

# MAINE STATE LEGISLATURE

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**Activities Report  
under the**

**Workforce Investment Act  
Title 26 MRSA Section 3101**

July 1, 2013 to June 30, 2014

Presented to the  
**Joint Standing Committee on  
Labor, Commerce, Research and  
Economic Development**

September 16, 2014

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## Introduction

This is the annual report of activities under the Workforce Investment Act (WIA) as required by 26 MRSA §3101.

Annual expenditures and activities occur within a Program Year (PY), from July 1 to June 30. The time frame for this report — July 1, 2013 through June 30, 2014 — corresponds to state Fiscal Year 2014.

WIA funding allocations are highlighted in the Budget section of this report. WIA has three funding streams: Adult, Dislocated Worker and Youth. Funds for these programs are appropriated by Congress and are allocated annually by law and by formula to states. The Maine Department of Labor, Bureau of Employment Services (BES), receives the allocation that is then distributed to Maine's four local areas and five service providers by the same formula that is used for the state allocations. Illustrated in this report are the WIA Adult and Dislocated Worker funding streams. The allocation for Youth is excluded from the statute governing this report.

## Summary of Workforce Funding and Service Outcomes

Job seekers and employers are able to access numerous federal, state and local programs through Maine's CareerCenter. The use of WIA funds for actual training of individuals is relatively small. However, the use of WIA funds to leverage other resources is a large contribution to the workforce investment effort. WIA funds are spent on the infrastructure of the CareerCenter system to integrate many other resources designed to find employment for those who seek it.

## CareerCenter Performance Highlights

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CareerCenter services are geared toward connecting businesses with jobseekers by offering employers recruitment, screening, job matching assistance and workforce training free of charge.

- In program year 2013, **75,057** individuals registered with the Maine Job Bank.
- Employers posted **52,146** job openings on the Maine Job Bank.
- Through the Maine Job Bank, **over 4,500,000** referral notifications were sent out to profiles that matched job openings.
- In PY13, **188,828** job referrals were accepted from the Maine Job Bank.
- **Workforce Investment Act** training programs target primarily low-skilled, low-wage workers. Services are designed to provide:
  - intensive counseling and career development
  - basic skills (math, computer, etc.)
  - literacy (reading and writing)
  - occupational skills training (welders, accountants, radiologists, etc.).
- With limited training dollars, we were able to serve **832** adults, **713** unemployed workers and **822** youth
  - On average, approximately **82.0%** found jobs
  - **87.5%** of the adults served were still working more than six months after placement
  - Approximately **82.7%** of the older youth (ages 19-21) served were still working six months after placement.
- Training services focus on providing a skills-based credential such as a diploma or equivalency, certificate or degree.
  - **65.9%** of the adults served received a credential
  - **47.7%** of the youth served received a credential
- We measure skill attainment for youth when they successfully complete a goal such as improving basic skills (reading and math), work readiness skills (resume', interviewing, time management, budgeting) and/or occupational skills (medical assistant, welder and accountant). In program year 2013, **76.7%** of the youth served successfully completed some type of skill goal.

## Specific Program Highlights

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### Trade Adjustment Assistance

The number of individuals enrolled and the number of companies certified in the Trade Adjustment Act (TAA) program decreased during the last year. Funds from the TAA were used towards training expenses for **525** workers. Overall, the Trade Adjustment Act program provided reemployment services to **976** individuals.

#### TAA program outcomes for PY 13:

Entered Employment Rate:	76.70%
Retention Rate:	92.70%
Average Earnings:	\$16,726

The following summary of other federal and state programs and outcomes for PY 13 illustrates the extent to which WIA funds help to leverage resources and contribute to workforce development:

### National Emergency Grants

In PY 13, The Bureau of Employment Services and local workforce boards responded to a couple of downsizing and closure events by applying for and administering National Emergency Grants (NEGs). We applied for and received two new NEG awards during the period July 1, 2013 through June 30, 2014.

#### New NEG's awarded in PY13:

Maine Military Authority (Additional)	\$ 463,144
Lincoln Paper & Tissue	\$ 256,696
<b>Total New NEG awards for PY13:</b>	<b>\$ 719,840</b>

The Bureau of Employment Services and local workforce board continued activities to assist workers who were affected by downsizing through the other NEG project for Maine Military awarded in prior years.

Through PY 13, a total of 174 workers received work search assistance and training in these NEG projects, with a 86.05% entered employment rate.

