

**South Plains
Employment & Training Consortium**

**Advisory Council
Handbook**



SOUTH PLAINS ASSOCIATION OF GOVERNMENTS
1709 - 26th
Lubbock, Texas 79411

SOUTH PLAINS ASSOCIATION OF GOVERNMENTS

Board of Directors

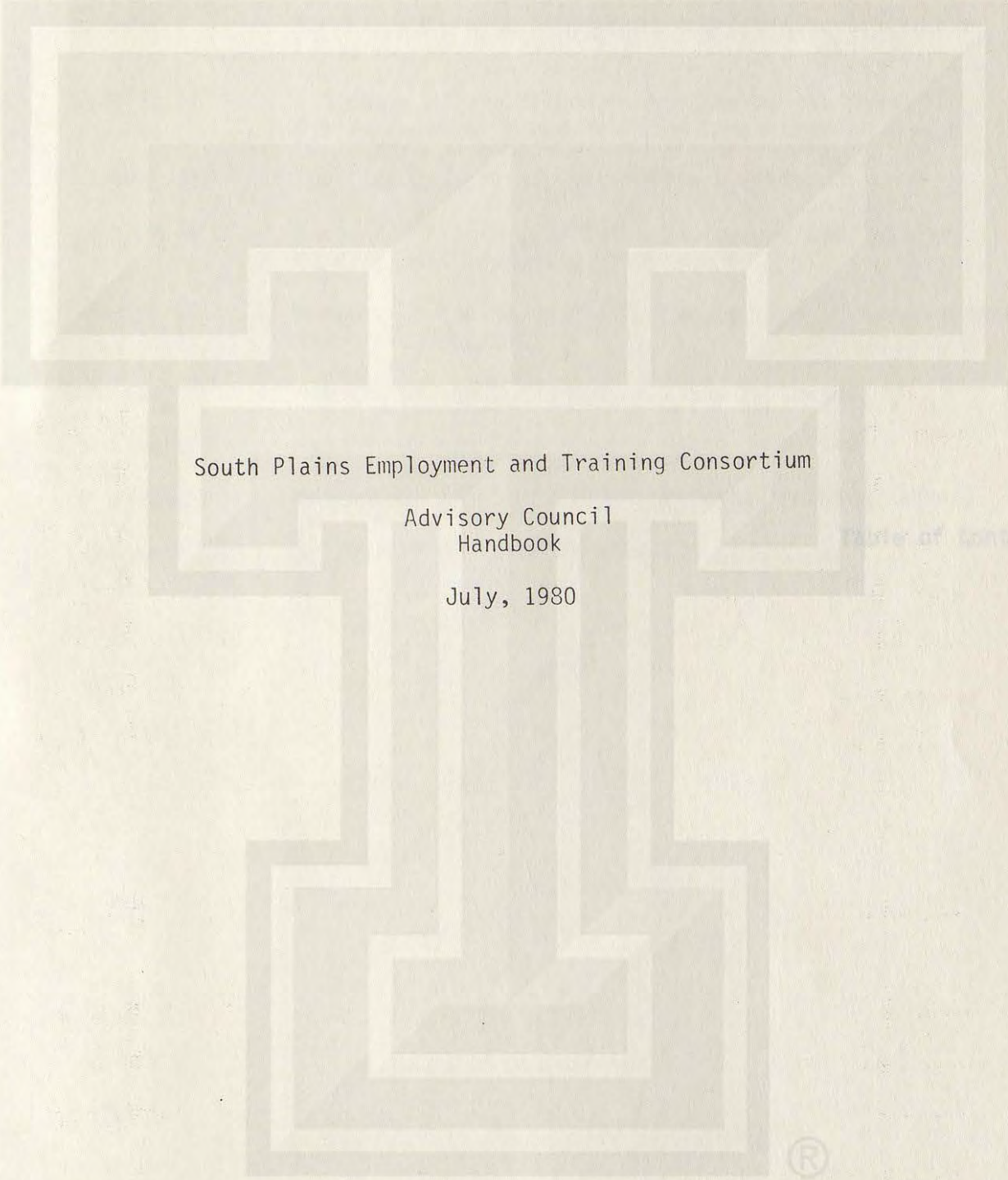
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July, 1980



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THE COMPREHENSIVE EMPLOYMENT AND TRAINING ACT IN THE SOUTH PLAINS

This handbook is intended to provide members of the South Plains Employment and Training Consortium's advisory councils and committees with some basic information on the program for which they will be making policy recommendations. It is designed to serve as a reference guide to the CETA program and the organizations and agencies involved in the operation in the Consortium's service area.

Background of the Comprehensive Employment and Training Act

The Comprehensive Employment and Training Act (CETA), enacted in 1973, and amended in 1974, provides for job, job training, and other related services to unemployed persons. The law is administered by the U.S. Department of Labor. Intended as a consolidation of a variety of fragmented job programs, CETA is a complex piece of legislation consisting of different sections referred to as titles. Each of these has different objectives, eligibility requirements, and applicability. A summary of these titles can be found in Section II of this handbook.

Section I

The Role of the South Plains Employment and Training Consortium and its Executive Committee

One objective of CETA is to provide local elected officials with a way to directly participate in decisions about the operation of CETA programs in their jurisdictions. The law permits any jurisdiction with a population of 100,000 or more to become a "prime sponsor" for the purpose of operating CETA programs. It is also permitted for any group of jurisdictions which includes at least one member with a population of 100,000 or more to join in a partnership, referred to as a "consortium," to operate CETA programs for their mutual benefit as a "prime sponsor." Garza and Hale Counties and the City of Lubbock have joined in a "consortium" enabled by a Department of Labor determination that the City of Lubbock meets the 100,000 population requirement. The South Plains Employment and Training Consortium, created

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Definition of the Comprehensive Employment and Training Act

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The Roles of the South Plains Employment and Training Consortium and its Executive Committee

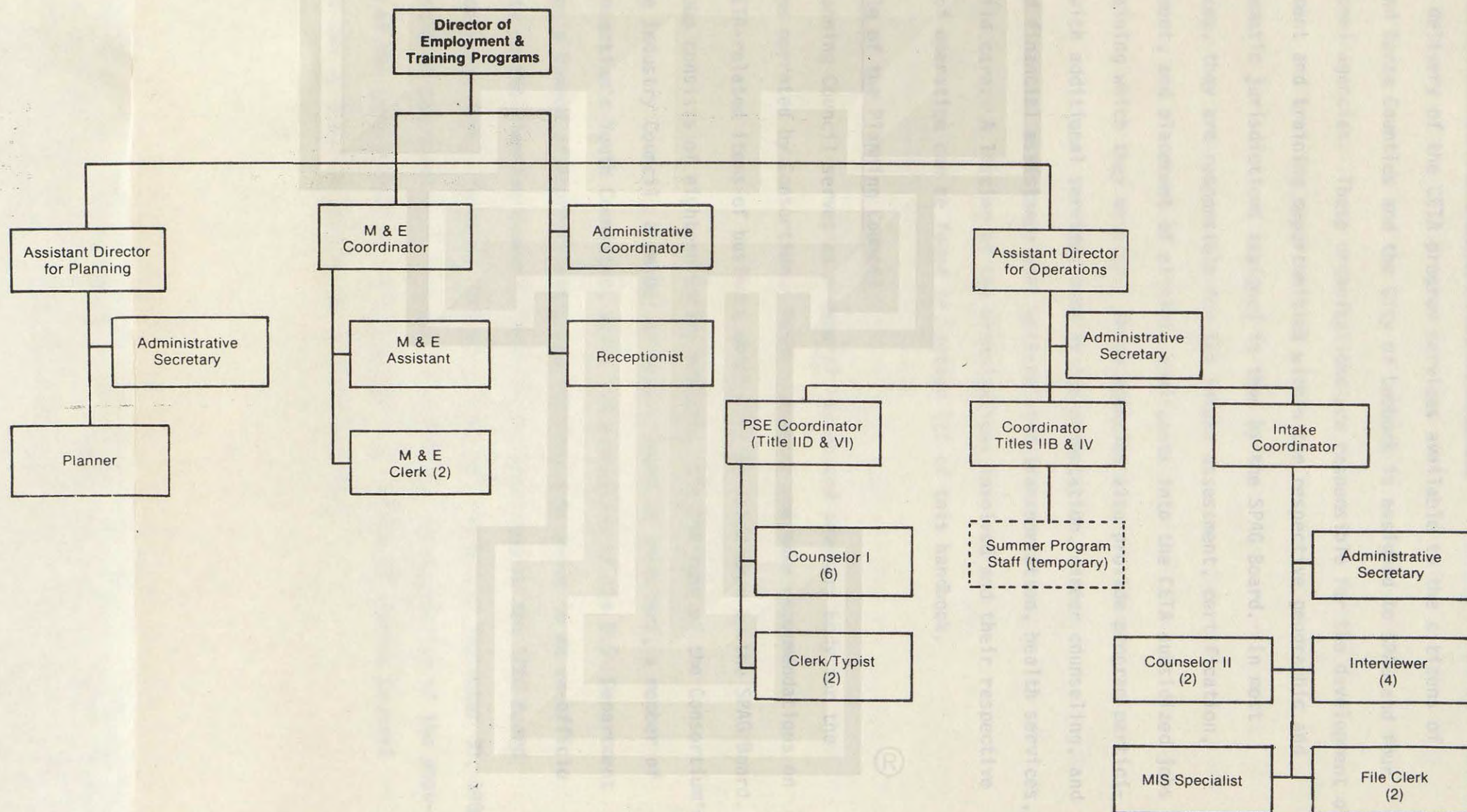
One objective of CETA is to provide local elected officials with a way to directly participate in decisions about the operation of CETA programs in their jurisdictions. The law permits any jurisdiction with a population of 100,000 or more to become a "prime sponsor" for the purpose of operating CETA programs. It is also permitted for any group of jurisdictions which includes at least one member with a population of 100,000 or more to join in a partnership, referred to as a "consortium," to operate CETA programs for their mutual benefit as a "prime sponsor." Garza and Hale Counties and the City of Lubbock have joined in a "consortium" enabled by a Department of Labor determination that the City of Lubbock meets the 100,000 population requirement. The South Plains Employment and Training Consortium, created

