

ALASKA LEGISLATURE COMMITTEE FILES 1997-1998 8672

9626 SENATE LABOR & COMMERCE

(12) "review assignment" means an analysis, opinion, or conclusion prepared by a real estate appraiser that forms an opinion as to the adequacy and appropriateness of a valuation appraisal or an analysis assignment;

(13) "valuation appraisal" means an analysis, opinion, or conclusion prepared by a real estate appraiser that estimates the value of an identified parcel of real estate, or identified real property at a particular time. (§ 1 ch 177 SLA 1990; am § 5 ch 42 SLA 1992)

Revisor's notes. — Reorganized in 1992 to maintain alphabetical order.

Effect of amendments. — The 1992 amendment, effective September 1, 1992, added paragraph (8).

Chapter 88. Real Estate Brokers and Salesmen.

Article

1. Real Estate Commission (§§ 08.88.011 — 08.88.141)
2. Licensing (§§ 08.88.161 — 08.88.251)
3. Miscellaneous Provisions (§§ 08.88.262 — 08.88.405)
4. Real Estate Surety Fund (§§ 08.88.450 — 08.88.495)
5. General Provisions (§§ 08.88.900, 08.88.990)

Collateral references. — 12 Am. Jur. 2d, Brokers, §§ 6-29.
12 C.J.S., Brokers, §§ 14-24.

Necessity of having real estate broker's license in order to recover commission as affected by fact that business sold includes real property. 82 ALR3d 1139.

Article 1. Real Estate Commission.

Section

11. Creation and membership of commission
31. Executive secretary of commission
37. Investigation and injunction
41. Qualifications of commission members
51. Commission meetings and officers
61. Assistants
71. Duties of the commission

Section

81. Commission regulations
91. Education of applicants and licensees
111. Commission regulations
131. Applicability of the Administrative Procedure Act
141. Compensation

Sec. 08.88.010. [Repealed, § 3 ch 95 SLA 1964.]

Sec. 08.88.011. Creation and membership of commission. There is created a Real Estate Commission. It consists of seven members. (§ 1 ch 95 SLA 1964; am § 9 ch 258 SLA 1976)

Sec. 08.88.020. [Repealed, § 3 ch 95 SLA 1964.]

Sec. 08.88.021. Appointment and term of office. [Repealed, § 49 ch 94 SLA 1987. For current law, see AS 08.01.035.]

Sec. 08.88.026. Terms of office. [Repealed, § 20 ch 80 SLA 1996, effective January 1, 1997.] For current law, see AS 39.05.053.

Sec. 08.88.030. [Repealed, § 3 ch 95 SLA 1964.]

Sec. 08.88.031. Executive secretary of commission. The department shall, after consultation with the commission, employ a person, who is not a member of the commission, to serve as executive secretary for the commission. The executive secretary shall perform duties as assigned by the commission. (§ 1 ch 95 SLA 1964; am § 1 ch 28 SLA 1974; am § 56 ch 218 SLA 1976; am § 1 ch 167 SLA 1980; am § 5 ch 74 SLA 1987)

Audit Report

DEPARTMENT OF COMMERCE AND
ECONOMIC DEVELOPMENT
DIVISION OF OCCUPATIONAL LICENSING
BOARD OF CERTIFIED
REAL ESTATE APPRAISERS

January 7, 1998



Audit Control Number:

08-1453-98

Division of Legislative Audit

P.O. Box 113300, Juneau, Alaska 99811-3300

LEGISLATIVE BUDGET AND AUDIT COMMITTEE

DIVISION OF LEGISLATIVE AUDIT

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ALASKA STATE LEGISLATURE

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January 7, 1998

Members of the Legislative Budget
and Audit Committee:

In accordance with the provisions of Title 24 of the Alaska Statutes, the attached report is submitted for your review.

DEPARTMENT OF COMMERCE AND ECONOMIC DEVELOPMENT
DIVISION OF OCCUPATIONAL LICENSING
BOARD OF CERTIFIED REAL ESTATE APPRAISERS

January 7, 1998

Audit Control Number
08-1453-98

The objective of the audit was to determine whether the Board of Certified Real Estate Appraisers (BCREA) should continue its existence. Alaska Statute 08.03.010(c)(19) has scheduled BCREA for termination on June 30, 1998. If no action is taken by the legislature, BCREA has one year in which to conclude its affairs and will be dissolved at June 30, 1999. We recommend that the legislature extend BCREA's termination date to June 30, 2004.

This report does not include a response from the state agency responsible for the program's administration. This is an exception to generally accepted government auditing standards.

With the exception noted in the previous paragraph, the audit was conducted in accordance with generally accepted government auditing standards. Fieldwork procedures utilized in the course of developing the findings and discussion presented in this report are discussed in the Objectives, Scope, and Methodology section of this report.

Handwritten signature of Pat Davidson in cursive.

Pat Davidson, CPA
Acting Legislative Auditor

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OBJECTIVES, SCOPE, AND METHODOLOGY

In accordance with the intent of Titles 24 and 44 of the Alaska Statutes (sunset legislation), we have reviewed the activities of the Board of Certified Real Estate Appraisers (BCREA) to determine whether it should continue in existence.

As required by statute, the legislative committee of reference is to consider this report as part of the oversight process in determining whether BCREA should be reestablished. The law currently specifies that BCREA will terminate on June 30, 1998 and will have one year from that date to conclude its affairs.

The major areas of our examination were board proceedings, licensing, complaint investigation and resolution functions of the board. During the course of our examination, we reviewed and evaluated the following:

1. Applicable sections of state and federal laws and regulations.
2. Tests of files and documents of licensees.
3. Minutes of board meetings, annual reports, and budget documents.
4. Complaints filed with the Division of Occupational Licensing, the Ombudsman's closed case files, and the Department of Law.
5. Interviews with employees of the Department of Commerce and Economic Development, Division of Occupational Licensing.
6. Interviews with Appraisal Subcommittee personnel of the Federal Financial Institutions Examination Council.
7. Interviews with Appraisal Qualifications Board personnel of the Appraisal Foundation.
8. Discussions with board chairperson.

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ORGANIZATION AND FUNCTION

The Board of Certified Real Estate Appraisers (BCREA) was created by the Alaska State Legislature in 1990 after the federal government's enactment of the Financial Institutions Reform, Recovery, and Enforcement Act (FIRREA) guidelines of 1989. An amendment to FIRREA extended to no later than December 31, 1992 the deadline by which all appraisals in connection with federally related transactions must be performed by state licensed or state certified appraisers (see Background Information).

Membership on board

BCREA (see inset at right) consists of five members. By statute, the membership of the board consists of at least one general real estate appraiser licensed in the State, one residential real estate appraiser licensed in the State, one mortgage banking executive, and one person from the general public. The background, or special designation, of the fifth board position is unspecified in statute. This position is referred to and designated at right as the "at large" position. It is currently held by an individual who happens to be a certified appraiser.

BOARD OF CERTIFIED REAL ESTATE APPRAISERS

Jon B. Wolfe, Chair, Member at Large

Eileen R. Bechtol, Public Member

Susan K. Crosson, General Real Estate Appraiser

Paige R. Hodson, Residential Real Estate Appraiser

Vacant, Mortgage Banking Executive

Duties of the board

Alaska Statute 08.87 defines BCREA's authority, purpose, and scope of work. BCREA establishes the following: (1) examination specifications for certification as a real estate appraiser; (2) rules of professional conduct to establish and maintain a high standard of integrity in the real estate appraisal profession; and, (3) regulations necessary to carry out the purposes of statutes.

BCREA certifies general real estate appraisers, residential real estate appraisers, institutional appraisers, and registered trainees. Courtesy licenses are also issued for state certified real estate appraisers temporarily practicing in Alaska. Qualifications for certification as a general and residential real estate appraiser include education related to real estate appraisal, experience in real property appraisal, and passing a state examination endorsed by the board. The qualifications for receiving an institutional appraisal certificate are that the applicant is a full-time employee of a financial institution with offices in the State and the applicant meets education and testing requirements. The requirement to become a registered trainee includes 75 hours of instruction in courses related to real estate appraisal theory or practices from an organization approved by the board.

Real estate appraisal certificates are renewed biennially. The next biennial renewal date is June 30, 1999. Renewal requires the certified appraiser to complete a renewal application, provide evidence of continuing education, and submit a license fee. Courtesy licenses may not be renewed.

Duties of the Department of Commerce and Economic Development (DCED)

DCED provides administrative and investigatory assistance to BCREA. Administrative assistance includes budgetary services and functions such as: collecting fees, maintaining files, receiving and issuing application forms, and publishing notice of examinations and meetings. On its own initiative, DCED may conduct an investigation if it appears a person has engaged or is about to engage in a practice over which DCED has authority. DCED can issue an order that the person stop the practice, bring an action in superior court to enjoin the act, examine the books and records of a person, and issue subpoenas for the attendance of witnesses and records.

BACKGROUND INFORMATION

In the early 1980s a memorandum issued by the Federal Home Loan Bank Board created an extensive debate within the appraisal community. Appraisers felt uniform appraisal standards would be a move toward improved professionalism. Nine major appraisal organizations formed a committee of representatives who drafted the Uniform Standards of Professional Appraisal Practice (USPAP). These standards were adopted by the nine organizations as well as by clients who regularly hire appraisers.

An independent appraisal standards board was established by eight member organizations to review appraisal advancements and keep USPAP standards current. To create the independence desired and provide a funding mechanism, the Appraisal Foundation was formed. The foundation provides the funding and appoints members of the Appraisal Standards Board (ASB). As a result of the national savings and loan crisis, the Appraisal Foundation also formed the Appraiser Qualifications Board (AQB) to promulgate minimum criteria that appraisers should meet in order to perform certain assignments. AQB and ASB were given significant responsibilities under federal legislation. More specifically, under the federal law:

1. The AQB establishes the qualification criteria for state certification of appraisers. AQB has also been given the responsibility of reviewing and endorsing real estate appraiser examinations developed or adopted by the various states.
2. The ASB sets forth the rules for conducting an appraisal and reporting its results. This is accomplished through the promulgation of USPAP.

The Board of Certified Real Estate Appraisers (BCREA) was created by the Alaska State Legislature in 1990 in response to the passage of Title XI of the Financial Institutions Reform, Recovery, and Enforcement Act¹ (FIRREA) of 1989. The impetus in getting FIRREA passed was the national savings and loan crisis. In many instances, the value of property returned to financial institutions through loan defaults was significantly less than the appraised value at the time of loan origination. Part of the problem was thought to be substandard work by unregulated real estate appraisers. Section 1101 of Title XI states the purpose of FIRREA was:

to provide that federal financial and public policy interests in real estate related transactions will be protected by requiring that real estate appraisals utilized in connection with federally related transactions are performed in writing, in accordance with uniform standards, by individuals whose competency has been demonstrated and whose professional conduct will be subject to effective supervision.

¹U.S. Code 3331 - 3351, Title XI, Financial Institutions Reform, Recovery, and Enforcement Act of 1989.

FIRREA established the Appraisal Subcommittee (ASC) of the Federal Financial Institutions Examination Council (FFIEC). FFIEC ensures that rules and regulations are consistent among the various member organizations. ASC is composed of six members, each of whom is designated by the head of the agency. The subcommittee includes the Department of Housing and Urban Development and the following five Federal Financial Institutions Regulatory Agencies:

Board of Governors of the Federal Reserve System
Federal Deposit Insurance Corporation
Office of the Comptroller of the Currency
Office of Thrift Supervision
National Credit Union Administration

Section 1103 of Title XI sets out ASC's general responsibilities. These include:

1. Monitoring the certification and licensing requirements established by states, territories, and the District of Columbia to determine whether the policies, practices, and procedures are consistent with Title XI and to enforce the states' compliance with the requirements of Title XI.
2. Monitoring the requirements established by the five Federal Financial Institutions Regulatory Agencies and the Resolution Trust Corporation² regarding appraisal standards for federally related transactions and determine which federally related transactions will require the services of state licensed or state certified appraisers.
3. Maintaining a National Registry of state licensed and state certified appraisers qualified to perform appraisals involved with federally related transactions.
4. Monitoring and reviewing the practices, procedures, activities and organizational structure of the Appraisal Foundation.
5. Transmitting an annual report to Congress regarding the activities of ASC during the preceding year.

² The Resolution Trust Corporation (RTC) was created by FIRREA to liquidate the assets of failed savings and loan associations. Although not part of FFIEC, RTC established appraisal requirements that are followed, as appropriate, by ASC regulated entities.

REPORT CONCLUSIONS

In accordance with AS 08.03.010(c)(19), the Board of Certified Real Estate Appraisers (BCREA) is presently scheduled for termination on June 30, 1998. If no action is taken by the legislature, the board has one year in which to conclude its affairs and will be dissolved at June 30, 1999.

The BCREA has been given the responsibility in statute to: (1) establish the examination specifications for certification as a general real estate appraiser, as a residential real estate appraiser, and as an institutional appraiser; (2) adopt rules of professional conduct to establish and maintain a high standard of integrity in the profession; and, (3) adopt regulations necessary to meet the requirements of statute. These functions are necessary to meet federally mandated appraisal guidelines. Failure to meet federal requirements could cause the State to risk the loss of opportunity to participate in a number of federal programs.

In our view, the BCREA serves a public purpose, is operating in an efficient and effective manner, and continues to propose changes to statutes and regulations to remain in compliance with federal mandates.

We recommend that the legislature extend BCREA's termination date to June 30, 2004.

(Intentionally left blank)

ANALYSIS OF PUBLIC NEED

Limited Analysis

The following analyses of board activities relate to the public need factors defined in the "sunset" law, Alaska Statute 44.66.050. These analyses are not intended to be comprehensive, but address those areas we were able to cover within the scope of our review.

The extent to which the board, commission, or program has operated in the public interest.

The board has operated in the public interest to the extent the board has established examination specifications, adopted rules of professional conduct, and adopted regulations to carry out statutes. The Board of Certified Real Estate Appraisers (BCREA) reports 174 active licenses as of fiscal year end 1997.

Alaska does not have reciprocity agreements with any other states. The board has adopted a certification by endorsement regulation as an alternative to reciprocity. The Appraisal Subcommittee (ASC) accepts the endorsement method as an acceptable procedure for allowing entry into the real estate appraiser profession in Alaska.

The extent to which the operation of the board, commission, or agency program has been impeded or enhanced by existing statutes, procedures, and practices which it has adopted, and any other matter, including budgetary, resource, and personnel matters.

According to AS 08.87.020(3), the board may not adopt regulations pertaining to real estate certification, continuing education requirements for license renewal, or registered trainees that are more stringent than corresponding minimum federal requirements. We reviewed the standards in place, compared them to federal minimums, and are satisfied that current regulations are in accordance with the above statutory requirement.

A board position was not filled by the Office of the Governor in a timely manner. The certified general real estate appraiser position remained vacant for two years. The position of mortgage banking member position is currently vacant.

The board is required by law to prepare and submit annual performance reports to the Department of Commerce and Economic Development (DCED) before the end of the fiscal year. The board narrative for the FY 97 report was not submitted until December 1997. The board feels the statutory date of June 30 is inappropriate because some statistics are not available at that time. If a board member prepares a report to comply with the deadline, there is concern that it may not accurately reflect the board's views because the report will not receive board approval until the next board meeting.

The extent to which the board, commission, or agency has recommended statutory changes that are generally of benefit to the public interest.

The BCREA's central accomplishment was refining the Alaska Administrative Code (AAC) regulations. Some changes brought the state in compliance with federal mandates. Major revisions made to the regulations include: (1) amending the education and experience requirements; (2) adding the real estate appraiser trainee registration; (3) adding a section on the approval of courses/seminars for initial certification or trainee registration; and, (4) extending the length of time a courtesy license is valid to 90 days.