## Highlights of the Program Activities Report in Table A

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- Average wages at exit for core/intensive and training services represent what customers reported to their case managers when they left the program.
- The most accurate barometer of wage earnings comes from six-month follow-up data obtained from the Bureau of Unemployment Compensation's wage data system. For those in the adult program, the statewide activities report in Table B shows that, on average, adults are earning **\$11,556** for the six-month period in the second and third quarter after exiting the program. Computer programmers at the Maine Department of Labor (MDOL) use a formula that translates this figure to a statewide adult average hourly wage of **\$11.11**. This is only an estimate, as the wage data system includes only summary wages reported by employers. The wage database does not report wages by the hour, but rather the earnings reported in the aggregate for each worker. The most accurate figure is the **\$11,556** that counts post-program average earnings posted. These figures will fluctuate through September 30, 2014, because of the six-month follow-up time frame for people exiting the program up through March, 2014.
- As with the adult program, the most accurate barometer of wage earnings for dislocated workers derives from the follow-up data obtained from the wage data system for the six-month period in the second and third quarter after exiting the program. For those in the dislocated worker program, the statewide activities report shows that on average, dislocated workers earned **\$15,048** for the six-month period after exiting the program. Computer programmers at the Maine Department of Labor (MDOL) use the same formula as with adults to translate this figure to a statewide dislocated worker average hourly wage of **\$14.47**. The same time frame principle applies to dislocated workers. Numbers will be final at the end of 2014.
- The three primary vehicles for obtaining marketable occupational skills are classroom instruction, on-the-job training and customized occupational training (please see the Glossary for specific definitions), with the latter two being employer based. Ten customized trainings occurred during the program year and fourteen on-the-job trainings occurred through specific employers.

**Table A Activities Report for the Workforce Investment Act of 1998**

July 1, 2013 – June 30, 2014

Item	Statewide	ACAP	EMDC	Goodwill	Labor	WMCA
<b>Total Receiving Limited Assistance Universal Access Core Services</b>	75,060	6,204	14,491	29,544	18,058	14,853
<b>Adults and Dislocated Workers Receiving Assisted Core and Intensive Services</b>	1,223	83	236	549	208	147
<b>Adults and Dislocated Workers Exiting Assisted Core and Intensive Services</b>	138	11	32	39	42	14
<b>Wage Rates and Benefits Information at Exit</b>						
Adults and Dislocated Workers Exiting to Part-time Employment	12	1	2	4	4	1
Adults and Dislocated Workers Exiting to Full-time Employment	75	5	21	22	21	6
Adults and Dislocated Workers Receiving Benefits	69	5	18	20	20	6
Adults and Dislocated Workers Receiving Health Insurance	46	1	15	15	10	5
Average Wage	\$12.91	\$11.10	\$12.34	\$13.04	\$13.45	\$13.98
<b>Training</b>						
Adults and Dislocated Workers Receiving Occupational Skills Training through Classroom Training Vouchers (Contracts or Individual Training Accounts), On-the-Job Training (OJT) or Customized Occupational Training (COT)	801	83	179	289	151	99
Type of Training Institution						
University	226	35	66	41	74	10
Technical College	321	80	46	32	161	2
Adult Education	251	16	91	102	24	18
Secondary School	13	0	8	5	0	0
Proprietary School	70	0	23	29	16	2
Employer Based	70	0	6	58	4	2
Other	299	19	43	103	14	120
Adults and Dislocated Workers Exiting from Occupational Skills Training	780	65	116	376	114	109
Wage Rates and Benefits at the time of exit from Occupational Training						
Exiting to Part-time	102	10	5	46	19	22

**Workforce Investment Act Activities Report**

Item	Statewide	ACAP	EMDC	Goodwill	Labor	WMCA
Employment						
Exiting to Full-time Employment	434	36	84	190	63	61
Average Wage at Exit	\$12.81	\$11.63	\$12.31	\$13.36	\$13.10	\$12.15
Number Receiving Benefits	415	38	71	193	60	53
Number Receiving Health Insurance	288	24	40	143	38	43
Number who became licensed or certified to perform a particular job or received academic degree or equivalent as result of participation in WIA	181	21	48	74	19	19
Clothing	50	2	37	8	3	0
Medical	10	0	6	2	1	1
Housing	1	0	1	0	0	0
Subsistence	0	0	0	0	0	0
Transportation	411	37	172	114	71	17
Family Care	22	2	8	1	10	1
Needs Related Payments	0	0	0	0	0	0
Other	18	0	6	7	0	5
Adult Average Earnings	\$11,556	\$11,883	\$10,005	\$13,425	\$11,594	\$9,166
Adult Average Hourly Wage	\$11.11	\$11.43	\$9.62	\$12.91	\$11.15	\$8.81
Dislocated Worker Average Wage	\$15,048	\$13,426	\$13,584	\$17,095	\$13,790	\$12,014
Dislocated Worker Average Hourly Wage	\$14.47	\$12.91	\$13.06	\$16.44	\$13.26	\$11.55

