



**Mission**

“Be a leader in the development of a quality workforce that meets the needs of the business community.”

**Vision**

“Through partnerships create a thriving Business Community with quality jobs, skills, wages and lifelong learning.”

***Better Skills... Better Jobs... Better Economy.***

Please note the new meeting location, directions are provided on page 3.

RSVP and arrive promptly at 12:00 for the meeting and a working lunch.



## Meeting of the Mother Lode Workforce Investment Board

**Thursday, August 21, 2014 (12:00 – 2:00 p.m.)**

This meeting will be held at:

**Mother Lode Job Training Career Center**

197 Mono Way, Suite B, Sonora CA 95370  
(209)588-1150

*For reasonable accommodation in order to participate in the meeting please contact Leslie Hunt at (209)533-3396 at least 72 hours in advance of the meeting CRS711.*

## **A G E N D A**

➤ **CALL TO ORDER AND ROLL CALL**

➤ **PUBLIC COMMENT**

*The Mother Lode Workforce Investment Board welcomes public comments. A member of the public may comment on agenda items or any item that is within the subject matter jurisdiction of the WIB, even though subject matter may not be on the agenda. The WIB Chair will limit the time allocated to each individual public speaker to a maximum of five (5) minutes.*

➤ **CONSENT ITEMS**

C1: Acceptance of May 15, 2014 minutes of the Mother Lode Workforce Investment Board Meeting.

➤ **MEMBERSHIP**

Update on Mother Lode Workforce Investment Board membership: WIB/LEO Agreement, section 2 C: *“The Board shall appoint members to the WIB in accordance with Section 117 of the Act.”*

M1: New Members

Ben Hulet

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- M2: Term Extensions N/A  
M3: Resignations Dell Jackson  
M4: Current WIB Membership Status 25 of 29 seated; 4 vacant seats.  
M5: Form 700 and Ethics Training

➤ **ACTION ITEMS**

- A1: PY2013-14 service level, participation & expenditure performance for period ending June 30, 2014  
A2: PY2014-15 service level, participation & expenditure goals  
A3: Strategic plan progress report and action related to plan  
A4: Executive Director's Report

➤ **INFORMATION ITEMS**

- I1: Workforce Innovation & Opportunities Act (WIA Reauthorization)  
I2: Partner Presentation  
I3: 2014 Meeting Calendar

➤ **NEXT MEETINGS**

1. Mother Lode WIB Youth Council – Wednesday, September 17, 2014
2. Mother Lode Board of Directors – Monday, October 20, 2014
3. Mother Lode Workforce Investment Board – Thursday, November 20, 2014

➤ **ADJOURN**

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## **ATTACHMENTS:**

- C: Minutes of the May 15, 2014 meeting of the MLWIB
- M4: Membership of the Mother Lode Workforce Investment Board
- A1: PY2013-14 service level, participation & expenditure performance for period ending June 30, 2014
- A2: PY2014-15 service level, participation & expenditure goals
- A3: Strategic plan progress report and action related to plan
- A4: Executive Director's Report
- I1: Workforce Innovation & Opportunities Act (WIA Reauthorization)
- I2: Partner Presentation
- I3: 2014 Meeting Calendar

## **Directions to 197 Mono Way, Suite B, Sonora CA 95370**

### 1. Coming from the North on Hwy 49

- Hwy 49 turns into S. Washington Street as you enter Sonora.
- Go through town to the second light and turn left (see Subway across intersection)
- Turn right onto Mono Way
- Turn right into 197 Mono Way (first right just above Grocery Outlet parking lot)
- You've arrived.

### 2. Coming from the South on Hwy 108/49

- Take the Sonora City Center Exit merging onto W. Stockton Street.
- Turn right at the light onto S. Washington Street
- Follow directions in No. 1, above.

**C1: Minutes of the May 15, 2014 MLWIB Meeting**

**Mother Lode Workforce Investment**

**MEETING MINUTES**

Thursday, May 15, 2014

➤ **CALL TO ORDER AND ROLL CALL**

L. Bridges called the meeting to order at 12:08 p.m. Roll call was completed by Leslie Hunt, a quorum was not present. The Chair moved to information items. A quorum was established at 12:30 p.m.

<b>WIB MEMBERS PRESENT</b>	<b>WIB MEMBERS ABSENT</b>	<b>OTHERS PRESENT</b>
Lester Bridges	Dell Jackson	Leslie Hunt
Debra Rockwood	Diane Gray	Pedro Vargas
James Wood	Carol Doud	
Lynn Nolte	Ben Saldana	
Jeff Dickason	Sue Westgate	
Rebecca Mendibles	Larry Cope	
Cornelio Gomez	David Stater	
Michelle Clark	Shelly Hance	
Mahalia Gotico	Velma Whitebear	
Rosetta Banworth	Chris Vitelli	
	Heather Farris	
	Tim Hildabrand	
	Mike McCoy	
	Bill Petrone	
	Tyler Newton	

➤ **PUBLIC COMMENT**

L. Bridges, Chair, asked for public comment and none was offered.

➤ **CONSENT ITEMS**

C1: Acceptance of the February 15, 2014 minutes of the Mother Lode Workforce Investment Board Meeting

C2: Acceptance of the report of service level, participation & expenditure performance for PY2013-14 period ending March 31, 2014

A motion was made by J. Wood and second by L. Nolte to accept the consent agenda. The motion carried 9 ayes, 0 nays, 15 absent and 1 abstention by J. Dickason.

➤ **MEMBERSHIP**

Update on Mother Lode Workforce Investment Board membership: WIB/LEO Agreement, section 2 C: *“The Board shall appoint members to the WIB in accordance with Section 117 of the Act.”*

M1: New Members

Tyler Newton

Michelle Clark

M2: Term Extensions

Sue Westgate

- 
- |                                  |                                  |
|----------------------------------|----------------------------------|
|                                  | Heather Farris                   |
| M3: Resignations                 | Michie Anderson                  |
| M4: WIB Membership Status        | 25 of 29 seated; 4 vacant seats. |
| M5: Form 700 and Ethics Training |                                  |

L. Hunt, WIB Manager asked each member to complete the bi-annual ethics training and submit their annual Form 700. Chair L. Bridges encouraged members to comply with these requirements for membership and compliance.

## ➤ ACTION ITEMS

### A1: PY13/14 Budget Adjustment

J. Dickason presented a PY13/14 Budget Adjustment reminding members that this adjustment is part of the annual budget process where a budget is adopted in the Spring prior to the beginning of a new fiscal year based on best estimates and projections, and that a budget adjustment then is brought forward in the Spring near the end of the budget year to capture any necessary adjustments to fund balances, resources and requirements. J. Dickason presented the adjustment and accepted questions from members.

A motion was made by R. Bannwarth and second by J. Wood to accept the PY13/14 Budget Adjustment as presented. The motion carried 9 ayes, 0 nays, 15 absent and 1 abstention by J. Dickason.

### A2: PY14/15 Budget Adoption

J. Dickason presented the PY14/15 Budget reminding members that the adoption of an annual budget is part of the annual budget process where a budget is adopted in the Spring prior to the beginning of a new fiscal year based on best estimates and projections, and that a budget adjustment is brought forward in the Spring near the end of the budget year to capture any necessary adjustments to fund balances, resources and requirements. J. Dickason presented the PY14/15 budget and accepted questions from members.

A motion was made by D. Rockwood and second by R. Mendibles to accept the PY14/15 Budget Adjustment as presented. The motion carried 9 ayes, 0 nays, 15 absent and 1 abstention by J. Dickason.

### A3: Acceptance of Strategic Plan Progress Report and action related to the plan.

J. Dickason provided a summary of action to date related to the implementation of the MLWIB strategic plan, provided recognized contributions by partners and staff toward plan achievement, and accepted questions from members.

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A motion to accept the progress report was made by J. Woods with a second by C. Gomez. The motion carried 9 ayes, 0 nays, 15 absent and 1 abstention by J. Dickason.

A4: Acceptance of the Executive Directors Report.

J. Dickason presented a progress report for Mother Lode Job Training, highlighting significant items and events, partner and staff contributions, service level and expenditure performance, and accepted questions.

A motion was made to accept the report by J. Wood with a second by L. Nolte. The motion carried 9 ayes, 0 nays, 15 absent and 1 abstention by J. Dickason.

➤ **INFORMATION ITEMS**

I1: Partner presentation by Mother Lode Job Training

C. Gomez presented information regarding programs and services provided by the California Employment Development Department and accepted questions from members.

I2: 2014 Meeting Calendar

L. Hunt presented the 2014 meeting schedule and calendar of the Mother Lode Workforce Investment Board, Board of Directors and Youth Council.

➤ **ADJOURN**

Motion by L. Nolte and second by R. Mendibles to adjourn the meeting at 1:55 p.m., motion carried 10 ayes, 0 nays and 15 absent.

**M4: Mother Lode Workforce Investment Board Composition.**

In accordance with section 2.C. of the WIB/LEO Agreement *“The Board shall appoint members to the WIB in accordance with Section 117 of the [Workforce Investment] Act.”*

At their April 21, 2014 meeting the Mother Lode Board of Directors approved the following WIB membership changes:

- M1: Resignations/Expired Terms: Dell Jackson
- M2: Appointments: Ben Hulet
- M3: Extensions: None

The actions described above will assist in the maintenance of a compliant Workforce Investment Board. Membership recruitment is continuing to fill the five business seat vacancies.

**Mother Lode Workforce Investment Board  
 Composition/Membership Table – July 21, 2014**

Total Seated*: 29 (*Members fill multiple requirements) Have 25 / Need 4	Total Business: 15 Percent: 51% Have 12 / Need 4	Total Labor*: 5 Percent: 15% Have 5 / Need 0	Mandated Partners*: Meets  Have 10 / Need 0
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<b>WIA Membership Sec. 117 (b)(2)</b>	<b>Name</b>	<b>Company/Organization</b>	<b>N</b>
<b>(A)(i) –Business</b>			<b>15</b>
	Diane Gray	Calaveras Chamber of Commerce	
	Heather Farris	Lowes	
	David Stater	Joint Apprenticeship Training	
	Lester Bridges	Mariposa County Chamber	
	Sue Westgate	MRL Industries	
	Tim Hildabrand	HSTAR, Inc.	
	Ben Saldana	Delaware North Corporation	
	Rosetta Bannwarth	Banny’s Restaurant and Catering	
	Lynn Nolte	Rich Nolte Sheet Metal Specialties	
	Tyler Newton	Sonora Regional Medical Center	
	Ben Hulet	Mother Lode Internet	
	Vacant		
	Vacant		
	Vacant		
	Vacant		
<b>(A)(ii) –Education (minimum 2)</b>			<b>2</b>
	Chris Vitelli	Columbia College	
	Mike McCoy	Sonora High School	
<b>(A)(iii) – Labor (15%)</b>			<b>5</b>
	Debra Rockwood	UNITE-HERE! Local 19	
	Carol Doud	Service Employees International Union	
	Bill Petrone	Service Employees International Union 1021	
	James Wood	Laborers Local 1130	
	David Stater	Operating Engineers 3	
<b>(A)(iv) – Community Based Organizations (minimum 2)</b>			<b>2</b>
	Shelly Hance	Amador-Tuolumne Community Action Agency	
	Larry Cope	Central Sierra Economic Development District	