The extent to which the board, commission, or agency has encouraged interested persons to report to it concerning the effect of its regulations and decisions on the effectiveness of service, economy of service, and availability of service that it has provided.

A public comment period has been set aside in the agenda for each board meeting. The Department of Commerce and Economic Development (DCED), Division of Occupational Licensing examiner is available to the public and forwards public comment and concerns to the board for consideration during board meetings.

The extent to which the board, commission, or agency has encouraged public participation in the making of its regulations and decisions.

Draft regulations developed by BCREA for institutional real estate appraisers were properly advertised for the required amount of time. Public notices of regulatory hearings were published in major newspapers.

The efficiency with which public inquiries or complaints regarding the activities of the board, commission, or agency filed with it, with the department to which a board or commission is administratively assigned, or with the Office of the Ombudsman have been processed and resolved.

Between FY 95 and FY 96 the Ombudsman's office resolved five complaints related to real estate appraisers in a timely manner.

Five cases pertaining to BCREA were also filed with DCED. All the cases, which were filed between FY 94 and FY 97, remain open. Although cases were assigned in a timely manner, two cases remain open beyond a reasonable time period, given the priority of the cases.

The extent to which the board or commission which regulates entry into an occupation or profession has presented qualified applicants to serve the public.

The table below summarizes licensing activity for the past four fiscal years, listing the number of new licenses issued per year and the number of current license holders regulated by the board.

Licenses	Issued in FY 94	Issued in FY 95	Issued in FY 96	Issued in FY 97	Total Current Active Licenses
General	6	10	7	2	83
Residential	6	8	6	3	84
Institutional	0	0	0	0	0
Trainee	10	1	1	3	5
Courtesy	3	0	8	7	2

During our testing, we found no instances where BCREA had certified unqualified applicants. Further review with a representative of the ASC indicates that current state licensing statutes and regulations for real estate appraisers are in compliance with federal mandates. A minor regulatory change will need to be made during FY 98 to remain in compliance. Courtesy licenses are currently available for a maximum of 90 days, with one license allowed per calendar year. New federal mandates, effective in April 1998, will require that temporary (courtesy) licenses may not be limited to less than six months with at least one extension.

The extent to which state personnel practices, including affirmative action requirements, have been complied with by the board, commission, or agency to its own activities and the area of activity or interest.

We found no evidence that the board was not complying with state personnel practices, including affirmative action, in qualifying applicants. Each time the board has denied an applicant a license the reason has been based on education requirements and not personal attributes of the applicant.

The extent to which statutory, regulatory, budgeting, or other changes are necessary to enable the agency, board, or commission to better serve the interests of the public and to comply with the factors enumerated in this subsection.

No significant changes are necessary.

Report Date: December 2, 1997

Page: 1

 Board or
 Commission

Term

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June 30, 1998

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June 30, 1999

SB

245

FISCAL NOTE

STATE OF ALASKA
1998 LEGISLATIVE SESSION

Bill Version: B245
(S) Publish Date: 1/16/98

Revision Date (Note if correction) _____	Dept. Affected _____	Office of the Governor _____
Title "An Act repealing the termination date of the state training and employment program;..."	BRU	Commissions and Special Offices
Sponsor Rules Committee	Component	Human Resource Investment Council
Requester Governor	Component Serial No.	2055

Expenditures/Revenues (Thousands of Dollars)

OPERATING EXPENDITURES	FY 99	FY 00	FY 01	FY 02	FY 03	FY 04
Personal Services						
Travel						
Contractual						
Supplies						
Equipment						
Land & Structures						
Grants & Claims						
Miscellaneous						
TOTAL OPERATING	0.0	0.0	0.0	0.0	0.0	0.0

CAPITAL EXPENDITURES						
CHANGE IN REVENUES ()						

FUND SOURCE (Thousands of Dollars)

1002 Federal Receipts						
1003 GF Match						
1004 GF						
1005 GF/Program Receipts						
1037 GF/Mental Health						
Other (Specify Type)						
TOTAL	0.0	0.0	0.0	0.0	0.0	0.0

Estimate of any current year (FY98) cost: 0.0

POSITIONS

Full-time						
Part-time						
Temporary						

ANALYSIS: *(Attach a separate page if necessary)*

This bill repeals the termination date of the State Training and Employment Program (STEP) to retain the program in permanent law. The Alaska Human Resource Investment Council (AHRIC) receives STEP funds via a budgeted RSA with the Department of Labor. AHRIC's FY99 operating budget request includes 106.8 in STEP funds. Assuming approval of this bill, there will be no fiscal impact for AHRIC.

Prepared by <u>Michael A. Nizich, Administrative Director</u> <i>MN</i>	Phone <u>465-3876</u>
Division <u>Division of Administrative Services</u>	Date <u>1/7/98</u>
Approved by <u>Jim Ayers, Chief of Staff</u> <i>J.A.</i>	Date <u>1/7/98</u>
Agency <u>Office of the Governor</u>	

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FISCAL NOTE

No. 2

Bill Version: SB 245

(S) Publish Date: 1/16/98

**STATE OF ALASKA
1998 LEGISLATIVE SESSION**

Revision Date (Note if correction): _____
 Title: State Training & Employment
Program
 Sponsor: Rules Committee
 Requestor: Governor

Department Affected: Labor
 BRU: Employment Security
 Component: State Training & Employment Program
 COMPONENT SERIAL NO. 1184

EXPENDITURES/REVENUES: (Thousands of Dollars)

OPERATING	FY 99	FY 00	FY 01	FY 02	FY 03	FY 04
PERSONAL SERVICES						
TRAVEL						
CONTRACTUAL						
SUPPLIES						
EQUIPMENT						
LAND & STRUCTURES						
GRANTS & CLAIMS						
MISCELLANEOUS						
TOTAL OPERATING	0.0	0.0	0.0	0.0	0.0	0.0

CAPITAL						
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CHANGE IN REVENUE FUND SOURCE #						
------------------------------------	--	--	--	--	--	--

FUNDING: (Thousands of Dollars)

1002 Federal Receipts						
1003 GF Match						
1004 GF						
1005 GF/Program Receipt						
1006 GF/MHTIA						
Other (Specify Type)						
TOTAL	0.0	0.0	0.0	0.0	0.0	0.0

POSITIONS:

FULL-TIME						
PART-TIME						
TEMPORARY						

Estimate of current year (FY98) impact: \$ 0.0

ANALYSIS: (Attach a separate page if necessary)

(See attached)

Prepared by: Rebecca Nance, Director Phone: 465-2711
 Division: Employment Security Date: 10/28/97

Approved by Commissioner: Tom Cashen, Commissioner
 Agency: Department of Labor Date: 10/28/97

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Title: State Training & Employment Program

Date: 10/28/97

This bill repeals the termination date of the State Training and Employment Program (STEP) to retain the program in permanent law.

The Department of Labor, Employment Security Division will be submitting it's FY99 Operating Budget Request for the STEP component at the same level as the approved FY98 budget - \$4,046.1, assuming approval of this bill.

The STEP program generates restricted revenue through the collection of 0.1 percent of employee unemployment insurance contributions for employment and training programs, an occupational database, and accounting and collection activities.

FISCAL NOTE

Title: State Training and Employment Program

Dept. Affected: Community & Regional Affairs

BRU: Employment Training/Rural Development

Component: State Training & Employment Program

Sponsor: Rules Committee

Requestor: Governor

COMPONENT SERIAL NO.

1012

Expenditures/Revenues:

(Thousands of Dollars)

OPERATING	FY 99	FY 00	FY 01	FY 02	FY 03	FY 04
PERSONAL SERVICES						
TRAVEL						
CONTRACTUAL						
SUPPLIES						
EQUIPMENT						
LAND & STRUCTURES						
GRANTS, CLAIMS						
MISCELLANEOUS						
TOTAL OPERATING	0.0	0.0	0.0	0.0	0.0	0.0

CAPITAL	0.0	0.0	0.0	0.0	0.0	0.0
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REVENUE FUND SOURCE:						
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FUNDING:

(Thousands of Dollars)

1002 Federal Receipts						
1003 GF Match						
1004 GF						
1005 GF/Program Receipts						
1006 GF/MHTIA						
Other						
TOTAL	0.0	0.0	0.0	0.0	0.0	0.0

POSITIONS:

FULL-TIME	0	0	0	0	0	0
PART-TIME						
TEMPORARY						

Estimate of current (FY98) Impact \$ 0.0

ANALYSIS: (Attach a separate page if necessary)

See attached page 2.

Prepared by: Remond Henderson, Director *Remond Henderson* Phone: 465-4708

Division: Administrative Services Date: 1/14/98

Approved by Commissioner: Mike Irwin, Commissioner *MI* Date: 1/14/98

Agency: Department of Community & Regional Affairs

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Fiscal Note Analysis Continued

SB245
#2
1

Title: State Training & Employment Program

Date: 1/14/98

This bill repeals the termination date of the State Training and Employment Program (STEP) to retain the program in permanent law.

The STEP program generates restricted revenue through the collection of 0.1 percent of employee unemployment insurance contributions for employment and training programs.

The Department of Community and Regional Affairs receives STEP funds through an inter-agency transfer from the Department of Labor. These funds are budgeted in two components, the State Training and Employment component and the Statewide Service Delivery (SSD) component. The Department's FY 99 budget request for all STEP funds is currently \$3,431.0 (STEP \$1763.3; SSD \$1,667.7). Subsequent to the introduction of the Governor's budget, it has come to the Department's attention this number is higher than the amount documented as an inter-agency transfer of \$3,268.5 in the Department of Labor's budget request. The Department plans to submit a budget amendment to reduce its request by (\$162.5) in line with the Department of Labor.

STATE OF ALASKA
1998 LEGISLATIVE SESSION
Revision Date:

FISCAL NOTE

NO. 4
FTM Version: SB245
(S) Publish Date: 1/16/98

Title: State Training and Employment Program

Dept. Affected: Community & Regional Affairs

BRU: Employment Training/Rural Development

Component: Statewide Service Delivery

Sponsor: Rules Committee

Requestor: Governor

COMPONENT SERIAL NO. 1178

Expenditures/Revenues: (Thousands of Dollars)

OPERATING	FY 99	FY 00	FY 01	FY 02	FY 03	FY 04
PERSONAL SERVICES						
TRAVEL						
CONTRACTUAL						
SUPPLIES						
EQUIPMENT						
LAND & STRUCTURES						
GRANTS, CLAIMS						
MISCELLANEOUS						
TOTAL OPERATING	0.0	0.0	0.0	0.0	0.0	0.0

CAPITAL	0.0	0.0	0.0	0.0	0.0	0.0
----------------	------------	------------	------------	------------	------------	------------

REVENUE FUND SOURCE:						
----------------------	--	--	--	--	--	--

FUNDING: (Thousands of Dollars)

1002 Federal Receipts						
1003 GF Match						
1004 GF						
1005 GF/Program Receipts						
1006 GF/MHTIA						
Other						
TOTAL	0.0	0.0	0.0	0.0	0.0	0.0

POSITIONS:

FULL-TIME	0	0	0	0	0	0
PART-TIME						
TEMPORARY						

Estimate of current (FY98) impact \$ 0.0

ANALYSIS: (Attach a separate page if necessary)

See attached page 2.

Prepared by: Remond Henderson, Director *Remond Henderson* Phone: 465-4708

Division: Administrative Services Date: 1/14/98

Approved by Commissioner: Mike Irwin, Commissioner *[Signature]* Date: 1/14/98

Agency: Department of Community & Regional Affairs

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For further distribution information call the Governor's Legislative Office

Fiscal Note Analysis Continued

SB245
#4

Title: State Training & Employment Program

Date: 1/14/98

This bill repeals the termination date of the State Training and Employment Program (STEP) to retain the program in permanent law.

The STEP program generates restricted revenue through the collection of 0.1 percent of employee unemployment insurance contributions for employment and training programs.

The Department of Community and Regional Affairs receives STEP funds through an inter-agency transfer from the Department of Labor. These funds are budgeted in two components, the State Training and Employment component and the Statewide Service Delivery (SSD) component. The Department's FY 99 budget request for all STEP funds is currently \$3,431.0 (STEP \$1763.3; SSD \$1,667.7). Subsequent to the introduction of the Governor's budget, it has come to the Department's attention this number is higher than the amount documented as an inter-agency transfer of \$3,268.5 in the Department of Labor's budget request. The Department plans to submit a budget amendment to reduce its request by (\$162.5) in line with the Department of Labor.

SENATE COMMITTEE REPORT
First Committee of Referral

DATE: 1/16/98

FURTHER: Finance

Date of 5-Day Notice: 3-5-98
(in accordance with Uniform Rule 23)

DATE TURNED IN TO OFFICE: 3-11-98

Labor and Commerce Committee considered SENATE BILL NO. 245

"An Act repealing the termination date of the state training and employment program; and providing for an effective date."

and recommends:

- be replaced with CS SB245 (LC)
- adopt previous CS _____
- attached amendment(s)
- adopt Letter of Intent by _____ Committee
- further referral to the _____ Committee

- Senate Bill:**
- same title
 - new title
- House Bill:**
- same title
 - technical title
 - new: SCR# _____

SIGNING DO PASS	DP	OTHER RECOMMENDATIONS	NR	DNP	AM
<i>[Signature]</i>	<input checked="" type="checkbox"/>	<i>Tom Kelly Do Pass as amended</i>			
<i>[Signature]</i>	<input checked="" type="checkbox"/>				
CHAIR:		<i>[Signature]</i>	<input checked="" type="checkbox"/>		

NEW FISCAL NOTE(S):

Department	Date	Zero	Fiscal
① Office of Governor	1/16/98	<input checked="" type="checkbox"/>	
② Labor	1/16/98	<input checked="" type="checkbox"/>	
③ Community & Regional Affairs STEP	1/16/98	<input checked="" type="checkbox"/>	
④ Community & Regional Affairs Statewide Services	1/16/98	<input checked="" type="checkbox"/>	

PREVIOUS FISCAL NOTE(S):*

Department	Date	Zero	Fiscal

APPROPRIATION -- no fiscal note

*include fiscal notes accompanying Governor's bill

CS FOR SENATE BILL NO. 245(L&C)
IN THE LEGISLATURE OF THE STATE OF ALASKA
TWENTIETH LEGISLATURE - SECOND SESSION

BY THE SENATE LABOR AND COMMERCE COMMITTEE

Offered:
Referred:

Sponsor(s): SENATE RULES COMMITTEE BY REQUEST OF THE GOVERNOR
A BILL

FOR AN ACT ENTITLED

1 "An Act extending the termination date of the state training and employment
2 program; and providing for an effective date."

3 BE IT ENACTED BY THE LEGISLATURE OF THE STATE OF ALASKA:

4 * Section 1. Section 6, ch. 116, SLA 1996, is amended to read:

5 Sec. 6. AS 23.15.620, 23.15.625, 23.15.630, 23.15.635, 23.15.640, 23.15.645,
6 23.15.651, and 23.15.660 are repealed June 30, 2002 [1998].

7 * Sec. 2. This Act takes effect immediately under AS 01.10.070(c).

Alaska State Legislature

Senate



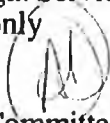
Official Business

State Capitol
Juneau, AK. 99801-1182

Senate Labor & Commerce Committee

Memo

TO: Terri Lauterbach, Legal Counsel
Legislative Research and Legal Services
via fax: X 2029 this page only

FROM: Annette Kreitzer, Aide to 
Senate Labor & Commerce Committee
PH: X 3844

DATE: March 10, 1998

RE: CS SB 245 (L&C)

The Labor & Commerce Committee moved SB 245 from committee with the following change:

Rather than repeal the termination date, the committee adopted a conceptual amendment to extend the commission through June 30, 2002. This will require a title change as well.

Please call me if you have questions..