## Highlights of the program expenditure reports Tables B through G

- Total expenditures include PY 2013 allocations plus carry over from PY 2012.
- Overall training expenditures equal the sum of training plus supportive services. To illustrate, the statewide summary report in Table B shows that, of total expenditures, \$858,811 was spent on occupational skills training and \$221,246 on supportive services. The specific grants break down as follows for PY13:

**Table B**

Grant	Total Available	Total Expenditures	Training and Supportive Service Expenditures	Percentage Expended on Training and Supportive Services
<b>Adults</b>	\$2,986,432	\$1,998,948	\$514,788	25.75%
<b>Dislocated Workers</b>	\$2,982,981	\$2,178,381	\$565,269	25.95%
<b>10%</b>	\$0	\$0	\$0	NA
<b>General Fund</b>	\$0	\$0	\$0	NA

Table C

Statewide Aggregate		Quarter Ending: June 30, 2014		
	Adult	Dislocated Worker	CareerCenter Funds, Me GF	Total
<b>Total One-Year Availability</b>	2,986,432	2,982,981	0	5,969,413
<b>Salaries and Benefits</b>	940,278	1,005,277	0	1,945,555
<b>Equipment/Maintenance</b>	11,788	17,181	0	28,969
<b>Supplies/Materials</b>	11,322	10,775	0	22,097
<b>Rent</b>	106,924	125,428	0	232,352
<b>Utilities</b>	7,577	12,272	0	19,849
<b>Telephone/Communication</b>	18,117	25,666	0	43,783
<b>Postage</b>	1,591	1,583	0	3,174
<b>Travel</b>	18,628	18,348	0	36,976
<b>Other, Miscellaneous</b>	367,935	396,582	0	764,517
<b>All Other Sub-total:</b>	543,882	607,835	0	1,151,717
<b>Training Account/Tuition</b>	348,176	436,191	0	784,367
<b>On-The-Job Training</b>	46,645	27,366	0	74,011
<b>Customized Training</b>	433	0	0	433
<b>Training Sub-total:</b>	395,254	463,557	0	858,811
<b>Clothing</b>	1,612	1,329	0	2,941
<b>Medical</b>	2,735	2,375	0	5,110
<b>Housing</b>	100	0	0	100
<b>Transportation</b>	88,944	76,787	0	165,731
<b>Child Care</b>	17,194	12,685	0	29,879
<b>Needs Related Payments</b>	0	0	0	0
<b>All Other Support Services</b>	8,949	8,536	0	17,485
<b>Support Services Sub-total:</b>	119,534	101,712	0	221,246
<b>Grand Totals:</b>	1,998,948	2,178,381	0	4,177,329

Table D

<b>Local Area 1:</b> <b>Aroostook County Action Program</b> <b>Quarter Ending: June 30, 2014</b> <b>Maine Department of Labor</b>				
	<b>Adult</b>	<b>Dislocated Worker</b>	<b>CareerCenter Funds, Me GF</b>	<b>Total</b>
<b>Total One-Year Availability</b>	351,379	261,096	0	612,475
<b>Salaries and Benefits</b>	102,340	95,025	0	197,365
<b>Equipment/Maintenance</b>	0	0	0	0
<b>Supplies/Materials</b>	1,104	964	0	2,068
<b>Rent</b>	7,843	5,812	0	13,655
<b>Utilities</b>	0	0	0	0
<b>Telephone/Communication</b>	1,802	1,551	0	3,353
<b>Postage</b>	352	287	0	639
<b>Travel</b>	2,763	2,329	0	5,092
<b>Other, Miscellaneous</b>	37,843	31,514	0	69,357
<b>All Other Sub-total:</b>	51,707	42,457	0	94,164
<b>Training Account/Tuition</b>	45,948	44,604	0	90,552
<b>On-The-Job Training</b>	6,923	0	0	6,923
<b>Customized Training</b>	0	0	0	0
<b>Training Sub-total:</b>	52,871	44,604	0	97,475
<b>Clothing</b>	0	0	0	0
<b>Medical</b>	462	185	0	647
<b>Housing</b>	0	0	0	0
<b>Transportation</b>	33,381	12,239	0	45,620
<b>Child Care</b>	13,844	4,195	0	18,039
<b>Needs Related Payments</b>	0	0	0	0
<b>All Other Support Services</b>	1,727	2,064	0	3,791
<b>Support Services Sub-total:</b>	49,414	18,683	0	68,097
<b>Grand Totals:</b>	256,332	200,769	0	457,101