by agreement among the three member jurisdictions, acts through an Executive Committee. The County Judges for Garza and Hale Counties, and the Mayor for the City of Lubbock serve on this body. A list of current representatives can be found in Section VII of this handbook. The Executive Committee meets only twice each year, and they have chosen to limit their purview to the drafting of the Consortium's organizational agreement and consideration of its yearly operational plan. They have delegated policy making authority, as well as responsibility for program administration and operation, to the South Plains Association of Governments and its Board of Directors.

The Role of South Plains Association of Governments (SPAG)

The South Plains Association of Governments has traditionally served as the planning and administrative unit for many of the employment and training programs in the South Plains area. As an organization of seventy units of local governments in thirteen counties, SPAG remains vitally interested and involved in the operation of these programs. In serving as the administrative unit for the Consortium, SPAG plays several roles. First, its Board of Directors is responsible for making the policy decisions which govern the CETA programs which it administers. The Board reviews and acts upon plans, contracts, project proposals, and other items of business related to the structure of CETA services delivery. Second, SPAG applies for, receives, disburses, and accounts for the expenditure of funds from the U.S. Department of Labor. Third, it is responsible for assuring that the day-to-day operation of programs which it administers is in compliance with federal regulations and SPAG Board policies. In addition to its duties as administrative unit, SPAG also serves as a service deliverer for some programs, and as a participant intake and assessment center for still others whose actual operation has been contracted to other agencies. A chart on the following page shows the organizational structure of SPAG's Employment and Training Programs Department.

ORGANIZATIONAL STRUCTURE OF THE SOUTH PLAINS ASSOCIATION OF GOVERNMENTS
EMPLOYMENT AND TRAINING PROGRAMS DEPARTMENT



The Role of Contractors and SPAG Operations Staff

Actual delivery of the CETA program services available to the citizens of Hale and Garza Counties and the City of Lubbock is assigned to SPAG and four additional agencies. These organizations are responsible for the development of employment and training opportunities within the respective geographic and programmatic jurisdictions assigned to them by the SPAG Board. In most instances, they are responsible for the intake assessment, certification, enrollment, and placement of eligible applicants into the CETA subsidized jobs and training which they develop. These agencies also provide program participants with additional services such as job orientation, career counseling, and limited financial assistance with work-related transportation, health services, and child care. A listing of the organizations involved and their respective areas of operation can be found in Section III of this handbook.

The Role of the Planning Council

The Planning Council serves as a general review and advisory body for the programs operated by Consortium. Members examine and make recommendations on most CETA-related items of business which will be acted upon by the SPAG Board. The group consists of eighteen voting members. The Chairman of the Consortium's Private Industry Council, a member of SPAG's Board of Directors, a member of the Consortium's Youth Committee, and a representative of the U.S. Department of Labor's Bureau of Apprenticeship and Training also serve in an ex-officio capacity on the Planning Council. Members are appointed by the SPAG Board for a one-year term. Terms of current members will expire on September 30, 1980. Membership of the Council is intended to be broadly representative of the population of the area served by the Consortium. A listing of current Council members can be found in Section IV of this handbook.

The Role of the Youth Committee

The Youth Committee serves as a subcommittee of the Planning Council and is directly responsible to that body. The group reviews and makes recommendations to the Planning Council on items of business which relate to employment and training activities targeted at youth, particularly those funded under Title IV of CETA. The Committee currently consists of twenty-five voting members. A representative of the U.S. Department of Labor's Bureau of Apprenticeship and Training serves in an ex-officio capacity. Members are appointed by the SPAG Board of Directors for a one-year term. The Committee's membership consists, primarily, of representatives of public schools in the Consortium's service area. A listing of current Youth Committee members can be found in Section V of this handbook.

The Role of the Private Industry (PIC)

The Private Industry Council also serves as an advisory body for the Consortium. The PIC reviews and makes recommendations to the SPAG Board on those items of business which relate to private sector employment and training activities, particularly those funded under the new Title VII Private Sector Initiative Program (PSIP). The group consists of eighteen voting members. The Chairman of the Consortium's Planning Council and a representative of the U.S. Department of Labor's Bureau of Apprenticeship and Training serve in an ex-officio capacity. Members are appointed by the Consortium Board for a one-year term. Membership of the Council is predominantly made up of individuals from the South Plains business community. A listing of current PIC members can be found in Section VI of this handbook.

A SUMMARY OF THE PROGRAMS OPERATED BY THE SOUTH PLAINS EMPLOYMENT AND TRAINING CONSORTIUM

The South Plains Employment and Training Consortium is currently operating programs under five separate titles or titles. Each title is designed to offer different services to a varied clientele. Eligibility requirements, funding allocations, and program activities differ for each of these titles. The following is designed to summarize the key elements of each.

TITLE II-B/C

The activities operated under Title II-B/C constitute the foundation of the CETA program in the Consortium's service area. The primary purpose of Title II-B/C is to provide eligible persons with sufficient on-the-job training to enable them to compete in the labor market.

Section II

Six principal activities are operated under the Title II-B/C program. These activities can be summarized as follows:

Adult Work Experience (AWF) - This activity provides full-time employment to eligible persons who have had little previous employment experience. Participants are placed in jobs with public or private/non-profit organizations and are paid directly by the CETA program. The rate of pay for participants working in AWF jobs is the Federal Minimum Wage.

In-School Youth Work Experience (ISWE) - This activity provides eligible youth with part-time employment while they are attending public school. Participants are placed in jobs developed with public or private/non-profit organizations, often the school which they are attending. ISWE participants are paid directly by the CETA program, at a wage rate equal to the Federal Minimum Wage.

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Six principal activities are operated under the Title II-B/C program. These activities can be summarized as follows:

Adult Work Experience (AWE) - This activity provides full-time employment to eligible persons who have had little previous employment experience. Participants are placed in jobs with public or private/non-profit organizations and are paid directly by the CETA program. The rate of pay for participants working in AWE jobs is the Federal Minimum Wage.