(A)(v) – Economic Development (minimum 2)			2
	Diane Gray	Calaveras Chamber of Commerce	
	Larry Cope	Tuolumne Co. Econ. Development Authority	
(A)(vi) – One-Stop Partners			All met
- WIA Programs	Velma Whitebear	California Indian Manpower Consortium; WIA Native American Programs	
- WIA Programs	Jeff Dickason	Mother Lode Job Training: Youth, Dislocated Worker & Veterans' Workforce Investment Programs	R
- Welfare-to-Work	Michelle Clark	Tuolumne Co. Department of Social Services	
- Title I Rehab	Mahalia Gotico	Vocational Rehabilitation Department	R
- Title V Older Americans	Rebecca Mendibles	SER Jobs for Progress National, Inc.	R
- Title II Adult Ed	Chris Vitelli	Columbia College	R
- Postsecondary Educ.	Chris Vitelli	Columbia College	R
- Wagner-Peyser	Cornelio Gomez	Employment Development Department	R
- Title II Trade Act	Cornelio Gomez	Employment Development Department	R
- Unemployment	Cornelio Gomez	Employment Development Department	R
- Ch. 41 of Title 8 - VET	Cornelio Gomez	Employment Development Department	R
- Emp. & Training CSBG	Shelly Hance	Amador-Tuolumne Community Action Agency	R
- Emp. & Training HUD	Shelly Hance	Amador-Tuolumne Community Action Agency	R

**STAFF CONTACT:**

Leslie Hunt, WIB/HR Manager, (209)533-3396 x4502 or [LHunt@mljt.org](mailto:LHunt@mljt.org).



## A1: Service Level & Expenditure Performance Report for Program Year 2013-14

### SERVICE LEVELS

PY2013-14 (July 1, 2013 to June 30, 2014) performance against service level goals for the full program year, is as follows:

CUSTOMER TRAFFIC Career Center	PY11/12		PY12/13		PY13/14 (July 1, 2013 to June 30, 2014)				
	Unique Customers	Total Visits	Unique Customers	Total Visits	Unique Customers	Total Visits	Return Rate	Ave. Visits / Month	Ave. Visits / Day
Amador	1,584	4,078	981	2,933	669	1,790	2.7	164	10
Calaveras	965	3,509	760	2,371	726	2,213	3.0	201	13
Mariposa	635	2,470	609	2,156	522	1,683	3.2	153	10
Tuolumne	2,362	7,446	2,464	6,622	1,521	4,424	2.9	402	26
<b>Total</b>	<b>5,546</b>	<b>17,503</b>	<b>4,814</b>	<b>14,082</b>	<b>3,438</b>	<b>10,110</b>	<b>2.9</b>	<b>920</b>	<b>59</b>

The unduplicated count of unique customers served during the program year was 3,438. Total customer visits were 10,110. This breaks down into 920 customer visits each month or 59 customers each business day, and a return rate of 2.9 visits per individual. In comparison, for the same period last year the average numbers of customer visits each month was 1,174 or 70 customers each business day, and the return rate was 2.7 visits per individual. Total customer traffic is reduced about 29% in comparison to the previous year.

### WIA ENROLLMENTS

As part of the annual planning and budgeting process Mother Lode Job Training in consultation with Mother Lode Workforce Investment Board and Board of Directors established service level targets. Performance against these targets is described in the table, below.

SERVICE LEVELS	ACTUAL	GOAL	ACTUAL	PERCENT
(counts may not be unique)	PY12/13	PY13/14	(6/30/14)	GOAL
Adult Program	123	158	173	109%
- Training	38	47	70	149%
Dislocated Worker Program	164	195	132	67%
- Training	75	56	72	136%
DW Additional Assistance Grant	113	n/a	n/a	
- Training	47	n/a	n/a	
Youth Program (unique customers)	49	71	63	89%
- In-School	34	48	40	83%
- Out-of-School	15	23	23	109%

At the end of the program year a total of 173 participants were enrolled into the Adult program, 132 participants into the Dislocated Worker program, and 63 participants were enrolled into the Youth program. These enrollments are composed of 256 unique

individuals. Counts are not unique as participants may be enrolled into more than one funding stream.

<b>TRAINING ENGAGEMENT July 1, 2013 – June 30, 2014</b>			
<b>PY13-14</b>	<b>Plan</b>	<b>Actual</b>	<b>(%) Plan</b>
Amador	23	20	87%
Calaveras	27	21	78%
Mariposa	10	14	140%
Tuolumne	40	44	123%
<b>Total</b>	<b>100</b>	<b>99</b>	<b>99%</b>

While meeting service level targets is important, the primary staff priority was loading available training slots and achievement of expenditure goals related to training engagement. Based on budgeted training resources for the Adult and Dislocated Worker programs, a goal of 100 training slots was established. Included within total were 32 slots for on-the-job training (OJT). At the end of the program year the training slots are filled with 99 participants engaged in training including 15 individuals engaged in OJT for a total of 99 in training. This total does not include those engaged in non-WIA funded training. The list of MLWIB Scholarship awards includes:

<b>Field of Study</b>	<b>Paid</b>	<b>Obligated</b>	<b>Total</b>	<b>JCA</b>	<b>JCC</b>	<b>JCM</b>	<b>JCT</b>	<b>Total</b>
Accounting		602.37	602.37	0	1	0	0	1
Admin. Medical Specialist		2,745.00	2,745.00	0	1	0	0	1
Administrative Professional	2,395.00		2,395.00	0	0	1	0	1
Auto Mechanic	9,795.00		9,795.00	0	1	0	0	1
Culinary	3,634.50		3,634.50	0	1	0	0	1
E.M.T.	3,495.00		3,495.00	0	0	0	1	1
Electrician	5,800.00	225.00	6,025.00	0	2	0	0	2
Forklift License	1,250.00	225.00	1,775.00	0	6	0	0	6
General Study	7,134.93	432.78	7,567.71	2	0	0	22	24
Heavy Equip. Operator	8,380.00		8,380.00	0	0	0	1	1
Horseshoeing	4,500.00		4,500.00	0	0	1	0	1
HR Professional	1,795.00		1,795.00	1	0	0	0	1
HVAC	5,335.00		5,335.00	0	0	0	1	1
Information Technology	3,035.00	3,325.00	6,360.00	0	0	0	1	1
Lineman	12,000.00		12,000.00	0	0	0	2	2
Medical Assistant	28,101.24	3,998.00	32,099.24	3	1	2	2	8
Medical Billing & Coding	1,995.00		1,995.00	0	0	1	0	1
Medical (General)	450.00		450.00	1	0	0	0	1
Nurse (LVN)		2,720.00	2,720.00	0	1	0	0	1
Phlebotomy	11,590.00	2,860.00	14,450.00	0	0	0	5	5
Solar Power Professional	1,895.00		1,895.00	0	0	1	0	1
Truck Driver	78,788.00		78,788.00	9	2	3	3	17
Tractor Trailer Operator	44,564.98	8,533.00	53,097.98	2	3	3	5	13
Veterinary Assistant	2,245.00		2,245.00	0	0	1	0	1
Video	950.00		950.00	0	0	0	1	1
Wastewater Treatment	912.00	1,974.00	2,886.00	0	1	0	0	1
Welding	14,108.49	5,680.00	19,788.49	2	0	1	0	3
Wind Turbine		9,800.00	9,800.00	0	1	0	0	1
<b>TOTALS</b>	<b>254,149.14</b>	<b>43,120.15</b>	<b>297,269.29</b>	<b>20</b>	<b>21</b>	<b>14</b>	<b>44</b>	<b>99</b>

<b>EMPLOYER SERVICES</b>				
<b>PY13-14 (Jun-May)</b>	<b>Unique Employers Contacted</b>	<b>Employers Added to VOS</b>	<b>Jobs Posted to VOS</b>	<b>OJT</b>
Amador	154	33	169	0
Calaveras	102	28	101	9
Mariposa	110	12	24	1
Tuolumne	141	67	139	5
<b>Total</b>	<b>507</b>	<b>140</b>	<b>433</b>	<b>15</b>

Outreach and expanding services for employers is also a staff priority. Metrics were created last year to measure this work. These metrics include the number of unique employers contacted and offered services, the number of new

employers added to the Geo VOS (Virtual One-Stop) labor exchange system, the number of new jobs posted to Geo VOS, and the number of On-the-Job Training contracts written with employers. Staff is assigned to this work and each office is reporting on their progress. The MLBOD and MLWIB approved an incumbent worker training policy at their January and February meetings, respectfully. To date one application has been received and no incumbent worker training contracts have been funded.

**EXPENDITURE (July 1, 2013 to June 30, 2014)**

The report shows pre-closeout expenditure for July 1, 2013 to June 30, 2014 for the budget and program year.

<b>MOTHER LODE JOB TRAINING WIA EXPENDITURE</b>	<b>ACTUAL PY12/13</b>	<b>BUDGET PY13/14</b>	<b>ACTUAL 6/30/14</b>	<b>PERCENT BUDGET</b>
Adult Program	480,490	519,233	495,128	95.35
Dislocated Worker Program	547,127	611,503	619,638	101.33
Rapid Response	327,439	390,906	398,316	101.89
Dislocated Worker Additional Assist - 10/11	6,628	n/a		
Dislocated Worker Additional Assist - 11/12	385,152	n/a		
Regional Economic Impact NEG	26,349	n/a		
Youth Program	413,595	514,727	517,849	100.60
- <i>In-School Youth</i>	218,418	283,100	278,213	98.27
- <i>Out-of-School Youth</i>	195,177	231,627	239,635	103.45
CalWORKS Mariposa		30,000	26,345	87.81
CalWORKS Tuolumne		100,000	97,932	97.93
HHS Amador		3,346		0.00
CDBG Calaveras		93,023	26,515	28.50
CDBG Mariposa		76,234	52,913	69.40
US Forest Service Tuolumne		32,119	32,119	100.00

At this point the expenditure of Dislocated Worker, Rapid Response and Youth are on pace and Adult fund expenditure is a bit below pace to be on goal. The CalWORKS contracts with Mariposa for Work Readiness Assessment and with Tuolumne for Work Services are on pace for expenditure and to meet service level goals. The CDBG for Calaveras started late as expenditure authority wasn't provided until mid-March, the majority of grant services will be delivered in the 2014-15 program year. The CDBG for Mariposa has meet all service level goals and is on pace for full expenditure by the end of next year. The contract with Tuolumne County US Forest Service is fully expended and may possibly be renewed for an additional year. Staff is working to make final adjustments to close out the year on budget.

**CUSTOMER SATISFACTION**

Each quarter a random survey of customers is completed by each Career Center. The cumulative survey, below, shows a high level of satisfaction with services among the customers surveyed. Job search assistance continues to be the primary reason that customers come into the Career Centers although significant numbers of customers do take advantage of other services.