Table E

Local Area 2: Eastern Maine Development Corp Quarter Ending: June 30, 2014				
	Adult	Dislocated Worker	CareerCenter Funds, Me GF	Total
<b>Total One-Year Availability</b>	595,303	589,676	0	1,184,979
<b>Salaries and Benefits</b>	227,066	209,302	0	436,368
<b>Equipment/Maintenance</b>	0	0	0	0
<b>Supplies/Materials</b>	2,209	1,501	0	3,710
<b>Rent</b>	0	0	0	0
<b>Utilities</b>	0	0	0	0
<b>Telephone/Communication</b>	375	386	0	761
<b>Postage</b>	280	224	0	504
<b>Travel</b>	3,029	3,822	0	6,851
<b>Other, Miscellaneous</b>	138,648	126,219	0	264,867
<b>All Other Sub-total:</b>	144,541	132,152	0	276,693
<b>Training Account/Tuition</b>	99,978	144,563	0	244,541
<b>On-The-Job Training</b>	3,264	9,619	0	12,883
<b>Customized Training</b>	0	0	0	0
<b>Training Sub-total:</b>	103,242	154,182	0	257,424
<b>Clothing</b>	690	729	0	1,419
<b>Medical</b>	995	1,295	0	2,290
<b>Housing</b>	100	0	0	100
<b>Transportation</b>	11,836	27,968	0	39,804
<b>Child Care</b>	1,550	4,180	0	5,730
<b>Needs Related Payments</b>	0	0	0	0
<b>All Other Support Services</b>	1,072	2,815	0	3,887
<b>Support Services Sub-total:</b>	16,243	36,987	0	53,230
<b>Grand Totals:</b>	491,092	532,623	0	1,023,715

Table F

<b>Local Area 3:</b> <b>Western Maine Community Action</b> <b>Quarter Ending: June 30, 2014</b> <b>Maine Department of Labor</b>				
	<b>Adult</b>	<b>Dislocated Worker</b>	<b>CareerCenter Funds, Me GF</b>	<b>Total</b>
<b>Total One-Year Availability</b>	1,022,364	1,000,350	0	2,022,714
<b>Salaries and Benefits</b>	394,277	387,623	0	781,900
<b>Equipment/Maintenance</b>	10,423	12,952	0	23,375
<b>Supplies/Materials</b>	4,065	4,198	0	8,263
<b>Rent</b>	54,278	40,657	0	94,935
<b>Utilities</b>	0	1	0	1
<b>Telephone/Communication</b>	10,056	10,245	0	20,301
<b>Postage</b>	382	408		790
<b>Travel</b>	4,980	5,044		10,024
<b>Other, Miscellaneous</b>	95,716	94,952	0	190,668
<b>All Other Sub-total:</b>	179,900	168,457	0	348,357
<b>Training Account/Tuition</b>	135,353	97,923	0	233,276
<b>On-The-Job Training</b>	220	0	0	220
<b>Customized Training</b>	0	0	0	0
<b>Training Sub-total:</b>	135,573	97,923	0	233,496
<b>Clothing</b>	401	0	0	401
<b>Medical</b>	730	0	0	730
<b>Housing</b>	0	0	0	0
<b>Transportation</b>	26,880	15,196	0	42,076
<b>Child Care</b>	1,169	1,870	0	3,039
<b>Needs Related Payments</b>	0	0	0	0
<b>All Other Support Services</b>	4,477	2,637	0	7,114
<b>Support Services Sub-total:</b>	33,657	19,703	0	53,360
<b>Grand Totals:</b>	743,407	673,706	0	1,417,113

Table G

<b>Local Area 4:</b> <b>Goodwill Industries of Northern</b> <b>New England</b>				
<b>Quarter Ending: June 30, 2014</b>				
	<b>Adult</b>	<b>Dislocated Worker</b>	<b>CareerCenter Funds, Me GF</b>	<b>Total</b>
<b>Total One-Year Availability</b>	1,017,386	1,131,859	0	2,149,245
<b>Salaries and Benefits</b>	216,595	313,327	0	529,922
<b>Equipment/Maintenance</b>	1,365	4,229	0	5,594
<b>Supplies/Materials</b>	3,944	4,112	0	8,056
<b>Rent</b>	44,803	78,959	0	123,762
<b>Utilities</b>	7,577	12,271	0	19,848
<b>Telephone/Communication</b>	5,884	13,484	0	19,368
<b>Postage</b>	577	664	0	1,241
<b>Travel</b>	7,856	7,153	0	15,009
<b>Other, Miscellaneous</b>	95,728	143,897	0	239,625
<b>All Other Sub-total:</b>	167,734	264,769	0	432,503
<b>Training Account/Tuition</b>	66,897	149,101	0	215,998
<b>On-The-Job Training</b>	36,238	17,747	0	53,985
<b>Customized Training</b>	433	0	0	433
<b>Training Sub-total:</b>	103,568	166,848	0	270,416
<b>Clothing</b>	521	600	0	1,121
<b>Medical</b>	548	895	0	1,443
<b>Housing</b>	0	0	0	0
<b>Transportation</b>	16,847	21,384	0	38,231
<b>Child Care</b>	631	2,440	0	3,071
<b>Needs Related Payments</b>	0	0	0	0
<b>All Other Support Services</b>	1,673	1,020	0	2,693
<b>Support Services Sub-total:</b>	20,220	26,339	0	46,559
<b>Grand Totals:</b>	508,117	771,283	0	1,279,400