In-School Youth Work Experience (YWE) - This activity provides eligible youth with part-time employment while they are attending public school. Participants are placed in jobs developed with public or private/non-profit organizations, often the school which they are attending. YWE participants are paid directly by the CETA program, at a wage rate equal to the Federal Minimum Wage.

On-the-Job Training (OJT) - This activity is designed to place eligible individuals in private sector jobs developed with business and industry. The private sector employers who work with the program are expected to training CETA participants to perform a specific job. These participants are paid directly by their employer, at a wage rate comparable to that for similar positions with the same employer. The employer is, in turn, reimbursed under a contractual agreement by the CETA program for a portion of the training costs which he has incurred. Employers are expected to retain OJT Participants in their employ after training has been completed.

Classroom Training (CRT) - This activity differs somewhat from other activities under this title in that it is designed to assist participants interested in pursuing approved courses of training in vocational and technical schools. Participants are paid an allowance for each hour which they attend classes. This basic allowance is equal to the Federal Minimum Wage, though additional assistance is available for those participants with special transportation problems or large families. Training costs for participants, such as those incurred for books and tuition, are paid to the training facility by the CETA program.

Upgrade Training - This activity represents the "C" portion of Title II-B/C. It is designed to provide training for eligible individuals working in entry-level private sector jobs with little or no opportunity for advancement. The private sector employers who work with the program are expected to train these individuals to perform more highly-skilled, non-entry level jobs with advancement potential. Such employers must also be able to demonstrate that they have no qualified staff to promote into such jobs. Participants are paid directly by their employer at a wage

rate comparable to that for similar positions with the same company. The employer is, in turn, reimbursed under a contractual agreement by the CETA program for a portion of the training costs he has incurred. Employers are expected to retain Upgrade Training participants in their employ after training has been completed. Priority is given to those businesses willing to fill entry-level positions vacated by the promotion of upgraded participants with other CETA-eligible individuals.

Services - Eligible applicants not enrolled in one of the CETA subsidized employment or training activities described above are frequently counseled by CETA staff and referred to other social service agencies or potential non-CETA employers.

In addition to all of the components described above, several supplementary activities are also offered to participants under this title. Adults and out-of-school youth who have not completed high school are encouraged to attend Adult Basic Education (ABE) classes for a portion of their regular working hours. In-school youth are provided with career guidance and information on the local labor market. These efforts are coordinated with regular public school counseling staff.

To be eligible to participate in a Title II-B/C activity, a person must be economically disadvantaged and unemployed, underemployed, or in-school. The minimum age for participation in any of the Title II-B youth activities is fourteen. There are no maximum age limits for participation in any of the CETA programs targeted at adults.

Total funds available for this program during this fiscal year are \$1,285,156. Funds are allocated to each member of the Consortium according to their allocation during the previous year, relative unemployment, and number of adult families

in poverty. It is estimated that 692 eligible persons will be served by the Title II-B/C program this year.

TITLE II-D

The emphasis of the Title II-D program is on combating structural unemployment, or unemployment resulting from an individual's lack of job experience or marketable skills rather than from recessionary trends in the general economy.

The program places eligible participants in full-time jobs developed with public or private/non-profit organizations. Such jobs are intended to provide a service to the public for which funds are otherwise not available. Participants are paid directly by the CETA program at a wage rate comparable to that of other persons performing similar work in the same community.

As in Title II-B, participants who have not completed high school are allowed to attend Adult Basic Education (ABE) classes for a portion of their work hours. Additional job-related training, designed to supplement Title II-D participants' work activities and improve their job performance, is also utilized. Basic skills training, intended to improve clients proficiency in the areas of math, language, interviewing, and job-hunting, is also available.

In order to participate in the Title II-D program, an individual must be economically disadvantaged and unemployed, and have been out of work for fifteen of the twenty weeks prior to enrollment in the program. Members of families receiving any form of public assistance (AFDC, SSI, or County Welfare) are also eligible for participation.

Any applicant who has voluntarily left a job paying at least the Federal Minimum Wage during the six months previous to application, however, it not eligible for participation in the program.

Total funds available for the Title II-D program during the fiscal year are \$487,697. These funds are allocated to each member of the Consortium according to a variety of factors concerning relative unemployment and number of adults in families in poverty. It is estimated that 208 persons will be served by the Title II-D program during fiscal year 1980.

TITLE IV

Programs operated under Title IV of CETA are designed for youth. Unlike other titles, funds are provided under separate sub-parts for each of the Title IV programs operated by the Consortium. For this reason, they are discussed separately.

Youth Employment and Training Program (YETP) - This Title IV program is designed to assist eligible youth in gaining employment experience and completing their education. The primary activity operated under this program is referred to as Career Employment Experience (CEE). The emphasis in CEE is on developing jobs in public or private/non-profit organizations where substantial opportunities exist for participants to experience as many aspects of work related to a specific career as possible. Participants are paid the Federal Minimum Wage directly by the CETA program. Participants who have left public school are encouraged to pursue a General Equivalency Diploma (GED) through participation in Adult Basic Education (ABE) classes as a part of their regular working schedule.

Locally, the Consortium has limited participation in the YETP component to 16-21 year-old unemployed or underemployed dropouts and high school seniors. With the exception of dropouts who are also classified as veterans, participants must also be a member of an economically disadvantaged family.

Funds are allocated to each member of the Consortium according to relative unemployment and number of individuals in families in poverty. Total funds

available for the program during the 1980 fiscal year are \$356,191. It is estimated that 79 youth will be served through YETP during this same period of time.

Youth Community Conservation and Improvement Projects (YCCIP) - This Title IV program is quite similar to the YETP component for out-of-school youth. It focuses on providing jobs to high school dropouts and young graduates facing special barriers to securing regular employment. A special projects approach is utilized in developing such jobs, however. At specific times during the year, public and private/non-profit organizations are encouraged to submit proposals for special projects which they wish to operate. These proposals must outline a specific set of public service tasks which will be accomplished during a period of not more than one year. Such projects must produce tangible and visible benefits to the community that they serve and can not displace non-CETA workers or supplant the use of non-CETA funds. Participants are paid directly by the CETA program at a wage rate comparable to that of other persons performing similar work in the same community.

Participation in the YCCIP component is limited to 16-19 year old high-school dropouts and graduates. Applicants must have been unemployed for at least one week at the time of their enrollment, and priority is given to serving youth from economically disadvantaged families.

Total funds available for YCCIP at the beginning of the current year were \$67,941. All but \$14,629 of that amount has been turned back to DOL due to an inability to obtain project proposals from eligible agencies and organizations. Though YCCIP funds were originally allocated to each member of the Consortium according to relative unemployment and number of individuals in families in poverty, only

Hale County has chosen to utilize its share of those funds. It is now estimated that no more than five participants will be served by the YCCIP component during the current fiscal year.

Summer Youth Employment Program (SYEP) - This is the largest and best known component of Title IV. Its primary purpose is to provide full-time, temporary employment to a large number of eligible youth during the summer months. SYEP participants are placed in jobs developed with public and private/non-profit organizations. Participants are paid directly by the CETA program at a wage rate comparable to the Federal Minimum Wage.

Participation in the SYEP component is limited to 14-21 year-old unemployed, underemployed, or in-school youth. Participants must also be members of an economically disadvantaged family.

SYEP funds are allocated to each member of the Consortium according to their previous year's allocation, relative unemployment, and number of families in poverty. A total allocation of approximately \$544,010 has been received for this program in fiscal year 1980, and it is estimated that at least 334 youths will be served.

TITLE VI

The basic thrust of the Title IV program is to counter the cyclical unemployment that results when recessionary trends occur in the general economy. Two primary activities are operated under the Title VI program. These activities can be summarized as follows:

Public Service Employment (PSE), Regular - This activity places eligible participants in temporary, full-time jobs developed with public or private/non-profit organizations. Such jobs must provide a service to the public for which other funds are not available. Participants are paid directly

by the CETA program at a wage rate comparable to that of other persons performing similar work in the same community.

