out of school youth will be dependent upon a close working relationship with the private sector.

A revision of the existing time sheets used. These is a demonstrated need to simplify them or at the very least to clarify them.

A universal evaluation form used by all counties, which can be scanned and entered as part of the participant's CIMS record. The technology exists and we should be taking better advantage of it.

INCIDENTS LIST SUMMER YOUTH START 1998

THE PAST MOST COMMON SYS INJURIES include:

- Inflammation of joints, tendons, etc. (includes sprains and strains)
- Effects of toxic materials (includes breathing fumes, spray in eyes, etc.)
- Dermatitis (includes rashes, poison ivy, etc.)
- Cuts, abrasions
- Animal bites
- Fractures
- Insect stings/bites
- Sunburn
- Burns

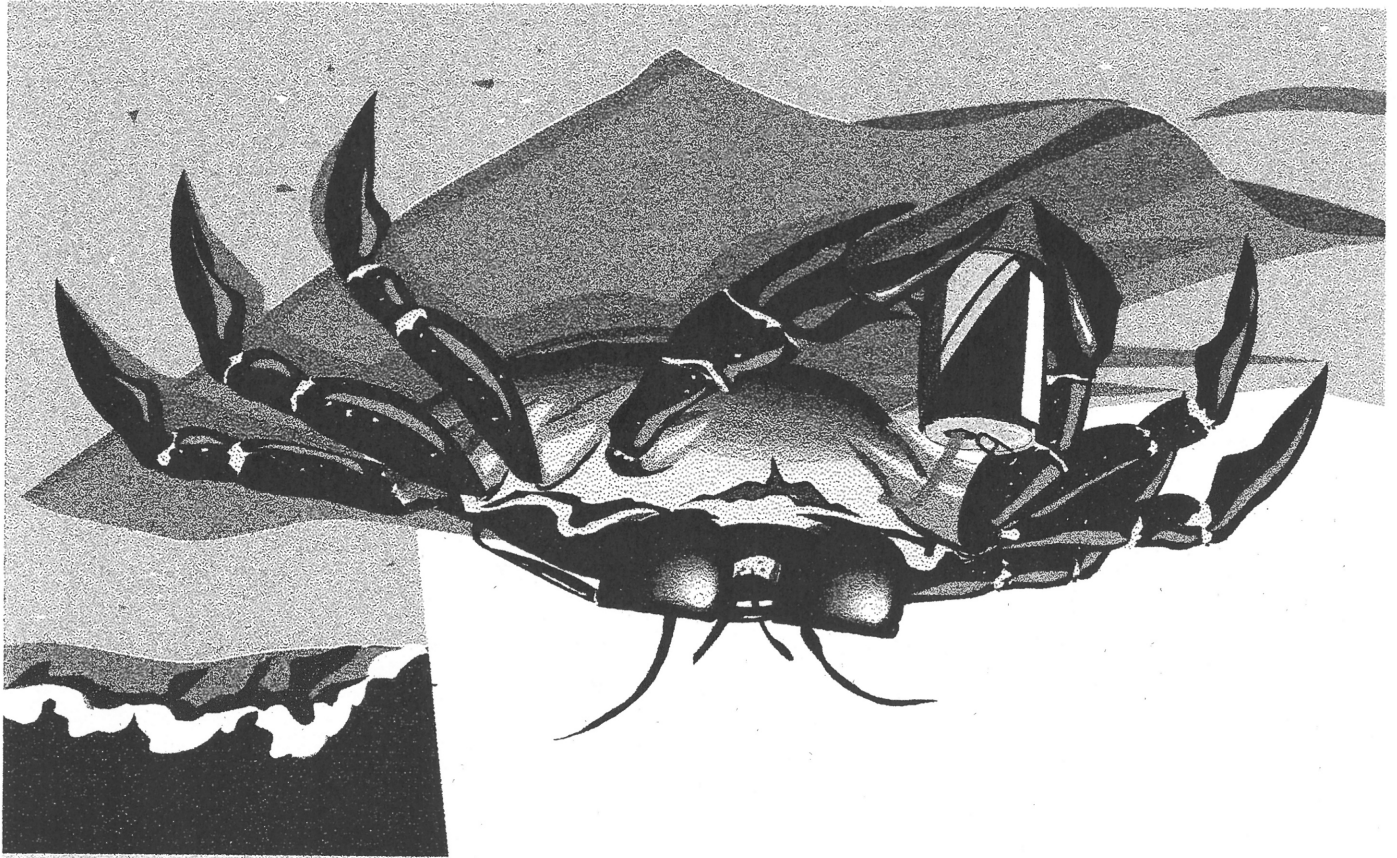
List the injury date.
Give a brief description (what body part was injured, and how - during what activity?)
Characterize the severity (minor, moderate, severe).
Note whether the youth was using personal protective equipment (PPE) and if not, why not?

DATE/	DESCRIPTION/	SEVERITY/	USING PPE?/
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End of Summer Report

TYPES OF JOBS PERFORMED

Type of Job Performed	Number of Enrollees	Percentage of Enrollees
Office, clerical	7	9.9%
Building maintenance, custodial, repair	6	8.5%
Recreation, camps, playgrounds	1	1.4%
Grounds, landscaping, conservation	25	35.2%
Classroom aide	1	1.4%
Day care	1	1.4%
Health service	11	15.5%
Libraries, museums, labs	5	7.0%
Food Service	7	9.9%
Construction work	4	5.6%
Other	3	4.2%



**E. JANIE SMALT,
PROJECT COORDINATOR**

**1998 SUMMER YOUTH
START REPORT**

Summer 1998 Youth Start Program
WDC End of the Summer Report
WASHINGTON COUNTY

SERVICE PROVIDER: WORKFORCE DEVELOPMENT CENTER **DATE:** Oct. 26, 1998

COORDINATOR: E. Janie Small

1) RESULTS OF GOAL # 1:

Returned to school or completed a school credential: 27

2) RESULTS OF GOAL #2:

Documented Academic Gains 4

Awarded Academic Credit 0

Attained PIC Basic Skills Competency 0

3) RESULTS OF GOAL # 3:

Documented Employability Gains 27

Participated in Technology Exploration N/A

Earned a PIC recognized employment-related competency (job specific or pre-employment / work maturity) 45

4) RESULTS OF GOAL # 4:

IIC to IIB transfers or co-enrollments 23

IIB to IIC transfers or co-enrollments 1

5) RESULTS OF GOAL #5:

Safety Incidents 0.014% (1)

6) RESULTS OF GOALS # 6

Surveys Distributed 79

Surveys Completed and Returned 63

2) See attached reports:

- *Characteristics Report
- *Separation Summary Report
- *Summary Report

3) The outcomes not tracked on CMS which I feel are significant:

- *Increased Self-Esteem
- *Increased Labor Market Knowledge
- *Expanded Career Outlooks
- *Team Growth

4) You have asked for a description of the following projects:

MCC - As in last year's report, I feel we need to work with MCC to redesign their programs to match the needs and characteristics of the population we serve. We worked with one site this year.

