

**TO: Youth Council**

**Date: January 11, 2002**

**FROM: Operations Committee**

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 PITD to report bi-monthly during WIB meetings on the status of ARBOR's contract compliance.**

**PITD Special Projects revisited ARBOR on December 19-20, 2001. We inspected discrepancies discovered in the original monitor's visit to see if the corrective actions taken had proven effective. In our opinion, ARBOR's actions were generally effective and still in place. But, when we monitored areas of the Work Statement which had not been previously inspected, 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. Additionally, to meet client target enrollments, ARBOR must enroll 89 clients in the last 6 months of the contract. After 14 month, they have enrolled 86 clients.**

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