Public Service Employment (PSE), Special Projects - This activity differs from the PSE-Regular component described above only in that jobs are developed through a special projects approach. At specific times during the year, public and private/non-profit organizations in the region are encouraged to submit proposals for special public service projects which they wish to operate. Project proposals must outline a specific set of public service tasks which will be accomplished during a specified period time. Such projects cannot displace non-CETA workers or supplant the use of non-CETA funds, however. In addition, CETA participants must be paid at a wage rate comparable to that of persons performing similar work in the same community. Projects are allowed to operate for an initial period of eighteen months. Extensions can be granted, however, upon approval of the SPAG Board.

Title VI participants who have not completed high school are encouraged to attend Adult Basic Education (ABE) classes during a portion of their regular working hours. Additional job-related training, which is intended to supplement certain PSE jobs, is also utilized. Also available is basic skills training, designed to improve participants' math, language, interviewing, and job-seeking abilities.

In order to participate in the Title VI program, an individual must be economically disadvantaged, unemployed, and have been out of work ten of the twelve weeks immediately prior to enrollment in the program. Any applicant who has left a job paying at least the Federal Minimum Wage during the six months previous to application is not eligible for the program.

Total funds available for the Title VI program during the current fiscal year are \$601,754. These funds are allocated to each member of the Consortium based on a variety of factors related to unemployment. It is estimated that 142 eligible persons will be served by the Title VI program during the year.

TITLE VII

Title VII, known as the Private Sector Initiative Program (PSIP), is a new component of CETA which was implemented last year. The program represents an attempt to involve the South Plains business community in the planning and implementation of local CETA programs. In addition, the program is designed to increase private sector job opportunities available to economically disadvantaged persons in the region.

Rather than moving immediately to implement subsidized training activities similar to those already in place under other titles, the Consortium's Private Industry Council (PIC) has chosen to engage in some preliminary information gathering efforts. These include an analysis of the area's labor market and an assessment of the effectiveness of existing programs and services offered to participants by the Consortium. The results of these efforts will be used to improve existing programs and/or design new ones.

Total funds available for Title VII during fiscal year 1980 are \$236,579. Since no subsidized training activities are being conducted, funds are not allocated among member jurisdictions.

THE CONSORTIUM'S SERVICE AND CARE SYSTEM

As stated earlier, SPAG is involved in the direct operation of a portion of the Consortium's program. The delivery of many of the employment and training programs available in the region to the Consortium's service area, however, has been delegated by the SPAG Board of Directors to four organizations through a series of contracts. (See Appendix B for details.) These contractors are responsible for a wide variety of tasks. They reflect the interest of public and private/non-profit organizations, business and industry, and vocational training facilities in the region. It is with these recognized organizations that they develop the wide variety of training, educational and career opportunities which are available through the program.

The Contractors, of course, also share responsibility for the delivery of the employment and training services that are available. They are responsible, to a varying degree, for the intake, contribution, involvement, and placement of eligible applicants into CETA training and jobs. Additional duties include the administering of vocational tests, providing career counseling, and, ultimately, helping participants make the transition to unsubsidized employment.

Section III

The geographic and programmatic areas of responsibility assigned to each of the Consortium's Contractors, and to SPAG's own direct efforts, differ somewhat. The key elements of each, however, can be summarized as follows:

Lubbock Community Development Corporation (LCDC)

LCDC is an incorporated corporation which was formed in 1974 to deliver low-power services funded under the CETA Federally funded and matched grant program. Besides its Federally funded program, LCDC operates two other offices located at 3704 Parkway, Dallas, Texas. The program employs fourteen staff members to deliver the services.

THE CONSORTIUM'S SERVICE DELIVERY SYSTEM

As stated earlier, SPAG is involved in the direct operation of a portion of the Consortium's programs. The delivery of many of the employment and training programs available to the citizens in the Consortium's service area, however, has been delegated by the SPAG Board of Directors to four organizations through a series of contracts. Like SPAG, these Contractors are responsible for a wide variety of tasks. They solicit the interest of public and private/non-profit organizations, business and industry, and vocational training facilities in the region. It is with these interested organizations that they develop the wide variety of subsidized employment and training opportunities which are available through the program.

The Contractors, of course, play a primary role in making the public aware of the employment and training services that are available. They are responsible, to a varying degree, for the intake, certification, enrollment, and placement of eligible applicants into CETA training and jobs. Additional duties include the administering of vocational tests, providing career counseling, and, ultimately, helping participants make the transition to unsubsidized employment.

The geographic and programmatic areas of responsibility assigned to each of the Consortium's Contractors, and to SPAG's operations staff, differ somewhat. The key elements of each, however, can be highlighted as follows.

Lubbock Opportunities Industrialization Center, Inc. (LOIC)

LOIC is an incorporated organization which was formed in 1971 to deliver manpower services funded under pre-CETA federally funded employment and training programs. Headed by Executive Director Dianna Henderson, LOIC operates out of offices located at 1701 Parkway Mall, in Lubbock. The agency employs fourteen staff members to serve the city of Lubbock.

LOIC operates a total of \$829,123 in programs for the city of Lubbock, including Title II-B Youth Work Experience and Classroom Training, and the Title IV Youth Employment and Training Program. A total of 392 persons are expected to participate in LOIC operated programs during FY 1980.

SER - Jobs for Progress, Inc. (SER)

SER is an incorporated organization which was formed in 1972 to deliver manpower services funded under the federal employment and training programs which preceded CETA. Offices of the organization, headed by Executive Director Greta Woods, are located in Lubbock, at 1220 Broadway Street. SER currently employs four staff members to serve the city.

The agency currently operates a total of \$310,011 in CETA programs, including Title II-B/C Adult Work Experience, On-the-Job Training, and Upgrade Training components. A total of 211 persons are expected to be served by SER staff during FY 1980.

Central Plains Community Action Agency, Inc. (CPCAA)

CPCAA is an incorporated organization which provides a variety of social services programs to the citizens of Hale County. Formed in 1967, the organization has been involved in the operation of employment and training programs for several years. Administrative offices of the agency are located in Plainview, at 714 West Seventh Street. Eleven staff members deliver CETA services to Hale County under the direction of CPCAA Executive Director Robert Barnett.

CPCAA operates a total of \$690,518 in CETA programs for the Consortium at present. Programs operated by the organization include Title II-B Adult and Youth Work Experience and Classroom and On-the-Job Training, Title II-D and VI Public Service Employment, and the youth components under Title IV. A total of 346 persons are expected to be served by CPCAA during the current fiscal year.

Garza County

In contrast to the other members of the Consortium, Garza County has chosen to directly operate its own CETA programs. Executive Director Donald Windham and a secretary work out of offices located in the Garza County Courthouse in Post.

The County operates approximately \$100,331 in programs, including Title II-B Adult and Youth Work Experience and Classroom Training, Title II-D and VI Public Service Employment, and the Title IV Youth Employment and Training Program and Summer Youth Employment Program. A total of 30 persons are expected to be served by these programs during FY 1980.

The Role of SPAG's Operations Staff

In addition to serving as the administrative unit for the Consortium, SPAG also plays a major role in the delivery of Employment and Training Programs within the city of Lubbock. First, the agency receives information on, and determines the eligibility of, applicants. Second, they assess the needs of eligible persons and refer them to LOIC, SER, or other SPAG operations staff for placement in an appropriate employment or training activity. Finally, SPAG is responsible for the direct operation of \$1,429,537 in programs within the city of Lubbock, including the Title II-D and VI Public Service Employment and Title IV-Summer Youth Employment Program components. It is estimated that a total of 386 persons will be served by these programs during the fiscal year.

Nine regular SPAG employees are responsible for the operation of these programs. These individuals work out of the organization's offices at 1709 26th Street. An additional ten persons, employed as summer staff, operate out of offices located at 1619 University.

The Special Role of the Texas Employment Commission (TEC)

TEC has been delegated responsibility for making allowance payments to the participants enrolled into Title II-B Classroom Training by CPCA, LOIC, and Garza County. This service is made available to the Consortium at no cost. Funds to be used for allowances are provided to TEC through a financial agreement with SPAG. A total of \$300,000 has been set aside for use as allowances during the current fiscal year.