Survey from project was excellent. Some comments were: "Give consideration to changing the structure of the educational component of the summer youth program. Instead of a reading/writing component; the following things needs to be discussed: *why they should not get married at 17; *why they need to finish school/get an education; why they need to get along with each other and others; * why they need to be able to work at tasks they do not enjoy. These things are of immediate importance to the youth." This supervisor also commented on the difficulty of working with these youth with multiple barriers.

These comments show that MCC sites have not been informed of the changes in our program objectives. There are no more "cream of the crop" for MCC projects. Our current enrollees have barriers and issues. This needs to be addressed.

H.I.P. - not a part of Youth Start 1998

Upward Bound - I feel this issue has been addressed by your office.

Summer 1997 Youth Employment and Training Program

Goal 5: Maintain percentage of safety incidents at 4% or less.

Results: Safety incidents: 15 (2%)

(Minor – 13
Moderate – 2
Severe – 0)

Goal 6: Utilize surveys of participants, supervisors and staff to evaluate program quality for continuous program improvement.

Results: Number of surveys distributed: 652
Returned: 366

Investment		
Allocation		
Transfer to IIC		
Dollars available to IIB		
Cost per youth		
	1998	1997
	\$2,375,465	\$2,634,918
	\$950,186 (40%)	\$932,225 (35%)
	\$1,425,279	\$1,702,693
	\$2,387	\$1,841

Survey Results
Survey results suggest consideration of the following.
• Working with fewer youth to allow provision of more hours, higher pay and more on-the-job training
• Develop and implement ways to increase survey return rates
• Lessons and Issues

- With Youth Start continuing to evolve into a year-round, universal access program, we need to focus on a good relationship with the private sector. For example, job development should start earlier or be ongoing throughout the year, to provide quality Try-Out Employment sites.
- IIB funding restrictions prevent out-of-school youth from working before school is out in June and after it resumes in the Fall. The Workforce Investment Act will eliminate separate IIB and IIC youth funding streams so this restriction should not be a problem after next summer.
- We need to work with the Maine Conservation Corps and Upward Bound, the Hospital Industries Program and other partner agencies to share program

SUMMER YOUTH START 1998
REPORTS

Characteristics Report

Totals

Date Range: 03/01/98 - 09/30/98

Project(s): WA

Title(s): B

RUN Date: 10/29/98

RUN Time: 08:39:53

Report#: 7875

Total T-Sep E-Bmp No Prev Previous Wages After Previous Wages Before Previous Wages After Combined Average Wages

Grand Total:	69	100%	69	100%	7.36	2	5.49	3	5.92	6.49
Male:	27	39%	27	39%	0.00	0	5.00	1	5.15	5.15
Female:	42	61%	42	61%	7.36	2	5.74	2	6.30	6.83
Up to Age 15:	6	9%	6	9%	0.00	0	0.00	0	0.00	0.00
16 - 19:	51	74%	51	74%	7.36	2	5.00	2	5.20	6.28
20 - 21:	12	17%	12	17%	0.00	0	6.48	1	7.35	7.35
22 - 44:	0	0%	0	0%	0.00	0	0.00	0	0.00	0.00
30 - 54:	0	0%	0	0%	0.00	0	0.00	0	0.00	0.00
45 - 54:	0	0%	0	0%	0.00	0	0.00	0	0.00	0.00
55+:	0	0%	0	0%	0.00	0	0.00	0	0.00	0.00
62 - 64:	0	0%	0	0%	0.00	0	0.00	0	0.00	0.00
65+:	0	0%	0	0%	0.00	0	0.00	0	0.00	0.00
Dropout:	15	22%	15	22%	8.21	1	5.00	1	5.15	6.68
Student HS or Less:	25	36%	25	36%	6.50	1	0.00	0	0.00	6.50
HS Grad or Equiv:	20	29%	20	29%	0.00	0	5.00	1	5.25	5.25
Post HS Attendee:	3	4%	3	4%	0.00	0	6.48	1	7.35	7.35
College Grad and Above:	0	0%	0	0%	0.00	0	0.00	0	0.00	0.00
Alternative Ed:	0	0%	0	0%	0.00	0	0.00	0	0.00	0.00
AFDC:	12	17%	12	17%	0.00	0	0.00	0	0.00	0.00
AFDC/JOBS:	0	0%	0	0%	0.00	0	0.00	0	0.00	0.00
Long-term AFDC:	10	14%	10	14%	0.00	0	0.00	0	0.00	0.00
Refugee Asst:	0	0%	0	0%	0.00	0	0.00	0	0.00	0.00
Other Asst:	1	1%	1	1%	0.00	0	0.00	0	0.00	0.00
GA/RCA:	1	1%	1	1%	0.00	0	0.00	0	0.00	0.00
Cash Welfare Recipient:	13	19%	13	19%	0.00	0	0.00	0	0.00	0.00
Cash Welfare or SSI:	17	25%	17	25%	0.00	0	0.00	0	0.00	0.00
SSI:	5	7%	5	7%	0.00	0	0.00	0	0.00	0.00
Food Stamps:	33	48%	33	48%	6.50	1	5.74	2	6.30	6.37
Econ Disadvantaged:	69	100%	69	100%	7.36	2	5.49	3	5.92	6.49
Parent in 1 Parent Fam:	10	14%	10	14%	0.00	0	6.48	1	7.35	7.35
Parent in 2 Parent Fam:	0	0%	0	0%	0.00	0	0.00	0	0.00	0.00
Other Family Member:	30	43%	30	43%	6.50	1	0.00	0	0.00	6.50
Not a Family Member:	29	42%	29	42%	8.21	1	5.00	2	5.20	6.20
Pregnant/Parenting Youth:	10	14%	10	14%	0.00	0	6.48	1	7.35	7.35
Homeless/Runaway Youth:	1	1%	1	1%	0.00	0	0.00	0	0.00	0.00
White:	60	87%	60	87%	7.36	2	5.49	3	5.92	6.49
Black:	0	0%	0	0%	0.00	0	0.00	0	0.00	0.00
Hispanic:	2	3%	2	3%	0.00	0	0.00	0	0.00	0.00
Native American:	7	10%	7	10%	0.00	0	0.00	0	0.00	0.00
Asian:	0	0%	0	0%	0.00	0	0.00	0	0.00	0.00
Limited English:	2	3%	2	3%	0.00	0	0.00	0	0.00	0.00
Reading Skills < 7th Grd:	16	23%	16	23%	0.00	0	5.00	1	5.15	5.15
Math Skills < 7th Grade:	19	28%	19	28%	0.00	0	5.00	1	5.15	5.15
Ed Art Below Grd Level:	4	6%	4	6%	0.00	0	0.00	0	0.00	0.00
Multiple Barriers:	14	20%	14	20%	0.00	0	0.00	0	0.00	0.00
Veteran:	0	0%	0	0%	0.00	0	0.00	0	0.00	0.00
Vietnam:	0	0%	0	0%	0.00	0	0.00	0	0.00	0.00
Indiv with Disability:	18	26%	18	26%	8.21	1	0.00	0	0.00	8.21
Offender:	7	10%	7	10%	0.00	0	0.00	0	0.00	0.00
One or More Barrier(s):	57	83%	57	83%	7.36	2	5.49	3	5.92	6.49
Displaced Homemaker:	0	0%	0	0%	0.00	0	0.00	0	0.00	0.00
Dislocated Worker:	3	4%	3	4%	6.50	1	0.00	0	0.00	6.50
Lacks Signif Work Hist:	66	96%	66	96%	7.36	2	5.49	3	5.92	6.49
Working Full Time:	1	1%	1	1%	0.00	0	5.00	1	5.15	5.15
Part Time:	7	10%	7	10%	0.00	0	0.00	0	0.00	0.00
Unemployed:	17	25%	17	25%	0.00	0	5.74	2	6.30	6.30
Not in Labor Force:	44	64%	44	64%	7.36	2	0.00	0	0.00	7.36
Eligible UI Claimant:	3	4%	3	4%	0.00	0	0.00	0	0.00	0.00
Exhaustee:	0	0%	0	0%	0.00	0	0.00	0	0.00	0.00
Long Term Unemployed:	14	20%	14	20%	0.00	0	5.00	1	5.25	5.25
In School Youth:	26	38%	26	38%	6.50	1	0.00	0	0.00	6.50
Out of School Youth:	43	62%	43	62%	8.21	1	5.49	3	5.92	6.49
Employer Assist Benefits:	0	0%	0	0%	0.00	0	0.00	0	0.00	0.00
Employability Enhance:	0	0%	0	0%	0.00	0	0.00	0	0.00	0.00