## Individual Training Accounts

Table H includes a list of eligible institutions and programs that provided education or training to adults and dislocated workers with an Individual Training Account (ITA).

**Table H**

Statewide Training Providers July 1, 2013 - June 30, 2014		
TRAINING PROVIDER	LOCATION	
A & B WELDING LLC	UNION	ME
A PLUS PET GROOMING INC	NEW GLOUCESTER	ME
ADULT EDUCATION	AUGUSTA	ME
ADULT EDUCATION	TURNER	ME
AMETHYST TRAINING & CONSULTING	SOUTH GARDINER	ME
ANIMAL REFUGE LEAGUE	WESTBROOK	ME
ASA C ADAMS SCHOOL	ORONO	ME
AUBURN FIRE DEPT ENGINE 5	AUBURN	ME
AUGUSTA, CITY OF	AUGUSTA	ME
AUSTER DMD PA, MITCHELL	LEWISTON	ME
AVX CORP	BIDDEFORD	ME
BANGOR HIGH SCHOOL	BANGOR	ME
BANGOR SCHOOL DEPARTMENT	BANGOR	ME
BATH MIDDLE SCHOOL	BATH	ME
BEAL COLLEGE	BANGOR	ME
BEECH HILL FARM	MT DESERT	ME
BELLA LUNA TOYS INC	ROCKLAND	ME
BENS FLOORING & DESIGN CENTER	SACO	ME
BIDDEFORD ADULT EDUCATION	BIDDEFORD	ME
BIDDEFORD HIGH SCHOOL	BIDDEFORD	ME
BIRCH BAY VILLAGE RETIREMENT C	BAR HARBOR	ME
BLACKBOARD DELI, THE	ROCKLAND	ME
BOARD OF EDUCATION AND SUPT'S	AUGUSTA	ME
BUCKSPORT HIGH SCHOOL	BUCKSPORT	ME
CAPILLO SCHOOL OF HAIR DESIGN	AUGUSTA	ME
CAREERCENTER	AUGUSTA	ME
CAREERCENTER	CALAIS	ME
CAREERCENTER	RUMFORD	ME
CAREERCENTER	WILTON	ME

### Statewide Training Providers July 1, 2013 - June 30, 2014

TRAINING PROVIDER	LOCATION	
CENTRAL LINCOLN COUNTY SCHOOL	DAMARISCOTTA	ME
CENTRAL MAINE COMMUNITY COLLEGE	AUBURN	ME
CENTRAL MAINE HEALTHCARE CORP	LEWISTON	ME
CENTRAL MAINE MEDICAL CENTER	LEWISTON	ME
CENTRAL OFFICE	BUCKSPORT	ME
CITY OF BATH	BATH	ME
CITY OF BIDDEFORD	BIDDEFORD	ME
COLLEGE OF THE ATLANTIC	BAR HARBOR	ME
CONY	AUGUSTA	ME
DOWNEAST MARITIME INC	FREEDOM	ME
EASTERN MAINE COMMUNITY COLLEGE	BANGOR	ME
EASTERN MAINE DEVELOPMENT CORP	BANGOR	ME
EDWARD LITTLE HIGH SCHOOL	AUBURN	ME
EMBRY RIDDLE AERONAUTICAL	LIMESTONE	ME
EMERY STREET GROUP HOME	SOUTH PORTLAND	ME
EVERGREEN HOME PERFORMANCE LLC	ROCKLAND	ME
EXPERT STAFFING OF MAINE LLC	LEWISTON	ME
F H C INC	BOWDOIN	ME
FAIRFIELD INN	SCARBOROUGH	ME
FALMOUTH HOUSE AT OCEANVIEW	FALMOUTH	ME
FIBER MATERIALS INC	BIDDEFORD	ME
FLUID IMAGING TECHNOLOGIES INC	YARMOUTH	ME
GILLESPIE & ASSOCIATES INC, R	SACO	ME
GOODWILL INDUSTRIES OF NORTHER	AUGUSTA	ME
GOODWILL INDUSTRIES OF NORTHER	PORTLAND	ME
GREAT WORKS INTERNET	PORTLAND	ME
H & R BLOCK-WATERTOWN	WATERTOWN	ME
H M THOMAS ASSOCIATES INC	BRUNSWICK	ME
HELPING HANDS	WINSLOW	ME
HUSSON UNIVERSITY	BANGOR	ME
HUSSON UNIVERSITY	SOUTH PORTLAND	ME
INFORMATION TECHNOLOGY EXCHANGE	SEARSPORT	ME
JC EHRlich COMPANY INC	WYOMISSING	PA
KAPLAN INC	PORTLAND	ME