MEMBERS OF THE
SOUTH PLAINS EMPLOYMENT AND TRAINING CONSORTIUM'S
EXECUTIVE COMMITTEE

MEMBER	GOVERNMENTAL AFFILIATION
Mayor Bill McAlister Lubbock, Texas	City of Lubbock
Judge Billy Pollock Plainsboro, Texas	Hale County
Judge Gilmer W. Galt Pottsboro, Texas	Giles County

Section IV



MEMBERS OF THE
SOUTH PLAINS EMPLOYMENT AND TRAINING CONSORTIUM'S
EXECUTIVE COMMITTEE

<u>MEMBER</u>	<u>GOVERNMENTAL AFFILIATION</u>
Mayor Bill McAlister Lubbock, Texas	City of Lubbock
Judge Bill Hollars Plainview, Texas	Hale County
Judge Giles W. Dalby Post, Texas	Garza County

Section V



MEMBERS OF THE
ARROW PLAINS ASSOCIATION OF GOVERNMENTS
BOARD OF DIRECTORS

MEMBER	REPRESENTATIVE CATEGORY	GOVERNMENTAL AFFILIATION
Judge Choise Smith Floydada, Texas	County Representative	Floyd County
Commissioner Henry Hight Graham Center, Texas	County Representative	Hale County
Judge Dan Joyner Lindenfield, Texas	County Representative	Lake County
Judge Herbert Chisholm Brownfield, Texas	County Representative	Terry County
Mayor Robert Wayland Plainsview, Texas	Municipal Representative	City of Plainsview
Councilman Weldon Parsons Levelland, Texas	Municipal Representative	City of Levelland
Mayor Bill McAlister Lubbock, Texas	Municipal Representative	City of Lubbock
Councilman Alan Henry (Chairman) Lubbock, Texas	Municipal Representative	City of Lubbock
Councilman Bud Aderton Lubbock, Texas	Municipal Representative	City of Lubbock
Commissioner R.P. Sanders Muleshoe, Texas	At-Large Representative	Sallee County
Judge Glenn W. Thompson Morton, Texas	At-Large Representative	Cochran County
Mayor Pro-Tem A.F. Gyle Crosbyton, Texas	At-Large Representative	City of Crosbyton
Judge H.L. Young Dickens, Texas	At-Large Representative	Dickens County
Mr. Gilbert Fowler Floydada, Texas	At-Large Representative	Floyd County SWCD
Mayor Giles McNary Post, Texas	At-Large Representative	City of Post
Councilman Bob Law Hale Center, Texas	At-Large Representative	City of Hale Center

Section V

MEMBERS OF THE
SOUTH PLAINS ASSOCIATION OF GOVERNMENTS '
BOARD OF DIRECTORS

<u>MEMBER</u>	<u>MEMBERSHIP CATEGORY</u>	<u>GOVERNMENTAL AFFILIATION</u>
Judge Choise Smith Floydada, Texas	County Representative	Floyd County
Commissioner Henry Rieff Cotton Center, Texas	County Representative	Hale County
Judge Don Joyner Littlefield, Texas	County Representative	Lamb County
Judge Herbert Chesshir Brownfield, Texas	County Representative	Terry County
Mayor Robert Wayland Plainview, Texas	Municipal Representative	City of Plainview
Councilman Weldon Marcom Levelland, Texas	Municipal Representative	City of Levelland
Mayor Bill McAlister Lubbock, Texas	Municipal Representative	City of Lubbock
Councilman Alan Henry (Chairman) Lubbock, Texas	Municipal Representative	City of Lubbock
Councilman Bud Aderton Lubbock, Texas	Municipal Representative	City of Lubbock
Commissioner R.P. Sanders Muleshoe, Texas	At-Large Representative	Bailey County
Judge Glenn W. Thompson Morton, Texas	At-Large Representative	Cochran County
Mayor Pro-Tem A.F. Ogle Crosbyton, Texas	At-Large Representative	City of Crosbyton
Judge H.L. Young Dickens, Texas	At-Large Representative	Dickens County
Mr. Gilbert Fawver Floydada, Texas	At-Large Representative	Floyd County SWCD
Mayor Giles McCrary Post, Texas	At-Large Representative	City of Post
Councilman Bob Law Hale Center, Texas	At-Large Representative	City of Hale Center

<u>MEMBER</u>	<u>MEMBERSHIP CATEGORY</u>	<u>GOVERNMENTAL AFFILIATION</u>
Mayor Charles Kiker Anton, Texas	At-Large Representative	City of Anton
Judge Lee Roy Dillard Guthrie, Texas	At-Large Representative	King County
Mayor Virgie Haile Littlefield, Texas	At-Large Representative	City of Littlefield
Mr. Jose Ramirez Lubbock, Texas	At-Large Representative	Lubbock ISD
Mayor Meldon Leslie Tahoka, Texas	At-Large Representative	City of Tahoka
Commissioner John M. Russell Matador, Texas	At-Large Representative	Motley County
Councilman Alvin G. Davis Brownfield, Texas	At-Large Representative	City of Brownfield
Judge Paul Cobb Plains, Texas	At-Large Representative	Yoakum County
Mr. Lit Moore, Jr. Wilson, Texas	Special Purpose District Representative	Lynn County
Mr. Bert McWilliams Lubbock, Texas	Minority Representative	N/A
Mr. Bidal Aguero Lubbock, Texas	Minority Representative	N/A
Ms. Joan Ervin Lubbock, Texas	Minority Representative	N/A
Mr. Blas Mojica Lubbock, Texas	Minority Representative	N/A
Mr. Onofre Hinojosa Plainview, Texas	Minority Representative	N/A
Mr. Silbano Garcia Morton, Texas	Minority Representative	N/A
Mr. Benjamin Vera Crosbyston, Texas	Minority Representative	N/A

MEMBERS OF THE
SOUTH PLAINS EMPLOYMENT AND TRAINING CONSORTIUM'S
PLANNING COUNCIL

MEMBER	MEMBERSHIP CATEGORY	ORGANIZATION AFFILIATION
Bert Davidson 1532 15th Street Lubbock, Texas 79415	TEC Representative	Texas Employment Commission Lubbock, Texas 732-6416
Don Holteater 1421 14th Street Lubbock, Texas 79415	Organized Labor Representative	Fire Department Lubbock, Texas 732-6945
John Gardner 1515 15th Street Lubbock, Texas 79415	Handicapped Individuals Representative	NTFA Foundation Lubbock, Texas 732-6974 or 747-3447
John Clements 1515 15th Street Lubbock, Texas 79415	Business Representative	Gen-Tex Supply Lubbock, Texas 766-4899 or 763-3356
William Gregg Route 2 Plainview, Texas 79072	Agriculture Employers and Employees Representative	Fanner - Self Employed Plainview, Texas 293-3000
Robert Weiss P.O. Box 10108 Lubbock, Texas 79408	Business Representative	Texas Instruments, Inc. Lubbock, Texas 741-2000
Bob Joyner 1302 Main Street Lubbock, Texas 79401	Vocational Education Agencies Representative	South Plains College Lubbock, Texas 747-6411
Carolyn Lanier P.O. Box 2000 Lubbock, Texas 79401	City of Lubbock Administration Representative	City of Lubbock Lubbock, Texas 762-6411
Leo Durrino 1220 Broadway Suite 1804 Lubbock, Texas 79401	Veteran's Organization Representative	GI Forum Lubbock, Texas 763-9541
Raul Sepeda 1717 Ave. K Suite 102 Lubbock, Texas 79401	Eligible Population Representative	Sepeda Builders Lubbock, Texas 763-6551
Marvin Stalrock 101 11th Street Plainview, Texas 79072	Representative of Employees not represented by Organized Labor	® Dale County Tax Office Plainview, Texas 296-5262
Donald Williams 106 E. 7th Street Post, Texas 79056	Dale County Administration Representative	Dale County Post, Texas 895-3759