TITLE: B

SEPARATION SUMMARY: 04/01/98 - 09/30/98

Total Separations: 69
 Total EEs: 5
 EEs Only: 1
 EEs + Enhancements: 3
 Enhancements: 44
 Other Separations: 20
 Neutral (OA) Separations: 0

POSITIVE SEPARATION SUMMARY

EES:	5	ALL EES	OVER 20 HRS
EES Only:	1		
EES + Enhancements:	3		
EE Rate:	7.25%		
Non-Traditional Placements:	0		
Training Related Placements:	5		
Employer Assisted Placements:	3		
Average Placement Wage:	6.00		
Enhancements Only:	44		
Enhancement Rate:	N/A		

MAINE DEPARTMENT OF LABOR
Bureau of Workforce Investment Programs
Case Management System

SEPARATION ANALYSIS REPORT: WA 10/29/98 8:40 AM Page: 2

SEPARATION CODE DETAIL

ENTERED EMPLOYMENTS:

A01 Registered Apprenticeship (RA)

A02 Armed Forces

A03 Self-Employment

A04 Full/Part-time Unsubsidized Employment

A09 EE & Entered Non-Title II Training

A10 EE & Returned to School (Youth Only)

A11 EE & Major Level of Education

A12 EE & Competency Certificate

A13 EE & Remained in School (Youth Only)

A14 RA & Entered Non-Title II Training

A15 RA & Returned to School (Youth Only)

A16 RA & Major Level of Education

A17 RA & Competency Certificate

A18 RA & Remained in School (Youth Only)

A22 Armed Forces & Attained Two Competencies

A23 Self-Employment & Attained Two Competencies

* = Entered Employment AND Enhancement

ENHANCEMENTS ONLY:

B03 Entered Non-Title II Training

B04 Returned to School (Youth Only)

B06 Major Level of Education

B07 Competency Certificate (Youth Only)

B08 Remained in School (Youth Only)

B14 Returned to School

OTHER SEPARATIONS:

C01 Institutionalized

C02 Health/Medical

C03 Family Care

C04 Lacks Transportation

C05 Cannot Locate

C06 Voluntary, Other

C07 Involuntary, Other

C09 Death

D05 Project or Program Terminated

D06 Entered Other JTPA Program

D07 End of Co-Enrollment

D08 Completed ISS

D09 Title Transfer

NEUTRAL SEPARATIONS:

0
0
0
0
15
0
0
29

1
1
1
1
0
1
7
3
0
2
0
2
2
0

Summer Youth Start 1998

New Initiative

Academics - How They Fit in the Workplace

YOUTH START SUMMER 1998: Academic Enrichment Activities
WORKFORCE DEVELOPMENT CENTER
MACHIAS, ME

by Cyn dy Bellows

This year's academic enrichment program focused on increasing the effectiveness of youth employment experiences by offering academic enrichment in the context of the work environment. This year, I administered the T.A.B.E. test to all youth who are not studying for the GED and re-administered the test later on in the program. In the past, I have used a traditional classroom setting as the site where basic and remedial skills were offered. My goal this year was to use actual work-related materials and situations to help youth to practice existing skills and learn new ones on the job. This year, with the co-operation of employers, I used the SCANS foundation and basic skills as one means of assessing how youth workers maintain and increase their existing academic levels.

SCANS Foundation skills include basic skills (reading, writing, mathematics, listening, speaking), thinking skills (creative thinking, decision making, problem solving, knowing how to learn, seeing things in the mind's eye), and personal qualities (responsibility, self-esteem, sociability, self-management, and honesty/integrity). In doing an *analysis of work and learning*, I took a specific task or tasks that the youth performed on the job, and analyzed and applied the SCANS competencies to that task. For example, the task of answering the telephone in a clerical position requires an understanding of systems; an ability to acquire, evaluate, and communicate information; and application of the correct procedure and technology to the task.

Given each job description, I went through and chose two or three tasks associated with that job and wrote them up in this manner (see attached). Then when I visited the jobsite, I worked with the youth on identifying, describing and analyzing a task that he/she performed on the job. Each youth worker had both my lists and his/her own task analysis in the work folder. This served many purposes: first, it represented a "hard copy" of the types of jobs that the youth mastered on the job. Second, having done the task analysis of his/her own right there on the job, the youth worker really got a sense of what he/she learned, even in doing what seemed like a repetitive or "boring" task. Third, it gave the youth some organized information for future reference; the task analysis can be very helpful in writing a resume or in preparing for the interviewing process. Finally, doing the task analysis itself was a "task," and provided another way to assess the basic skills and competencies the youth brought to the job. The results of a task analysis helped me to identify and evaluate competencies and shortcomings.

In addition to the task analyses, youth completed an activities worksheet each week that addressed some aspect of learning on the job. In one activity, youth were asked to describe a problem on the job and the strategies they used to solve it. In another activity, they were asked to identify a short or long-term goal and describe the steps they'd take to achieve it.

On some of the worksite visits, I was able to do some math or writing activities on the spot that related to their jobs. For example, one of the youth who was doing maintenance and custodial work was painting a classroom. We used a measuring tape to determine the area in square feet of the surface he was painting. This enabled him to get a "hands-on" feel for the mathematical concepts: what is a square foot? Why do we measure in square feet? How can you

estimate square footage? He now has a working understanding of the mathematical formula used to determine area, and can use that skill to estimate how many gallons of paint he'll need or how much time it will take to complete the job if he knows that he can paint "so many square feet in so many hours."

Work-based learning allows the youth to focus on a array of skills rather than isolating "fractions" from "semi-colons." Tools, forms, technology, reading materials, and situations all contribute to the overall learning and practice of valuable skills. It is my goal to continue to implement a program wherein work-based academic gains are both achievable and measurable.