<b>PY2013-14 (July 1, 2013 to June 30, 2014)</b>		On a Satisfaction Scale of 10 to 1 with 10 being very satisfied.										
<b>Customer Satisfaction Survey (Cumulative Year-End)</b>		Satisfied ←-----→ Dis-satisfied									Overall	
No. of Responses: 225		10	9	8	7	6	5	4	3	2		1
How satisfied were you with services?		147	36	29	7	3	1	1	1	0	0	94%
To what extent did services meet your expectations?		122	36	35	20	8	3	0	1	0	0	90%
How well do services compare with an ideal set of services?		115	48	33	16	7	3	1	2	0	0	90%
How likely would you be to recommend services to others?		171	29	15	6	3	0	0	1	0	0	96%
Career Center was easily accessible and staff welcoming?		172	34	14	2	0	1	1	1	0	0	96%
Staff members were knowledgeable and helpful?		170	32	15	2	4	0	1	1	0	0	96%
Services needed were provided in a timely manner?		159	40	13	6	4	1	0	1	0	1	95%
<b>OVERALL SATISFACTION: (100% Possible with all questions equally weighted)</b>											<b>94%</b>	

<b>Type of Assistance:</b>		
Job Search	163	85%
Cal JOBS	39	20%
Resume Development	64	34%
Office Equipment Support	81	42%
Telephones	34	18%
Resource Information	77	40%
Other:	25	13%
Total	191	

<b>Age:</b>		
14-17	5	2%
18-21	19	9%
22-54	137	62%
55 & Up	42	23%
Total	221	100%
<b>Visit:</b>		
First	48	25%
Repeat Customer	113	73%

**STAFF CONTACT:**

J. Dickason, Executive Director, (209)533-3396 x4501 or [JDickason@MLJT.Org](mailto:JDickason@MLJT.Org)

**A2:** PY14/15 Service Levels and Expenditure Goals

**MOTHER LODE WORKFORCE INVESTMENT BOARD**  
**197 B Mono Way, Sonora CA 95370**

**ACTION ITEM:**

Adopt service level and expenditure goals for PY14/15 (July 1, 2014 – June 30, 2015)

**DISCUSSION:**

At the beginning of each year the ML WIB establishes service level and expenditure goals providing guidance for programs and staff. At its last meeting the ML WIB adopted a budget for PY14/15 that included funding for one Career Center in each of the four counties in the local workforce investment area, staffing, and set-a-sides for participant training and support. The MLJT Management Team reviewed this information and in alignment with available resources and is proposing the following service level goals.

<b>Mother Lode Job Training PY2014-15 Service Level Goals</b>					
<b>Program Goals</b>	<b>ACC</b>	<b>CCC</b>	<b>MCC</b>	<b>TCC</b>	<b>TOTAL</b>
Universal Customers	800	900	500	1,800	<b>4,000</b>
<b>Adult</b>					
Carry-In	4	8	4	27	43
New Enrollment	26	34	9	28	97
<b>Total Enrollment</b>	<b>30</b>	<b>42</b>	<b>13</b>	<b>55</b>	<b>140</b>
Carry-In Training	4	4	0	5	13
New Training	6	8	4	18	36
<b>Total Training</b>	<b>10</b>	<b>12</b>	<b>4</b>	<b>23</b>	<b>49</b>
Training Funds	27,388	37,821	19,563	45,646	<b>130,417</b>
<b>Cost/Participant</b>	<b>4,565</b>	<b>4,728</b>	<b>4,891</b>	<b>2,536</b>	<b>3,623</b>
<b>Dislocated Worker</b>					
Carry-In	7	9	5	11	32
New Enrollment	23	33	10	44	110
<b>Total Enrollment</b>	<b>30</b>	<b>42</b>	<b>15</b>	<b>55</b>	<b>142</b>
Carry-In Training	5	7	4	2	18
New Training	6	8	4	11	29
<b>Total Training</b>	<b>11</b>	<b>15</b>	<b>8</b>	<b>13</b>	<b>47</b>
Training Funds	25,744	35,551	18,388	42,906	<b>122,588</b>
<b>Cost/Participant</b>	<b>4,291</b>	<b>4,444</b>	<b>4,597</b>	<b>3,901</b>	<b>4,227</b>
<b>Youth</b>					
Carry-In	4	5	4	16	29
New Enrollment	11	12	10	8	41
<b>Total Enrollment</b>	<b>15</b>	<b>17</b>	<b>14</b>	<b>24</b>	<b>70</b>
In-School	7	6	11	14	38
Out-of-School	8	11	3	10	32
Training & WEX	15,409	14,859	6,053	18,711	<b>55,031</b>
Support Services	6,404	6,176	2,516	7,777	<b>22,873</b>
Total Youth Funds	21,813	21,034	8,569	26,488	<b>77,905</b>
<b>Cost/Participant</b>	<b>1,983</b>	<b>1,753</b>	<b>857</b>	<b>3,311</b>	<b>1,900</b>

**A3:** Strategic plan progress report and action related to plan

**MOTHER LODE WORKFORCE INVESTMENT BOARD**  
**197 B Mono Way, Sonora CA 95370**

**Progress Report on the Five Year Strategic Plan for 2013-17**  
**August 21, 2013**

**Action List**

1. The strategic plan was accepted by CWIB (compliance review by EDD is pending).
2. MLWIB re-focuses meeting agendas to focus on strategic goals.
3. Labor market study in partnership with the Central California Workforce Collaborative completed and discussed by MLWIB.
4. Outreach and marketing plan established promoting Career Center services for employers and job seekers connecting customers with services.
5. MLWIB Scholarship was launched in September.
6. On-the-Job training and business services are expanded with PY13/14 service plan.
7. Established program goals and metrics for PY13/14 service levels and budgets.
8. MLWIB discussed youth services and procurement, and Youth Council is re-formed and meets in preparation for providing for input on youth programs.
9. Incumbent worker training program policy is adopted by Mother Lode Board of Directors and presented for consideration of the Workforce Investment Board.
10. MLWIB website at [www.MLWIB.com](http://www.MLWIB.com) is launched.
11. Staff prepares to launch workshops for job seekers providing instruction and coaching to maximize individual competitive advantage with use of on-line application systems and navigation of employer recruitment and screening processes.
12. Presentations by public sector MLWIB member providing an overview of their programs, services and performance are scheduled.
13. Co-located Amador Career Center with Amador Community College Foundation Learning Center is complete.
14. Published public information announcements in local papers and electronic media focusing on job seeker and employer services.
15. Upgraded Sage/MIP accounting software to most recent version, and upgraded the Geo VOS Virtual One-Stop System from version 12 to version 14 and began integration of the system with CalJOBS in February.
16. Initiated partnership with Tuolumne Economic Development Authority and Central Sierra Economic Development District to market employer services.
- New** 17. Moved the Tuolumne Career Center to a higher visibility, more accessible and economical location.
- New** 18. Engaged One-Stop Career Center System with the Career Pathways and Career Technical Education Partnership supporting funding and expansion of articulated programs between Tuolumne County High Schools and Columbia College.
- New** 19. Established partnership with the Central California Workforce Collaborative (9 San

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Joaquin Valley Workforce Investment Boards) to create a grant proposal addressing the Governor's Slingshot Initiative.

**New** 20. Partnered with the Central California Workforce Collaborative and Inland Empire to establish a Jobs Driven National Emergency Grant focusing on connecting long-term unemployed and Veterans to high demand and wage job opportunities.

**New** 21. Re-established Summer of Success partnership with the Tuolumne County U.S. Forest Service for an additional year.

### **Strategic Plan Summary**

Mission: *"Be a leader in the development of a quality workforce that meets the needs of the business community."*

Vision: *"Through partnerships create a thriving Business Community with quality jobs, skills, wages and lifelong learning."*

In support of the mission and vision Mother Lode Workforce Investment Board (MLWIB) is pursuing local and regional strategies focused on nurturing, supporting and assisting partners and providers in the development of high quality and responsive education, training, social and employment services, and braiding and leveraging services to support effective, efficient and economical service delivery meeting the needs of the business community. The pursuit of this vision include a commitment to investments supporting on-going skills attainment, job readiness and sustainable connections to work and career pathways leading to self-sufficiency, family wages and financial independence while addressing regional growth industry sectors and clusters, and replacement employment needs and opportunities. The strategies chosen are mitigated by resource realities and draw upon lessons learned during the past thirteen years under the Workforce Investment Act and previous experience under the Job Training Partnership Act, the considerable expertise and experience of our labor, public and private sector partner networks, and from best practice and promising innovation produced across the region, state and nation through the pursuit of service coordination, partnership, integration and excellence.

### Industry Sectors

The MLWIB has identified the following industry sectors as the primary targets for partnership development supporting business growth and employment opportunities:

- Health Care and Social Assistance, including senior services;
- Leisure and Hospitality, including casinos and tourism;
- Professional and Business Services, including alarm system installers; high tech;
- Retail Trade; and,
- Agriculture and Forestry, including production, manufacturing, transportation and extraction.

These sectors were chosen after a review by MLWIB of available labor market information and consultation with the community college, local economic development organizations and chambers of commerce, and local elected officials. Consideration was given to the characteristics each sector, including size and growth, investments in the local economy by businesses and organizations, perceptions regarding existing and potential synergistic

businesses and organizations in complimentary clusters, and area demographics. The MLWIB One-Stop Operator (Mother Lode Job Training) regularly reviews and considers labor market and other data in directing its strategic and tactical efforts.

**Strategies**

The MLWIB established strategies and goals supporting the attainment of basic literacy and computer skills and education and industry recognized certification, credentials and diplomas supporting the connection of emerging, transitioning and re-entry workers to employment in occupations connected to career pathways providing for or leading to self-sufficiency, and providing business and employers with a ready, available and skilled workforce. The MLWIB recognizes that skills development is a life-long endeavor and that accomplishing the changes necessary to support this shift in culture are systemic. To this end, MLWIB established training set-a-sides that address the requirements of SB734. Recognizing fully that this work requires broad engagement, MLWIB continues to develop and maintain a network of community, local, regional and state level partnerships. These relationships are purposefully maintained in the spirit of collaboration and mutual benefit, through the need to be better informed, in the hope of sharing and learning about promising and best practice, and with the desire to better leverage and braid resources to the benefit of our partners, communities, businesses and workers.

The following strategies articulate and capture the essence of this work:

1. Identify workforce issues in the local community and strategies to address them.
2. Conduct oversight of One-Stop system and Workforce Investment Act.
3. Develop and maintain strong working relationships that will facilitate coordinating workforce and economic development strategies.
4. Establish MLWIB as a forum for business owners to bring forth workforce issues.
5. Develop and maintain a performance oriented culture for MLWIB.

**Goal Detail Status Report**

In support of its mission and vision, the MLWIB has established strategic goals fostering the advancement of the local workforce system.