### Statewide Training Providers July 1, 2013 - June 30, 2014

TRAINING PROVIDER	LOCATION	
KAPLAN UNIVERSITY	LEWISTON	ME
KENNEBEC VALLEY COMMUNITY COLL	FAIRFIELD	ME
LEARNING CENTER	CARIBOU	ME
LEAVITT HIGH & TRIPP JR HIGH	TURNER	ME
LEWISTON HIGH SCHOOL	LEWISTON	ME
LOWER KENNEBEC REGION	BATH	ME
M S A D 52	TURNER	ME
M S A D 61/CENTRAL OFFICE	BRIDGTON	ME
MAINE BUSINESS REGULATION (DEP	GARDINER	ME
MAINE CRIMINAL JUSTICE ACADEMY	VASSALBORO	ME
MAINE DEPARTMENT OF PUBLIC SAF	AUGUSTA	ME
MAINE ENERGY MARKETERS ASSOCIA	BRUNSWICK	ME
MAINE OXY ACETYLENE SUPPLY CO	AUBURN	ME
MANCHESTER SCHOOL	WINDHAM	ME
MARANACOOK AREA SCHOOLS	READFIELD	ME
MASSABESIC HIGH SCHOOL	WATERBORO	ME
MCGOWAN INC, JILL	PORTLAND	ME
MOLNLYCKE HEALTH CARE US LLC	BRUNSWICK	ME
MORSE HIGH SCHOOL	BATH	ME
MOUSAM VALLEY MUSHROOMS	SPRINGVALE	ME
MSAD #49	FAIRFIELD	ME
MSAD 11 /RSU 11	GARDINER	ME
MSAD 40 BUS GARAGE	WALDOBORO	ME
NORTHEAST CAREER SCHOOLS	SOUTH PORTLAND	ME
NORTHEAST TECHNICAL INSTITUTE	BANGOR	ME
NORTHEAST TECHNICAL INSTITUTE	HERMON	ME
NORTHEAST TECHNICAL INSTITUTE	SCARBOROUGH	ME
NORTHERN MAINE COMMUNITY COLLE	PRESQUE ISLE	ME
NORTHERN SUN FAMILY HEALTH CAR	TOPSHAM	ME
NORTHWESTERN MUTUAL	AUBURN	ME
OFFICE OF THE SUPERINTENDENT	BATH	ME
OFFICE OF THE SUPERINTENDENT	ELLSWORTH	ME
OFFICE OF THE SUPERINTENDENT	OXFORD	ME
ORONO COMMONS	ORONO	ME

### Statewide Training Providers July 1, 2013 - June 30, 2014

TRAINING PROVIDER	LOCATION	
ORONO HIGH SCHOOL/MIDDLE SCHO	ORONO	ME
PARKER RIDGE	BLUE HILL	ME
PATTEN TOOL & ENGINEERING INC	KITTERY	ME
PENN FOSTER	SCRANTON	PA
PENOBSCOT COMMUNITY HEALTH CAR	BANGOR	ME
PISCATAQUIS VALLEY ADULT EDUCA	DOVER FOXCROFT	ME
PORT RESOURCES	SOUTH PORTLAND	ME
PORTLAND ARTS & TECHNOLOGY HIG	PORTLAND	ME
PORTLAND MATTRESS MAKERS	PORTLAND	ME
PORTLAND PUBLIC SCHOOLS	PORTLAND	ME
PRO DRIVE DRIVER DEVELOPMENT S	SCARBOROUGH	ME
REGION 8 COOP BOARD FOR VOC ED	ROCKLAND	ME
REGIONAL VOCATIONAL CENTER	BATH	ME
ROBINSON KRIGER & MCCALLUM	PORTLAND	ME
ROLLEASE INC	STAMFORD	CT
RSU 22	HAMPDEN	ME
RSU 37/SAD 37	HARRINGTON	ME
S A D 24	VAN BUREN	ME
S A D 75	TOPSHAM	ME
SACO RIVER HEALTH SERVICES	WATERBORO	ME
SACO RIVER DYEHOUSE	BIDDEFORD	ME
SACORIVER DYEHOUSE	BIDDEFORD	ME
SANFORD SCHOOL DEPT	SANFORD	ME
SCHOOL OF APPLIED TECHNOLOGY	MEXICO	ME
SEACOAST CAREER SCHOOLS	SANFORD	ME
SEACOAST HARDWOOD LUMBER & PLY	SANFORD	ME
SKOWHEGAN DRIVING SCHOOL LLC	SKOWHEGAN	ME
SMOOTH TRANSITIONS MAINE LLC	BUXTON	ME
SOLARIS LLC	PORTLAND	ME
SOMERSET CAREER & TECHNICAL CE	SKOWHEGAN	ME
SOUTHERN MAINE COMMUNITY COLLE	SOUTH PORTLAND	ME
SOUTHERN MAINE EMERGENCY SERVI	SOUTH PORTLAND	ME
SOUTHERN NEW HAMPSHIRE UNIVERS	BRUNSWICK	ME
SPA TECH INSTITUTE	PORTLAND	ME