ANALYSIS OF WORK AND LEARNING
 WILLIAM TUELL
 COMPUTER LAB ASSISTANT
 UMM COMPUTER LAB
 MACHIAS

TASK PERFORMED

*SCANS COMPETENCIES
 +SCANS FOUNDATION SKILLS

Assist users with equipment

- *Identifies, organizes, plans, allocates time, space, facilities
- *Uses materials and space efficiently
- *Participates as team member
- *Serves clients/customers
- *Acquires, evaluates, organizes, maintains, interprets, communicates information
- *Understands organizational systems
- *Monitors and corrects performance
- *Improves systems
- *Chooses procedures, tools, equipment
- *Applies technology to task
- *Maintains, troubleshoots equipment
- +Reading
- +Speaking
- +Listening
- +Creative thinking
- +Decision making
- +Problem solving
- +Reasoning
- +Responsibility
- +Sociability
- +Self-management
- +Integrity/honesty

Computer applications

- *Identifies, organizes, plans, allocates time, space, facilities
- *Uses materials and space efficiently
- *Participates as team member
- *Serves clients/customers
- *Acquires, evaluates, organizes, maintains, interprets,

Inventory

- *Identifies, organizes, plans, allocates time, space, facilities
- *Uses materials and space efficiently
- *Understands organizational systems
- *Monitors and corrects performance
- *Improves systems
- *Chooses procedures, tools, equipment
- +Reading

Maintain facility

- *Identifies, organizes, plans, allocates time, space, facilities
- *Uses materials and space efficiently
- *Participates as team member
- *Understands organizational systems
- *Monitors and corrects performance
- *Improves systems
- *Chooses procedures, tools, equipment
- +Reading
- +Speaking
- +Listening
- +Creative thinking
- +Decision making
- +Problem solving
- +Reasoning
- +Responsibility
- +Sociability
- +Self-management
- +Integrity/honesty

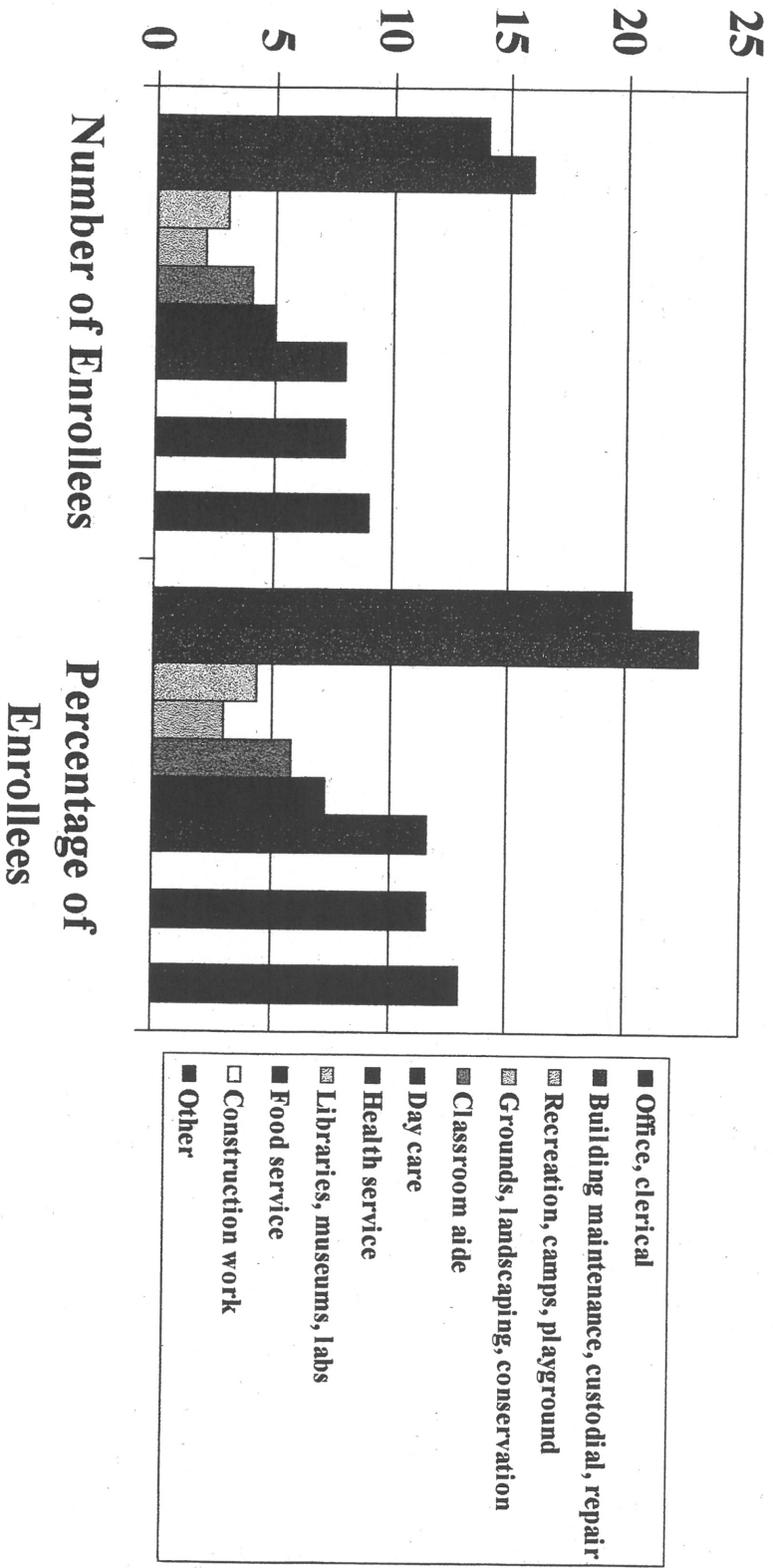
- communicates information
- *Understands organizational systems
- *Monitors and corrects performance
- *Chooses procedures, tools, equipment
- *Applies technology to task
- *Maintains, troubleshoots equipment
- +Reading
- +Speaking
- +Listening
- +Creative thinking
- +Decision making
- +Problem solving
- +Reasoning
- +Responsibility
- +Sociability
- +Self-management
- +Integrity/honesty

+Reading
+Speaking
+Listening
+Creative thinking
+Decision making
+Problem solving
+Reasoning
+Responsibility
+Self-management