Section VI

MEMBERS OF THE
SOUTH PLAINS EMPLOYMENT AND TRAINING CONSORTIUM'S
PLANNING COUNCIL

<u>MEMBER</u>	<u>MEMBERSHIP CATEGORY</u>	<u>ORGANIZATION AFFILIATION</u>
Bert Darden* 1602 16th Street Lubbock, Texas 79401	TEC Representative	Texas Employment Commission Lubbock, Texas 763-6416
Glenn Goldwater** 5436 14th Street Lubbock, Texas 79416	Organized Labor Representative	Fire Department Lubbock, Texas 792-6945
Larry Gardner 5535 2nd Street Lubbock, Texas 79416	Handicapped Individuals Representative	MBFA Foundation Lubbock, Texas 792-6974 or 747-3447
Clyde Clemmons 5301 11th Street Apt. #102 Lubbock, Texas 79416	Business Representative	Gen-Tex Supply Lubbock, Texas 763-4655 or 763-3356
Weldon Gregg Route 2 Plainview, Texas 79072	Agriculture Employers and Employees Representative	Farmer - Self Employed Plainview, Texas 293-3021
Roger Guess P.O. Box 10508 Lubbock, Texas 79408	Business Representative	Texas Instruments, Inc. Lubbock, Texas 741-2000
Bud Joyner 1302 Main Street Lubbock, Texas 79401	Vocational Education Agencies Representative	South Plains College Lubbock, Texas 747-6411
Carolyn Lanier P.O. Box 2000 Lubbock, Texas 79457	City of Lubbock Administration Representative	City of Lubbock Lubbock, Texas 762-6411
Leo Quirino 1220 Broadway Suite 1804 Lubbock, Texas 79401	Veteran's Organization Representative	GI Forum Lubbock, Texas 763-8541
Raul Sepeda 1717 Ave. K Suite 102 Lubbock, Texas 79416	Eligible Population Representative	Sepeda Builders Lubbock, Texas 763-6551
Marvin Sistrunk 101 Utica Street Plainview, Texas 79072	Representative of Employees not represented by Organized Labor	Hale County Tax Office Plainview, Texas 296-5262
Donald Windham 105 E. Main Street Post, Texas 79356	Garza County Administration Representative	Garza County Post, Texas 495-3750

<u>MEMBER</u>	<u>MEMBERSHIP CATEGORY</u>	<u>ORGANIZATION AFFILIATION</u>
Gene Coppin 812 W. 8th Plainview, Texas 79072	State Agency Representative	Texas Education Agency Plainview, Texas 293-2549
Teneta Farmer P.O. Box 92 Plainview, Texas 79072	Public Assistance Agency Representative	Texas Dept. of Human Resources Plainview, Texas 293-7922
Carl Moss 3440 Ave. H Lubbock, Texas 79404	Community-based Organization Representative	Texas Commission for the Blind Lubbock, Texas 762-0827
Bidal Aguero 2305 19th Street Lubbock, Texas 79404	SPAG Board Liaison (Non-voting)	El Editor Bilingual Newspaper Lubbock, Texas 763-3841
Efrain Zuniga 417 N. Akron Lubbock, Texas 79415	Youth Committee Liaison to Planning Council (Non-voting)	Matthews Junior High School Lubbock, Texas 763-6497
Kenneth Lamkin 1205 Texas Ave. Room 422-A Lubbock, Texas 79401	BAT Representative (Non-voting)	Bureau of Apprenticeship and Training Lubbock, Texas 762-7650
Chuck Nielson N. Loop 289 & University Lubbock, Texas 79408	PIC Liaison (Non-voting)	Texas Instruments, Inc. Lubbock, Texas 741-4233

*Chairman
**Vice-Chairman

MEMBERS OF THE
LUBBOCK COUNTY AREA EDUCATION TRAINING CONSORTIUM'S
LOCAL COMMITTEE

NAME	EDUCATION AGENCY	ORGANIZATION AFFILIATION
Efren Quintan 417 N. Adams Lubbock, Texas 79413	Local Education Agency Representative	Matthews Junior High School Lubbock, Texas 763-6497
Ed Cox 4211 58th Street Lubbock, Texas 79413	Local Education Agency Representative	Evans Junior High School Lubbock, Texas 795-7194
Reese McBroome 3307 Wickliffe Lubbock, Texas 79410	Local Education Agency Representative	Cordado High School Lubbock, Texas 792-2106
Marjorie Thomas 219 Walnut Lubbock, Texas 79404	Local Education Agency Representative	Alderson Junior High School Lubbock, Texas 763-1914
Albert Lincoln 2213 47th Street Lubbock, Texas 79413	Local Education Agency Representative	Panthers High School Lubbock, Texas 799-5517
Edgar Payne 1822 32nd Lubbock, Texas 79405	Local Education Agency Representative	O.L. Gibson Junior High School Lubbock, Texas 747-2509
Alex Long 2019 E. 26th Lubbock, Texas 79404	Local Education Agency Representative	Dorham High School Lubbock, Texas 763-5924
Orla Rice 1504 E. Itasca Lubbock, Texas 79403	Local Education Agency Representative	Estacado High School Lubbock, Texas 763-7021
Hampton Anderson 2004 19th Street Lubbock, Texas 79403	Local Education Agency Representative	Lubbock High School Lubbock, Texas 765-8821
Larry Lyde Box 160 Petersburg, Texas 79250	Local Education Agency Representative	Petersburg ISD Petersburg, Texas 867-3585
Tom V. Alvis Southland ISD Southland, Texas 79382	Local Education Agency Representative	Southland ISD Southland, Texas 936-3339
William Oliver Post 150 Post, Texas 79256	Local Education Agency Representative	Post ISD Post, Texas 895-3343

Section VII

MEMBERS OF THE
SOUTH PLAINS EMPLOYMENT AND TRAINING CONSORTIUM'S
YOUTH COMMITTEE

<u>MEMBER</u>	<u>MEMBERSHIP CATEGORY</u>	<u>ORGANIZATION AFFILIATION</u>
Efrain Zuniga* 417 N. Akron Lubbock, Texas 79415	Local Education Agency Representative	Matthews Junior High School Lubbock, Texas 763-6497
Ed Cox 4211 58th Street Lubbock, Texas 79413	Local Education Agency Representative	Evans Junior High School Lubbock, Texas 795-7194
Reese McBroom 3307 Vicksburg Lubbock, Texas 79410	Local Education Agency Representative	Coronado High School Lubbock, Texas 792-2106
Marjorie Thomas 219 Walnut Lubbock, Texas 79404	Local Education Agency Representative	Alderson Junior High School Lubbock, Texas 763-1914
Albert Lincoln 3211 47th Street Lubbock, Texas 79413	Local Education Agency Representative	Monterey High School Lubbock, Texas 799-3617
Edgar Payne 1602 32nd Lubbock, Texas 79405	Local Education Agency Representative	O.L. Slaton Junior High School Lubbock, Texas 747-2509
Alex Long 2010 E. 26th Lubbock, Texas 79404	Local Education Agency Representative	Dunbar High School Lubbock, Texas 763-5984
Okie Rice 1504 E. Itasca Lubbock, Texas 79403	Local Education Agency Representative	Estacado High School Lubbock, Texas 763-7021
Hampton Anderson 2004 19th Street Lubbock, Texas 79403	Local Education Agency Representative	Lubbock High School Lubbock, Texas 765-8821
Larry Lyde Box 160 Petersburg, Texas 79250	Local Education Agency Representative	Petersburg ISD Petersburg, Texas 667-3585
Tom V. Alvis Southland ISD Southland, Texas 79368	Local Education Agency Representative	Southland ISD Southland, Texas 996-5339
William Shiver Post ISD Post, Texas 79356	Local Education Agency Representative	Post ISD Post, Texas 495-3343