1	162
3	164
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1	<u>23,500</u>	<u>23,750</u>	<u>224</u>
2	<u>23,750</u>	<u>24,000</u>	<u>226</u>
3	<u>24,000</u>	<u>24,250</u>	<u>228</u>
4	<u>24,250</u>	<u>24,500</u>	<u>230</u>
5	<u>24,500</u>	<u>24,750</u>	<u>232</u>
6	<u>24,750</u>	<u>25,000</u>	<u>234</u>
7	<u>25,000</u>	<u>25,250</u>	<u>236</u>
8	<u>25,250</u>	<u>25,500</u>	<u>238</u>
9	<u>25,500</u>	<u>25,750</u>	<u>240</u>
10	<u>25,750</u>	<u>26,000</u>	<u>242</u>
11	<u>26,000</u>	<u>26,250</u>	<u>244</u>
12	<u>26,250</u>	<u>26,500</u>	<u>246</u>
13	<u>26,500</u>	<u>26,750</u>	<u>248</u>
14	<u>26,750</u>		<u>248.</u>
15	* Sec. 6. AS 23.15.620, 23.15.625, 23.15.630, 23.15.635, 23.15.640, 23.15.645, 23.15.651,		
16	and 23.15.660 are repealed June 30, 1998.		
17	* Sec. 7. Sections 3 - 5 of this Act apply to benefit years for unemployment insurance		
18	beginning on or after January 1, 1997.		
19	* Sec. 8. Sections 1 and 2 of this Act take effect July 1, 1996.		
20	* Sec. 9. Sections 3 - 5 and 7 of this Act take effect January 1, 1997.		

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1	<u>23,500</u>	<u>23,750</u>	<u>224</u>
2	<u>23,750</u>	<u>24,000</u>	<u>226</u>
3	<u>24,000</u>	<u>24,250</u>	<u>228</u>
4	<u>24,250</u>	<u>24,500</u>	<u>230</u>
5	<u>24,500</u>	<u>24,750</u>	<u>232</u>
6	<u>24,750</u>	<u>25,000</u>	<u>234</u>
7	<u>25,000</u>	<u>25,250</u>	<u>236</u>
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 16 and 23.15.660 are repealed June 30, 1998.

17 * Sec. 7. Sections 3 - 5 of this Act apply to benefit years for unemployment insurance
 18 beginning on or after January 1, 1997.

19 * Sec. 8. Sections 1 and 2 of this Act take effect July 1, 1996.

20 * Sec. 9. Sections 3 - 5 and 7 of this Act take effect January 1, 1997.

SENATE BILL NO. 245

IN THE LEGISLATURE OF THE STATE OF ALASKA

TWENTIETH LEGISLATURE - SECOND SESSION

BY THE SENATE RULES COMMITTEE BY REQUEST OF THE GOVERNOR

Introduced: 1/16/98

Referred: Labor and Commerce, Finance

A BILL

FOR AN ACT ENTITLED

1 "An Act repealing the termination date of the state training and employment
2 program; and providing for an effective date."

3 **BE IT ENACTED BY THE LEGISLATURE OF THE STATE OF ALASKA:**

4 * **Section 1.** Section 6, ch. 116, SLA 1996 is repealed.

5 * **Sec. 2.** This Act takes effect immediately under AS 01.10.07C(c).

2 year amendment

3-10-98

SB245. Arbe

Yvonne Chesse:

OCPA Director

amend to extend temporary law

Madame: it will help program

delete Sec. 1+2 extend June 30, 2002

+ title change

no objection

Mary Shields:
opposed to counsel,

03/10/98 15:54:30 LEGISLATIVE TELECONFERENCE NETWORK SYSTEM
MESSAGE FROM: LIOCJEN IN ANCHORAGE

LTN1120
JNU

RE TCN: 80439 SCHEDULED FOR:03/10/98 15:45 TO 17:15
SPONSOR: SENATE LABOR & COMMERCE PURPOSE: PUBLIC HEARING

MESSAGE TEXT: MIKE ANDREWS IS ON LINE TO TESTIFY ON
SB 245

03/10/98
15:56:14

LEGISLATIVE TELECONFERENCE NETWORK SYSTEM
PARTICIPANT LIST (ALL PARTICIPANTS)
TCN:80439 SCHEDULED FOR:03/10/98 15:45 TO 17:15
PUBLIC HEARING SENATE LABOR & COMMERCE

LTN1150
BY:MAT
FOR:MAT

LOCATION:MATSU
SB 245

MS

JANICE

TATLOW

TESTIFY

STATE TRAINING & EMPLOYMENT PROGRAM FUND - STATUS as of 12/31/97

	ORIGINAL AUTHOR- IZATION	REVISED AUTHORIZATION	ACTUAL REVENUE/ EXPENDITURES TO DATE	PROJECTED REMAINING REVENUE/ EXPENDITURES	BALANCE (DEFICIT)
FY 93					
FY93 BEGINNING BALANCE			0		
FY93 REVENUES (THRU JUNE 30)			3,169,397		
TOTAL REVENUES			3,169,397	0	
LESS: FY 93 EXPENDITURES					
DOL COLLECT & ACCT	22,600	22,600	22,600	0	
DOL PROG EVAL & RES HR	189,000	184,532	184,532	0	
C&RA STEP JTPO RSA	2,892,700	2,098,668	2,098,668	0	
C&RA STEP PY RECOVERY	0	0	(70)	0	
C&RA FBKS NATIVE ASSOC	368,900	363,738	363,738	0	
RETURNED TO UI FUND	0	0	612,539	0	
TOTAL EXPENDITURES	3,464,100	2,656,928	3,169,397	0	
FY 93 ENDING BALANCE					0
FY 94					
FY94 BEGINNING BALANCE					
FY94 REVENUES (THRU JUNE 30)			3,472,764		
TOTAL REVENUES			3,472,764	0	
LESS: FY 94 EXPENDITURES					
DOL COLLECT & ACCT (PS)	22,600	22,600	22,600	0	
DOL INDIRECT	0	2,259	2,259	0	
DOL DP OPERATIONS	0	2,067	2,067	0	
DOL PROG EVAL & RES HR	239,900	178,917	178,917	0	
DOL ADMIN/COLLECT (19%)	0	283,398	283,398	0	
C&RA STEP JTPO RSA	3,386,000	2,478,383	2,478,383	0	
RETURNED TO UI FUND	0	0	505,140	0	
TOTAL EXPENDITURES	3,648,500	2,987,824	3,472,764	0	
FY 94 ENDING BALANCE					0
FY 95					
FY95 BEGINNING BALANCE					
FY95 REVENUES (projected estimate)			3,582,875		
TOTAL REVENUES			3,582,875	0	
LESS: FY 95 EXPENDITURES					
DOL PROG EVAL & RES HR	239,900	225,935	225,935	0	
DP OPERATIONS	252	252	252	0	
DOL ADMIN/COLLECT (19%)	268,600	173,549	173,549	0	
C&RA STEP JTPO RSA	3,160,000	2,346,917	2,346,917	0	
RETURNED TO UI FUND	0	0	838,023	0	
TOTAL EXPENDITURES	3,648,752	2,746,653	3,582,876	0	
FY 95 ENDING BALANCE					(0)
FY 96					
FY96 BEGINNING BALANCE					
FY96 REVENUES (projected estimate)					
COLLECTED			3,675,799		
TOTAL REVENUES			3,675,799	0	
LESS: FY 96 EXPENDITURES					
DOL PROG EVAL & RES HR	239,900	178,545	178,545	0	
DOL ADMIN/COLLECT (19%)	308,600	259,070	259,070	0	
Gov. Office/AHRIC	113,000	109,019	109,019	0	
C&RA STEP JTPO PSA	2,941,500	2,334,717	2,334,717	0	
RETURNED TO UI FUND	1,014	1,014	1,014	0	
RETURNED TO UI FUND	0	0	793,434	0	
TOTAL EXPENDITURES	3,604,014	2,882,364	3,675,798	0	
FY 96 PROJECTED BALANCE					(0)
FY 97					
FY97 BEGINNING BALANCE					
FY97 REVENUES (projected estimate)					
COLLECTED			3,750,781		
TOTAL REVENUES			3,750,781	0	
LESS: FY 97 EXPENDITURES					
DOL COLLECT (19%)	250,000	264,152	264,152	0	
DOL PROG EVAL & RES HR	175,000	175,000	175,000	0	
Gov. Office/AHRIC	110,000	106,820	106,820	0	
C&RA STEP JTPO RSA	3,407,000	2,943,510	2,898,254	45,256	
RETURNED TO UI FUND	0	0	0	0	
TOTAL EXPENDITURES	3,942,000	3,489,482	3,444,226	45,256	
FY 97 PROJECTED BALANCE					281,299
FY 98					
FY98 BEGINNING BALANCE					
FY98 REVENUES (projected estimate)					
COLLECTED			2,054,445		
PENDING				1,805,355	
TOTAL REVENUES			2,054,445	1,805,355	
LESS: FY 98 EXPENDITURES					
3881 ODB Site Analysis	80,700	80,700	31,897	47,003	
3882 ODB Maintenance	160,000	160,000	67,747	102,253	
3813 DOL COLLECT (19%)	260,000	250,000	94,474	155,526	
3807 Ret Vcc Couns	81,800	81,800	34,560	27,240	
Gov. Office/AHRIC	104,800	104,800	94,422	10,378	
C&RA STEP JTPO RSA	3,202,500	3,202,500	401,802	2,800,698	
RETURNED TO UI FUND	0	0	0	0	
TOTAL EXPENDITURES	3,869,800	3,869,800	716,702	3,143,098	
CURRENT BALANCE			1,337,743		
FY 98 PROJECTED BALANCE					0

Administrative Costs Analysis

DOL PROG EVAL	175,000	Allowable
Gov. Office/AHRIC	106,820	3,750,781
C&RA STEP JTPO	422,572	x .20
	<u>704,392</u>	750,156

State Training Employment Program Grant - EXPENDITURES REPORT FY'97

	DCRA	SDA Payments			STEP GRANT
	Administration	SDA	Direct Client	Vendor	TOTAL EXPENDITURES
Administrator		Administration	Services	Grants	
Anchorage/Matsu		110,486.55	208,421.73	859,221.72	1,178,130.00
Alaska Statewide		139,661.40	26,629.96	1,127,778.42	1,294,069.78
Fairbanks PIC		47,006.93	95,847.22	188,802.60	331,656.75
DCRA / JTPO	94,398.40				94,398.40
Column Totals	94,398.40	297,154.88	330,898.91	2,175,802.74	2,898,254.93

Vendor Payments By Cost Category

	Administration	Training	Training	Training	Employment	Supp Serv	Supp Services	Supp Services	
		Ind. Specific	Occ. Skills	On-the-Job	Assistance	Relocation	Tools/Gear	Other	
Anchorage/Matsu	22,148.60	86,348.00	491,943.35	14,084.00	232,299.82	-	*	12,397.95	859,221.72
Alaska Statewide	8,869.99	304,866.36	241,641.28	1,691.20	181,612.37	960.62	6,226.46	381,910.14	1,127,778.42
Fairbanks PIC	-	52,826.42	105,644.69	4,916.82	2,245.58	-	2,180.54	20,988.55	188,802.60
Totals	31,018.59	444,040.78	839,229.32	20,692.02	416,157.77	960.62	8,407.00	415,296.64	2,175,802.74
							*MOA \$19,737.01 in tools/gear included in direct client services		

Fairbanks
Private Industry Council
STEP Expenditures
1997

Cost Category	Administration	Employment Assistance	Training	Support Services	TOTAL
Line Item					
71000 Personnel Services	\$ 23,876.56	\$ 22,233.11	\$ 60,369.10	\$ -	\$ 106,478.77
72000 Travel	\$ 608.10	\$ -	\$ -	\$ -	\$ 608.10
73000 Contractual	\$ 22,522.27	\$ -	\$ 11,000.01	\$ -	\$ 33,522.28
74000 Supplies	\$ -	\$ 2,245.00	\$ -	\$ -	\$ 2,245.00
75000 Equipment	\$ -	\$ -	\$ -	\$ -	\$ -
77000 Grants - see details	\$ -	\$ 2,245.58	\$ 163,387.93	\$ 23,169.09	\$ 188,802.60
TOTAL EXPENDITURES	\$ 47,006.93	\$ 26,723.69	\$ 234,757.04	\$ 23,169.09	\$ 331,653.75
Budget detail:					
Direct Program Subtotals		Employment Asst.	Training	Support Service	Total
by Cost Category		\$ 24,478.11	\$71,369.11	\$ -	\$ 95,847.22
Prepared by: Signature on file					
Print Name/Title Tara Jollie, Grants Administrator DCRA/DCRD/JTPO					

VENDOR/CITY	STEP COST CATEGORY (E)					TYPE OF TRAINING						# of Participants	
	Admin	Employment Assistance	Training	Support Services	TOTAL	Industry Specific	Occupational Skills (Individual classroom)	On-The-Job Training	Employment Assistance	Support Services / tools, gear	Support Services		Vendor Admin
MIKE'S CHEVRON			78.04	1,681.10	1,759.14	78.04					1,681.10		
FNSB/MACS				1,231.00	1,231.00						1,231.00		
FNA			1,666.00		1,666.00			1,666.00					
TESTING INST			1,901.00		1,901.00	1,901.00							
UAF			62,880.34	14,307.34	77,187.68		62,880.34				14,307.34		
NRI			4,158.00		4,158.00	4,158.00							
CLIENT REIMB			1,004.40	323.19	1,327.59		1,004.40				323.19		
K-MART				717.67	717.67					717.67			
Misc. Support Services				120.00	120.00						120.00		
DENALI INDUST				166.62	166.62					166.62		***	
RED CROSS			60.00		60.00		60.00						
COPIER CARE			231.67		231.67		231.67						
SEARS				535.99	535.99					190.00	345.99		
ARASERVE, INC				100.00	100.00						100.00		
NEIGH HEALTH			41.00	123.00	164.00	41.00					123.00		
MUS			566.77		566.77	200.00	366.77					***	
GCI			138.76		138.76		138.76						
State of AK			392.60	208.00	600.60	392.60					208.00		
Lamonts				681.51	681.51					681.51			
ALPA			451.00		451.00		451.00						
Computerland			31.00		31.00		31.00						
Int Graphics				166.28	166.28						166.28		
Action Auto				625.00	625.00						625.00		
Just Haircuts				13.00	13.00						13.00		
Air Liquide			212.00		212.00	212.00						***	
AK Laborers			17,882.75		17,882.75	17,882.75							
FairNet, Inc			17,338.76		17,338.76		17,338.76						
Sch of Int Shl			8,001.00		8,001.00	8,001.00							
Carpenters			17,672.00		17,672.00	17,672.00							
Uniglobe travel				995.00	995.00						995.00		
Goldpanner Chevr				75.51	75.51						75.51		
Big Rays				365.75	365.75					365.75			
Holmbrecht denta				228.00	228.00						228.00		
US Passport Svcs				65.00	65.00						65.00		
Kinkos				102.45	102.45						102.45		
JC Penney				69.99	69.99					69.99			
US Postage				120.00	120.00						120.00		
Career Comm				158.69	158.69						158.69		
Revere Academy			1,638.13		1,638.13	1,638.13							
Asbestos Remove			600.00		600.00	600.00							
HMC, Inc.			720.00		720.00	720.00							
ACI			7,350.00		7,350.00		7,350.00						
American Weaving			1,330.00		1,330.00	1,330.00							
ACCA			185.00		185.00		185.00						
Literacy Council			14,718.00		14,718.00		14,718.00						
Phyllis Pendergrass			3,250.82		3,250.82			3,250.82					
ComputerExpress		2,245.68			2,245.68				2,245.68				
code west			900.00		900.00		900.00						
Totals		2,245.68	103,387.93	23,169.09	188,802.60	52,826.42	106,844.69	4,916.92	2,245.68	2,180.54	20,988.55	0.00	188,802.60

**ANCHORAGE/MAT-SU SERVICE DELIVERY AREA
STEP EXPENDITURES
FINAL REPORT
1997**

Cost Category	Administration	Employment Assistance	Training	Support Services	TOTAL
Line Item					
71000 Personnel Services	\$65,088.42	\$94,046.39			\$159,134.81
72000 Travel					\$0.00
73000 Contractual	\$42,989.70		\$16,565.53		\$59,555.23
74000 Supplies	\$2,408.43	\$1,226.10	\$9,929.47	\$66,347.23	\$79,911.23
74000.1 Tools/Clothing/Gear				\$19,737.01	\$19,737.01
74000.2 Relocation					\$0.00
75000 Equipment			\$570.00		\$570.00
77000* Grants (vendors) - see detail	\$22,148.60	\$232,299.82	\$592,375.35	\$12,397.95	\$859,221.72
TOTALS	\$132,635.15	\$327,572.31	\$619,440.35	\$98,482.19	\$1,178,130.00

NOTE:

SDA admin	= \$110,486.55
vendor admin	= \$22,148.60
	\$132,635.15

Budget Detail.