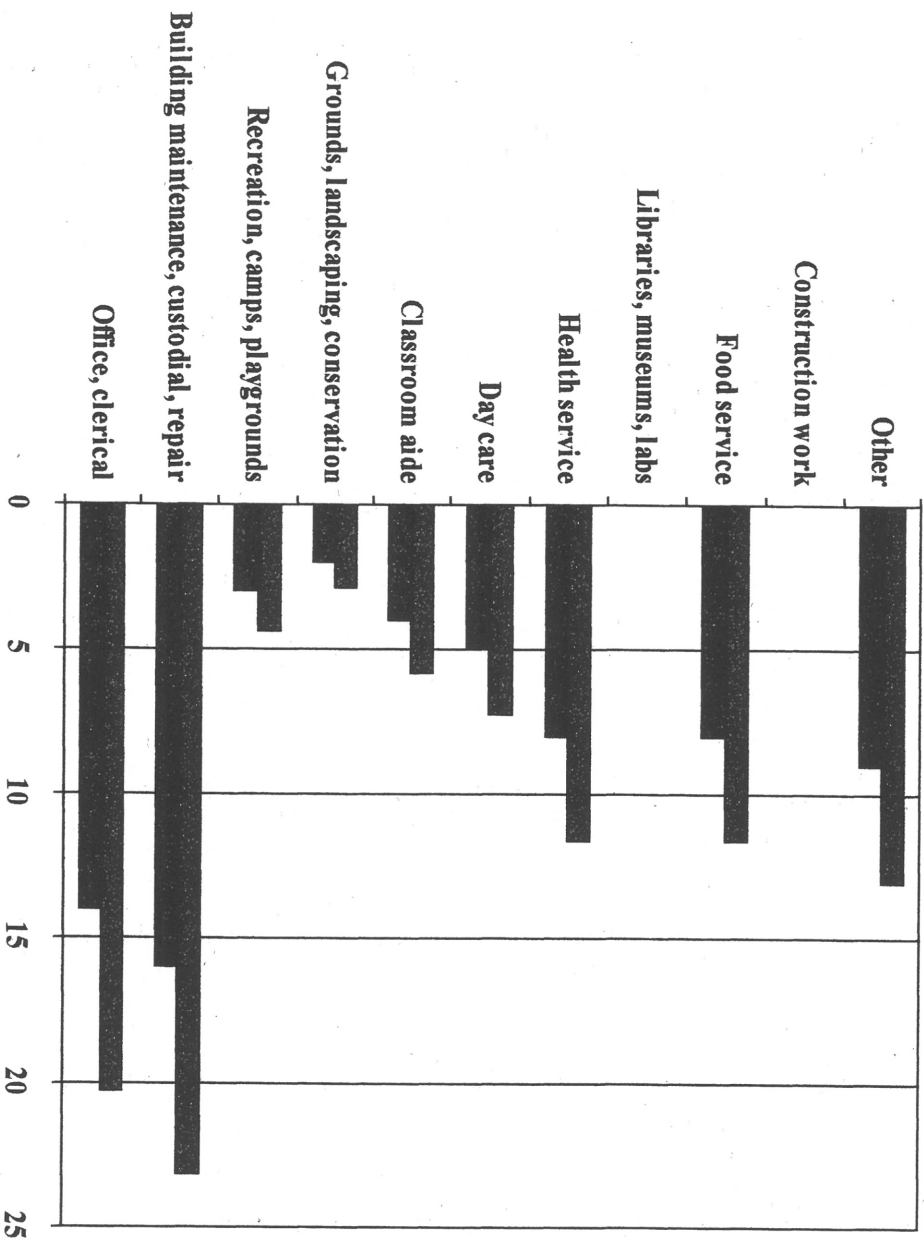
(Per Regional Office Request)

SUMMER YOUTH GRAPHS

End of Summer Report



End of Summer Report



Percentage of Enrollees
Number of Enrollees

End of Summer Report

TYPES OF JOBS PERFORMED

Type of Job Performed	Number of Enrollees	Percentage of Enrollees
Office, clerical	14	20.29
Building maintenance, custodial, repair	16	23.19
Recreation, camps, playgrounds	3	4.35
Grounds, landscaping, conservation	2	2.90
Classroom aide	4	5.80
Day care	5	7.25
Health service	8	11.59
Libraries, museums, labs	N/A	N/A
Food service	8	11.59
Construction work	N/A	N/A
Other	9	13.04

York County Youth Start Program
Summer Months Report

Narrative

Separation Analysis Report

Enrollment/Separation Listing

P.V.A. Report

Characteristics Report

Submitted by Nancy E. Torrey

98 OCT 30 AM 9:30
WORKFORCE DEVELOPMENT
CTRS. ADMIN. OFFICE

York County Youth Start Program Summer Months Report

In late June of 1998 we had 56 youth in the Youth Start Program. 21 of them were co-enrolled in Title B and throughout the summer months 16 were enrolled in either IIB or IIB and IIC. York County uses IIB funding as a continuation of year round programming. 40% was transferred from IIB to IIC to ensure that monies would be available on a year round basis. IIB funds can only be spent on clients during a three-month period whereas IIC funding has to last for nine months.... And we all know the difference in amounts of funding between these two programs.

34 youth were served during the summer months. 6 were in Try Out Employment and 23 were in Work Experiences. We had 12 in computer classes at Biddeford Adult Education. These classes were specially set up for our clients and included Introduction to Basic Computer and Microsoft Word. Samples of jobs and work sites used for the summer were: recycling sorter at Saco Public Works, clerical at YMCA, retail sales at Goodwill of Maine, accounting at Sanford Housing, metal plating at Southern Maine Specialties, conservation corps members at Mt. Agamenticus State Park, teacher aide at Kennebunk High School, laborer at Southern Maine Guide Service, stock clerk at Midtown Music, maintenance at Kennebunk Fire Station, housekeeping at Goodall Hospital, library aide at Rice Public Library, drywall at Collin and Son Drywall, clerk at Biddeford Department of Human Services, and stock clerk at Bookland.

Outcomes for these youth were: 3 entered employment, one entered employment and attained a major level of education, 9 returned to school, 21 ended co-enrollment, and 9 attained enhancements only. The 21 who ended co-enrollment are continuing in the year round program in either work experience, try-outs, or classroom training.

Since a client cannot be enrolled in the same activity in two titles, the IIB report does not really reflect what happened with these youth. Most of the IIB clients were co-enrolled in IIC and participating in activities that don't reflect in IIB.

Recruitment continued throughout the summer for year round youth. Two major sources were the Job Service reports and the Roosevelt School. The Job Service reports gave us a list of youth who had applied in the last three years. It was time consuming to look up the information needed to be able to contact these youth, but it is an ongoing process and some results have been obtained. The Roosevelt School was recontacted in September and resulted in 9 applicants. This alternative school has youth enrolling on a monthly basis so that it is always a source of appropriate youth.

We only had one accident this summer which is a 2% accident rate. The youth injured his eye and had to have it washed out.

TITLE: B

SEPARATION SUMMARY: 04/01/98 - 09/30/98

Total Separations: 34
 Total EES: 4
 EES Only: 3
 EES + Enhancements: 1
 Enhancements: 9
 Other Separations: 21
 Neutral (OA) Separations: 3

POSITIVE SEPARATION SUMMARY

EES:	4	ALL EES	OVER 20 HRS
EES Only:	3		
EES + Enhancements:	1		
EE Rate:	11.76%		
Non-Traditional Placements:	0		
Training Related Placements:	3		
Employer Assisted Placements:	2		
Average Placement Wage:	7.00		
Enhancements Only:	9		
Enhancement Rate:	N/A		

SEPARATION CODE DETAIL

ENTERED EMPLOYMENTS:

0	A01	Registered Apprenticeship (RA)
0	A02	Armed Forces
0	A03	Self-Employment
0	A04	Full/Part-time Unsubsidized Employment
3	A09	EE & Entered Non-Title II Training
0	A10	EE & Returned to School (Youth Only)
0	A11	EE & Major Level of Education
1	A12	EE & Competency Certificate
0	A13	EE & Remained in School (Youth Only)
0	A14	RA & Entered Non-Title II Training
0	A15	RA & Returned to School (Youth Only)
0	A16	RA & Major Level of Education
0	A17	RA & Competency Certificate
0	A18	RA & Remained in School (Youth Only)
0	A22	Armed Forces & Attained Two Competencies
0	A23	Self-Employment & Attained Two Competencies

