

Agency Quarterly Report Cover Sheet

Agency: WorkSource Enterprises

Program: Vocational Program

Quarterly Report Date Range: Oct 2021-December 2021

Report Due Date: January 10, 2021

Agency Quarterly Meeting: January 25, 2022 – 9:00 a.m. – Zoom

Agency Outputs: (As detailed on 2021-2022 Application)

- We will measure our success of the program based on placements.
 - 15 day placement
 - 45 day placement
 - 90 day placement
- Expand our services that are not funded by any other source that are needed to make successful placements.

1. How many lives has your program impacted over the last quarter? The Vocational program has impacted 64 people during the second quarter of the fiscal year. This includes consumers, potential consumers, production workers who were offered assistance, and family members of consumers.

2. Are you on track to hit your output goals as listed above? If not, what is preventing you from reaching those output goals? We have been able to expand our goal of unfunded services to help support our consumers in gaining employment. We have an unusually smaller consumer base to work with due to DRS not sending many referrals to us. Although there are available job openings in our area, many of the DRS consumers that we are currently working with do not or will not meet the job requirements without additional skills training and support. The Covid pandemic has impacted some areas of our programming but we have also been able to expand unfunded services.

3. Please provide one (or more) inspiring story over the last quarter. This could be about your organization or a special impact story. Please include any pictures/graphics you feel necessary with your report.

One consumer of ours has been receiving services since February of 2020. She needed assistance with items like child care, housing, food, covid/medical assistance, and transportation. In November, we helped her gain full time employment. She is now able to access the local mass transit for work and has child care available to her. With job training and other assistance, she was able to gain enough confidence in herself to take the leap to full time employment. She was assisted with housing first to help her and her children move from their current living situation. We assisted her with Section 8 housing and was able to help her locate a single family home that was approved for Section 8 housing. Not long after moving into her new home, one of her children contracted Covid. Other children in the home also contracted it shortly thereafter. After everyone in the home had recovered, we were able to resume her job search. Information regarding local food pantries was given and assistance in obtaining SNAP benefits was provided. Soon after she was settled into her new home, she was diagnosed with a heart issue and required more medical assistance for several months. We kept routine appointments with her to ensure she had no problems accessing her doctor appointments and obtaining all household items.

The medical issues with her heart were soon stabilized and she was offered a job that would work around the mass transit schedule. With the availability of the local child care provider and her initiative to work, she was able to find her a job that was fulfilling and fit the needs of raising her family. She was a joy to work with and it was very inspiring to see her triumph over her health issues. Despite all the adversities she faced this past year, she never lost her upbeat spirit and optimism.

Please use this sheet as your cover letter to your regular report.

1. Provide 2.5 hours a week of job development service hours in a class setting to assist consumers who are not job-ready. currently consumers should be job ready to enter the vocational program.

October - no classes in a group setting due to Covid, but individual classes provided are equivalent to 5 hours per week.

November - no classes in a group setting due to Covid, but several individual classes provided are equivalent to 7 hours per week.

December - no classes in a group setting due to Covid, but several individual classes provided are equivalent to 5 1/2 hours per week.

2. Provide job support to Consumers working at off-site locations. Currently off site locations do not count toward placements therefore job support services are not funded.

October - 18 hours a week / Burger King

November - 17 hours a week/ Burger King, 8 hours/ Walmart

December 14 hours a week/ Burger King, 2 hours/Walmart

3. Assist consumers with applications for housing.

October – 0

November – C.P. reviewed and explained 5 day eviction notice and provided a list of assistance programs

December- J.L. provided a list of assistance programs

4. Assist consumers with applications for funding for higher education.

October – 0

November – 0

December – 0

5. Assist consumers with applications for food assistance.

October – two referrals

November – one referral to a potential client new to the area

December – five referrals for holiday baskets

6. Assist consumers with applications for transportation assistance.

October – 0

November – 3

December – 2

7. Additional Services provided this quarter:

Three clients who started new jobs were unable to provide their uniforms. Typically DRS will pay for these but due to the Big R stores closing they had no available resources; therefore, WorkSource provided the cost for their uniforms so they were able to begin work. (\$302.90).

9 calls requesting covid information

3 phone calls assisting a person with In-Home Care needed

12 phone calls inquiring about works or services

5 phone calls assessing a person with anxiety

8 intake appointments no call/ no show follow up phone calls

3 direct employer contacts on behalf of a specific client as application follow-ups