

Performance Improvement Plan for the WPR [2010-11]

Instructions

Counties/tribes that did not meet a Work Participation Rate (WPR) target of 39.4 percent or improve by five percent from the previous year must submit a Performance Improvement Plan (PIP) to qualify for additional performance funds. The PIP identifies issues and barriers to performance and plans and strategies to improve on this measure over the next biennium.

If current strategies are not adequate in moving families to employment, counties/tribes should explore new ideas including consulting with counties/tribes that are performing well on the WPR. Some strategies that have been effective include designating a WPR staff, using structured job search, improving record keeping on MAXIS and Work Force One (WF1), reviewing and reducing the number of unaccounted cases, increasing the use of unpaid work experience, subsidized employment and on-the-job training and designating a job developer to increase employment opportunities.

Complete the following questions and send this document as an email attachment when submitting your county/tribe's biennial service agreement. For questions or inquiries on the PIP, contact Mayjoua Ly at (651) 431-4030. Approval of the PIP will follow the same timeline as the service agreements. Quarterly update reports on your county/tribe's progress to improve this measure are required by the department. The department will provide further information when guidelines are developed.

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Date completed:	September 9, 2009

1. Provide a description of overarching factors and systemic issues that impede your county/tribe from achieving a WPR of 39.4 percent or more, or a five percentage points improvement from the previous year.

High unemployment, thus limited work opportunities, lack of work history, participant's lack of soft and hard skills, lack of transportation.

2. How will you address these factors/issues?

The ES provider will provide on going work readiness workshops and job club to address soft skills and the application and interview process to assist participants prepare for securing and keeping employment. Where appropriate, Supported Work funds will be used to assist participants in gaining work skills. ES will work closely with ABE for GED attainment, basic skill and computer skill development.

3. For each strategy your county/tribe will implement, identify the specific populations you will target, action steps you will take, anticipated outcomes and targets, methods and persons responsible for implementation and monitoring performance. Complete one table for each strategy proposed. *(One response box is provided below for the first strategy. Copy, paste and complete a response box for each additional strategy and add rows for each additional action step.)*

Instructions for completing this question:

Strategy – list an approach that you intend to use to improve your WPR. For example, using unpaid work experience.

Anticipated outcome of strategy – explain what is expected to be achieved for the identified strategy. For example, 50% of MFIP participants in job search activities will be placed in subsidized employment after their six weeks of job search.

Person(s) responsible for implementing action steps and monitoring progress – provide the name, title and contact information for the person(s) responsible for implementing and monitoring each action step.

Targets – indicate the county/tribe’s current annualized WPR performance for the period Apr. 2008 to Mar. 2009 provided by the department. State anticipated annualized targets your county/tribe plans to achieve for the periods Apr. 2009 to Mar. 2010 and Apr. 2010 to Mar. 2011.

Action step for implementing strategy – identify activities or tasks that provide step-by-step directions on how to accomplish an overall goal.

Date to be completed – record the expected completion date for each action step.

Method of measurement/monitoring – explain how you will measure program improvement strategy(s) based on the information included in the table.

Strategy:	Work Readiness workshop series and job club followed by Supported Work		
Population:	Workshops for all not employed full time and Supported Work where appropriate		
Anticipated outcomes:	It is anticipated that 50% of those who participate in the workshop series will secure employment. Of the 50% that don’t secure employment, 50% will participate in Supported Work to gain employment skills and future employment		
Person(s) responsible:			
Targets:	Current annualized WPR performance (Apr. 08 - Mar. 09):		34.6%
	Anticipated targets you plan to achieve by the end of:	Apr. 09 – Mar. 10	40%
		Apr. 10 – Mar. 11	41%
List Action Steps below for implementing strategy	Date to be completed	Methods of Measuring/Monitoring Progress	
Workshop and Job Club	On-going	Attendance, participation hours, employment attained.	
Supported Work	On-going	Attendance, participation hours, employment attained.	

4. How will potential performance funds be used to achieve stated strategies?

In the response box below, enter the amount of the WPR performance funds you will receive for 2010 if your PIP is approved by the department. Briefly state the strategies from Question 3 above and budget the amount to be used for each strategy. Total for all strategies should equal the total amount your tribe will receive. (Lines for two strategies are provided below. Copy and paste for additional strategies)

Amount of potential performance funds (provided in the WPR table):	\$
Strategy 1:	\$

Strategy 2:

\$