ENHANCEMENTS ONLY:

* = Entered Employment AND Enhancement

0	B03	Entered Non-Title II Training
3	B04	Returned to School (Youth Only)
0	B06	Major Level of Education
0	B07	Competency Certificate (Youth Only)
0	B08	Remained in School (Youth Only)
6	B14	Returned to school-SYETP only

OTHER SEPARATIONS:

0	C01	Institutionalized
0	C02	Health/Medical
0	C03	Family Care
0	C04	Lacks Transportation
0	C05	Cannot Locate
1	C06	Voluntary, other
0	C07	Involuntary, other
0	C09	Death
0	D05	Project or Program Terminated
0	D06	Entered other JTPA Program
0	D07	End of Co-Enrollment
20	D08	Completed ISS
0	D09	Title Transfer

NEUTRAL SEPARATIONS:

M A I N E D E P A R T M E N T O F L A B O R
Bureau of Workforce Investment Programs Case Management System
SEPARATION ANALYSIS REPORT: YO 10/29/98 11:21 AM Page: 3

R03	Neutral Termination With Referral	1
R04	Neutral Termination Without Referral	2

 MAINE DEPARTMENT OF LABOR
 Bureau of Employment & Training Programs Case Management System

ENROLLMENT/SEPARATION P.V.A. REPORT 10/29/98 9:09 AM Page: 1

Title: B Program Year: 98/99 Report Month: Sep Project/County Code: YO

	MONTH				YEAR-TO-DATE				END-OF-YEAR		
	Plan	Actual	Bal.		Plan	Actual	Bal.		Plan	Actual	Bal.
ENROLLMENTS											
Total Served	0	1	- 1	%	0	37	- 37	%	0	37	- 37
Carry-In	N/A	N/A	N/A	%	N/A	0	N/A	%	N/A	0	N/A
Direct Svc.	0	1	- 1	%	0	37	- 37	%	0	37	- 37
SEPARATIONS											
Total	0	26	- 26	%	0	34	- 34	%	0	37	- 37
E.E.	0	1	- 1	%	0	4	- 4	%	0	4	- 4
E.E. 20+ Hrs	0	1	- 1	%	0	4	- 4	%	0	4	- 4
E.E. + Enhanc.	0	0	0	%	0	1	- 1	%	0	1	- 1
NTO Placements	0	0	0	%	0	0	0	%	0	0	0
Emp. Assisted Ben.	0	1	- 1	%	0	2	- 2	%	0	2	- 2
Enhance. Only	0	8	- 8	%	0	9	- 9	%	0	9	- 9
Other Seps.	0	17	- 17	%	0	21	- 21	%	0	21	- 21
E.E. Rate			3.85%				11.76%				10.81%
Enhance. Rate			N/A				N/A				N/A

14

Enrollments: Carry-In = Enrollments as of July 1
 Direct Svc. = Enrollments in direct services
 OA = Enrollments in objective assessment only
 Total Served = Carry-in and new enrollments (excluding OA)

Separations: Total = All separations excluding 'R' codes
 E.E. = Entered employment separations ('A' codes)
 E.E. 20+ Hrs = Entered employment w/ 20 or more hours
 E.E. + Enhanc. = Entered employment AND enhancements (subset of 'A' codes)
 NTO Placements = Non-traditional occupation placements
 Emp. Assisted = Entered employment with fringe benefits
 Enhancements = Separations which are just enhancements ('B' codes)
 Other = Other separations excluding 'R' codes
 EE Rate: All 'A' codes 20+ hours / total (- enhancements only for IIC)
 Enhancement Rate: 'B' codes / (total - enhancements only) IIC ONLY

M A I N E D E P A R T M E N T O F L A B O R
Bureau of Employment & Training Programs Case Management System
ENROLLMENT/SEPARATION P.V.A. REPORT 10/29/98 9:10 AM Page: 2

Title: B Program Year: 98/99 Report Month: Sep Project: YO

ACTIVITIES	MONTH			YEAR-TO-DATE			END-OF-YEAR		
	Plan	Actual	Bal.	Plan	Actual	Bal.	Plan	Actual	Bal.
			%			%			%
AE	0	0	0%	0	0	0%	0	0	0%
AO	0	0	0%	0	0	0%	0	0	0%
AP	0	0	0%	0	0	0%	0	0	0%
CS	0	0	0%	0	0	0%	0	0	0%
CT	0	0	0%	0	0	0%	0	0	0%
DS	0	0	0%	0	0	0%	0	0	0%
EA	0	0	0%	0	2	0%	0	25	0%
EC	0	0	0%	0	1	0%	0	3	0%
ET	0	0	0%	0	1	0%	0	3	0%
FP	0	0	0%	0	0	0%	0	0	0%
GE	0	0	0%	0	0	0%	0	0	0%
GT	0	1	0%	10	-	0%	11	-	11%
HO	0	0	0%	0	0	0%	0	0	0%
IN	0	0	0%	0	0	0%	0	0	0%
IS	0	0	0%	0	0	0%	0	0	0%
IW	0	0	0%	0	0	0%	0	0	0%
JR	0	0	0%	0	0	0%	0	0	0%
JS	0	0	0%	0	0	0%	0	0	0%
MT	0	0	0%	0	0	0%	0	0	0%
OA	0	0	0%	0	12	0%	40	-	40%
OJ	0	0	0%	0	0	0%	0	0	0%
RD	0	0	0%	0	0	0%	0	0	0%
RE	0	0	0%	0	0	0%	0	0	0%
RO	0	0	0%	0	0	0%	0	0	0%
SE	0	0	0%	0	0	0%	0	0	0%
SS	0	1	0%	0	5	0%	0	6	0%
TE	0	1	0%	0	-	0%	0	-	0%
UC	0	0	0%	0	1	0%	0	6	0%
UE	0	0	0%	0	0	0%	0	0	0%

M A I N E D E P A R T M E N T O F L A B O R
Bureau of Employment & Training Programs Case Management System

ENROLLMENT/SEPARATION P.V.A. REPORT 10/29/98 9:11 AM Page: 3

WE 0 1 - 1 % 0 4 - 4 % 0 23 - 23 %

 MAINE DEPARTMENT OF LABOR
 Bureau of Employment and Training Programs Case Management System