<u>MEMBER</u>	<u>MEMBERSHIP CATEGORY</u>	<u>ORGANIZATION AFFILIATION</u>
J.R. Nixon Cotton Center ISD Cotton Center, Texas 79021	Local Education Agency Representative	Cotton Center ISD Cotton Center, Texas 879-2160
Leon Barnes Hale Center ISD Hale Center, Texas 79041	Local Education Agency Representative	Hale Center ISD Hale Center, Texas 839-2451
Bob Henry 1501 Quincy Plainview, Texas 79072	Local Education Agency Representative	Plainview High School Plainview, Texas 296-5593
Derrell Kunkel 1201 Galveston Street Plainview, Texas 79072	Local Education Agency Representative	Coronado Junior High School Plainview, Texas 293-1394
Bill Keith 2200 W. 20th Plainview, Texas 79072	Local Education Agency Representative	Estacado Junior High School Plainview, Texas 296-6357
Waylon Carroll 5401 Ave. U Lubbock, Texas 79412	Local Education Agency Representative	Atkins Junior High School Lubbock, Texas 747-4518
Roy Grimes 3102 Canton Lubbock, Texas 79410	Local Education Agency Representative	Hutchinson Junior High School Lubbock, Texas 795-6229
Mickie Andress 5402 12th Street Lubbock, Texas 79416	Local Education Agency Representative	McKenzie Junior High School Lubbock, Texas 795-9348
Ron Bingle 4402 31st Street Lubbock, Texas 79410	Local Education Agency Representative	Smylie Wilson Junior High School Lubbock, Texas 799-4338
Joe Rosales 3014 Shallowater Drive Lubbock, Texas 79415	Youth Participant Community Representative	Lubbock High School Lubbock, Texas 765-8821
Kenneth Lamkin 1205 Texas Ave. Room 422-A Lubbock, Texas 79415	BAT Representative	Bureau of Apprenticeship and Training Lubbock, Texas 762-7650

*Chairman

MEMBERS OF THE
SOUTH PLAINS EMPLOYMENT AND TRAINING CONSORTIUM'S
PRIVATE INDUSTRY COUNCIL

NAME	MEMBERSHIP CATEGORY	ORGANIZATION AFFILIATION
Chuck [unclear] N. Loop 228 & University Lubbock, Texas 79408	Business Representative	Texas Instruments, Inc. Lubbock, Texas 741-4233
Rob [unclear] Box 500 Plainview, Texas 79092	Small Business Representative	Plainview First National Bank Plainview, Texas 293-5381
Jack [unclear] 2300 E. 53rd Street Lubbock, Texas 79408	Small Business Representative	Anderson Claymont Co. Lubbock, Texas 744-4361
Jack [unclear] 1906 4th Street Lubbock, Texas 79413	Labor Union Representative	International Brotherhood of Electrical Workers - Local 180 Lubbock, Texas 744-4012
Tim Hill Box 919 Plainview, Texas 79092	Business Representative	Richard [unclear] Co. (P.O. Box 1) Plainview, Texas 293-5111
Earl Sanchez Box 486 Lubbock, Texas 79408	Community-based Organizations Representative	Hispanic Mexican Americans Chamber of Commerce (COMA) Lubbock, Texas 762-5068
Jerry Bridges Box 1467 Lubbock, Texas 79408	Small Business Representative	Valley Pump Co. Lubbock, Texas 747-4733
Onofre Hinojosa 504 E. 4th Plainview, Texas 79092	Community-based Organizations Representative	Mexican American Chamber of Commerce Plainview, Texas 296-2611
Eddie Richardson 506 East 23rd Street Lubbock, Texas 79404	Student Staff Business Representative	Lubbock Digest Newspaper Lubbock, Texas 762-3612
Hampton Anderson 2004 19th Street Lubbock, Texas 79403	Local Education Agency Representative	Lubbock High School Lubbock, Texas 761-1821
Robert [unclear] Box 1020 Lubbock, Texas 79408	Business Representative	Furr's, Inc. Lubbock, Texas 763-1931

Section VIII

MEMBERS OF THE
SOUTH PLAINS EMPLOYMENT AND TRAINING CONSORTIUM'S
PRIVATE INDUSTRY COUNCIL

<u>MEMBER</u>	<u>MEMBERSHIP CATEGORY</u>	<u>ORGANIZATION AFFILIATION</u>
Chuck Nielson* N. Loop 289 & University Lubbock, Texas 79408	Business Representative	Texas Instruments, Inc. Lubbock, Texas 741-4233
Rob Gentry** Box 580 Plainview, Texas 79092	Small Business Representative	Plainview First National Bank Plainview, Texas 293-5381
Jack Shaw 2300 E. 50th Street Lubbock, Texas 79408	Small Business Representative	Anderson Clayton & Co. Lubbock, Texas 744-4551
Jack Merritt 1906 4th Street Lubbock, Texas 79413	Labor Union Representative	International Brotherhood of Electrical Workers - Local 580 Lubbock, Texas 744-4062
Tim Hill Box 910 Plainview, Texas 79092	Business Representative	Missouri Beef Co. (MBPXL) Plainview, Texas 293-5181
Raul Sanchez Box 886 Lubbock, Texas 79408	Community-based Organizations Representative	Lubbock Mexican American Chamber of Commerce (COMA) Lubbock, Texas 762-5059
Jerry Bridges Box 1467 Lubbock, Texas 79408	Small Business Representative	Valley Pump Co. Lubbock, Texas 747-4233
Onofre Hinojosa 504 E. 4th Plainview, Texas 79092	Community-based Organizations Representative	Mexican American Chamber of Commerce Plainview, Texas 296-2611
Eddie Richardson 506 East 23rd Street Lubbock, Texas 79404	Minority Small Business/ Media Representative	Lubbock Digest Newspaper Lubbock, Texas 762-3612
Hampton Anderson 2004 19th Street Lubbock, Texas 79403	Local Education Agency Representative	Lubbock High School Lubbock, Texas 765-8821
Robert Hurmence Box 1650 Lubbock, Texas 79408	Business Representative	Furr's, Inc. Lubbock, Texas 763-1931

<u>MEMBER</u>	<u>MEMBERSHIP CATEGORY</u>	<u>ORGANIZATIONAL AFFILIATION</u>
John Griffin Box 2010 Lubbock, Texas 79408	Business Representative	Litton Industries, Inc. Lubbock, Texas 762-0651
Melvin Ersley 616 E. Slaton HWY Lubbock, Texas 79404	Small Business Representative	Industrial Molding Corp. Lubbock, Texas 745-4317
Ron McCarty 1205 Texas Ave., Rm. 414 Lubbock, Texas 79401	Federal Agency Representative	Veteran's Administration Lubbock, Texas 762-7254
Medlin Carpenter 1202 Dallas Street Plainview, Texas 79072	Small Business Representative	Morgan and Eaves Insurance Plainview, Texas 296-4171
L.S. Chen P.O. Box X Abernathy, Texas 79311	Business Representative	Southwest Textile, Inc. Abernathy, Texas 763-8613
Charles Harrington P.O. Box 10101 Lubbock, Texas 79408	Business Representative	Hall Foundaries & Mfg. Lubbock, Texas 763-1965
Joe C. Minkley 3516 44th Street Lubbock, Texas 79413	Small Business Representative	First National Bank Lubbock, Texas 765-8861
Bert Darden 1602 16th Street Lubbock, Texas 79416	Planning Council Liaison (Non-voting)	Texas Employment Commission Lubbock, Texas 763-6416
Kenneth Lamkin 1205 Texas Ave. Room 422-A Lubbock, Texas 79401	BAT Representative (Non-voting)	Bureau of Apprenticeship and Training Lubbock, Texas 762-7650

*Chairman
**Vice-Chairman

GLOSSARY OF TERMS RELATED TO CETA

A-95 Review - For CETA purposes, the process by which the State Employment and Training Council is required to review and comment on any application for CETA funds submitted to the U.S. Department of Labor (DOL) by SPAS for the Consortium. This review process is required by a provision of Circular A-95 of the U.S. Office of Management and Budget.

Administrative Cost Pool - A new approach, established in recent legislation, which allows the funds available for program administration in each of the Consortium's grants to be co-mingled and charged accordingly. Previous regulations required administrative costs to be accounted for separately for each grant.

Annual Plan Document - A portion of the Consortium's Comprehensive Employment and Training Plan (CETP) which serves as a yearly outline of specific CETA program activities to be operated, goals to be set, and performance to be attained by local programs. A separate report is prepared for each CETA title or sub-title.

Assessment - The process of determining an individual's employment or training needs and identifying relevant skills which he/she already possesses.

Section IX

Balance of the State - The geographical areas of the state which are ineligible for independent prime sponsorship, which therefore become the responsibility of the state government in a statutory role as a prime sponsor. CETA programs in the South Plains area, other than those operated by the Consortium, fall into this category and are operated under this system.