Direct Program Expenditures

by Cost Category

Employment Assistance

\$95,272.49

Training

\$27,065.00

Support Services

\$86,084.24

Total

\$208,421.73

Approved by: Signature on file
Signature

Tara Jollie
Date

Signature

Date

Print Name/Title: Tara Jollie

**Anchorage/Matsu
STEP EXPENDITURES FOR FY97
VENDOR DETAIL**

VENDOR/CITY	STEP COST CATEGORIES					TYPE OF TRAINING							# of Particip ants
	Admin	Employment Assistance	Training	Support Services	TOTAL	Industry Specific	Occupational Skills (individual classroom)	On-The-Job Training	Employment Assistance	Support Services	Vendor Admin	Total	
Human Resources Ctr. Wasilla UAA/Anc	7,436.40 4,034.41	106,705.91 62,633.25	66,756.41	3,720.00	114,142.31 137,144.07		66,756.41		106,705.91 62,633.25	3,720.00			157 75
Mila, Inc./Anch OPAG/Anc	5,249.79 2,488.00	62,960.66	126,528.73 35,557.00		194,739.18 38,045.00		126,528.73 35,557.00		62,960.66				185 20
AVTEC Seward			1,888.50	5,810.32	7,698.82		1,888.50			5,810.32			3
Career Academy/Anc			32,636.00		32,636.00		32,636.00						11
AK Health/Anc CEE/Anc			525.00 89,000.00		525.00 89,000.00			525.00					1 20
Network Bus System/Anc UAF/Fbks			5,458.50 131.60		5,458.50 131.60		5,458.50 131.60						5 1
AK Laborers Trng /Anc			47,954.00		47,954.00	47,954.00							40
Mat-Su College Wasilla Aurora/Anc			21,215.70 4,400.00		21,215.70 4,400.00		21,215.70 4,400.00						29 1
Trophy Tan Wasilla			3,838.00		3,838.00			3,838.00					1
AK Tech Trng/Anc			19,612.00		19,612.00		19,612.00						4
Builders Bargain Wasilla			742.50		742.50			742.50					1
Home First Nat/Wasilla			2,750.00		2,750.00			2,750.00					1
Embry Riddle/Anc			2,479.00		2,479.00		2,479.00						1
Charter College/Anc			34,398.20		34,398.20		34,398.20						38

Anchorage/Matsu
 STEP EXPENDITURES FOR FY97
 VENDOR DETAIL.

VENDOR/CITY	STEP COST CATEGORIES					TYPE OF TRAINING							# of Participants
	Admin	Employment Assistance	Training	Support Services	TOTAL	Industry Specific	Occupational Skills (individual classroom)	On-The-Job Training	Employment Assistance	Support Services	Vendor Admin	Total	
TOTALS	22,148.60	232,299.82	592,375.35	12,397.95	859,221.72	86,348.00	491,943.35	14,084.00	232,299.82	12,397.95	22,148.60	859,221.72	643

Alaska Statewide SDA
STEP Expenditures
1997

Cost Category	Administration	Employment Assistance	Training	Support Services	Total
Line Item					
71000 Personnel Services	\$81,675.92	\$25,354.08	\$0.00	\$0.00	\$107,030.00
72000 Travel	\$14,378.19	\$0.00	\$0.00	\$0.00	\$14,378.19
73000 Contractual	\$40,508.04	\$0.00	\$0.00	\$1,275.88	\$41,783.92
74000 Supplies	\$3,099.25	\$0.00	\$0.00	\$0.00	\$3,099.25
75000 Equipment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
77000* Grants - see detail	\$8,869.99	\$181,612.37	\$548,198.84	\$389,097.22	\$1,127,778.42
TOTALS	\$148,531.39	\$206,966.45	\$548,198.84	\$390,373.10	\$1,294,069.78

Note: Vendor Admin \$ 8,869.99
 SDA Admin \$ 139,661.40
\$148,531.39

Included In Support Services:
 Relocation \$960.62
 Tools, Clothes, Gear \$6,226.46

Budget Notes:
 Direct Program Subtotals
 by Cost Category:

Employment Assist	Training	Support Services	Total
\$25,354.08	\$0.00	\$1,275.88	\$26,629.96

prepared by Yare Jollie 2/25/98

Print Name/Title Rosemary Mill Acctg Tech Print Name/Title Mark Mickelson Program Coordinator
 Signature on File

STEP EXPENDITURES
FY97
VENDOR DETAIL

VENDOR/ CITY	STEP COST CATEGORIES					TYPE OF TRAINING						
	Admin	Employment Assistance	Training	Support Services	Total	Industry Specific	Occupational Skills (Individual classroom)	On-The-Job Training	Employment Assistance	Support Services	Vendor Admin	Total
Page 1 Sub-Total	0.00	3125.00	18778.75	43384.34	65268.09	13492.75	5286.00	0.00	3125.00	43364.34		
Page 2 Sub-Total	0.00	7653.71	31425.74	12157.42	51236.87	9318.26	22107.48	0.00	7653.71	12157.42		
Page 3 Sub-Total	0.00	0.00	14400.00	7336.01	21736.01	75.00	14325.00	0.00	0.00	7336.01		
Page 4 Sub-Total	0.00	8571.18	46850.44	20150.79	75572.41	9695.11	36906.13	249.20	8571.18	20150.79		
Page 5 Sub-Total	0.00	0.00	4283.25	6668.52	10951.77	0.00	4059.25	224.00	0.00	6668.52		
Page 6 Sub-Total	0.00	53840.40	34538.39	22508.03	110886.82	19830.34	14708.05	0.00	53840.40	22508.03		
Page 7 Sub-Total	0.00	0.00	21776.90	49701.58	71478.48	5206.30	16243.00	327.60	0.00	49701.58		
Page 8 Sub-Total	0.00	0.00	23491.29	20603.62	44094.91	13223.84	10267.45	0.00	0.00	20603.62		
Page 9 Sub-Total	0.00	0.00	6949.00	1915.00	8864.00	3845.00	3104.00	0.00	0.00	1915.00		
Page 10 Sub-Total	0.00	12371.64	77201.02	75999.50	165572.16	65344.12	10966.50	890.40	12371.64	75999.50		
Page 11 Sub-Total	0.00	67719.42	18186.42	7861.09	93766.93	9373.42	8813.00	0.00	67719.42	7861.09		
Page 12 Sub-Total	5775.08	9120.71	21363.62	21195.55	57454.96	12090.88	9272.74	0.00	9120.71	21195.55		
Page 13 Sub-Total	0.00	0.00	24372.60	36321.83	60694.43	3213.60	21159.00	0.00	0.00	36321.83		
Page 14 Sub-Total	3094.91	19210.31	166618.61	49944.85	238868.68	140157.74	26460.87	0.00	19210.31	49944.85		
Page 15 Sub-Total	0.00	0.00	23181.61	10368.18	33547.79	0.00	23181.61	0.00	0.00	10368.18		
Page 16 Sub-Total	0.00	0.00	14781.20	3002.91	17784.11	0.00	14781.20	0.00	0.00	3002.91		
					0.00							
					0.00							
					0.00							
					0.00							
Misc. Support					0.00							
Services												
TOTALS	8869.99	181612.37	548198.84	389097.22	1127778.42	304866.36	241641.28	1691.20	181612.37	389097.22	8869.89	1127778.42

Worksheet #2
VENDOR DETAILED REPORT

Quarter 1 2 3 4XX

Reporting Period From: 7/1/98 To: 6/30/97

VENDOR/ CITY	STEP COST CATEGORIES					TYPE OF TRAINING					# of Participants
	Admin	Employment Assistance	Training	Support Services	Total	Industry Specific	Occupational Skills (individual classroom)	On-The-Job Training	Employment Assistance	Support Services	
Kake Tribal		3125.00			3125.00				3125.00		30
Wards Cove			10361.00	24490.69	34851.69	10361.00				24490.69	7
Copper Valley			3131.75	15840.00	18971.75	3131.75				15840.00	25
S.E. Travel				404.00	404.00					404.00	1
Kathleen Ritter			118.00	4.40	122.40		118.00			4.40	1
Environmental Mgmt			595.00		595.00		595.00				1
Michael Fifer			100.00		100.00		100.00				1
Vista Travel				78.00	78.00					78.00	1
Martin Smith				600.00	600.00					600.00	1
Ak Health Project			4473.00		4473.00		4473.00				1
Wayne Eningowuk				100.00	100.00					100.00	1
Edna Buffas				100.00	100.00					100.00	1
Sundial Resort				1747.25	1747.25					1747.25	1
					0.00						
					0.00						
					0.00						
					0.00						
					0.00						
					0.00						
					0.00						
Misc. Support Services					0.00						
PAGE 1 SUB-TOTALS	0.00	3125.00	18778.75	43364.34	65268.09	13492.75	5286.00	0.00	3125.00	43364.34	

Amounts entered on the total line in this section would be transferred to the 77000 line on workshee #1a.

Amounts entered on these total lines would not be carried forward to Worksheet #1a, which shows only expenditures by cost category and line item, but provides the kind of detail on vendors, type of training and participants that seemed to be in demand

Prepared by:

Approved by:

Signature

Date

Signature

Date

Print Name/Title Rosemary Mill Accounting Technician

Print Name/Title Mark Mickelson Program Coordinator

Worksheet #2
VENDOR DETAILED REPORT

Quarter 1 2 3 4XX

Reporting Period From: 7/1/98 To: 6/30/97

VENDOR/ CITY	STEP COST CATEGORIES					TYPE OF TRAINING					# of Participants
	Admin	Employment Assistance	Training	Support Services	Total	Industry Speciflc	Occupational Skills (individual classroom)	On-The-Job Training	Employment Assistance	Support Services	
BBC Human Resource		6933.07			6933.07				6933.07		30
Wards Cove Packing			5336.00	3426.32	8762.32	5336.00				3426.32	7
People Count			13985.58		13985.58		13985.58				25
STEP Power Plant RSA				4792.60	4792.60					4792.60	20
Ak Laborers Trng Trust				731.00	731.00					731.00	50
U/A en 2162114			273.00		273.00		273.00				1
Linn-Benton Comm Coll			921.90		921.90		921.90				1
Commercial Training			2595.00		2595.00		2595.00				1
New World Teachers			2000.00		2000.00		2000.00				1
Travelltime Inc.				309.00	309.00					309.00	1
Peninsula Motel				146.62	146.62					146.62	1
Charlie John				50.00	50.00					50.00	1
City of Wrangell		720.64			720.64				720.64		1
Opag, Inc.			3982.26		3982.26	3982.26					1
U/A			280.00		280.00		280.00				1
Sam Dighton			800.00	1509.29	2309.29		800.00			1509.29	1
James O. Dove			425.00	627.60	1052.60		425.00			627.60	1
Clr for Employment			827.00		827.00		827.00				1
Steven Lupo				314.99	314.99					314.99	1
Lamonts				250.00	250.00					250.00	1
Misc. Support Services					0.00						
PAGE 2 SUB-TOTALS	0.00	7653.71	31425.74	12157.42	51236.87	9318.26	22107.48	0.00	7653.71	12157.42	

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Prepared by:

Signature

Date

Approved by:

Signature

Date

Print Name/Title Rosemary Mill Accounting Technician

Print Name/Title Mark Mickelson Program Coordinator

STEP EXPENDITURES FOR FY97
Worksheet #2
VENDOR DETAILED REPORT

Quarter 1 2 3 4XX

Reporting Period From: 7/1/96 To: 6/30/97

VENDOR/ CITY	STEP COST CATEGORIES					TYPE OF TRAINING					# of Participants
	Admin	Employment Assistance	Training	Support Services	Total	Industry Specifc	Occupational Skills (individual classroom)	On-The-Job Training	Employment Assistance	Support Services	
Martin Smith				600.00	600.00					600.00	1
Pima Comm. College			5800.00		5800.00		5800.00				1
Sundial Resorts Inc				1747.25	1747.25					1747.25	1
American Express				395.00	395.00					395.00	1
Perry Olanna				100.00	100.00					100.00	1
City of Wrangell				1600.00	1600.00					1600.00	1
American Traffic Safety			75.00		75.00	75.00					1
HDS, Inc.			3000.00		3000.00		3000.00				1
Lorraine Gordon				1393.08	1393.08					1393.08	1
Rolf Institute			4900.00		4900.00		4900.00				1
Phillip Shaefer			425.00		425.00		425.00				1
Northland Books			200.00		200.00		200.00				2
Alaska Textiles				155.40	155.40					155.40	1
Gabriele Mehnert				871.28	871.28					871.28	1
Easy Travel				474.00	474.00					474.00	1
					0.00						
					0.00						
					0.00						
					0.00						
					0.00						
Misc. Support Services					0.00						
PAGE 3 SUB-TOTALS	0.00	0.00	14400.00	7336.01	21736.01	75.00	14325.00	0.00	0.00	7336.01	
Amounts entered on the total line in this section would be transferred to the 77000 line on worksheet #1a.						Amounts entered on these total lines would not be carried forward to Worksheet #1a, which shows only expenditures by cost category and line item, but provides the kind of detail on vendors, type of training and participants that seemed to be in demand					
Prepared by: _____ Approved by: _____											
Signature _____				Date _____		Signature _____				Date _____	
Print Name/Title Rosemary Mill Accounting Technician				Print Name/Title Mark Mickelson Program Coordinator							

Worksheet #2
VENDOR DETAILED REPORT

Quarter 1 2 3 4XX

Reporting Period From: 7/1/96 To: 6/30/97

VENDOR/ CITY	STEP COST CATEGORIES					TYPE OF TRAINING					# of Participants
	Admin	Employment Assistance	Training	Support Services	Total	Industry Specific	Occupational Skills (individual classroom)	On-The-Job Training	Employment Assistance	Support Services	
BBC Human Rsrc Dvlp		8571.18			8571.18				8571.18	0.00	30
Yukon Delta Fisheries			8132.61		8132.61	8132.61			0.00	0.00	6
ILWU, Local 200			1562.50		1562.50	1562.50			0.00	0.00	28
STEP Power Plant RSA			11965.23	1644.00	13609.23		11965.23		0.00	1644.00	20
People Count, Inc.			4335.00		4335.00		4335.00		0.00	0.00	25
Ak Joint Elec. Apprc.				12182.00	12182.00				0.00	12182.00	42
Ak Laborer's Trng Trust				1521.00	1521.00				0.00	1521.00	50
Southern Methodist U.			7500.00		7500.00		7500.00		0.00	0.00	1
Ctr for Employment			1275.00		1275.00		1275.00		0.00	0.00	1
DOE/Avtec			2375.00	2072.50	4447.50		2375.00		0.00	2072.50	4
CBJ				30.00	30.00				0.00	30.00	1
Southern Ak Forwarding				1025.29	1025.29				0.00	1025.29	1
Ship Creek Hotel				106.00	106.00				0.00	106.00	1
Heidi Fredrickson				140.00	140.00				0.00	140.00	1
Naabia Niign, LTD.			249.20		249.20			249.20	0.00	0.00	1
Martin Smith				200.00	200.00				0.00	200.00	1
U/A			2526.90		2526.90		2526.90		0.00	0.00	1
Chukchi College			159.00		159.00		159.00		0.00	0.00	1
West Coast Trng			4830.00		4830.00		4830.00		0.00	0.00	1
N.W. Arctic Borough			1340.00	584.00	1924.00		1340.00		0.00	584.00	1
Patrick Ellinwood			600.00		600.00		600.00			0.00	1
Rapid Tool & Supply				646.00	646.00				0.00	646.00	1
PAGE 4 SUB-TOTALS	0.00	8571.18	46850.44	20150.79	75572.41	9695.11	36906.13	249.20	8571.18	20150.79	

