

Ministry of Training, Colleges and Universities

Ministère de la Formation et des Collèges et Universités



EMPLOYMENT ONTARIO

EMPLOI ONTARIO

Employment and Training Division
North Region
5520 Hwy 101 East, P.O. Bag 3095
South Porcupine, ON P0N 1H0
Telephone: (705) 235-1950
Toll free: 1-877-275-5139
Fax: (705) 235-1955

Division d'emploi et de formation
Région du nord
5520 Route 101 Est, sac postal 3095
South Porcupine, ON P0N 1H0
Téléphone: (705) 235-1950
Sans frais: 1-877-275-5139
Télécopieur: (705) 235-1955

May 17, 2016

Fern Dominelli
Chief Administrative Officer
Manitoulin-Sudbury District Services Board
210 Mead Boulevard
Espanola, ON P5E 1R9

Dear Mr. Dominelli:

Re: Youth Job Connection (YJC) Service Delivery Site 4087A

I am writing with respect to your agreement to deliver YJC for Service Delivery Site 4087A.

Following our discussions and correspondence in February 2016 and further to your meeting with Sheldon Levy, Deputy Minister and David Fulford, Assistant Deputy Minister, the Ministry is providing the Manitoulin Sudbury District Services Board (the Board) with notice pursuant to Article 14 of that agreement that the Board is in default under the terms of its legal agreement to deliver the Youth Job Connection program.

The Board is being provided with an opportunity to remedy the Event of Default. This can be done by submitting an action plan by June 3, 2016 for the following compliance issues:

- Contrary to Article 23.1 in the YJC Agreement – “No Assignment of the agreement” The Recipient shall not assign any part of the Agreement or the Funds without the prior written consent of the Ministry”. The Board has assigned part of the work under the Youth Job Connection agreement to the Chapleau Learning Centre. Specifically, The Chapleau Learning Centre is delivering 2 of the 3 pre-employment services components outlined in Schedule A, Section C of the agreement.
- Contrary to Schedule A, Section C of the agreement – the Board is not delivering all components of the program. Specifically, the Board is not delivering all pre-

employment services; as noted above, 2 of the 3 pre-employment services components are being delivered by Chapleau Learning Centre.

- Contrary to Section 2.5.3 of the YJC Guidelines, short-term, job-related training (i.e. Smart Serve and First Aid and CPR) is not part of the Pre-Employment workshops or activities. Please refer to Section 2.5.2 of the guidelines and Appendix 2 for examples.

The Action Plan must be in writing and signed by a person with authority to bind the Board.

Upon receipt of the Action Plan, the Ministry will review the plan and either approve the plan or inform you of any adjustments required. The Ministry will then monitor the implementation of the Action Plan. Upon approval of the plan, the Ministry expects action to be taken immediately.

The Ministry will continue to conduct on-site monitoring of your service delivery site to ensure compliance with the legal agreement. **The Ministry will conduct YJC monitoring on June 21, 2016.** In some cases, you may also be required to provide additional reports.

Please note that we will be working closely with your site to provide strategic support as you implement your Action Plan.

If you have any additional questions or concerns, please do not hesitate to contact your Employment and Training Consultant at 705-235-1007 or via e-mail at paola.pozzebon@ontario.ca.

Sincerely,



Donna Chorney
Service Delivery Manager

Copy: Paola Pozzebon, Employment and Training Consultant
Luc Desbiens, Regional Program Manager
Andrew Irvine, Regional Director