CLIENT CHARACTERISTICS REPORT 10/02/98 9:32 AM Page: ' 2

CATEGORY	ETH																									AVG						
	MALE	FEM	WHT	BLK	HIS	IND	ETH	A/P	HS	STUD	GRAD	ED	VET	HCAP	LIM	LT	DISP	P/P	HOME	LESS	AWAY	WKHS	ABUS	OFFR	UN-DISL	PUB	FOOD	CASH	FST/	OSY	AGE	TOTAL
Title C	45	51	90	4	1	1	0	9	18	22	46	0	62	0	9	7	0	17	0	0	87	8	14	23	1	0	21	2	7	78	17	96
	47	53	94	4	1	1	0	9	19	23	48	0	65	0	9	7	0	18	0	0	91	8	15	24	1	0	22	2	7	81		100
Title I	29	54	83	0	0	0	0	1	0	82	0	11	6	0	1	1	4	0	0	0	1	0	3	69	83	0	6	1	0	1	37	83
	35	65	100	0	0	0	0	1	0	99	0	13	7	0	1	1	5	0	0	0	1	0	4	83	100	0	7	1	0	1		100
Title E	44	79	120	1	1	0	1	2	0	121	0	13	15	0	1	1	4	0	0	0	1	0	5	100	123	0	9	3	0	2	41	123
	36	64	98	1	1	0	1	2	0	98	0	11	12	0	1	1	3	0	0	0	1	0	4	81	100	0	7	2	0	2		100
Title A	31	86	114	1	0	2	0	6	0	111	0	5	36	1	41	22	17	0	1	1	0	32	7	12	58	12	0	86	10	0	?	117
	26	74	97	1	0	2	0	5	0	95	0	4	31	1	35	19	15	0	1	0	27	6	10	50	10	0	74	9	0	0		100
Title b	19	18	36	1	0	0	0	3	12	10	12	0	20	1	2	2	0	7	0	0	32	3	3	8	0	0	10	2	3	25	18	37
	51	49	97	3	0	0	0	8	32	27	32	0	54	3	5	5	0	19	0	0	86	8	8	22	0	0	27	5	8	68		100

WDC End of Summer Report
Summer 1998 Youth Start Program

Service Provider Western Maine Community Action Date October 28, 1998

Coordinator Jim Trundy

1) GOALS AND RESULTS

GOAL 1: Assist youth to return to school or attain educational credentials.

Returned to school or completed school credential 70

GOAL 2: Assist youth to improve academic performance.

Documented academic gains 40

Awarded academic credit _____

Attained PIC basic skills competency _____

GOAL 3: Assist youth to improve employability skills.

Documented employability gains 128

Participated in technology exploration. 72

Earned a PIC recognized employment-related competency (job specific or pre-employment/work maturity)

GOAL 4: Continue to integrate the summer and the year-round youth programs

IIC to IIB transfers or co-enrollments 10

IIC to IIB transfers or co-enrollments 10

GOAL 5: Maintain percentage of safety incidents at 4% or less.

Safety Incidents 4.7% (7)

1998 Incidents list is attached.

GOAL 6: Utilize surveys of participants, supervisors and staff to evaluate program quality for use in continuous program improvement.

Surveys distributed 197

Surveys returned 150

Recommendations based on surveys to be incorporated into planning process.

A) Older youth being able to work longer than 8 weeks

B) Youth would like to earn more money.

C) Increase safety training for both youth and supervisors.

D) Work closer with local schools to develop credentialing process.

ADDITIONAL GOALS :

Increase the number of out-of-school youth enrolled in Summer Program from 35% to 45%.

Out-of-school youth enrolled in Summer Youth Start 50%

2) Attach CIMS reports Characteristics report, Separation Summary report and Summary report.

See attached.

3) List any outcomes not tracked on CIMS which you feel are significant.

CIMS is comprehensive, not aware of outcomes not tracked that we feel are significant.

4) Briefly describe projects, including MCC, HIP, and UB (location, partners, purpose, number of youth and project achievements.) Omit projects I already have from you (Exemplary projects or newspaper articles.) All the information you have given me will be in the final report to the PIC.

WDC worked collaboratively with three separate Upward Bound Programs ; Bowdoin College, University of Southern Maine, and University of Maine at Farmington. We have developed a very good relationship with the UB programs and it seems to go very smoothly.

MCC worked relatively well, recruitment was difficult for some of the projects.

Again this year WDC recruited for a number of special projects, the sites included Buckfield Recreation, Thompson Lake Environmental Association, Saco River Recreational Council, Town of Norway Recreation Dept. and the Lance Corporal Scott Paul Memorial Park. Each of these sites was developed to include Academic Enrichment as an integral part of the work day. Skills and/or certifications from these sites included; carpentry, engineering, mathematics, painting, conservation ethics, recreational management, water safety, lifeguard certification.

5) Youth program comments/suggestions.

Staff would like to see out of school youth be able to start earlier in the summer and possibly work later into the fall. We are certainly moving to a much more seamless approach to IIC/IBB. Some issues with current work sites, schools etc. would need to be resolved. Certainly a more marked approach to recruitment and marketing as we will be enrolling a smaller percentage of youth with the new approach.

INCIDENTS LIST SUMMER YOUTH START 1998

DATE	DESCRIPTION	SEVERITY	USING PPE
07/06/98	Came in contact with fiberglass gel While cleaning wall. Headache dizziness.	Minor	No
07/14/98	Bruised left foot when dumpster tipped	Minor	N/A
07/17/98	Spider bite left foot	Moderate	N/A
07/17/98	Sole of right foot nail puncture	Minor	No
08/05/98	While dragging brush, piece snagged and hit employee in the head	Minor	No
08/10/98	Twisted left knee when employee turned around.	Moderate	N/A
08/13/98	Employee pushing a wheel barrow which started to tip over. Trying to catch it, employee strained right arm.	Minor	N/A

End of Summer Report

TYPES OF JOBS PERFORMED

Type of Job Performed	Number of Enrollees	Percentage of Enrollees
Office, clerical	17	11
Building maintenance, custodial, repair	22	15
Recreation, camps, playgrounds	12	8
Grounds, landscaping, conservation	29	19
Classroom aide	1	.66
Day care	18	12
Health service		
Libraries, museums, labs	1	.66
Food Service	1	.66
Construction work		
Other	50	33