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Amounts entered on these total lines would not be carried forward to Worksheet #1a, which shows only expenditures by cost category and line item, but provides the kind of detail on vendors, type of training and participants that seemed to be in demand

Prepared by:

Approved by:

Signature

Date

Signature

Date

Print Name/Title Rosemary Mill Accounting Technician

Print Name/Title Mark Mickelson Program Coordinator

Worksheet #2
VENDOR DETAILED REPORT

Quarter 1 2 3 4XX

Reporting Period From: 7/1/96 To: 6/30/97

VENDOR/ CITY	STEP COST CATEGORIES					TYPE OF TRAINING					# of Participants
	Admin	Employment Assistance	Training	Support Services	Total	Industry Specific	Occupational Skills (individual classroom)	On-The-Job Training	Employment Assistance	Support Services	
Matthew Brady				413.60	413.60				0.00	413.60	1
C & B of Juneau				30.00	30.00				0.00	30.00	1
Brian Shull				126.00	126.00				0.00	126.00	1
Heidi Fredrickson				140.00	140.00				0.00	140.00	1
Super 8				73.31	73.31				0.00	73.31	1
Environmental Mgmt			1150.00		1150.00		1150.00		0.00	0.00	1
Naabia Niign, LTD.			224.00		224.00			224.00	0.00	0.00	1
James Dove				185.00	185.00				0.00	185.00	1
U of A			1569.25		1569.25		1569.25		0.00	0.00	1
N.W. Arctic Borough			1340.00	2016.00	3356.00		1340.00		0.00	2016.00	1
William Baxter				100.00	100.00				0.00	100.00	1
Fat Freddie's				27.75	27.75				0.00	27.75	1
Nat'l Bank of Alaska				2700.00	2700.00				0.00	2700.00	1
Gabriele Mehnert				412.57	412.57				0.00	412.57	1
Alaska Textiles				136.80	136.80				0.00	136.80	1
Fred Meyer				69.99	69.99				0.00	69.99	1
Kathy Isaac				237.50	237.50				0.00	237.50	1
					0.00				0.00	0.00	
					0.00				0.00	0.00	
					0.00				0.00	0.00	
Misc. Support Services					0.00				0.00	0.00	
PAGE 5 SUB-TOTALS	0.00	0.00	4283.25	6668.52	10951.77	0.00	4059.25	224.00	0.00	6668.52	

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Prepared by:

Signature

Date

Approved by:

Signature

Date

Print Name/Title Rosemary Mill Accounting Technician

Print Name/Title Mark Mickelson Program Coordinator

Worksheet #2
VENDOR DETAILED REPORT

Quarter 1 2 3 4XX

Reporting Period From: 7/1/96 To: 6/30/97

VENDOR/ CITY	STEP COST CATEGORIES					TYPE OF TRAINING					# of Participants
	Admin	Employment Assistance	Training	Support Services	Total	Industry Specific	Occupational Skills (individual classroom)	On-The-Job Training	Employment Assistance	Support Services	
BBC Human Resource		53840.40			53840.40				53840.40	0.00	30
ILWU, Local 200			3125.00	1500.00	4625.00	3125.00			0.00	1500.00	28
Hospice & Homecare			2015.71	20.00	2035.71	2015.71			0.00	20.00	16
Norton Sound EDC			11005.70	4396.05	15401.75	11005.70			0.00	4396.05	20
DCRA/DOE Power Plant			772.30	5779.74	6552.04		772.30		0.00	5779.74	20
People Count			8185.50		8185.50		8185.50		0.00	0.00	25
Coastal Village				2597.25	2597.25				0.00	2597.25	5
AK Laborers				2312.99	2312.99				0.00	2312.99	50
Univ of AK			5491.90		5491.90		5491.90		0.00	0.00	3
Linn-Benton Comm. Coll			128.35		128.35		128.35		0.00	0.00	1
American Red Cross			30.00		30.00		30.00		0.00	0.00	1
Brian Schull			100.00		100.00		100.00		0.00	0.00	1
Taquan Travel				347.00	347.00				0.00	347.00	1
Daniel Seavey				40.00	40.00				0.00	40.00	1
Ketchikan Travel				310.00	310.00				0.00	310.00	1
C & B of Juneau				30.00	30.00				0.00	30.00	1
Univ of AK				4050.00	4050.00				0.00	4050.00	1
Heidi Fredricks				420.00	420.00				0.00	420.00	1
Ansonia Hotel				625.00	625.00				0.00	625.00	1
Yukon Delta Fisheries			3683.93		3683.93	3683.93			0.00	0.00	6
Easy Travel Services				80.00	80.00					80.00	1
PAGE 6 SUB-TOTALS	0.00	53840.40	34538.39	22508.03	110886.82	19830.34	14708.05	0.00	53840.40	22508.03	

Amounts entered on the total line in this section would be transferred to the 77000 line on worksheet #1a.

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Prepared by:

Signature

Date

Approved by:

Signature

Date

Print Name/Title Rosemary Mill Accounting Technician

Print Name/Title Mark Mickelson Program Coordinator

**Worksheet #2
VENDOR DETAILED REPORT**

Quarter 1 2 3 4XX

Reporting Period From: 7/1/96 To: 6/30/97

VENDOR/ CITY	STEP COST CATEGORIES					TYPE OF TRAINING					# of Participants
	Admin	Employment Assistance	Training	Support Services	Total	Industry Specific	Occupational Skills (individual classroom)	On-The-Job Training	Employment Assistance	Support Services	
Univ of Ak			210.00		210.00		210.00		0.00	0.00	1
Kathleen Reitter			53.00	10.48	63.48		53.00		0.00	10.48	1
Environmental Mgmt			5345.00		5345.00		5345.00		0.00	0.00	10
West Coast Training			1000.00		1000.00		1000.00		0.00	0.00	1
James Dove			125.00	301.80	426.80		125.00		0.00	301.80	1
Naabia Nilgn			327.60		327.60			327.60	0.00	0.00	1
Martin Smith				400.00	400.00				0.00	400.00	1
Klondike Inn				108.00	108.00				0.00	108.00	1
NW Arctic Borough			1760.00	1784.00	3544.00		1760.00		0.00	1784.00	2
American Express				176.00	176.00				0.00	176.00	15
Bill Hoopai				200.00	200.00				0.00	200.00	1
Michael Hannigan				275.00	275.00				0.00	275.00	1
AVCP			2899.94	19568.66	22468.60	2899.94			0.00	19568.66	40
Phillip Shaefer			7750.00		7750.00		7750.00		0.00	0.00	17
Rapid Tool & Supply				139.00	139.00				0.00	139.00	1
Kathryn Miller				1280.00	1280.00				0.00	1280.00	1
Kathy Isaac				475.00	475.00				0.00	475.00	1
Ak Joint Electrical Appr				17910.39	17910.39				0.00	17910.39	42
Lillian Lundy				252.00	252.00				0.00	252.00	1
OPAG			2306.36	4290.00	6596.36	2306.36			0.00	4290.00	24
Ilisquik College				2531.25	2531.25					2531.25	1
Services											
PAGE 7 SUB-TOTALS	0.00	0.00	21776.90	49701.58	71478.48	5206.30	16243.00	327.60	0.00	49701.58	

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Amounts entered on these total lines would not be carried forward to Worksheet #1a, which shows only expenditures by cost category and line item, but provides the kind of detail on vendors, type of training and participants that seemed to be in demand

Prepared by:

Approved by:

Signature

Date

Signature

Date

Print Name/Title Rosemary Mill Accounting Technician

Print Name/Title Mark Mickelson Program Coordinator

Worksheet #2
VENDOR DETAILED REPORT

Quarter 1 2 3 4XX

Reporting Period From: 7/1/96 To: 6/30/97

VENDOR/ CITY	STEP COST CATEGORIES					TYPE OF TRAINING					# of Participants
	Admin	Employment Assistance	Training	Support Services	Total	Industry Specific	Occupational Skills (individual classroom)	On-The-Job Training	Employment Assistance	Support Services	
Hospice & Homecare			6680.85	125.00	6805.85	6680.85			0.00	125.00	16
Norton Sound EDC			245.00		245.00	245.00			0.00	0.00	20
Yukon Delta Fisheries			3683.93		3683.93	3683.93			0.00	0.00	6
Wards Cove Packing			1830.49		1830.49	1830.49			0.00	0.00	7
People Count Inc			3622.50		3622.50		3622.50		0.00	0.00	25
Ak Laborers Trng				1340.20	1340.20				0.00	1340.20	50
RSA			565.20	661.34	1226.54	565.20			0.00	661.34	20
Ak Joint Elec Apprnc				15097.46	15097.46				0.00	15097.46	42
Univ of Alaska			132.00		132.00		132.00		0.00	0.00	2
Ak Air Academy			257.95		257.95		257.95		0.00	0.00	1
Center for Employment			4755.00		4755.00		4755.00		0.00	0.00	6
Nugget Alaskan Outfitter				246.00	246.00				0.00	246.00	2
CBJ				60.00	60.00				0.00	60.00	2
Arc 'n' Sparc				375.00	375.00				0.00	375.00	1
Seward Life Action Co				180.00	180.00				0.00	180.00	1
Lillian Lundy				-252.00	-252.00				0.00	-252.00	1
OPAG Inc			218.37	543.33	761.70	218.37			0.00	543.33	24
Environment Mgmt			1500.00		1500.00		1500.00		0.00	0.00	3
Michael & Carol Morrison				450.00	450.00				0.00	450.00	1
Ilisagvik College				1750.00	1750.00				0.00	1750.00	1
Kathleen Ritter				27.29	27.29					27.29	1
Services											
PAGE 8 SUB-TOTALS	0.00	0.00	23491.29	20603.62	44094.91	13223.84	10267.45	0.00	0.00	20603.62	

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Prepared by:

Approved by:

Signature

Date

Signature

Date

Print Name/Title Rosemary Mill Accounting Technician

Print Name/Title Mark Mickelson Program Coordinator

**Worksheet #2
VENDOR DETAILED REPORT**

Quarter 1 2 3 4XX

Reporting Period From: 7/1/96 To: 6/30/97

VENDOR/ CITY	STEP COST CATEGORIES					TYPE OF TRAINING					# of Participants
	Admin	Employment Assistance	Training	Support Services	Total	Industry Specific	Occupational Skills (individual classroom)	On-The-Job Training	Employment Assistance	Support Services	
SST Travel Schools			3845.00		3845.00	3845.00			0.00	0.00	1
American Express				360.00	360.00				0.00	360.00	1
Victor Goldsberry				800.00	800.00				0.00	800.00	1
Kenai Peninsula College			1129.00		1129.00		1129.00		0.00	0.00	1
New Frontier Voc Tech			1975.00		1975.00		1975.00		0.00	0.00	1
Kathy Isaac				475.00	475.00				0.00	475.00	1
Heidi Fredrickson				280.00	280.00				0.00	280.00	1
					0.00				0.00	0.00	
					0.00				0.00	0.00	
					0.00				0.00	0.00	
					0.00				0.00	0.00	
					0.00				0.00	0.00	
					0.00				0.00	0.00	
					0.00				0.00	0.00	
					0.00				0.00	0.00	
					0.00				0.00	0.00	
					0.00				0.00	0.00	
					0.00				0.00	0.00	
					0.00				0.00	0.00	
					0.00				0.00	0.00	
Misc. Support Services					0.00					0.00	
PAGE 9 SUB-TOTALS	0.00	0.00	6949.00	1915.00	8864.00	3845.00	3104.00	0.00	0.00	1915.00	

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Prepared by:		Approved by:	
Signature	Date	Signature	Date
Print Name/Title	Rosemary Mill Accounting Technician	Print Name/Title	Mark Mickelson Program Coordinator

Worksheet #2
VENDOR DETAILED REPORT

Quarter 1 2 3 4XX

Reporting Period From: 7/1/96 To: 6/30/97

VENDOR/ CITY	STEP COST CATEGORIES					TYPE OF TRAINING					# of Participants
	Admin	Employment Assistance	Training	Support Services	Total	Industry Specific	Occupational Skills (Individual classroom)	On-The-Job Training	Employment Assistance	Support Services	
BBC Human Resource		12371.64			12371.64				12371.64	0.00	30
Copper Valley EDC			10341.00	40000.00	50341.00	10341.00			0.00	40000.00	25
U/A Ak Law RSA			11316.00		11316.00	11316.00			0.00	0.00	10
Ak Laborers Trng			29914.78	5671.33	35586.11	29914.78			0.00	5671.33	50
ILWU, Local 200			2712.50		2712.50	2712.50			0.00	0.00	28
Yukon Delta Fisheries			11059.84		11059.84	11059.84			0.00	0.00	6
People Count			5645.00		5645.00		5645.00		0.00	0.00	25
Ak Joint Electrical				13800.12	13800.12				0.00	13800.12	42
Lynden Transport				1071.12	1071.12				0.00	1071.12	1
Environmntl Mgmt			5250.00		5250.00		5250.00		0.00	0.00	17
Center for Employment			-50.00		-50.00		-50.00		0.00	0.00	1
Naabia Niign, LTD			890.40		890.40			890.40	0.00	0.00	1
Vista Travel				4293.00	4293.00				0.00	4293.00	9
Martin Smith				200.00	200.00				0.00	200.00	1
Ak Operating Engineer				1695.48	1695.48				0.00	1695.48	9
Kathy Isaac				475.00	475.00				0.00	475.00	1
STEP Power Plant RSA				2960.45	2960.45				0.00	2960.45	10
SOA/DOE-AMHS				392.00	392.00				0.00	392.00	1
SOA/DOE-AVTEC			121.50	5441.00	5562.50		121.50		0.00	5441.00	2
					0.00				0.00	0.00	
Misc. Support Services					0.00					0.00	
PAGE 10 SUB-TOTALS	0.00	12371.64	77201.02	75999.50	165572.16	65344.12	10966.50	890.40	12371.64	75999.50	

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Prepared by:

Approved by:

Signature

Date

Signature

Date

Print Name/Title Rosemary Mill Accounting Technician

Print Name/Title Mark Mickelson Program Coordinator

**Worksheet #2
VENDOR DETAILED REPORT**

Quarter 1 2 3 4XX

Reporting Period From: 7/1/96 To: 6/30/97

VENDOR/ CITY	STEP COST CATEGORIES					TYPE OF TRAINING					# of Participants
	Admin	Employment Assistance	Training	Support Services	Total	Industry Specific	Occupational Skills (individual classroom)	On-The-Job Training	Employment Assistance	Support Services	
Rural Asm/Case Mgmt		67719.42			67719.42				67719.42	0.00	162
Alaska Roofers JATC			1708.58	811.80	2520.38	1708.58			0.00	811.80	1
Norton Sound EDC			7664.84	6749.29	14414.13	7664.84			0.00	6749.29	20
Linn-Benton			495.00		495.00		495.00		0.00	0.00	1
SERRC			3550.00		3550.00		3550.00		0.00	0.00	1
C & B of Juneau				60.00	60.00				0.00	60.00	2
Seward Life Action Co.				40.00	40.00				0.00	40.00	1
Environment Mgmt			4768.00		4768.00		4768.00		0.00	0.00	8
Soldotna Kiddie Kare				200.00	200.00				0.00	200.00	1
					0.00				0.00	0.00	
					0.00				0.00	0.00	
					0.00				0.00	0.00	
					0.00				0.00	0.00	
					0.00				0.00	0.00	
					0.00				0.00	0.00	
					0.00				0.00	0.00	
					0.00				0.00	0.00	
					0.00				0.00	0.00	
					0.00				0.00	0.00	
Misc. Support Services					0.00					0.00	
PAGE 11 SUB-TOTALS	0.00	67719.42	18186.42	7861.09	93766.93	9373.42	8813.00	0.00	67719.42	7861.09	

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Approved by:

Signature

Date

Signature

Date

Print Name/Title Rosemary Mill Accounting Technician

Print Name/Title Mark Mickelson Program Coordinator

VWORKSHEET #2
VENDOR DETAILED REPORT

Quarter 1 2 3 4XX

Reporting Period From: 7/1/96 To: 6/30/97

VENDOR/ CITY	STEP COST CATEGORIES					TYPE OF TRAINING					# of Participants
	Admin	Employment Assistance	Training	Support Services	Total	Industry Specific	Occupational Skills (individual classroom)	On-The-Job Training	Employment Assistance	Support Services	
BBC Human Resource	5775.08	1751.46			7526.54				1751.46	0.00	30
Rural Assm/Case Mgmt		7369.25			7369.25				7369.25	0.00	162
Copper Valley EDC			6452.00	1136.40	7588.40	6452.00			0.00	1136.40	25
Hospice & Homecare			762.52	318.62	1081.14	762.52			0.00	318.62	16
ILWU Local 200			4876.36	3811.00	8687.36	4876.36			0.00	3811.00	28
People Count			3932.12		3932.12		3932.12		0.00	0.00	25
Ak Joint Elec. Appr.				9714.79	9714.79				0.00	9714.79	42
Coastal Vlg Fisheries				4344.75	4344.75				0.00	4344.75	5
Univ. of Washington			681.00		681.00		681.00		0.00	0.00	1
Joann Flora			78.00		78.00		78.00		0.00	0.00	1
Data Bank Computer			388.00		388.00		388.00		0.00	0.00	1
Floral Design Institute			225.00		225.00		225.00		0.00	0.00	1
Richard Simmons			130.00		130.00		130.00		0.00	0.00	1
Jerry Martin				575.00	575.00				0.00	575.00	1
CBJ				60.00	60.00				0.00	60.00	2
Phyllis Sinclair				650.00	650.00				0.00	650.00	1
Environment Mgmt			3113.62		3113.62		3113.62		0.00	0.00	6
N.W. Arctic Borough SD			725.00		725.00		725.00		0.00	0.00	1
Victor Goldsberry				400.00	400.00				0.00	400.00	1
Tucson Electric Power				184.99	184.99				0.00	184.99	1
Misc. Support Services					0.00					0.00	
PAGE 12 SUB-TOTALS	5775.08	9120.71	21363.62	21195.55	57454.96	12090.88	9272.74	0.00	9120.71	21195.55	

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Prepared by:

Approved by:

Signature

Date

Signature

Date

Print Name/Title Rosemary Mill Accounting Technician

Print Name/Title Mark Mickelson Program Coordinator

**Worksheet #2
VENDOR DETAILED REPORT**

Quarter 1 2 3 4XX

Reporting Period From: 7/1/96 To: 6/30/97

VENDOR/ CITY	STEP COST CATEGORIES					TYPE OF TRAINING					# of Participants
	Admin	Employment Assistance	Training	Support Services	Total	Industry Speciflc	Occupational Skills (individual classroom)	On-The-Job Training	Employment Assistance	Support Services	
Nereida Quintero				320.00	320.00				0.00	320.00	1
Gloria Chase				360.00	0.00				0.00	360.00	1
Univ. of Alaska			349.00		349.00		349.00		0.00	0.00	1
Data Bank Computer			144.00		144.00	144.00			0.00	0.00	1
Avtec			17060.00	20528.00	37588.00		17060.00		0.00	20528.00	14
Airman Flight School			2869.60		2869.60	2869.60			0.00	0.00	1
Center for Employment			1430.00		1430.00		1430.00		0.00	0.00	1
S.E. Executtravel				1152.00	1152.00				0.00	1152.00	3
Kathy Leary				903.01	903.01				0.00	903.01	1
Light House Service				202.12	202.12				0.00	202.12	1
CBJ				30.00	30.00				0.00	30.00	1
Taiga Sales Co.				97.50	97.50				0.00	97.50	1
SOA Depl. of Labor				100.00	100.00				0.00	100.00	1
Irene Shuler				675.00	675.00				0.00	675.00	1
J & B North, Inc.				850.20	850.20				0.00	850.20	1
Dale Williams				252.00	252.00				0.00	252.00	1
Manilaq Medical				140.00	140.00				0.00	140.00	1
American Express				8874.00	8874.00				0.00	8874.00	14
Ak Industrial X-ray			200.00		200.00	200.00			0.00	0.00	1
NW Arctic Borough			2320.00	1178.00	3498.00		2320.00		0.00	1178.00	5
Hageland Avialion				210.00	210.00					210.00	1
NAPA				450.00	450.00					450.00	1
PAGE 13 SUB-TOTALS	0.00	0.00	24372.60	36321.83	60694.43	3213.60	21159.00	0.00	0.00	36321.83	

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Prepared by:

Signature

Date

Approved by:

Signature

Date

Print Name/Title Rosemary Mill Accounting Technician

Print Name/Title Mark Mickelson Program Coordinator

**Worksheet #2
VENDOR DETAILED REPORT**

Quarter 1 2 3 4XX

Reporting Period From: 7/1/96 To: 6/30/97

VENDOR/ CITY	STEP COST CATEGORIES					TYPE OF TRAINING					# of Participants
	Admin	Employment Assistance	Training	Support Services	Total	Industry Speciflc	Occupational Skills (Individual classroom)	On-The-Job Training	Employment Assistance	Support Services	
RSA-UAS Ak Law	885.36		21587.50		22472.86	21587.50					10
BBC Human Rsrc	2209.55	4174.05	8058.38		14441.98	8058.38			4174.05		30
RSA-Rural Assess/Case		15036.26			15036.26				15036.26		162
Bristol Bay Ntv Corp			22105.25	4995.00	27100.25	22105.25				4995.00	10
Norton Sound EDC			1264.42	2931.00	4195.42	1264.42				2931.00	20
Wards Cove Packing			9281.10	1275.23	10556.33	9281.10				1275.23	7
RSA-DOE/Avtec			41620.59		41620.59	41620.59					
Y-K Health Corp			28335.84	19928.69	48264.53	28335.84				19928.69	12
Northern Keta Caviar			1274.90		1274.90	1274.90					2
Ak Joint Electrician			6101.16	2918.52	9019.68	6101.16				2918.52	32
Copper Valley EDC			528.60	6463.60	6992.20	528.60				6463.60	27
RSA-STEP Powerplant			13802.75	11287.81	25090.56		13802.75			11287.81	20
People Count			2972.12		2972.12		2972.12				25
Joann Flora			255.00		255.00		255.00				1
Data Bank Computer			-100.00		-100.00		-100.00				1
West Coast Training			3000.00		3000.00		3000.00				2
SERRC			3550.00		3550.00		3550.00				1
ITT Technical Institute			2981.00		2981.00		2981.00				1
SOA/AMHS				145.00	145.00					145.00	1
Adjust to JTPO to SSD					0.00						
Adjust to JTPO to SSD					0.00						
Services											
PAGE 14 SUB-TOTALS	3094.91	19210.31	166618.61	49944.85	238868.68	140157.74	26460.87	0.00	19210.31	49944.85	
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Prepared by:				Approved by:							
Signature		Date		Signature		Date					
Print Name/Title Rosemary Mill Accounting Technician				Print Name/Title Mark Mickelson Program Coordinator							

**Worksheet #2
VENDOR DETAILED REPORT**

Quarter 1 2 3 4XX

Reporting Period From: 7/1/98 To: 6/30/97

VENDOR/ CITY	STEP COST CATEGORIES					TYPE OF TRAINING					# of Participants
	Admin	Employment Assistance	Training	Support Services	Total	Industry Specific	Occupational Skills (individual classroom)	On-The-Job Training	Employment Assistance	Support Services	
Daniel Slanaker				395.58	395.58				0.00	395.58	1
John Cowan				65.00	65.00				0.00	65.00	1
Lewis Motors				724.56	724.56				0.00	724.56	1
Ketchikan Travel Svc				271.00	271.00				0.00	271.00	1
David Cooper				452.97	452.97				0.00	452.97	1
SOA/AMHS				748.00	748.00				0.00	748.00	1
William Obrien				2440.00	2440.00				0.00	2440.00	1
Ketchikan Gen. Hosp.				98.15	98.15				0.00	98.15	1
Eric Paulson DDS				145.00	145.00				0.00	145.00	1
Ike's Fuel				181.20	181.20				0.00	181.20	1
Cusack Dvlp C.				576.72	576.72				0.00	576.72	1
Holland American Line				725.00	725.00				0.00	725.00	2
U/A			1523.42		1523.42		1523.42		0.00	0.00	1
Environmental Mgmt			5288.45		5288.45		5288.45		0.00	0.00	5
Gana A Yoo Ltd			5388.65	949.00	6337.65		5388.65		0.00	949.00	4
Vista Travel				1766.00	1766.00				0.00	1766.00	3
Nulato Tribal				300.00	300.00				0.00	300.00	3
Charter College			2968.09		2968.09		2968.09		0.00	0.00	1
CAE, Inc.			3780.00		0.00		3780.00		0.00	0.00	1
NW Arctic Borough			4233.00	528.00	4761.00		4233.00		0.00	528.00	2
Misc. Support Services					0.00					0.00	
PAGE 15 SUB-TOTALS	0.00	0.00	23181.61	10366.18	33547.79	0.00	23181.61	0.00	0.00	10366.18	

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Prepared by:

Approved by:

Signature

Date

Signature

Date

Print Name/Title Rosemary Mill Accounting Technician

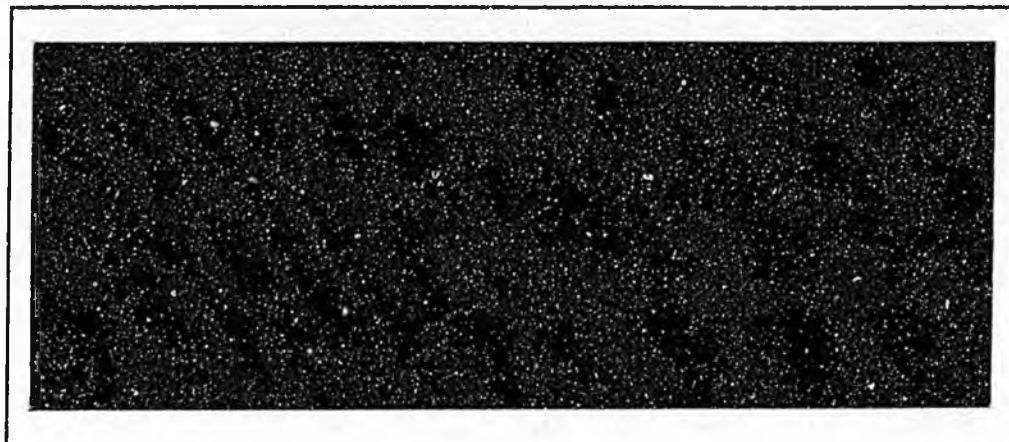
Print Name/Title Mark Mickelson Program Coordinator

Worksheet #2
VENDOR DETAILED REPORT

Quarter 1 2 3 4XX

Reporting Period From: 7/1/86 To: 6/30/87

VENDOR/ CITY	STEP COST CATEGORIES					TYPE OF TRAINING					# of Participants
	Admin	Employment Assistance	Training	Support Services	Total	Industry Specific	Occupational Skills (Individual classroom)	On-The-Job Training	Employment Assistance	Support Services	
Bering Air				105.00	105.00				0.00	105.00	1
David Mcdowell				825.00	825.00				0.00	825.00	1
Concorde Hotel				392.46	392.46				0.00	392.46	1
Fat Freddie's				150.25	150.25				0.00	150.25	1
Manilaq Alcohol				280.00	280.00				0.00	280.00	1
Ilisagvik College				675.00	675.00				0.00	675.00	1
RSA-UAA Kusko/Hosp.			13831.20		13831.20		13831.20		0.00	0.00	
Safety Quality Envrmt			450.00		450.00		450.00		0.00	0.00	1
Stylistix			500.00		500.00		500.00		0.00	0.00	1
SOA/Avtec				-68.00	-68.00				0.00	-68.00	1
Ak Budget Motel				643.20	643.20				0.00	643.20	1
STEP/DOL to SSD					0.00				0.00	0.00	
					0.00				0.00	0.00	
					0.00				0.00	0.00	
					0.00				0.00	0.00	
					0.00				0.00	0.00	
					0.00				0.00	0.00	
					0.00				0.00	0.00	
					0.00				0.00	0.00	
Misc. Support Services					0.00				0.00	0.00	
PAGE 16 SUB-TOTALS	0.00	0.00	14781.20	3002.91	17784.11	0.00	14781.20	0.00	0.00	3002.91	
Amounts entered on the total line in this section would be transferred to the 77000 line on worksheet #1a.						Amounts entered on these total lines would not be carried forward to Worksheet #1a, which shows only expenditures by cost category and line item, but provides the kind of detail on vendors, type of training and participants that seemed to be in demand					
Prepared by:						Approved by:					
Signature			Date			Signature			Date		
Print Name/Title Rosemary Mill Accounting Technician						Print Name/Title Mark Mickelson Program Coordinator					



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State Training & Employment Program
Program Review for FY95 - FY97

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Employment Security Division

In cooperation with the
Alaska Department of Community & Regional Affairs,
Job Training Partnership Office
and the respective Service Delivery Areas

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EXECUTIVE SUMMARY

The State Training and Employment Program (STEP) served more than 1,000 new clients in both FY95 and FY96, then saw enrollments jump more than 40% in FY97.

Costs per active client have declined steadily between FY95 and FY97, falling from \$1,981 per client to \$1,640. Given the growth in the program, total expenditures have risen from \$2.347 million in FY95 to \$2.940 million in FY97.

In the past three years of the program five of six clients left under positive circumstances. Of FY96 applicants, 25% entered newly created jobs, and one in five entered vacated ones.

In FY97, slightly more than one-half of the program's clients were eligible to participate because they were drawing unemployment insurance (UI) benefits, while an additional 13% were unemployed but had exhausted their benefits. One in four clients were still employed when they entered STEP in that year, though for many of these their job loss was imminent.

In the four quarters before entering STEP, FY95 applicants filed 538 claims for UI and collected a total of over \$1,629,000. In the four quarters after completing STEP, only 345 claims were filed with a total value of \$811,000, a cost savings of more than 50 percent. These savings were slightly more than one-third the cost of the program, for a payback period of less than three years.

Comparisons with Alaska Permanent Fund Dividend records show that 93% of STEP applicants filed for a dividend either for the year prior to entering or the year in which they entered STEP.