STRATEGY #1	Identify workforce issues in the local community and develop strategies to address them.	
GOAL	DESCRIPTION	STATUS
Focus Workforce Investment Board on identification and resolution of workforce issues.	Establish strategic plan	The five year plan was accepted by CWIB, compliance review by EDD pending. MLWIB completes an annual review of plan and progress towards plan goals.
	Focus agendas of the Workforce Investment Board on identification and resolution of workforce issues.	On-going. WIB agendas and committee meetings are focused on strategic goals.
	Recruit representatives of high priority industry sector employers and businesses for Workforce Investment Board membership.	On-going. The WIB is recruiting for five Business Representatives focus is on the industry clusters identified in the strategic plan.
Use Labor Market	Partner with the Central California	On-going. In partnership with



STRATEGY #1	Identify workforce issues in the local community and develop strategies to address them.	
GOAL	DESCRIPTION	STATUS
Information to inform investments.	Workforce Collaborative and Central Region Community Colleges to complete a regional labor market study.	CCWC a labor market study was contracted for and completed by ADE and presented to MLWIB.
	Partner with Columbia College and the local chambers of commerce and economic development authorities to survey local business needs.	Pending discussions with partners, not yet begun.
	Provide input to EDD supporting development of LMI tools.	Participated in quarterly EDD LMI Advisory Group, upcoming Meeting Dates: April 24, July 24 & October 23, 2014.
	Revise strategic plan to better consider labor market information.	On-going.
	Collaborate with Columbia College and the Central Region Community Colleges to better understand and connect employer skill needs with available training.	On-going. In partnership with CCWC we are participating in the analysis of the workforce and training needs of employers in the Agriculture Manufacturing Cluster.
	Using LMI to inform a partnership with Tuolumne County High Schools on their Career Pathways initiative and support connection and articulation of programs with Columbia College.	<b><i>On-going. In partnership with the schools and College we are developing a fundable grant proposal expanding the Hospitality/Tourism/Culinary and the Health Medical/EMT pathways and potentially adding a pathway for Diesel Mechanics.</i></b>
	Using LMI to inform a partnership with the Central California Workforce Collaborative to create a grant proposal addressing the Governor's Slingshot Initiative.	<b><i>Partnership proposes to address issues of poverty, lack of economic diversity, workforce limitations and out-migration of newly educated workforce through further research, expanded understanding of issues, and application of resources focused on critical keystones.</i></b>

STRATEGY #2	Conduct oversight of One-Stop system and Workforce Investment Act.	
Goal	Description	Timeline
Ensure a service balance between job seekers and employers by developing and fostering employer and business services relationships.	Re-introduce on-the-job training as a primary business service and training and placement strategy supporting business and job seeker success.	On-going. Goals and metrics established during of PY13/14 service level planning and budgeting process.
	Establish business outreach and on-the-job training development as a primary accountability of One-Stop Managers and staff.	On-going. Goals established as part of PY13/14 service planning and budgeting process.

<b>STRATEGY #2</b>	<b>Conduct oversight of One-Stop system and Workforce Investment Act.</b>	
<b>Goal</b>	<b>Description</b>	<b>Timeline</b>
	Partner with Columbia College to deliver customized for employers.	Outreach and marketing is underway.
	Introduce workforce skills development training for incumbent workers.	Policy approved by MLBOD in January 2014, MLWIB consideration February 2014.
	Establish a Business Services Committee and plan in compliance with UI Code Section 14200(c)(9)(C).	Completed as part of the adoption of the Strategic Plan. The committee has not yet met.
Provide for oversight of the One-Stop system and Workforce Investment Act.	Request that each Public One-Stop Partner provide a brief over-view of their program, service populations and performance, and establish quarterly or annual reporting to the Workforce Investment Board.	Staff has scheduled partner presentations at the last two MLWIB meetings and this will be on-going.
	Establish One-Stop certification standards and process and review Job Connection One-Stop centers against standards.	Not yet begun.
	Assure an active Youth Advisory Council.	On-going. Youth Council appointed. Youth Council met in December 2013 and March and June 2014.
	Approve annual WIA service plan of the WIA provider and One-Stop Operator.	On-going. The PY12/13 plan approved by the WIB and BOD at May 2013 joint meeting.
	Review quarterly service level, customer satisfaction and expenditure performance of One-Stop provider, and annual WIA performance metrics.	On-going. Performance data is presented quarterly at each meeting, WIA metrics annually.

<b>STRATEGY #3</b>	<b>Develop and maintain strong working relationships that will facilitate coordinating workforce and economic development strategies.</b>	
<b>Goal</b>	<b>Description</b>	<b>Timeline</b>
Work collaborative with economic development agencies and business alliances in each county.	Identify significant economic development and business alliances, i.e., Economic Development Agencies, Chambers of Commerce, Business Service Clubs and Associations, etc.	On-going. Partnership with CCWC and Central Region Community Colleges is established. Building closer relationships with local programs and economic development.
	Identify hot-topics for each group and staff with WIB for prioritization and engagement.	March 2014 and on-going.
	Share labor market and program service information and related to services for business and job seekers.	On-going. Program service information presented quarterly.
	Engage like and similar business in joint discussion and articulation of workforce and skills needs and barriers.	On-going. Identification of basic needs is occurring with employers engaging in recruitment and on-the-job training services.
	Establish regional partnerships supporting collaborative work, i.e.	On-going. Co-located Amador Career Center with Amador

STRATEGY #3	Develop and maintain strong working relationships that will facilitate coordinating workforce and economic development strategies.	
Goal	Description	Timeline
	Central California Workforce Collaborative (CCWC), Central Region Community Colleges (C6), etc.	Community College Foundation Learning Center. Initiated partnership with Tuolumne Economic Development Authority and Central Sierra Economic Development District to market employer services.

STRATEGY #4	Establish WIB as a principal forum for businesses and employers to bring forth workforce issues.	
Goal	Description	Timeline
Increase visibility of and accessibility to the WIB.	Assure that economic development, business alliances, businesses, partners, and emerging and transitional workers know about the mission, vision and services of the MLWIB.	On-going. Established marketing and public outreach plan, published articles in local papers and electronic media. Launched MLWIB web-site at <a href="http://www.MLWIB.com">www.MLWIB.com</a>
	Re-establish and assure the availability of on-the-job and customized training, and business services.	On-going. Established goals as part of PY13/14 service level planning and budgeting process. See the service level and expenditure performance report for progress toward goals.
	Establish a Business Services Committee and plan in compliance with UI Code Section 14200(c)(9)(C).	Completed as part of the adoption of the Strategic Plan. The committee has not yet met.
	Establish a WIB Scholarship program as a means to increase the visibility of the WIB, assist business by assuring a skilled workforce, and to carry the message regarding the importance of skills development.	Scholarship was launched in September 2013. Supplemented this with Workforce Skills Development services for incumbent workers in February 2014.

STRATEGY #5	Develop and maintain a performance oriented culture for the Workforce Investment Board.	
Goal	Description	Timeline
Be data driven.	Invest in systems providing critical data to inform decision making.	On-going. Upgraded Sage/MIP accounting software to most recent version. Upgraded from version 12 to version 14 of the Geo VOS Virtual One-Stop System, integrated with CalJOBS in February. Engaging in discussion and training to maximize the use of the system by staff, employers and job seekers.
	Use Labor Market Information,	On-going. Contracted in

STRATEGY #5	Develop and maintain a performance oriented culture for the Workforce Investment Board.	
Goal	Description	Timeline
	performance and expenditure information and other data sources to inform investment decisions.	Partnership with CCWC for two economic studies of the regional labor market.
Establish accountability.	Establish a strategic plan.	Completed May 2013 updates are on-going.
	Establish an annual budget.	Completed May 2013 updates are on-going
	Establish annual service and performance plans.	Completed August 2013 updates are on-going
	Establish policy guidance for process, procedure and investments.	On-going. See WIB Scholarship Policy and Participant Support Policy.
Inspire leadership and engagement.	Promote the engagement of staff and Board members in support of the continual improvement of the One-Stop and workforce system.	On-going.

Please contact your county level Career Center Manager, Jeff Dickason or Leslie Hunt for further information.

**STAFF CONTACT:**

L. Hunt, WIB/HR Manager, (209)533-3396 or [LHunt@MLJT.Org](mailto:LHunt@MLJT.Org)

**A6:** Executive Director's Report

**MOTHER LODE WORKFORCE INVESTMENT BOARD**  
**197 B Mono Way, Sonora CA 95370**  
**August 21, 2014**

**ACTION:** Accept Executive Director's report and provide appropriate direction.

**DISCUSSION:** **Executive Directors Report**

**1. Status Report - EDD Monitoring**

Each year the California Employment Development Department (EDD) completes on-site monitoring of Mother Lode Job Training program, administrative and fiscal processes. EDD attempts to issue a draft report within 60 days of the monitoring and provides the grantee 30 days to submit a response to any findings. The process may include a number of iterations to support a clear understanding of issues and their resolution. Mother Lode Job Training has provided EDD with a complete response to findings in each of the listed reports and is awaiting acceptance of the proposed resolution of PY11-12 program monitoring report. The next EDD monitoring is scheduled for September 29 to October 2 with a focus on the Youth program.

<b>EDD Monitoring</b>	<b>Status</b>
PY10-11 Program Monitoring	Closed
PY11-12 Program Monitoring	Open pending acceptance of proposed resolution
PY11-12 Fiscal Monitoring	Closed
PY12-13 Youth Monitoring	Closed
PY12-13 Fiscal Monitoring	Closed
PY12-13 Program Monitoring	Closed
PY13-14 Fiscal Monitoring	Open pending meeting WIB Membership Requirements

**2. Fiscal Management/Annual Audit**

The Mother Lode Job Training Fiscal Team has been working to simplify and streamline processes while maintaining internal controls and system integrity. Over this program year, this work has included re-configuring the accounting system to better support cost allocation and reporting needs, re-procuring payroll services resulting in significant cost reductions and a savings of about \$3,000 per year, and re-procuring annual audit services. The audit was scheduled for the week of February 10<sup>th</sup>, completed, and then presented to and accepted by the Mother Lode Board of Directors at their meeting on July 21<sup>st</sup>. Next year's audit has been tentatively scheduled for January 2015.

**3. Human Resources/Personnel**

A long-time Career Counselor at the Tuolumne County Career Center in Sonora resigned to accept a full-time position with Columbia College. For the last few years this staff had been splitting her time between the College and Mother Lode Job Training. For this staff this move represents the achievement of a long-time career goal. She will be missed but will be in a position to continue and to enhance the partnership with the College.

As previously reported in February, new rates were received from our Workman's Compensation carrier. Our experience rating was further reduced to 87. This is a 147 point drop from the 232 experience rating for the 2011 program year. This is a 63% drop over the course of three years, and will provide an additional savings of about \$26,400 against current year costs. During CY2013 we had 67 employees at 23 worksites, including 39 in work experience. These employees have now worked a total of 40,629 hours with no reportable injuries.

<b>Worker's Compensation Insurance Experience Rating</b>				
Year	2011	2012	2013	2014
Experience Rate	232	211	177	87
Premium Estimate	\$110,263	\$74,033	\$33,601	\$7,201

The annual decline in experience ratings is attributable to reductions in numbers of employees, regular safety

awareness training for staff and participants, changes in our processes used to evaluate and certify employer sites for participant work experience, and a lack of new injuries.