Characteristics Report
Totals

RUN Time: 09:38:12

	No Prev	Wages After	Wages Before	Previous Wages	After Wages	Combined Wages
Grand Total:	152	100%	151	100%	71	6.94
Male:	71	47%	71	47%	9	7.53
Female:	81	53%	80	53%	4	5.60
Up to Age 15:	11	7%	11	7%	0	0.00
16 - 19:	123	81%	123	81%	1	5.72
20 - 21:	18	12%	17	11%	6	8.31
22 - 44:	0	0%	0	0%	0	0.00
30 - 54:	0	0%	0	0%	0	0.00
45 - 54:	0	0%	0	0%	0	0.00
55+:	0	0%	0	0%	0	0.00
62 - 64:	0	0%	0	0%	0	0.00
65+:	0	0%	0	0%	0	0.00
- Dropout:	36	24%	36	24%	6	5.72
Student HS or Less:	75	49%	75	50%	0	0.00
HS Grad or Equiv:	34	22%	33	22%	6	8.31
Post HS Attendee:	3	2%	3	2%	1	6.00
College Grad and Above:	0	0%	0	0%	0	0.00
Alternative Ed:	4	3%	4	3%	0	0.00
AFDC:	21	14%	21	14%	1	5.15
AFDC/JOB:	0	0%	0	0%	0	0.00
Long-term AFDC:	9	6%	9	6%	0	0.00
Refugee Asst:	0	0%	0	0%	0	0.00
Other Asst:	2	1%	1	1%	1	6.00
Cash Welfare Recipient:	23	15%	22	15%	2	5.58
SST:	18	12%	18	12%	3	5.72
Food Stamps:	53	35%	53	35%	5	5.73
Econ Disadvantaged:	150	99%	149	99%	13	6.94
Parent in 1 Parent Faml:	10	7%	10	7%	1	5.15
Parent in 2 Parent Fam:	0	0%	0	0%	0	0.00
Other Family Member:	49	32%	49	32%	4	5.66
Not a Family Member:	93	61%	92	61%	8	7.80
Pregnant/Parenting Youth:	14	9%	14	9%	1	5.15
Homeless/Runaway Youth:	1	1%	1	1%	0	0.00
White:	146	96%	145	96%	12	7.06
Black:	2	1%	2	1%	0	0.00
Hispanic:	1	1%	1	1%	1	5.50
Native American:	2	1%	2	1%	0	0.00
Asian:	1	1%	1	1%	0	0.00
Limited English:	0	0%	0	0%	0	0.00
Reading Skills < 7th Grd:	68	45%	68	45%	4	5.94
Math Skills < 7th Grade:	78	51%	78	52%	7	6.39
Ed Act Below Grd Level:	43	28%	43	28%	0	0.00
Multiple Barriers:	58	38%	58	38%	4	6.62
Veteran:	0	0%	0	0%	0	0.00
Vietnam:	0	0%	0	0%	0	0.00
Indiv with Disability:	69	45%	69	46%	3	6.82
Offender(s):	21	14%	21	14%	3	6.82
One or More Barrier(s):	135	89%	134	89%	11	6.12
Displaced Homemaker:	0	0%	0	0%	0	0.00
Dislocated Worker:	0	0%	0	0%	0	0.00
Lacks Signif Work Hist:	132	87%	132	87%	10	7.29
Working Full Time:	1	1%	0	0%	0	0.00
Part Time:	5	3%	5	3%	1	5.15
Unemployed:	13	9%	13	9%	5	8.28
Not in Labor Force:	133	88%	133	88%	7	6.23
Eligible UI Claimant:	0	0%	0	0%	0	0.00
Exhausted:	0	0%	0	0%	0	0.00
Long Term Unemployed:	6	4%	6	4%	1	16.80
In School Youth:	75	49%	75	50%	0	0.00
Out of School Youth:	77	51%	76	50%	13	6.94
Employer Assist Benefits:	0	0%	0	0%	10	0.00
Employability Enhance:	0	0%	113	75%	5	8.92

Totals

Date Range: 06/01/98 - 09/30/98

Project(s) : AN, FR, OX

Title(s) : B

RUN Date: 10/13/98

RUN Time: 13:27:35

Report#: 7690

Participant and Separation Summary		Separation Code	Total	Adults	Youth
1. Total Participants (includes OA only)					
Direct Training Participants					
2. Total Separations					
A. Entered Unsubsidized Employment					
Wage At Placement					
1) Registered Apprenticeship					
2) Armed Forces					
3) Self-Employment					
4) Full/Part-Time Unsubsidized Employment					
5) EE from Retraining (Title III ONLY)					
6) Relocated Out of Area (Title III ONLY)					
7) EES from Basic Read). (Title III ONLY)					
8) EES & Employability Enhancement					
a) EE & Entered Non-Title II Training					
b) EE & Returned to School (Youth ONLY)					
c) EE & Major Level of Education					
d) EE & Competency Certificate					
e) EE & Remained in School (Youth ONLY)					
f) RA & Entered Non-Title II Training					
g) RA & Returned to School (Youth ONLY)					
h) RA & Major Level of Education					
i) RA & Competency Certificate					
j) RA & Remained in School (Youth ONLY)					
k) Self-Employment from Retraining					
l) Self-Employment and Relocated					
m) Self-Employment from Basic Read). ONLY					
n) Armed Forces & Attained 2 Competencies					
o) Self-Employment & Attained 2 Competencies					
B. Employability Enhancement					
1) Entered Non-Title II Training					
2) Returned to School (Youth ONLY)					
3) Major Level of Education					
4) Competency Certificate					
5) Remained in School (Youth ONLY)					
6) Returned to School (Youth ONLY)					
C. Other Separations					
1) Institutionalized					
2) Health/Medical					
3) Family Care					
4) Lacks Transportation					
5) Cannot Locate					
6) Voluntary, Other					
7) Involuntary, Other					
8) Death					
9) Called Back/Remained with Layoff Employer					
10) Project or Program Terminated					
11) Entered Other JTPA Program					
12) End of Cohort/Inrollment					
13) Completed ISS					
14) Title Transfer					
15) Entered Non-JTPA Training					

Summary Report Totals
Date Range: 06/01/98 - 09/30/98
Project(s): AN,FR,OX
Title(s): B
RUN Date: 10/13/98
RUN Time: 13:25:57
Report#: 7689

***** ENROLLMENTS *****

Total Enrollments	152
Total New Enrolls	152
Total Carry-ins	0

***** OBJECTIVE ASSESSMENTS *****

Total OA Enrollments	152
Entered Training	151
Program Separation	1

DIRECT TRAINING

Total Enrollments	151	On Board Active	1
New Enrolls	151	Average Wage at	
Carry-ins	0	Placement	\$ 6.94
Total Separations	150	20+ Hours	\$ 6.94
Entered Employment	13	WELFARE	
20+ Hours	13	Enrollments	56
Other Positive	108	Entered Employment	5
Other Separations	29	20+ Hours	5
		Other Separations	15

***** CHARACTERISTICS *****

SEX	AGE	ACTIVITY	CODE	ENR	SEP
Male	(< 16)	Waiting Outcome	AO	0	0
Youth	(16-19)	Custom Occup. Tr	CT	0	0
Adult	(20-21)	Education Attain	EA	107	107
Female	(22-44)	Employment Compé	EC	152	151
Youth	(45-54)	Education Traini	ET	39	39
Adult	(55+)	General Occup Tr	GT	0	0
		Hold Status	HO	3	3
ETHNIC GROUP	EDUCATION	Inactive Status	IN	0	0
White	H.S.Dropout	Job Search	JS	0	0
Black	H.S.Student	On the Job Train	OJ	0	0
Hispanic	H.S.Graduate	Supportive Serv.	SS	75	74
Indian or	or Better	Try Out Employm	TE	35	35
N. Alaskan	Alternat Ed	Work Experience	WE	121	120
Pacific or	Habit. Truant	Academic Enrich	AE	0	0
Asian Isl	ISY	Objective Assess	OA	151	151
	OSY	Other Activities		0	0

***** OTHER CHARACTERISTICS *****

Basic Skills Deficient	81	AFDC Recipient	*	20
Behind Grade Level	43	Food Stamps	*	52
Pregnant/Parenting Youth	13	Veteran	*	0
Cash/Voucher Welfare Recipient	22	Limited English	*	0
Offender	21	U.I. Recipient	*	0
Individuals with a Disability	69	Unemployed	*	13
Homeless Adult	0	SDA Adult Barrier	*	0
Homeless/Runaway Youth	1	SDA Youth Barrier	*	52