Total wages for FY95 clients decreased slightly from \$12.5 million for the last four complete quarters prior to entering STEP to \$11.5 million for the first four complete quarters after leaving the program. Clients' average quarterly wages while working actually rose, increasing from \$4,682 prior to entering STEP to \$4,724 after leaving the program.

Wage changes were not consistent among racial and age groups or between the sexes. Younger clients showed the greatest gains in wages, while older workers posted generally lower wages after completing STEP. The race groups Alaska Natives/American Indians and Blacks showed higher wages after completing STEP, while other racial groups saw wage declines.

In FY97 37% of STEP clients were female, compared to 48% of the state's population and 42% of its labor force as recorded in the 1990 census.

Whites comprised 54% of all STEP clients in FY97, followed by Alaska Natives/American Indians at 30%, Blacks 7%, Hispanics at 5% and Asians/Pacific Islanders at 3%. This compares to Alaska's labor force composition of 80% White, 10% Alaska Native/American Indian, 4% Black, 1% Hispanic, and 4% Asian/Pacific Islander.

In FY97 slightly over one-half of STEP clients were being served by the Statewide Service Delivery Area (SDA), one-third by the Anchorage SDA, and the remainder by the Fairbanks SDA.

INTRODUCTION

This document is a continuation of the series of reports prepared by the Alaska Department of Labor reviewing the performance of the State Training and Employment Program (STEP). Information on STEP clients was provided to the Research and Analysis Section by the Department of Community and Regional Affairs' Job Training Partnership Office. This data provides the basis for analyzing the types of clients being served by STEP and their success in completing the program.

Research and Analysis staff also collected clients' employment and earnings histories and their use of unemployment insurance benefits from databases maintained by the Department of Labor. This information was used to quantify the benefits of STEP program participation for clients. Comparisons of a client's use of unemployment insurance prior to entering STEP and after leaving STEP give an indication as to the client's ability to find and maintain a job. Similarly, comparisons of a client's employment history and earnings pre- and post-STEP serve as an indicator of employability and value of their job skills.

SCOPE OF THIS REPORT

This report focuses on clients who entered the program during the last three complete fiscal years -- FY95 through FY97. Similar reports on the program's performance in earlier years are available for review.

Clients applying to STEP in FY96 were the most current group for which complete data was available to calculate such before-and-after performance measures. Insufficient time has elapsed to collect post-STEP employment and unemployment usage data for FY97 participants, although pre-STEP participation wages, UI usage data and clients' demographic information are available and were included in the analysis.

The reader should note that wage and unemployment insurance usage information is available only for those clients remaining in Alaska. For that reason, pre- and post-STEP results for those clients who entered or left the state within one year of STEP participation cannot be accurately compared. To get some indication as to the extent STEP participants entered and left Alaska, Permanent Fund Dividend records were used to track clients' residency.

BRIEF HISTORY AND PROGRAM OVERVIEW

STEP began serving clients in the latter half of fiscal year 1990 (FY90); the delayed start of the program meant only 138 clients received assistance that year. (See Figure 1.) By FY91 the program had seen a tenfold increase in the number of applicants. After a drop in FY92, the numbers of clients swelled to 1,500 new clients in FY94. The level of new applicants had fallen to just over 1,000 in both FY95 and FY96. Data for FY97, however, show more than 1,400 individuals applied to the STEP program.

The STEP program has three objectives as outlined in its original legislative intent language:

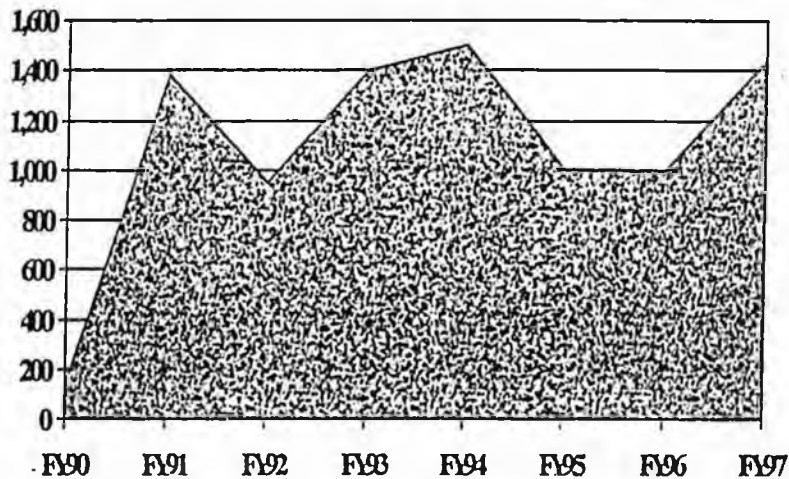
1. Help prevent future claims against unemployment benefits;
2. Foster new jobs by encouraging businesses to locate in Alaska due to the availability of a skilled labor force and lower unemployment costs;
3. Increase the training opportunities to those workers severely affected by fluctuations in the state economy or technological changes in the workplace.

In August 1996, the Alaska Human Resources Investment Council (AHRIC) and the departments of Labor and Community & Regional Affairs adopted measures to determine STEP's success in attaining the program's objectives. These measures were used in this report to evaluate the program's performance, and will be discussed more fully below.¹

ORGANIZATIONAL STRUCTURE OF THE STEP PROGRAM

Oversight of the STEP program is centered at the Alaska Human Resource Investment Council (AHRIC), while general management of the program is the responsibility of the Job Training Partnership Office (JTPO) within the Department of Community and Regional Affairs. The JTPO coordinates with three contracting agencies to provide client services to STEP participants. Currently the three contracting agencies are the Private Industry Councils covering the State's three Service Delivery Areas (SDAs).

Figure 1. STEP Applicants by Fiscal Year



¹ Applying the performance measures approved in FY97 to earlier data was done solely to provide *one measure* of the effectiveness of the STEP program *in the years being studied*. Any program's goals, and therefore the appropriate measures of success, can shift over time. Applying newly defined performance measures to prior years' results may not accurately reflect a program's actual performance, nor serve as an accurate predictor of future performance.

While the SDAs provided many services to the clients directly and were responsible for managing a client's training activities, they also contracted with other organizations to provide client services and they set up working partnerships to promote STEP activities. The diversity of types of contracting agencies was matched only by the diversity of services each agency provided. Typical contracting agencies included public and private post-secondary educational institutions, private for-profit and not-for-profit businesses, union apprenticeship and training trusts, tribal organizations, and economic development agencies. To broaden STEP's outreach programs and leverage its training resources, the SDAs often entered cooperative agreements with other agencies and associations to provide services. This helped hold down program costs while helping STEP reach more clients.

As shown in Table 1, the Statewide SDA enrolled the largest number of clients in each of the three years under review, accounting for between one-half and two-thirds of all enrollees.² All three SDAs showed marked increases in their number of applicants in FY97, with Fairbanks and the Statewide SDA leading in percentage growth rates. The reader should remember, however, that new applicants are joining clients enrolled from prior years who are continuing their STEP participation. When we look at the number of individuals being served by STEP in any given year, the numbers swell by 18 to 25 percent.

Table 1.

STEP Clients by Service Delivery Area

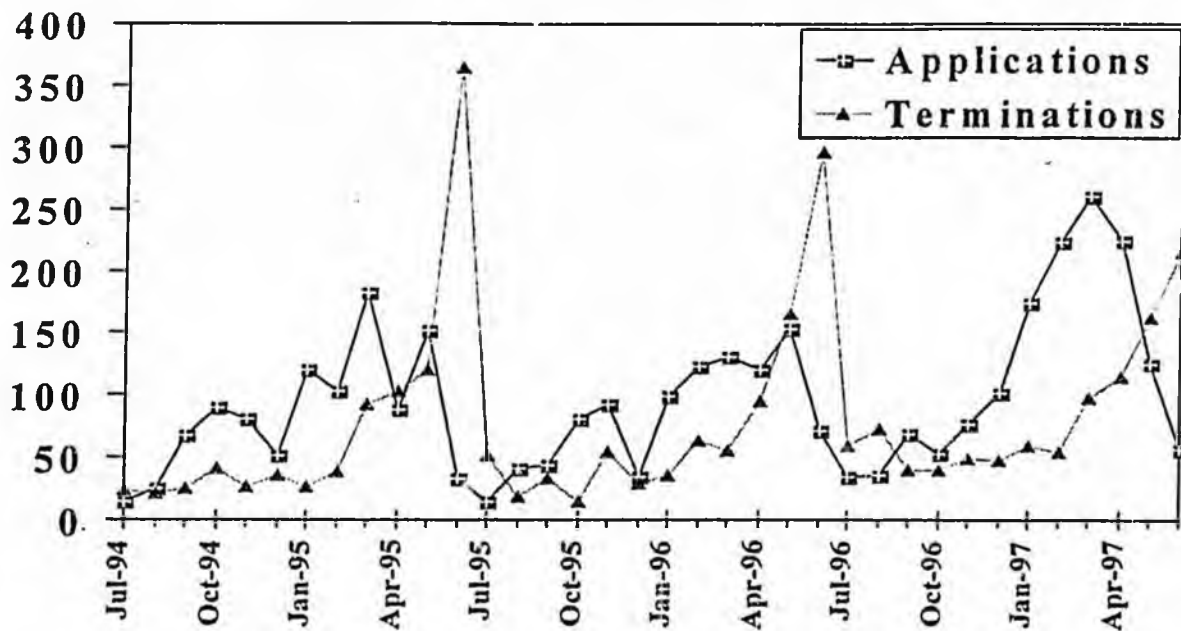
SDA	New Applicants			Total Participants		
	FY95	FY96	FY97	FY95	FY96	FY97
Statewide	688	583	804	747	686	995
Fairbanks	97	62	168	142	116	217
Anchorage	221	356	464	296	468	581
Total	1,006	1,001	1,436	1,185	1,270	1,793

Each of the SDAs shows a strong seasonal pattern in its activities, with the majority of applicants entering the program in the first four months of the calendar year. (See Figure 2.)

Unlike some other employment assistance and enhancement programs, STEP does not limit the number of times an individual may enroll in the program within a given time period. Given the broad range of the program's employment enhancement activities, it is apparent that clients can benefit from STEP participation at several different phases in their employment history. For example, a recently unemployed participant might require basic skills training in order to become employable. Later, STEP staffers could assist in finding a job, and finally additional STEP activities might be required to enhance the worker's job skills, allowing them to progress in their careers or protecting them from technological or structural changes.

² STEP clients can enroll in the program multiple times within a fiscal year. In calculating the number of enrollees and total participants, the same person can be counted multiple times. The incidents of such occurrences, however, are rare. For example, in FY95 STEP served 975 individuals, 1,173 in FY96, and 1,740 in FY97.

Figure 2. Applications & Terminations by Month



This latter type of training – skills enhancement to protect a worker from being terminated because they lack specific skills – is in fact one of the legislative objectives noted in the creation of the STEP program. This explains why one in ten STEP clients are actually employed at the time of their entrance into the program.

THE COST OF PROVIDING STEP SERVICES

Funding for the STEP program comes from employees' contributions to the Unemployment Insurance Trust Fund - 0.1% of all employees' contributions is made available to fund STEP programs. The investment of additional employment training and skills enhancement to STEP clients is intended to reduce clients' future reliance on the unemployment insurance system. In FY95, UI Trust Fund receipts were such that the STEP program was budgeted \$3.15 million, of which \$2.35 million was expended. For FY96 and FY97, expenditures were \$2.33 million and \$2.94 million, respectively.

As shown in Table 2, costs for serving an active STEP client have fallen more than 15 percent between FY95 and FY97, dropping from \$1,981 to \$1,640. Note that for this calculation we revert to the number of *active clients* in a given fiscal year to better represent the true cost of providing services.

Table 2.
STEP Expenditures by Fiscal Year

Fiscal Year	Total Expenditures in \$Millions	Active Clients	Cost Per Client
FY95	\$2.347	1,185	\$1,981
FY96	\$2.335	1,270	\$1,838
FY97	\$2.940	1,793	\$1,640

MEASURES OF THE PROGRAM'S SUCCESS

- **Reducing Future Claims Against Unemployment Insurance**

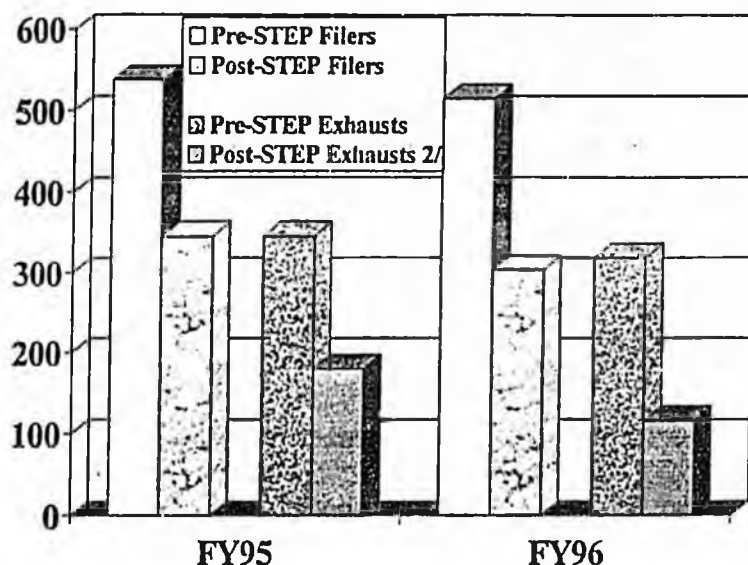
One of the stated goals of the STEP program is the reduction in future claims against unemployment benefits. For FY95 and FY96, the most recent years for which data are available³, significant drops in this measure were apparent. (See Figure 3.) UI claims for STEP participants applying in FY95 fell from 538 claims prior to their participation to 345 in the year after they completed STEP, a reduction of 36%. In FY96, a 41% reduction was experienced as claims fell from 514 to 303.

Fewer claims being filed led to fewer being exhausted, but the declines in exhausted claims was dramatic. For FY95 applicants, the number of claims exhausted following STEP participation was reduced by 48%, dropping from 345 exhausted claims prior to STEP participation to 180 for post-STEP participants. While the data for FY96 is still preliminary since not all post-STEP claims are yet closed, post-STEP claims are only 36% of their pre-STEP participation levels.

A reduction in the number of UI claims filed after completing the STEP program combined with a reduction in the amount of time STEP clients were drawing UI benefits resulted in a significant drop in costs to the Unemployment Insurance Trust Fund. As shown in Figure 4, benefits paid out of the fund in FY95 dropped from \$1,629,000 prior to clients entering STEP to \$811,000 after they had left the program, a reduction of over 50 percent. While still preliminary, the drop in FY96 currently stands at 58 percent.

³ Under the STEP performance measures, a comparison is made of UI records covering four complete quarters both before and after STEP participation. Information on the number of claims filed by FY95 and FY96 participants is complete. However, since claimants have one full calendar year to draw on a claim, two years must pass after STEP completion before a final measure of UI payments can be calculated. For this reason, data for FY96 post-STEP UI payments is preliminary, subject to an upward revision.

Figure 3. STEP Clients' UI Filings and Exhausts



Note that expenditures for STEP are recovered by the reduction in STEP clients' future dependence on unemployment insurance. If it is assumed that the skills STEP participants are provided and the work experience they acquire after leaving STEP remain with them for many years - and therefore keep them off the unemployment insurance registers - then the UI fund is fully reimbursed within three years. (See Table 3.)