#### **4. Leases and location for Mother Lode Job Training Career Centers**

At the October 21<sup>th</sup> meeting the Board of Directors provided guidance and authorized the Executive Director to negotiate and enter into leases for the location of Mother Lode Job Training One-Stop Career Centers in Amador, Calaveras and Tuolumne counties. In compliance with ML BOD direction staff negotiated new leases in Amador and Tuolumne counties. We are still looking for an economically viable location in Calaveras County and have looked at several locations in San Andreas, Angels Camp and Copperopolis with none of the locations providing a viable alternative to the existing location.

#### **5. Partnerships and Resource Development**

##### **a. Career Pathways and Career Technical Education Partnership**

Mother Lode Job Training has been working with the Tuolumne County High Schools in support of a grant opportunity to fund the expansion and development of articulated Career Pathway programs between Tuolumne County High Schools and Columbia College. This work is likely to result in a grant application for \$6.125 million providing resources in support of Hospitality, Recreation & Tourism/Culinary Arts programs and Health Care/EMT programs delivered through the High Schools with curriculums that are fully connected to programs at Columbia College. The partnership is also looking at adding a third pathway for Diesel Mechanics.

##### **b. Governor's Slingshot Initiative**

Mother Lode Job Training, in partnership with the Central California Workforce Collaborative (9 San Joaquin Valley Workforce Investment Boards), is seeking funding from the Governor to address issues of poverty, lack of economic diversity, workforce limitations and out-migration of newly educated workforce through further research to expanded our understanding of the underlying issues

which will then result in application of resources focused on addressing these underlying causes.

- c. Mother Lode Job Training has partnered with the Central California Workforce Collaborative and Inland Empire to establish a Jobs Driven National Emergency Grant focusing on connecting long-term unemployed and Veterans to high demand and wage job opportunities.
- d. Mother Lode Job Training has re-established Summer of Success partnership with the Tuolumne County U.S. Forest Service for an additional year.

**11:** Workforce Innovation & Opportunities Act (WIA Reauthorization)

<b>U.S. DEPARTMENT OF LABOR</b>	<b>NO.</b>	<b>5-14</b>
<b>TRAINING AND EMPLOYMENT NOTICE</b>	<b>DATE</b>	<b>July 22,2014</b>

**TO:** STATE GOVERNORS  
STATE WORKFORCE AGENCIES  
STATE WORKFORCE ADMINISTRATORS  
STATE AND LOCAL WORKFORCE BOARD CHAIRS AND DIRECTORS  
STATE UNEMPLOYMENT INSURANCE DIRECTORS  
STATE LABOR COMMISSIONERS  
STATE LABOR MARKET INFORMATION DIRECTORS  
STATE RAPID RESPONSE COORDINATORS  
STATE APPRENTICESHIP AGENCY DIRECTORS  
OFFICE OF APPRENTICESHIP STATE AND REGIONAL DIRECTORS  
TRADE ADJUSTMENT ASSISTANCE LEADS  
AMERICAN JOB CENTER DIRECTORS  
ALL EMPLOYMENT AND TRAINING ADMINISTRATION GRANTEEES

**FROM:** PORTIA WU  
Assistant Secretary

**SUBJECT:** Workforce Innovation and Opportunity Act Announcement and Initial Informational Resources

- 1. Purpose.** Through this notice, the Employment and Training Administration (ETA) communicates the enactment of the Workforce Innovation and Opportunity Act (WIOA), announces its current implementation plans, shares key statutorily-required implementation dates, and provides initial informational resources regarding the provisions in the new law.
- 2. References.** WIOA Resource Page available at [www.doleta.gov/WIOA](http://www.doleta.gov/WIOA).
- 3. Background.** Between 1998 and 2014, the public workforce system, authorized under the Workforce Investment Act of 1998 (WIA), made important achievements in helping job seekers acquire the skills and credentials needed for good jobs and matching employers to qualified workers. During this period, the nation has experienced strong economic times, the Great Recession, and continuing budget uncertainty. The work of the committed partners in the system - including states, State and Local Workforce Investment Boards, American Job Centers (AJC), federally-funded partner programs, training providers, non- and for-profit organizations, and other service intermediaries - has been extraordinary.

On July 22, 2014, President Barack Obama signed WIOA into law. Both the Senate and House passed WIOA with wide, bipartisan support. The passage of WIOA provides new authorizing legislation for programs that had been authorized under WIA. Specifically, WIOA covers the following programs:



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Programs administered by the U.S. Department of Labor (Department)

- Adult, Dislocated Worker, and Youth formula programs
- Job Corps program
- Indian and Native American program
- Migrant and Seasonal Farmworker program
- YouthBuild program
- Evaluations and Multistate Projects
- Wagner-Peyser Employment Service and workforce and labor market information programs

Programs administered by the U.S. Department of Education

- Adult Education and Literacy programs
- Vocational Rehabilitation and other Rehabilitation Act programs

WIOA is landmark legislation designed to strengthen and improve our nation's public workforce system and help put Americans back to work. WIOA makes it easier for the public workforce system to help workers acquire the skills employers need and help employers access the talent pool they need to compete and win in a global economy. The new legislative provisions are designed to help workers, including those with barriers to employment, access employment, education, job-driven training, and support services; enhance program coordination, streamline service delivery, and increase flexibility for governance; improve services to employers; and align programs across common goals and increase accountability and transparency. WIOA provisions also emphasize quality training that leads to credentials, regional planning and service coordination. and implementation of targeted sector-based strategies and career pathways.

#### **4. Initial WIOA Information Resources**

ETA is collaborating closely with the U.S. Departments of Education and Health and Human Services to engage states, local areas, other grantees, and stakeholders in preparing to implement WIOA. The following materials provide initial informational resources regarding WIOA, with emphasis on the programs administered by ETA. ETA will engage stakeholders and communicate guidance throughout WIOA implementation period.

- *Fact Sheet.* ETA has prepared a WIOA fact sheet (Attachment A). The fact sheet highlights key reforms WIOA makes to the public workforce system.
- *Timeline.* The key statutorily required implementation dates are summarized in Attachment B. The overall implementation schedule is ambitious given the requirements and transition expectations of the law. ETA will issue guidance regarding interim milestones for various activities, as needed. For example, ETA will issue guidance regarding the development and submission of unified state plans as required by WIOA.
- *Questions and Answers.* Attachment C provides a preliminary set of questions and answers on WIOA implementation. ETA expects these will be expanded and updated throughout implementation of the law.

- Website and Dedicated Email Address. ETA has established a WIOA Resource Page ([www.doleta.gov/WIOA](http://www.doleta.gov/WIOA)) to serve as the on-line repository for the Department's WIOA implementation materials. The fact sheet, key statutorily required implementation timelines, questions and answers, and other relevant guidance and technical assistance materials are available on this site. Questions regarding WIOA implementation can be submitted to a newly-established in-box (DOL.WIOA@dol.gov). As responses are developed, they will be posted on the WIOA Resource Page,
- The Department of Education's Office of Career, Technical, and Adult Education has established a WIOA Resource Page for information related to the adult education and literacy programs under title n of WIOA. This page is located at: <http://www2.ed.gov/about/offices/list/ovae/pi/AdultEd/wioa-reauthorization.html>. Questions may be submitted to OCTAE staff at [AskAEFLA@ed.gov](mailto:AskAEFLA@ed.gov).

The Department of Education's Rehabilitation Services Administration has also established a WIOA Resource Page for information related to the vocational rehabilitation program. This page is located at:

<http://www.ed.gov/about/offices/list/oserlrsalwioa-reauthorization.html>

- Stakeholder Engagement. Input from the state and local workforce leaders and practitioners, as well as other stakeholders, is critical to the success of WIOA implementation. ETA will engage stakeholders through in-person and virtual discussions. More information regarding opportunities to contribute input will be available on WIOA Resource Page. In addition, stakeholders can submit inquiries through DOL.WIOA@dol.gov.
5. **Action Requested.** ETA encourages the recipients of this advisory to share the TEN and attached WIOA implementation technical assistance materials with other principals in the public workforce system.
  6. **Inquiries.** Questions regarding this TEN can be directed to [DOL.WIOA@dol.gov](mailto:DOL.WIOA@dol.gov) or the appropriate ETA regional office.
  7. **Attachments.**
    - Attachment A - WIOA Fact Sheet
    - Attachment B - Key Statutorily Required Implementation Dates
    - Attachment C - Frequently Asked Questions and Answers

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## The Workforce Innovation and Opportunity Act - July 22, 2014

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**The Workforce Innovation and Opportunity Act (WIOA)** will help job seekers and workers access employment, education, training, and support services to succeed in the labor market and match employers with skilled workers they need to compete in the global economy. Congress passed WIOA, the first legislative reform of the public workforce system in more than 15 years, by a wide bipartisan majority. In doing so, Congress reaffirmed the role of the American Job Center (AJC) system, a cornerstone of the public workforce investment system, and brought together and enhanced several key employment, education, and training programs. In recent years over 20 million people annually turn to these programs to obtain good jobs and a pathway to the middle class. WIOA continues to advance services to these job seekers and employers.

### HIGHLIGHTS OF WIOA REFORMS TO THE PUBLIC WORKFORCE SYSTEM

#### ***Aligns Federal Investments to Support Job***

***Seekers and Employers:*** At the State level, WIOA establishes unified strategic planning across "core" programs, which include Title I Adult, Dislocated Worker and Youth programs; Adult Education and Literacy programs; the Wagner-Peyser Employment Service; and Title I of the Rehabilitation Act programs.

#### ***Strengthens the Governing Bodies that Establish State, Regional and Local Workforce Investment***

***Priorities:*** WIOA streamlines membership of business-led, state and local workforce development boards. The Act emphasizes the role of boards in coordinating and aligning workforce programs and adds functions to develop strategies to meet worker and employer needs.

#### ***Helps Employers Find Workers with the***

***Necessary Skills:*** WIOA emphasizes engaging employers across the workforce system to align training with needed skills and match employers with qualified workers. The Act adds flexibility at the local level to provide incumbent worker training and transitional jobs as allowable activities and promotes work-based training, for example by increasing on-the-job training reimbursement rates to 75 percent. The law also emphasizes training that leads to industry recognized post-secondary credentials.

#### ***Aligns Goals and Increases Accountability and Information for Job Seekers and the Public:***

WIOA aligns the performance indicators for core programs, and adds new ones related to services to employers and postsecondary credential attainment. Performance goals must reflect economic conditions and participant characteristics. It makes available data on training providers' performance outcomes and requires third party evaluations of programs.

#### ***Fosters Regional Collaboration to Meet the Needs of Regional Economies:***

WIOA requires states to identify economic regions within their state, and local areas are to coordinate planning and service delivery on a regional basis.