Budget Information Summary (BIS) - CETA budget planning form used to show projected obligations and expenditures.

Categorical Program - The term applied to the vast majority of federal employment and training programs developed during the 1960's which were intended to meet a specific need, with application requirements and funding regulations specifically tailored to individual programs. These programs were superseded with the enactment of the Comprehensive Employment and Training Act of 1973.

Centralized Intake System - The approach currently being used in the City of Lubbock whereby Contractors are dependent upon SPAS for the intake certification, assessment, and referral of applicants for placement into subsidized employment or training.

Certification - The process of establishing an individual's eligibility for a specific CETA title or activity.

Civilian Labor Force - All persons enumerated as in the non-institutional population between 16 and 65 years of age, who are either employed or meet the definition of unemployed, excluding members of the Armed Forces.

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Administrative Cost Pool - A new approach, established in recent legislation, which allows the funds available for program administration in each of the Consortium's grants to be co-mingled and charged accordingly. Previous regulations required administrative costs to be accounted for separately for each grant.

Annual Plan Subpart - A portion of the Consortium's Comprehensive Employment and Training Plan (CETP) which serves as a yearly outline of specific CETA program activities to be operated, goals to be set, and performance to be attained by local programs. A separate subpart is prepared for each CETA title or sub-title.

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Civilian Labor Force - All persons enumerated as in the non-institutional population between 16 and 65 years of age, who are either employed or meet the definition of unemployed, excluding members of the Armed Forces.

Comprehensive Employment and Training Plan (CETP) - The major planning document which describes the programs operated under the auspices of the Consortium.

Community-Based Organization (CBO) - A private/non-profit organization which is representative of a community or a significant segment of a community. Examples include community action agencies, associations for the handicapped, and civic leagues.

Consortium Incentive - Additional grants (bonuses) made available to the area as the result of the formation of the Consortium.

Contractor - An organization or agency which has entered into a financial agreement with SPAG to develop and operate specific CETA employment and training activities. There are four separate agencies which serve as contractors at present.

Dictionary of Occupational Titles (DOT) - A dictionary published by DOL which is essentially a means of classifying and systematically defining jobs and determining proper lengths of time which can be allowed for various types of training.

Economically Disadvantaged - A term which applies to a complex set of criteria by which an individual's economic status is evaluated in regard to his/her eligibility for CETA programs.

Employing Agency - A public or private non-profit organization which utilizes the services of CETA participants under the Title II-D or VI Public Service Employment programs. Federal regulations require that such agencies contract to accept such participants as their own employees for the duration of their enrollment in either of these programs.

Entry-Level - A job in the lowest position in any promotional line, as defined locally by collective bargaining agreements, past practice, or applicable personnel rules. All Public Service Employment positions developed under Titles II-D and VI of CETA must be entry-level in nature.

Federal Representative (FR) - The individual assigned by DOL's Regional Office to serve as their liaison with SPAG and the Consortium.

Follow-up - Continuing contacts made by CETA staff with participants after they have terminated from the program. This is done to determine if additional services are needed by the participants and to collect information on their current employment status for evaluative purposes.

Hold Harmless Clause - A method by which prime sponsors can be shielded from drastic funding reductions. A hold harmless provision guarantees the prime sponsor a specified percentage of the previous year's funding for a prescribed number of future planning periods.

Intake - The process of soliciting and receiving applications from persons wishing to participate in the CETA program.

Labor Force - All persons enumerated as in the non-institutional population between 16 and 65 years of age, who are either employed or who meet the definition of unemployed, including members of the Armed Forces.

Maintenance of Effort - A requirement that Public Service Employment jobs not displace workers in non-CETA jobs, be created in any promotional line that would infringe upon the promotional opportunities of non-CETA workers, or supplant (rather than supplement) the use of non-CETA funds.

Master Plan - A section of the Comprehensive Employment and Training Plan (CETP) which serves as a long-term agreement between the Consortium and DOL for the administering of CETA programs in the region.

Modification - A revision in one of the Consortium's Annual Plans brought about due to a change in funding, anticipated program performance, regulatory requirements, or program operations.

Monitoring and Evaluation - The process of reviewing program operations and determining compliance with contractual requirements.

National Alliance of Businessmen (NAB) - A national organization of private businessmen created to secure industry participation in hiring disadvantaged workers through various employment and training programs. This organization was instrumental in getting the new Title VII Private Sector Initiative Program included in the CETA Amendments of 1978.

Neighborhood Youth Corps (NYC) - Former categorical program which provided work experience and training programs for young people. This program was a well-known forerunner of the current Title II-B and Title IV youth programs under CETA.

Outreach - The process of seeking out and offering CETA services to clients within the community, as opposed to waiting for them to apply for assistance.

Poverty Level - A term describing the annual income level below which families are considered to live in poverty. This figure, which varies according to family size, is determined annually by the U.S. Office of Management and Budget.

Program Planning Summary (PPS) - A CETA form designed to show planned total enrollments, placements, and terminations.

Project - A definable task or group of tasks which can be completed within a specified period of time, has a public service objective, and will result in a specific product or accomplishment which would otherwise not be achieved with existing funds. The project approach to developing jobs is utilized in portions of Titles IV and VI of CETA.

Region VI - The federal region in which the South Plains Employment and Training Consortium is included. Texas, Louisiana, Arkansas, Oklahoma and New Mexico are included in this geographical area.

Significant Segment - A particular population group designated to receive CETA services, distinguished by race, sex, or age.

Standard Metropolitan Statistical Area (SMSA) - A widely used Census Bureau term for defining urban areas. It usually refers to a county or group of contiguous counties containing at least one city of fifty thousand or more inhabitants, or "twin cities" with a combined population of at least fifty thousand. The only area classified as an SMSA in the South Plains region is Lubbock County.

Recipient - A new term, coined in the CETA Amendments of 1978, which is synonymous with "prime sponsor".

Supportive Services - Additional services offered to CETA program enrollees to help them overcome special problems which would hinder their working or attending classes. Examples include child day care, health care, and work related transportation allowances.

Target Group - Locally established population groups designated to receive priority in the providing of CETA program services. Displaced homemakers, Vietnam-era and disabled veterans, offenders, the handicapped, high school dropouts, and welfare recipients are designated as target groups for the Consortium's programs.

Texas Education Agency (TEA) - The state agency which provides funds to the area to pay training costs for a portion of Consortium's Title II-B Classroom Training participants.

Underemployed & Unemployed - Terms which apply to a complex set of criteria by which an individual's employment status is evaluated in regard to his/her eligibility for CETA programs.

Unsubsidized Employment - Employment not supported in any manner by CETA or similar programs.

User Agency - A public or private/non-profit organization which establishes jobs for, and utilizes the services of, CETA participants under titles other than II-D or VI. Such participants are technically the employees of SPAG or the contractor in whose program they are enrolled.

Work Station - The specific location or section within a User Agency in which a CETA participant is placed.

South Plains Association of Governments (SPAG) is the voluntary membership organization of local governments within the 15 county area of Texas State Planning Region 2. Any political subdivision of the State of Texas which is located within the planning region is eligible for membership in the Association. Created and governed by local officials of the region, SPAG is authorized by the Article 1011m. V.A.C.S., enacted by the Texas Legislature.

Local governments created SPAG to assure themselves a formal and systematic arrangement to conduct regional planning, to engage in cooperative endeavors to provide technical assistance, and to promote other types of intergovernmental cooperation. SPAG provides information, assistance, and advice and is expressly denied any authority or powers of taxation or enforcement.



South Plains Association Of Governments

Bylaws of the Association declare its primary goal to be the maintenance and improvement of the quality of life on the South Plains by promoting orderly development of its physical, social, and economic environment. During 1980 there were 70 cities, counties, and special purpose districts joined as members of the Association in pursuit of that common goal.

A General Assembly of more than 70 local elected officials, a 33 member Board of Directors, and a 9 member Executive Committee are governing bodies of South Plains Association of Governments. Over 200 private citizens of the region participate directly in SPAG as members of advisory groups. Offices of the Association, housing an interdisciplinary professional staff, are located in Lubbock, Texas.