Table 3. STEP Expenditures and Savings, FY95 & FY96

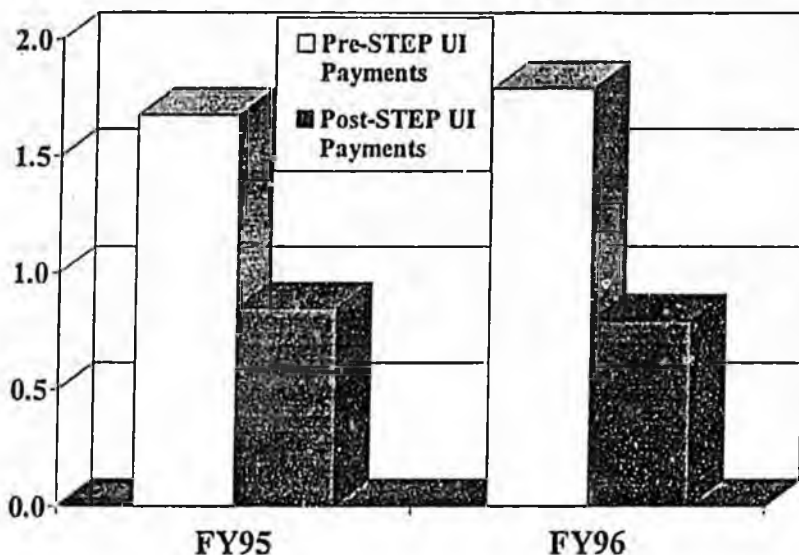
Fiscal Year	Total Expenditures in \$Millions	Single Year Reduction in UI Payments	Percentage Recovered in One Year	Years Required for Full Payback
FY95	\$2.347	\$818,301	35%	2.9
FY96**	\$2.335	\$917,561	39%	2.5

** Data for FY96 are preliminary, as some post-STEP unemployment claims are still open and being paid.

- Reducing the Share of STEP Participants Exhausting Their UI Benefits

Another goal of STEP is to reduce the percentage of clients exhausting their unemployment insurance benefits. A review of the records of STEP clients who filed unemployment claims shortly before entering the program was conducted to determine these clients' exhaustion rates. Those persons referred to STEP within 5 weeks of their initial UI claim or who filed for UI within 10 days of entering STEP were included in the analysis. If more than five weeks of benefits had already been paid to a client, the potential for STEP participation to greatly reduce a client's exhaustion probability was diminished.

Figure 4. UI Funds Paid to STEP Clients, Pre- and Post-STEP Participation, in \$ Millions



For FY95 applicants only a small percentage filed for UI within this narrow time frame – 111 clients or roughly 11 percent of all clients. Of these 111 clients, 61 exhausted their benefits. This represents a 55% exhaustion rate. This compares favorably to the exhaustion rates of pre-STEP participants not receiving early intervention, where 64% of all claims filed were exhausted. Exhaustion rates for these early intervention clients more closely matched the exhaustion rates of all UI

claimants in calendar year 1995. In that year, 41.6% of all claimants exhausted their benefits, which was the lowest exhaustion rate since 1981. The reader should note that STEP clients do not represent a random sample of the population and most face significant barriers to gaining employment. For this reason, the difference in exhaustion rates between STEP clients and the overall population is not unexpected. The barriers to employment faced by STEP clients are addressed in the section “Eligibility Criteria of STEP Clients” below.

- **Providing Skilled Workers and Lowering UI Costs to Attract New Businesses**

Another goal of the STEP program is to “foster new jobs by encouraging businesses to locate in Alaska due to the availability of a skilled labor force and minimized unemployment costs.” Reductions in unemployment insurance payments to STEP participants – which lead to reduced UI tax rates – were shown above. Additionally, administrative records show that of the 857 FY95 STEP applicants who successfully completed the program, 251 or 29% of them entered a newly created job (as opposed to filling a previously created but vacated position.) Results were even more impressive for FY96 applicants, where 353 or 48% of the 728 successful completers entered newly created jobs.

- **Increasing Resident Employment by Training Alaskans for Shortage Occupations**

The STEP performance measures approved in August 1996 identified additional measures of program success. These measures are to be applied to FY97 STEP participants, and place new emphasis on focusing training activities to meet specific needs in Alaska’s economy. For example, the Department of Labor now provides the JTPO with a listing of “shortage occupations,” or occupations where a large share of nonresidents are being employed. Being a new measure of program success, there is incomplete information on the number of STEP clients who entered such

occupations prior to FY97. In FY97, however, 774 STEP clients received occupational training and of these 276 found employment in shortage occupations.

By matching STEP clients' Social Security numbers to Alaska Permanent Fund records it was possible to determine their residency. For FY95 and FY96 applicants, 93% received a PFD check for the year prior to entering the program or the year in which they applied. (Such an analysis is not yet possible for FY97 applicants.)

- **Helping Workers Adapt to Technological or Economic Change**

Finally, the August 1996 performance measures set as a goal to "increase the training opportunities to those workers severely affected by fluctuations in the state economy or technological changes in the workplace." While this is in large part a measure of STEP's ability to recruit from a targeted population, such workers were well represented in the program in the past. Of FY95 applicants who successfully completed the program, over 35 percent had indicated this as one of their reasons for entering STEP. In FY96 the percentage dropped to 25%. Of those FY97 applicants who have completed the program, the share having suffered from economic fluctuations or technological change is again about 35%, slightly below the 40% goal set in the performance measures.

WAGE RECOVERY OF CLIENTS AFTER STEP PARTICIPATION

Another measure of STEP's success is "wage recovery," or the ability of STEP clients to earn comparable wages after finishing the program as compared to what they were able to earn prior to entering STEP. Clients entering the program often have been displaced from jobs that they held for some time and bring with them relatively stable incomes. In such cases, it is usually impossible to find a job at the same level of pay requiring the same skills with a different employer, and it is reasonable to expect their average incomes to decline. In both FY94 and FY95, approximately 45% of STEP clients worked in all four quarters prior to entering STEP, and the percentage increased slightly after participation.

As shown in Table 4, total wages earned for all STEP applicants did decline after their participation. In FY95 the decline was a particularly marked one, exacerbated by the closing of a large Anchorage employer which paid high wages. As expected, the decline was less for those STEP clients who successfully completed the program, and those clients who entered STEP with a job were able to maintain their incomes after leaving the program. Analysis was also performed to determine the average wage received by a STEP client when they were working, shown in Table 4 as the "Average Quarterly Wage." In both years, the average quarterly wage increased after a client finished STEP compared to their pre-STEP earnings.

Table 4.

Wages Earned & Quarters Worked by STEP Clients, Pre- & Post-STEP

	FY94		FY95	
	Pre-STEP Wages	Post-STEP Wages	Pre-STEP Wages	Post-STEP Wages
Total Wages Earned				
All Entrants	\$17,743,820	\$17,154,769	\$12,541,832	\$11,493,494
Entrants w/ Positive Terminations	\$16,387,301	\$16,014,448	\$11,381,408	\$10,785,159
Entrants Employed When Applying	\$1,958,057	\$2,066,485	\$1,197,622	\$1,185,756
Average Quarters Worked				
All Entrants	2.75	2.61	2.72	2.47
Entrants w/ Positive Terminations	2.80	2.68	2.72	2.56
Entrants Employed When Applying	2.79	2.69	2.42	2.59
Average Quarterly Wage				
All Entrants	\$4,340	\$4,418	\$4,681	\$4,724
Entrants w/ Positive Terminations	\$4,387	\$4,479	\$4,849	\$4,882
Entrants Employed When Applying	\$4,557	\$4,988	\$4,999	\$4,624

Wage changes were not evenly distributed among different demographic groups. (See Table 5.) Overall, women's wages declined more than men's after participating in STEP, while for racial groups Alaska Natives, American Indians, and Blacks experienced wage increases after STEP.

The most dramatic difference in earnings change was noted by the age of the client. Younger participants showed marked increases in their wages after completing STEP. As the age of the client increased, post-STEP earnings declined sharply. Closer examination of the clients' characteristics show that the vast majority of older clients entered STEP either receiving or having exhausted their UI benefits. These persons likely had longer tenures with an employer than did younger clients, and were receiving higher pay. By contrast, many of the younger clients entered STEP not eligible for UI and with little work history.

Table 5.

Wages Earned by STEP Client Characteristics, FY95

	Pre-STEP Wages	Post-STEP Wages	Percentage Change
Males	\$8,904,721	\$8,218,177	-7.7%
Females	\$3,637,110	\$3,275,316	-9.9%
Whites	\$12,123,458	\$11,350,840	-6.4%
Alaska Natives/Amer. Indians	\$4,003,749	\$4,347,033	8.6%
Blacks	\$546,564	\$591,650	8.2%
Hispanics	\$495,696	\$328,573	-33.7%
Asians/Pacific Islanders	\$574,352	\$536,672	-6.6%
Less than 25 years old	\$1,003,918	\$1,580,684	57.5%
25 to 34	\$3,706,741	\$3,933,645	6.1%
35 to 44	\$4,111,940	\$3,644,653	-11.4%
45 to 54	\$2,834,095	\$1,767,069	-37.6%
55 years old and over	\$885,134	\$567,440	-35.9%

ELIGIBILITY CRITERIA OF STEP CLIENTS

STEP clients must meet certain criteria to be admitted into the program. The criteria reflect the participant's labor force status, and most STEP participants were eligible for the program because they were receiving UI benefits. Clients who had exhausted their UI benefits or who were working part-time jobs and not eligible for benefits represented the bulk of remaining STEP participants. Table 6 shows the eligibility reasons for entrants for fiscal years 1995 through 1997.

Table 6.

STEP Eligibility Criteria by Fiscal Year

Eligibility Reason	FY95	FY96	FY97
Unemployed, Receiving Benefits	557	602	749
Not UI Eligible - Part Time Employment	133	116	220
Unemployed, Exhausted Benefits	148	117	194
Employed, Job Loss Likely	26	26	96
Not UI Eligible - Insufficient Wages	35	34	76
Employed, Job Skills Change Required	73	10	57
Not UI Eligible - Trainee	20	52	25
Unknown/Other	14	44	19

In many cases STEP clients face additional hardships in addition to their basic eligibility criteria. The program keeps records on additional barriers faced by clients in finding employment. Table 7 shows a partial listing of these problems and the numbers of clients suffering from them. Since these are not exclusive categories, many clients enter STEP facing several of these problems simultaneously.

Table 7.

Additional Client Characteristics

	FY95	FY96	FY97
Below Poverty-level Income	206	241	525
Household on Food Stamps	100	62	182
Household on AFDC/ATAP	71	40	120
Long-term AFDC/ATAP recipient	10	9	28
Homeless	4	8	26
Household receiving General Assistance	21	10	16
Household receiving Supt'l Security Income	11	12	17
Handicapped			
Substantial	15	28	41
Yes, but not a barrier	20	19	68
Criminal Offender			
Felon	13	18	51
Misdemeanor	30	33	110

DEMOGRAPHIC CHARACTERISTICS OF STEP CLIENTS

Further analysis of the information provided by STEP clients show that in FY97 Whites comprised 54% of the client population, followed by Alaska Natives/American Indians at 30%. (See Table 8.)

These racial breakouts of STEP clients are in contrast to the state's racial mix as reported in the 1990 census of 75% White, 16% Alaska Natives/American Indians, and slightly over 4% each for Blacks and Asian and Pacific Islanders.⁴ Differences in labor force participation rates among the groups exacerbate these differences. In the overall labor force, Whites account for 80% and Alaska Natives/American Indians only 10% of all participants.

Like the racial composition of STEP clients, the ratio of male to female clients being served by STEP differs from the overall population as recorded in the 1990 census. While females represent about 48 percent of the state's total population, their STEP representation is more indicative of their labor force participation rates than are the breakouts by race. In 1990, 42 percent of the labor force was female, which more closely reflects the percentage of women being served by the STEP program.

Table 8.

Demographic Characteristics of STEP Applicants by Fiscal Year

	FY95		FY96		FY97		1990 Census
	Count	Percent	Count	Percent	Count	Percent	Percent**
Males	632	63%	674	67%	902	63%	53%
Females	374	37%	329	33%	534	37%	47%
Whites	551	55%	582	58%	781	54%	76%
AK Natives/Amer. Indians	376	37%	324	32%	437	30%	16%
Blacks	34	3%	44	4%	101	7%	4%
Hispanics	29	3%	26	3%	78	5%	3%
Asians/Pacific Islanders	16	2%	27	3%	39	3%	4%
19 to 25 years old	176	17%	175	17%	203	14%	13%
25 to 34 years old	326	32%	323	32%	433	30%	31%
35 to 44 years old	291	29%	335	33%	451	31%	27%
45 to 54 years old	170	17%	128	13%	282	20%	14%
55 years old and over	43	4%	42	4%	67	5%	15%

** Comparable percent of Alaska's population from the 1990 census. Note that in the 1990 census, "Hispanic Origin" was not a racial group so 1990 census race totals do not add to 100%.

⁴ 1990 Census of Population, Social and Economic Characteristics, Alaska. U.S. Department of Commerce. Bureau of the Census.

Except for two notable exceptions, the age of STEP applicants closely follows that of the overall population. The exceptions occur at the last two older aged categories, where clients between 45 and 54 years of age are much more prominent in the STEP program than they are in the population as a whole, and in the 55 and over age groups, from which STEP draws few applicants.

SEPARATING FROM STEP - HOW CLIENTS LEFT THE PROGRAM

As would be expected, STEP clients terminated their participation in the program for a variety of reasons. Some entered newly created jobs, others filled vacated ones, and some clients had never been without a job during their participation in STEP. All of these persons were considered to have terminated their association with the STEP program in a positive manner. More than four out of five clients were in this category. The rest left the program for a variety of reasons, which are listed in Table 9.

Table 9.

Clients' Termination by Year

Termination Reason	FY95	FY96	FY97
Entered Vacated Job**	98	180	267
Protected against Economic/Technical Change**	288	214	248
Entered New Job**	379	212	216
Entered Employment**	10	51	94
Cannot Locate	9	15	27
Refused to Continue	4	15	15
Moved from Area	2	7	14
UI Clients Received Employment Assistance**	82	71	13
Health/Medical Problems	6	6	6
All Other Terminations	93	94	36
TOTAL TERMINATIONS	971	865	936
Percent Positive Terminations:	88.3%	84.2%	89.5%
Percent of Clients Not Yet Terminated:	0.4%	6.8%	30.1%

** Denotes a Positive Termination as defined by the STEP program objectives.

A review of the termination reasons based on the client's sex, race or age showed only slight - and somewhat expected - differences among groups. For example, younger workers were more likely to enter the program unemployed than were older ones. This meant a larger share of younger workers left the program entering a new or recently vacated job. Older workers, on the other hand, were more likely to use STEP training to enhance their job skills so that they could maintain their current employment and protect against technological and economic fluctuations.

There was also little difference among the SDAs in the overall percentage of positive terminations, but there were greater differences in the types of these terminations. Overall around 85 percent of clients left the program for positive reasons. In the Anchorage/Mat-Su SDA, the vast majority left to enter newly created jobs, while in the Fairbanks SDA a large majority of clients were training to

better weather changes in the economy. (See Table 10.) The Statewide SDA saw equal shares of its clients in these two categories, but saw much larger shares entering vacated jobs than the other areas. Given the more rapid employment growth in urban Alaska when compared to rural Alaska, such regional differences in the types of job placements should be expected.

Table 10.

Clients' Termination Reasons by SDA, FY96

Termination Reason	Statewide	Fairbanks	Anchorage
Entered Vacated Job**	88	6	86
Protected against Economic/Technical Change**	128	24	62
Entered New Job**	98		109
Entered Employment**	50	5	1
Cannot Locate Client	10	1	4
Refused to Continue	6	1	8
Moved from Area	1	2	4
UI Clients Received Employment Assistance**	70	1	
Health/Medical Problems	1		5
All Other Terminations	50	5	35
TOTAL TERMINATIONS	502	45	314
Percent Positive Terminations:	86.5%	80.0%	82.2%

** Denotes a Positive Termination as defined by the STEP program objectives.

State Training and Employment Program



STEP: Stairway to Career Success



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