#### ***Targets Workforce Services to Better Serve***

***Job Seekers:*** WIOA promotes the use of career pathways and sector partnerships to increase employment in in-demand industries and occupations. To help local economies target the needs of job seekers, WIOA allows 100 percent funds transfer between the Adult and Dislocated Worker programs. WIOA adds basic skills deficient as a priority category for Adult services. WIOA also focuses Youth program services to out-of-school youth. The Act strengthens services for unemployment insurance claimants. It also merges WIA core and intensive services into a new category of career services, clarifying there is no required sequence of services. The Act allows Governors to reserve up to 15 percent of formula funds for activities such as innovative programs.

#### ***Improves Services to Individuals with***

***Disabilities:*** WIOA increases individuals with disabilities' access to high-quality workforce services to prepare them for competitive integrated employment. It requires better employer engagement and promotes physical and programmatic accessibility to employment and training services for individuals with disabilities. Youth with disabilities receive extensive pre-employment transition services to obtain and retain competitive integrated employment. It creates an Advisory Committee on strategies to increase competitive integrated employment for individuals with disabilities.

## The Workforce Innovation and Opportunity Act

### HIGHLIGHTS CONTINUED

**Supports Access to Services:** To make services easier to access, the WIOA requires co-location of the Wagner-Peyser Employment Service in AJCs and adds the Temporary Assistance for Needy Families program as a mandatory partner. WIOA establishes dedicated funding from AJC partner programs to support the costs of infrastructure and other shared costs that support access to services. It asks the Secretary of labor to establish a common identifier for the workforce system to help workers and employers find available services. In addition, WIOA allows local areas to award pay for performance contracts so providers of services get paid for results. It also allows direct contracts to higher education institutions to provide training.

### STAKEHOLDER ENGAGEMENT AND TECHNICAL ASSISTANCE

DOL, in coordination with the U.S. Departments of Education (ED) and Health and Human Services (HHS), is working diligently to ensure that states and local areas, other grantees, and stakeholders are prepared for implementation of WIOA. DOL will provide technical assistance, tools, and resources to States and local areas through the WIOA Resource Page ([www.doleta.gov/WIOA](http://www.doleta.gov/WIOA)), Webinars, and virtual and in-person discussions. DOL will actively engage stakeholders in the implementation of WIOA. Opportunities to provide input will be communicated through the WIOA Resource Page.

### WIOA PROGRAMS

WIOA supersedes the Workforce Investment Act of 1998 and amends the Adult Education and Family Literacy Act, the Wagner-Peyser Act, and the Rehabilitation Act of 1973.

WIOA authorizes the Job Corps, YouthBuild, Indian and Native Americans, and Migrant and Seasonal Farmworker programs, in addition to the core programs.

### EFFECTIVE DATES FOR IMPLEMENTATION

President Barack Obama signed WIOA into law on July 22, 2014.

In general, the Act takes effect on July 1, 2015, the first full program year after enactment, unless otherwise noted. The State Unified Plans and Common Performance Accountability provisions take effect July 1, 2016. The U.S. Department of Labor (DOL) will issue further guidance on the timeframes for implementation of these changes.

DOL will issue proposed regulations reflecting the changes in WIOA soon after enactment.

### WIOA RESOURCE PAGE

Visit [www.doleta.gov/WIOA](http://www.doleta.gov/WIOA) to learn more about WIOA and access relevant guidance and technical assistance tools and resources developed by the U.S. Department of Labor's Employment and Training Administration (ETA). All relevant guidance will also be posted on the ETA Advisory Website (<http://wdr.doleta.gov/directives/>) Please email your questions to [DOI.WIOA@dol.gov](mailto:DOI.WIOA@dol.gov) or contact your ETA regional Office.

**Workforce Innovation and Opportunity Act (WIOA)  
Key Statutorily - Required Implementation Dates  
For Programs Administered by the Department of Labor**

<b>Dates</b>	<b>Required Actions</b>
July 22, 2014	Secretary of labor begins to take appropriate actions to provide for an orderly transition ( <i>Enactment</i> )
September 20, 2014	Advisory Committee on Increasing Competitive Integrated Employment for Individuals with Disabilities must be established (within 60 days of enactment)
December 1, 2014	Criteria for Job Corps Closures must be submitted to Congress (December 1, 2014)
January 18, 2015	Department of Labor (DOL), Department of Education (ED) and Department of Health and Human Services (HHS) must publish Notices of Proposed Rulemaking to implement WIOA (No later than 180 days after enactment)
January 21, 2015	1st Job Corps financial report must be submitted (every 6 months from enactment)
July 1, 2015	Provisions take effect, unless otherwise noted in the Act (1st full program year (PY) after enactment)
July 1, 2015	WIA State and local plan provisions continue to apply for the 1st full PY.
July 1, 2015	Current performance accountability system remains in effect for 1st full PY.
July 22, 2015	Eligible Training Providers provisions are implemented by Governors and boards (not later than 12 months after enactment)
July 22, 2015	Template for performance reports by state, local, and Eligible Training Providers must be developed by Secretary of labor and Secretary of Education within 12 months after the date of enactment
July 22, 2015	2nd Job Corps financial report must be submitted (every 6 months from enactment)
January 22, 2016	DOL, ED and HHS must publish Final Rules to implement WIOA (18 months after enactment)
January 22, 2016	3rd Job Corps financial report must be submitted (every 6 months from enactment)
March 3, 2016	Deadline for state Unified Plan submission (120 days before 2nd full PY)
March 3, 2016	Levels for new performance indicators are negotiated as part of approval of State Unified Plans.
June 30, 2016	DOL and ED must develop performance indicator relating to effectiveness in serving employers (prior to 2nd full PY)
July 1, 2016	One-Stop Infrastructure cost requirements take effect (July 1, 2016)
July 1, 2016	Use of common One-Stop delivery identifier must be implemented (not later than start of 2nd full PY)
July 21, 2016	4th Job Corps financial report must be submitted (every 6 months from enactment)
July 22, 2016	1st plan describing research studies and multistate project priorities for a 5 year period is due (every 2 years from enactment)

<b>Dates</b>	<b>Required Actions</b>
July 22, 2016	Provisions relating to subminimum wages for individuals with disabilities take effect (2 years after enactment)
July 1, 2017	Start of 3rd full PY
January 20, 2017	6th Job Corps financial report must be submitted (every 6 months from enactment)
July 22, 2018	2nd plan describing research studies and multistate project priorities for a 5 year period is due (every 2 years from enactment)
July 22, 2018	Independent evaluation of the programs and activities authorized in WIOA is completed (at least once every 4 years)
January 20, 2018	9th Job Corps financial report must be submitted (annually from enactment for 2 years)
September 30, 2019	1 multistate control group evaluation must be completed (end of Fiscal Year 2019)

Actions

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## **Workforce Innovation and Opportunity Act Frequently Asked Questions**

**July 22, 2014**

The following Frequently Asked Questions are drafted in the context of the Workforce Innovation and Opportunity Act (WIOA) programs that are administered by the Department of Labor (DOL).

### **GENERAL QUESTIONS**

#### **Q. What programs are authorized by WIOA?**

WIOA authorizes key employment and training programs and the American Job Center (referred to as One-Stop Center in the law) service delivery system to help workers acquire the tools and skills they need to be successful and to connect employers to the skilled workers they need. WIOA aligns the "core" programs to provide coordinated, comprehensive services. The core programs are:

- 1) Adult, Dislocated Worker and Youth formula programs administered by DOL;
- 2) the Adult Education and Literacy programs administered by the Department of Education (ED);
- 3) Wagner-Peyser Employment Service program administered by DOL; and
- 4) the programs under title I of the Rehabilitation Act that provide services to individuals with disabilities administered by the ED.

Other programs administered by DOL that are authorized under title J of WIOA include: Job Corps, YouthBuild. Indian and Native American programs, Migrant and Seasonal Farmworker programs, and evaluation and multistate projects.

#### **Q. What are key features of the WIOA?**

WIOA makes a number of improvements to the public workforce system and its delivery of services to jobseekers, workers, and employers. Among the key features of WIOA are:

- Ensuring that federal core program employment and training services are coordinated and complementary by requiring a single, 4-year Strategic State Plan for achieving the workforce goals of the State;
- Ensuring that federal investments in employment and training programs are evidence based, data-driven, and accountable to participants and taxpayers by establishing a common performance accountability system for the core programs and requiring other authorized programs to report on the common performance indicators;
- Streamlining and strengthening the strategic roles of State and local workforce boards by reducing board size and adding functions that include strategies for meeting the needs of jobseekers and employers;
- Enhancing services provided to job seekers and employers through the American Job Center system by requiring the co-location of Wagner-Peyser Employment Services; adding the Temporary Assistance for Needy Families as a required partner; providing for State-established certification to facilitate high-quality American Job Centers; requiring partners to dedicate funding for infrastructure and other shared costs; and

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promoting the development of integrated intake, case management and reporting systems;

- Fostering regional collaboration by having local areas plan and coordinate service delivery within a region; • Emphasizing the use of career pathways and sector partnerships to promote employment in in-demand industries and occupations;
- Promoting work-based training by authorizing local areas to provide incumbent worker training and transitional jobs, increasing the reimbursement to employers for on-the-job training and customized training and by increasing linkages with Registered Apprentices;
- Increasing flexibility by authorizing local areas to transfer up to 100 percent funding between Adult and Dislocated Worker; and
- Refocusing the youth formula program to serve disconnected youth by requiring a minimum of 75 percent of funds are used for out-of-school youth compared to 30 percent under WIA.

**Q. How can I stay abreast of information regarding WIOA implementation, technical assistance, and stakeholder engagement?**

Information on WIOA implementation, including links to guidance, technical assistance events and tools, and opportunities to provide stakeholder input will be posted on ETA's WIOA Resource Page at [www.doleta.gov/WIOA](http://www.doleta.gov/WIOA). The WIOA Resource Page will be updated with new tools and resources, including responses to frequently asked questions, as they become available.

Questions regarding WIOA implementation should be submitted to DOL [WIOA@dol.gov](mailto:WIOA@dol.gov) or directed to your ETA Regional Office. Additionally, official ETA guidance on WIOA will be posted on ETA's advisory Web site, <http://wdr.doleta.gov/directives>.

**Q. How does WIOA streamline programs and services?**

WIOA streamlines programs and improves services to job seekers and employers in several ways including establishing a single State Unified Strategic Plan and a common performance accountability system for the core programs. The Act also applies common performance measures to other workforce programs authorized under the Act. The Act streamlines State and local boards by reducing their size while expanding their responsibilities to include the alignment of workforce development programs to maximize the effective use of program resources. The Act also streamlines services by merging the current WIA core and intensive services into a single new category of career services; this clarifies that no "sequence of service" is required before enrollment in training and makes more comprehensive services readily available.

**Q. How does WIOA align with the Vice President's review of federal job training programs?**

The Vice President's review of federal job training programs highlights several key elements that characterize job-driven programs and best practices to make our national training and skills investments more job-driven. WIOA also includes these key elements. The Vice President's report and WIOA complement one another and both advance the goals of



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preparing workers for 21st century jobs and ensuring American businesses will have skilled workers to be competitive in our global economy.