### Statewide Training Providers July 1, 2013 - June 30, 2014

TRAINING PROVIDER	LOCATION	
SPECIAL SERVICES ADMINISTRATIV	CASCO	ME
ST JOSEPHS COLLEGE	STANDISH	ME
SUMNER MEMORIAL HIGH SCHOOL	SULLIVAN	ME
SYSTEMS ENGINEERING INC	PORTLAND	ME
T&D TIMBER PRODUCTS	BIDDEFORD	ME
TD TIMBER PRODUCTS	CAPE ELIZABETH	ME
TENA INVESTMENT CO	EDDYSTONE	PA
THOMAS COLLEGE	WATERVILLE	ME
TP ENVIRONMENTAL	BREWER	ME
TRANSCRIPTION ASSOC INC	BRUNSWICK	ME
UMO	ORONO	ME
UNIFIED TECHNOLOGIES INC	PORTLAND	ME
UNITED TECHNOLOGIES CENTER	BANGOR	ME
UNIVERSITY COLLEGE OF BANGOR	BANGOR	ME
UNIVERSITY OF MAINE AUGUSTA	AUGUSTA	ME
UNIVERSITY OF MAINE BATH/BRUNS	BATH	ME
UNIVERSITY OF MAINE SYSTEM	AUGUSTA	ME
UNIVERSITY OF MAINE SYSTEM	BANGOR	ME
UNIVERSITY OF MAINE SYSTEM	BATH	ME
UNIVERSITY OF MAINE SYSTEM	FARMINGTON	ME
UNIVERSITY OF MAINE SYSTEM	FORT KENT	ME
UNIVERSITY OF MAINE SYSTEM	GORHAM	ME
UNIVERSITY OF MAINE SYSTEM	LEWISTON	ME
UNIVERSITY OF MAINE SYSTEM	MACHIAS	ME
UNIVERSITY OF MAINE SYSTEM	MACHIAS	ME
UNIVERSITY OF MAINE SYSTEM	ORONO	ME
UNIVERSITY OF MAINE SYSTEM	PORTLAND	ME
UNIVERSITY OF NEW ENGLAND	PORTLAND	ME
UNIVERSITY OF SOUTHERN MAINE P	PORTLAND	ME
VOC EDUC REGION III	LINCOLN	ME
VOCATIONAL REGION 8	ROCKLAND	ME
VTEC	PORTLAND	ME
WALDO COUNTY TECHNICAL CENTER	WALDO	ME
WASHBURN & DOUGHTY ASSOC INC	EAST BOOTHBAY	ME

**Statewide Training Providers  
July 1, 2013 - June 30, 2014**

TRAINING PROVIDER	LOCATION	
WASHINGTON COUNTY COMMUNITY CO	CALAIS	ME
WATERVILLE SR HIGH SCHOOL/ADUL	WATERVILLE	ME
WESMAC CUSTOM BOATS INC	SURRY	ME
WEST SCHOOL	PORTLAND	ME
WESTBROOK REGIONAL VOCATI	WESTBROOK	ME
WINDHAM HIGH SCHOOL	WINDHAM	ME
WINXNET INC	PORTLAND	ME
WISCASSET HIGH SCHOOL	WISCASSET	ME
YORK COUNTY COMMUNITY COLLEGE	WELLS	ME

## Glossary

**Aroostook County Action Program (ACAP):** the entity providing WIA services in Aroostook County.

**Benefits:** refers to adults and includes dislocated workers who receive Social Security or other pension or medical benefits.

