

TO: Workforce Investment Board

Date: January 24, 2002

FROM: WIB Staff

For Action
 For Information
 Meeting Notes

SUBJECT: ARBOR Follow-up

PROPOSED MOTION: Information Only

DISCUSSION: During the November 15, 2001 Workforce Investment Board (WIB) meeting, the WIB was asked to approve the letting of a Request for Proposal to solicit proposals for employment and training services to out-of-school youth, ages 17-21. In the ensuing discussion, the status of the ARBOR contract was discussed. The WIB directed staff to report bi-monthly during WIB meetings on the status of ARBOR's contract compliance.

Staff revisited ARBOR on December 19-20, 2001. Discrepancies discovered in the original monitor's visit were reviewed to determine if the corrective actions taken had proven effective. In our opinion, ARBOR's actions were generally effective and are still in place. However, when areas of the Work Statement which had not been previously inspected were monitored, ARBOR proved to not be in compliance with the contract.

ARBOR is not in compliance with critical elements of the Work Statement Narrative; the mentoring program, the Career Advancement Plan, and the Work Success assessment. At this time, mid-way through the 14th month of the 20 month contract, ARBOR has enrolled 91 clients. To meet client target enrollments, ARBOR must enroll an additional 84 clients in the last 6 months of the contract, January through June 30, 2002.

**ATTACHMENT(S): Follow-up Monitor Report
ARBOR Diary**