## **IMPLEMENTATION**

### **Q. When will WIOA take effect?**

The majority of WIOA provisions will become effective on July 1, 2015, the first full program year after enactment. However, the Act includes several provisions that become effective on other dates. For example, the WIA State and local plans remain in effect for PY 2015 and the new State Unified Strategic Plan is to be submitted for PY 2016, which begins July 1, 2016. In addition, the WIA performance accountability section remains in effect for PY 2015, with the new WIOA performance accountability provisions taking effect at the beginning PY 2016. ETA has posted the key statutorily required implementation dates on ETA's WIOA Resource Page at [www.doleta.gov/WIOA](http://www.doleta.gov/WIOA).

### **Q. How will ETA handle pending or new requests for such things as plan modifications or waivers before WIOA takes effect?**

Regular WIA business matters such as State Plan modifications, reviewing and processing waiver requests, and monitoring visits in accordance with existing WIA provisions and established procedures until further guidance or notice is issued.

### **Q. What kind of support will the Department provide to help states and local areas transition to WIOA?**

The Department plans to provide a broad range of guidance and training and technical assistance to help states and local areas successfully transition to WIOA. Information on upcoming technical assistance and training opportunities, tools and resources, and opportunities for stakeholder input will be made available on the WIOA Resource Page ([www.doleta.gov/WIOA](http://www.doleta.gov/WIOA)). The WIOA Resource Page will be updated with new tools and resources, including responses to frequently asked questions.

The Act authorizes the States, grant recipients, administrative entities and other recipients of financial assistance under WIA to spend funds received under WIA to plan and implement programs and activities under the WIOA. States can spend no more than 2 percent of any state allotment for FY 2014 for transition activities, and of that amount, not less than 50 percent is to be made available to local entities for those activities. The Department anticipates issuing further guidance on the use of FY 2014 funds for this purpose shortly.

### **Q. Will there an opportunity for States to be early implementers of the new W10A State Unified Plans?**

Yes. ETA will develop a process and guidance for States that choose to voluntarily submit and implement the WIOA State Unified Plans before the statutory effective date of July 1, 2016.

### **Q. How can I provide input into the WIOA implementation process?**

Stakeholder input is absolutely critical to the successful implementation of WIOA. ETA, in coordination with its Federal partner agencies, intends to engage stakeholders and gather feedback at various points throughout the transition to WIOA. We will notify stakeholders

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across the workforce system about opportunities for engagement in the coming months; opportunities may include audio or online listening sessions with ETA leadership, interactive webinar presentations, or Town Hall sessions. Stakeholders also can submit questions, concerns, or ideas to [DOL.WIOA@dol.gov](mailto:DOL.WIOA@dol.gov), a dedicated email box for WIOA implementation. In addition, stakeholders will be invited to respond to Federal Register Notices (FRN) as draft regulations and proposed data collections are published for public comment.

**Q. How does W10A impact national grant programs such as the Indian and Native American program, the Migrant and Seasonal Farmworker program, and Youth Build?**

WIOA continues to authorize the national competitive grant programs that were authorized under WIA (the Indian and Native American program, the National Farm worker Jobs program, and Youth Build). Changes have been made to these programs to ensure that jobseekers acquire the skills needed for in-demand jobs and are aligned with the core programs. For instance, YouthBuild is amended to specifically authorize activities in in-demand industries and occupations in addition to construction, to incorporate the common performance measures, and to make changes to the percentages of funds used for supervision and training and administration. The Indian and Native American program and the National Farmworker Jobs program are amended to extend the grant periods from two to four years, apply the common performance accountability measures, and authorize additional activities. These national programs would continue to be required partners in American Job Centers (also known as One-Stop Career Centers) although their representation on local workforce investment boards is no longer required.

The impact of WIOA on the Job Corps program is discussed in a separate section of this document.

**Q. When do Board changes take effect?**

Like most of the other provisions in the Act, the State and Local Workforce Development Board requirements take effect July 1, 2015, the first full program year after enactment. WIOA retains a grandfathering provision for those State Boards that were in effect before the enactment of WIA and a grand fathering provision for Local Boards. The Department will continue to analyze changes to the State and Local boards and will issue additional guidance as appropriate.

**Q. What is the "common one-stop delivery system identifier" to be developed by the Secretary? Is that identifier going to be "American Job Center"?**

A common identifier will help job seekers and employers readily access services. The Department will consult with state and local boards and stakeholders experiences with various identifiers, including the American Job Center, before finalizing the system identifier and how it should be included in state and local materials. WIOA allows states, local areas, and other partners to have additional identifiers as well. After consultations, the Department will issue guidance and technical assistance on identifier implementation.

**IMPROVING SERVICES TO JOB SEEKERS AND EMPLOYERS**

**Q. How does WIOA change the youth formula program?**

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WIOA requires the youth formula program spend at least 75 percent of funds on out-of-school youth, compared to 30 percent under WIA. The Act also changes youth eligibility requirements by establishing separate criteria for out-of-school and in-school youth, including removing income eligibility requirements for most out-of-school youth and raising the eligible age for such youth to 16 through 24. In-school youth age eligibility continue to be ages 14-21, as in WIA.

WIOA places a new priority on work-based learning by providing that at least 20 percent of local youth formula funds be used for work experiences such as summer jobs, pre-apprenticeship training, on-the-job training and internships that have academic and occupational education as a component. WIOA also links services to the attainment of secondary school diplomas, entry into postsecondary education and career readiness, and to the attainment of postsecondary credentials aligned with in-demand industry sectors or occupations. Additional allowable activities include financial literacy education and entrepreneurial skills training.

**Q. How does WIOA improve services to unemployment insurance (UI) claimants?**

WIOA increases connections between the job training and employment services and the UI system. UI claimants will benefit from the enhanced services; including the labor exchange services and career counseling that are included as career services under title t, and activities that assist workers in identifying and obtaining jobs in in-demand industries and occupations.

WIOA amends Wagner-Peyser Employment Services to include as allowable activities eligibility assessments of UI claimants and the provision of referrals to and application assistance for an array of training and education programs and resources. Co-locating Employment Services in American Job Centers also will result in UI claimants having enhanced access to services.

**Q. How does WIOA improve services to individuals with disabilities through American Job Centers?**

WIOA makes several significant changes to help individuals with disabilities access services and improve employment outcomes. Both the State and the Local Plans are to describe how the American Job Center delivery system will comply with the nondiscrimination requirements regarding physical and programmatic accessibility of facilities, programs, services, technology and materials, including appropriate staff training and support. The criteria for certifying American Job Centers also includes assessing physical and programmatic accessibility. The Act includes individuals with disabilities in the definition of individuals with barriers to employment, for whom strategies must be identified in State and local plans and performance outcomes identified and reported.

WIOA directs local boards to promote proven practices in programmatic and physical accessibility, develop strategies for using technology to better meet the needs of people with barriers to employment, and annually assess physical and programmatic accessibility. In addition, local boards may designate a standing committee to provide information and assist with operational and other issues related to compliance with non-discrimination and applicable

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accessibility requirements and appropriate training for staff on providing services for individuals with disabilities.

WIOA also promotes better alignment of the Adult, Dislocated Worker and Youth formula programs with vocational rehabilitation state grant programs carried out under title I of the Rehabilitation Act to help provide comprehensive services to individuals with disabilities. The Act strengthens collaboration of vocational rehabilitation agencies with employers. In addition, WIOA makes important amendments to the employment grant programs under the Rehabilitation Act to emphasize entry into and retention in competitive integrated employment for individuals with disabilities. The Act requires at least 15 percent of the funding to state vocational rehabilitation agencies to provide pre-employment transition services to support youth with disabilities in transition from secondary school to post-secondary school and employment.

At the Federal level, WIOA requires that the Secretary of Labor establish an advisory committee focused on increasing competitive integrated employment for individuals with disabilities.

**Q. How does WIOA strengthen services for employers?**

WIOA contains many provisions to strengthen connections with employers to identify the skills employers need, ensure assistance is provided to workers to acquire those skills, and match employers with the skilled workers they need. The State and local workforce development boards that set policies for and oversee workforce development systems are comprised of a majority of business representatives and have business chairs. State and local plans include strategic elements designed to identify the employment needs of employers and to develop strategies for meeting those needs.

At the local level, a critical local board function is leading efforts to engage a diverse range of employers to develop effective linkages with regional employers to support their utilization of and participation in the local workforce system. The local boards are also to enhance communication, coordination, and collaboration among employers, economic development entities and service providers to ensure activities meet the needs of employers and support economic growth in the region. In its plan, local boards are to describe

- 1) their strategies and services for employer engagement, including small employers and employers in in-demand industry sectors and occupations, in workforce programs;
- 2) how they will support a local system that meets the needs of local employers;
- 3) how they will better coordinate workforce development programs and economic development; and
- 4) the implementation of initiatives such as incumbent worker training programs, on-the-job training programs, career pathways initiatives, utilization of effective business intermediaries, and other business services and strategies designed to meet the needs of employers in the corresponding region.

WIOA emphasizes the provision of training that results in the attainment of postsecondary credentials that include industry-recognized certificates or certifications. It strengthens employment-based training by increasing the reimbursement rate to employers for on-the-job

training and for customized training. WIOA provides local boards the opportunity to implement incumbent worker training programs using up to 20 percent of their Adult and Dislocated Worker program funds. It promotes the use of sector strategies to form partnerships among key stakeholders in an industry cluster or sector to and encourages them to offer other work-based training and/or carry out industry and sector strategies to identify and address the needs of multiple employers in the industry.

To ensure accountability for services to employers, WIOA directs the Secretary of Labor and the Secretary of Education to establish a new performance measure on the effectiveness of services to employers across the core programs.

**Q. How does WIOA strengthen connections with institutions of higher education, including community colleges?**

Under WIOA, State Unified Plans must include a description of how community colleges will be engaged as partners in the workforce development system. In addition, each local board includes a representative of institutions of higher education providing workforce investment activities, including community colleges. WIOA also allows local boards to enter into direct contracts with institutions of higher education to provide training services.

**Q. Does WIOA retain veterans' priority of service?**

Yes. Priority of service requirements for eligible veterans and spouses continue under WIOA, and DOL is continuing to implement the recent refocus of the Jobs for Veterans State Grants (OVSG) program. DOL is analyzing how WIOA provisions affect the JVSG program and will issue further guidance as needed.

**Q. How does WIOA improve services for veterans and military spouses?**

WIOA has several provisions which help support veteran- related services, such as expanding National Dislocated Worker Grants (formerly National Emergency Grants) eligibility to areas that have a higher than average demand for services from dislocated members of the Armed Forces and other eligible individuals. The Act also includes spouses of certain active duty members of the Armed Forces in the definition of dislocated workers and displaced homemakers eligible for assistance under the Dislocated Worker formula program.

**PROGRAM QUESTIONS**

**Q. What are some of the major changes to National Dislocated Worker Grants (formerly National Emergency Grants)?**

WIOA provides greater flexibility in the use of National Dislocated Worker Grants. The Act expands disaster relief authority to provide assistance, including disaster relief employment for affected workers, in an emergency or disaster situation of national significance that could result in a potentially large loss of employment, including situations where a Stafford Act declaration has not been issued. WIOA extends eligibility for disaster assistance to self-employed individuals who become unemployed or significantly underemployed as a result of the emergency or disaster. The Act increases the period for which disaster employment may be provided to participants from 6 months under WIA to 12 months under WIOA; and it allows the Secretary, at the request of the State, to extend the period of disaster employment for an

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additional 12 months. WIOA also expands eligibility to areas to receive grants that have a higher than average demand for services from dislocated members of the Armed Forces and other eligible individuals.