**Core Services:** "self-directed" or "staff-assisted" services proved by CareerCenters.

**Self-directed services** are provided free of charge to everyone on a universal access basis. No registration is required. The services are specified in the Workforce Investment Act and include orientation to the CareerCenter, initial assessment, access to labor market information, Internet browsing, workshops and job clubs, and eligibility certification.

**Staff-assisted services** require customer registration and include staff assisted job search and placement assistance, career counseling, staff assisted job referrals (such as testing and background checks), staff assisted job development, staff assisted workshops and job clubs, and follow-up services, including counseling regarding the workplace.

**Customized Training:** training that is designed to meet the special requirements of an employer who commits to employ the individual upon completion of the training for which the employer pays at least 50% of the cost of the training. It differs from on-the-job training in that it includes a combination of classroom instruction with on-the-job training. The classroom instruction may be provided at a school or on-site with an employer.

**Eastern Maine Development Corporation (EMDC):** the entity that provides WIA services in Hancock, Penobscot, and Piscataquis counties.

**Exit:** a customer who has left WIA funded services and activities.

**Follow-up Services:** available to registered participants who are placed in unsubsidized employment for a minimum of 12 months after employment begins, regardless of the level of service received at the time of placement. Studies have shown that programs which have a strong job placement component combined with follow-up services help increase the earnings, retention rate, and career progress of participants.

**Adult and dislocated worker follow-up services** are the same services identified as Core Services, including counseling regarding the workplace. Supportive services are not included in follow-up services.

**Youth follow-up services** include leadership development; regular contact with the youth's employer — including assistance in addressing work-related problems that arise; assistance in securing better paying jobs; career development and further education; work-related peer support groups; adult mentoring; and tracking the progress of youth in employment after training. Supportive services are included in this activity.

**Goodwill Industries of Northern New England (GWINNE):** the entity that provides WIA services in Cumberland, Knox, Lincoln, Sagadahoc, Waldo, and York counties.

**Health Insurance:** refers to adults and dislocated workers who have at least partial medical coverage.

**Intensive Services:** are employment and training activities geared to eligible adults and dislocated workers who either are unable to find and retain a job using Core Services, or have acquired and retained employment but whose earnings do not provide a livable wage. Services include comprehensive and specialized assessment, full development of an individual employment plan, group and individual counseling and career planning, case management, and short-term pre-vocational services.

**Local Area:** the geographic unit within which WIA programs are organized and provided. Maine has four local areas each governed by a local board:

**Aroostook-Washington,** encompassing Aroostook County Action Program (ACAP) and MDOL (for Washington County)

**Tri-County area** in which Eastern Maine Development Corporation (EMDC) operates programs in Piscataquis, Penobscot and Hancock counties

**Central/Western Maine area** where Western Maine Community Action (WMCA) operates programs in Franklin, Oxford and Androscoggin counties, and MDOL operates them in Kennebec and Somerset counties

**Coastal Counties area** in which Goodwill Industries of Northern New England (GWINNE) runs the programs in Cumberland, Knox, Lincoln, Sagadahoc, Waldo, and York counties.

**Maine Department of Labor (MDOL):** the WIA administrative agency on behalf of the state, and is also a direct service provider in Washington, Somerset, and Kennebec counties.

**Maine Job Bank:** an electronic labor exchange designed to help employers and job seekers find each other via the internet via a job matching system that links a large pool of active job seekers with employer job order opportunities statewide. For employers it provides rapid, statewide exposure of current job openings and an easily accessible pool of candidates.

**On-the-Job Training:** training by an employer that is provided to a paid participant while engaged in productive work.

**Service Provider:** Five organizations deliver WIA programs in Maine: ACAP, MDOL, EMDC, Goodwill, and WMCA.

**Supportive Services:** services such as transportation, childcare, dependent care, housing, and needs-related payments necessary to enable the individual to participate in the activities authorized under WIA.

**Training Account/Tuition:** a "voucher," called an "Individual Training Account" (ITA), established on behalf of a WIA eligible registrant in response to specific goals identified on the Employment Development Plan. In consultation with the case manager and up to the limits specified, the individual may purchase training from a list of eligible providers.

**Training Provider List:** an on-line inventory of entities which are eligible under MDOL guidelines to provide WIA-funded occupational skills training.

**Training Services:** services which may be made available to employed and unemployed adults and dislocated workers meeting eligibility requirements and focused on occupational skills training.

**Average Wage of Those Exiting:** an average dollar amount for those who have left the program during a specified period. The data is gathered through self-declaration.

**Western Maine Community Action (WMCA):** the entity providing WIA services in Androscoggin, Franklin, and Oxford counties.