**Q. How does WIOA promote collaboration between the public workforce system and Registered Apprenticeship?**

Registered Apprenticeship is a proven model for meeting employers' workforce needs while allowing workers to earn while they learn new skills and acquire credentials. Thus, WIOA promotes collaboration between Registered Apprenticeship and Adult, Dislocated Worker and Youth formula programs in several ways. Under WIOA, representatives of Registered Apprenticeship programs are required members of both State and Local boards. Registered Apprenticeship programs with the Department or a State Apprenticeship Agency recognized by the Department are included as eligible training providers for the Adult and Dislocated Worker formula programs as long as they remain registered, and the Registered Apprenticeship completion certificate is recognized as a post-secondary credential. Registered Apprenticeship is recognized as a career pathway to good jobs for Job Corps students. Pre-apprenticeship training is an authorized Youth program activity to help participants meet entrance requirements for Registered Apprenticeship programs. YouthBuild also authorizes pre-apprenticeship training as well as Registered Apprenticeship.

**Q. WIOA does not include Workforce Innovation Fund (WIF) what does that mean for WIF grants?**

Current WIF grants are not affected and will continue to operate for the duration of the grants. The Department currently is reviewing applications submitted under a WIF competition that closed June 18, 2014, and anticipates announcing grant awards using FY 2013 fund by September 30, 2014. The Department also has funding available for WIF from FY 2014 appropriations, and anticipates awarding these funds by September 30, 2015.

Innovation to support change and continuous improvement also is a key component of WIOA. Under the Governor's 15 percent funds, WIOA adds a number of allowable statewide activities to support and encourage innovative and evidence-based approaches to workforce development. WIOA also includes provisions to ensure that states and the Department work together to share promising and proven practices; to evaluate and disseminate information regarding such practices; and to identify and commission research to address knowledge gaps. The Department will build on the work of the WTF to support states in their ongoing innovation work.

**Q. Does the Department still have authority to carry out demonstration projects?**

Yes. Evidence-based and data-driven strategies are a priority under WIOA. As part of evaluation and research activities, WIOA authorizes the Department to carry out research and multi-state projects, as well as demonstration projects for dislocated workers. WIOA also adds provisions requiring that an independent evaluation of the programs and activities under title I be carried out at least once every four years and that at least one multi state control group evaluation of such programs and activities be conducted by the end of FY 2019.

**Q. How will the WIA Gold Standard findings help support WIOA implementation?**

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Many aspects of WIOA were informed by research and evaluations conducted previously under WIA. The WIA Gold Standard Evaluation is expected in 2017 and will not provide impact findings in time for WIOA implementation. However, the Department anticipates publishing a series of briefing papers on WIA during calendar year 2014 that will help it better understand how WIA is working and where changes in policy or practice may be needed to strengthen WIOA. Subsequent findings under the WIA Gold Standard evaluation will be used to inform future system guidance and workforce strategies under WIOA.

### **JOB CORPS PROGRAM**

#### **Q. How does WIOA impact the Job Corps program?**

WIOA aligns the Job Corps with the core programs by requiring Job Corps to report on the common performance indicators. Job Corps is tasked directly with providing opportunities that will lead to successful careers resulting in economic self-sufficiency and prospects for advancement, or enrollment in postsecondary education, including apprenticeship programs, as well as with supporting responsible citizenship. There is greater emphasis placed on the establishment of community networks with employers, labor organizations, and State and local boards in order to make Job Corps more effective. WIOA requires the Department to collect more data on Job Corps operations and financial management to better inform Congress and the public on the program.

#### **Q. How does Job Corps center operator selection change?**

WIOA uses competition to increase the performance and quality of Job Corps. WIOA adds to the current list of considerations in selecting a Job Corps operator the ability of an entity to offer career and technical education that has been proposed by the workforce council advising the center, the effectiveness of an entity in achieving the primary indicators of performance applicable to Job Corps, and information contained in reports issued by the Department's Inspector General. In addition, the Act includes a provision identifying additional selection factors that must be included in a contract proposal submitted by an entity to operate a center; it provides that entities that operate high performing centers may compete in any competitive selection process to operate that center, which would include contracts otherwise set aside only for small businesses. WIOA also specifies the length of the contractual agreements for operating the centers and the conditions under which they may be renewed.

#### **Q. What are new performance reporting requirements for Job Corps?**

WIOA aligns Job Corps with the core programs by requiring Job Corps to report on the common performance indicators applicable to the youth formula program. Additionally, the Secretary's required annual report to the Congress on the performance of Job Corps centers and programs now will include information on the performance of the recruiters and career transition service providers.

#### **Q. What are the new oversight requirements for Job Corps?**

Under WIOA, the Secretary must submit a financial report regarding Job Corps to Congress every six months beginning on the date of enactment for a three year period and then annually for the next two years. Furthermore, should Job Corps identify any budgetary shortfall, the

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Secretary must submit a report within 90 days explaining how the shortfall will be addressed, and submit a report every six months after the shortfall until it has been eliminated. The Secretary is also required to provide for a third party evaluation of the Job Corps program every five years.

## **FINANCIAL ADMINISTRATION AND PERFORMANCE**

### **Q. How will WIOA affect my funding levels?**

WIOA authorizes appropriations for each of Fiscal Years 2015 - 2020. The levels increase a total of 17 percent over that time period. However, the amounts authorized in the Act remain subject to the annual Congressional appropriations process. Congress currently is considering the President's FY 2015 budget request.

### **Q. Are there changes to the formulas for the Adult, Dislocated Worker, and Youth programs?**

There are no changes to the Adult and Youth formulas. However, beginning in FY 2016 WIOA provides that under the Dislocated Worker formula allotments to states, no state is to receive an allotment less than 90 percent or greater than 130 percent of the allotment percentage for the preceding year. Similarly with respect to within-state formula allocations, no local area is to receive less than 90 percent or more than 130 percent of the average allocation percentage of the local area for the two preceding years. The Adult and Youth formula programs had these minimum and maximum percentages under WIA, but the dislocated worker program did not.

### **Q. Is there any effect on recapture and reallocation processes for states and local areas?**

No, WIOA maintains the WIA recapture and allotment process.

### **Q. How does WIOA strengthen performance accountability and transparency?**

WIOA ensures that Federal investments in employment and training programs are accountable to job seekers, employers, customers, and tax payers. WIOA establishes common performance measures across the four core programs and also requires other programs authorized by the Act to report on the same indicators. In addition, WIOA requires the establishment of primary indicators on credential attainment and skills gain and on the effectiveness of services to employers. The Secretaries of Labor and Education are to develop a statistical adjustment model that will be used take into account the economic conditions and the characteristics of participants served in negotiating and determining the levels of performance applicable to the primary indicators. WIOA also requires states, localities, and eligible training providers to publish performance data using common templates developed by the Secretary of Labor and the Secretary of Education.

### **Q. Do states and locals have to collect new performance information?**

By and large, DOL's Employment and Training Administration's grantees already collect most of the performance data required by WIOA. However, the primary indicators of performance specify outcomes with respect to quarters after exit that are different from WIA. There are also some additional data elements that will be required such as credentials attainment, measurable skills gain, training-related costs and information regarding employer engagement.



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The Department will be issuing guidance and technical assistance related to these new elements.

## **GOVERNANCE**

### **Q. What is the impact of WIOA on State Workforce Development Boards?**

WIOA reduces the size of State workforce development boards and provides them additional responsibilities to help achieve State strategic workforce vision and goals. The state board has a business chair and the majority of members are business representatives. At least 20 percent of the board membership must include workforce representatives, who must include representatives nominated by labor organizations and a representative of an apprenticeship program and may include community-based organizations. The balance includes representatives of agencies responsible for administering the core programs and other appropriate government representatives, including local officials. Examples of state boards' new functions include leading efforts to engage employers; developing career pathways, promoting proven and promising practices, and more effectively utilizing technology.

The Act retains a grand fathering provision for State boards that were in effect before the enactment of WIA. Provisions are included to specifically authorize the hiring of a director and staff and to require the State board to establish and apply a set of objective qualifications to ensure the director has the requisite knowledge, skills and abilities. The director and staff are also subject to salary limitations described in a section of general provisions (similar to a current provision that has been included in DOL appropriations acts).

### **Q. What is the impact of WIOA on local Workforce Development Boards?**

WIOA retains a business chair and business majority membership for local boards. Twenty percent of the membership is representatives of the workforce (including labor organizations and representatives of apprenticeship programs). The balance of the membership includes representatives of organizations administering education and training (a representative of Adult Education and of institutions of higher education); and representatives of governmental and economic and community development organizations serving the local area. WIOA reduces the size of the local board primarily by eliminating the requirement in WIA that all One-Stop programs be represented and instead only requires representatives of core programs. The Act also eliminates the WIA requirement that the local board establish a youth council. However, the bill authorizes, at the discretion of the local board, the establishment of three standing committees to advise the board on One-Stop partner issues, youth services, and services to individuals with disabilities, respectively, and also authorizes the establishment of additional standing committees. The additional functions of local boards include: focusing on employer engagement; strengthening connections among the core programs; disseminating of proven and promising practices; and promoting more effective use of technology.

WIOA also contains provisions explicitly authorizing local boards to solicit grants and donations from non-Federal sources and to operate as tax exempt organizations. In addition, the WIOA includes a grand fathering provision for local boards.

### **Q. What role do locally elected officials have under WIOA?**

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Locally elected officials continue to have a key role in contributing to the strategic planning and structure of workforce services. Under WIOA, the local elected officials have the authority to request local area designation (which must be granted if the local area has previously performed successfully and sustained fiscal integrity), appoint the members of the newly constituted local boards, and serve as or designate the local grant recipient.

**I2:** 2004 Meeting Calendar



# 2014 Board of Directors

19890 Cedar Road North  
Sonora, CA 95370  
Phone: (209) 533-3396  
Fax: (209) 533-1079

**MLJT Board of Directors**

Monday, January 27, 2014  
Monday, April 21, 2014  
Monday, July 21, 2014  
Monday, October 20, 2014

**Workforce Investment Board**

Thursday, February 20, 2014  
Thursday, May 15, 2014  
Thursday, August 21, 2014  
Thursday, November 20, 2014

**Youth Council**

Wednesday, March 19, 2014  
Wednesday, June 18, 2014  
Wednesday, September 17, 2014  
Wednesday, December 17, 2014

January						
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April						
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July						
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December						
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If you require reasonable accommodations in order to participate in any of these meetings please contact Leslie Hunt, 72 hours in advance, at (209) 533-3396 x:4502

CRS 711 (TTY) Auxiliary aids and services are available upon request to individuals with disabilities. EOE/ADA