



Workforce Investment Act (WIA) 101

Tuesday, August 24, 2010

2:00-3:30pm ET

Call-in Number: 888-299-4099

Verbal Passcode: "NLC" or "National League of Cities"



Agenda and Speakers

Introduction: Caitlin Geary

Fellow, Finance and Economic Development, National League of Cities

Kimberly Vitelli

Supervisor of Governance Team

Department of Labor, Employment and Training Administration

Ron Painter

Chief Executive Officer, National Association of Workforce Boards

Jacquelyn E. Johnson

Councilwoman, City of East Orange, New Jersey

Operator-led Question and Answer Session





Overview of the U.S. Public Workforce System

by Kimberly Vitelli
April 2010

Outline

- Guiding Principles of the Workforce System
- Key Programs and Activities
- Federal, State and Local Roles
- Integrated Service Delivery through the Network of One-Stop Career Centers
- Selected Services to Individuals and Employers



Guiding Principles of the Workforce System



Employment
and Training
Administration

Authorizing Legislation

- Workforce Investment Act of 1998 (WIA)
- National Apprenticeship Act of 1937
- Wagner-Peyser Act of 1933
- Trade Act of 1974 as amended
- Older Americans Act of 1965
- Other legislation



Key Principles of WIA

- Streamlined service delivery through One-Stop Career Centers
- Individual choice
- Universal access
- Defined roles for state and local workforce investment boards
- State and local flexibility in conjunction with accountability



Structure of WIA

- Title I. Workforce Investment Systems
 - Roles of state and local workforce entities
 - Youth, Adult and Dislocated Worker programs
 - Job Corps and national programs for targeted populations.
- Title II. Adult Education and Literacy
- Title III. Workforce Investment-Related Activities; Wagner-Peyser Act
 - Employment Services
- Title IV. Rehabilitation Act Amendments of 1998
- Title V. General Provisions



Key Programs and Activities



Employment
and Training
Administration

Main WIA Formula Programs

- The **Adult** program serves individuals ages 18 and over, with a special focus on disadvantaged and low-income individuals with barriers to employment.
- The **Dislocated Worker** program serves individuals who have lost a job.
- The **Youth** program serves low-income youth ages 14-21 with one or more of the following characteristics: deficient in basic literacy, a school dropout, homeless, a runaway, a foster child, an offender or someone requiring additional education- or employment-related assistance.



Federal Funding Levels for the Three Formula Programs

About \$3.2 billion in Fiscal Year 2010 in formula grants for the three programs under Title I of WIA:

- \$862 million for the Adult program
- \$1.467 billion for the Dislocated Worker program, including National Reserve
- \$924 million for the Youth program.



Other National Programs



INDIAN AND NATIVE AMERICAN PROGRAM (INAP)



- Senior Community Service Employment Program (SCSEP)
- Indian and Native American Program
- National Farmworker Jobs Program
- Disabilities Initiatives



Employment
and Training
Administration

Trade Adjustment Assistance (TAA)

- TAA serves workers dislocated as a result of increased competition from overseas products or services or relocation of production to a foreign site.
- Both the level of benefits and the eligibility categories were expanded in the American Recovery and Reinvestment Act of 2009 (Recovery Act).
- Offers cash payments, job search allowances, extensive training allowances, Health Care Tax Credit and relocation assistance.

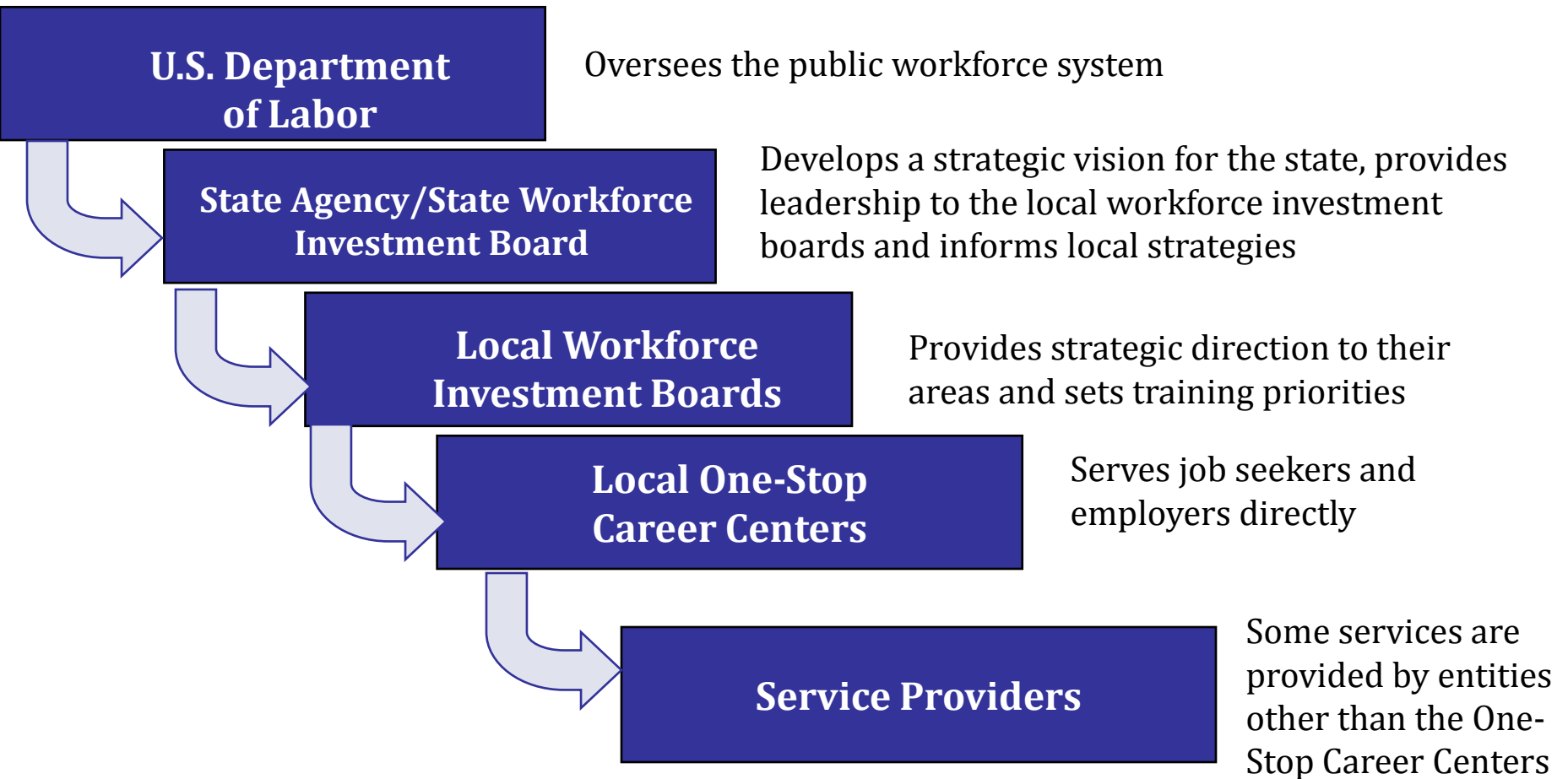


Federal, State and Local Roles



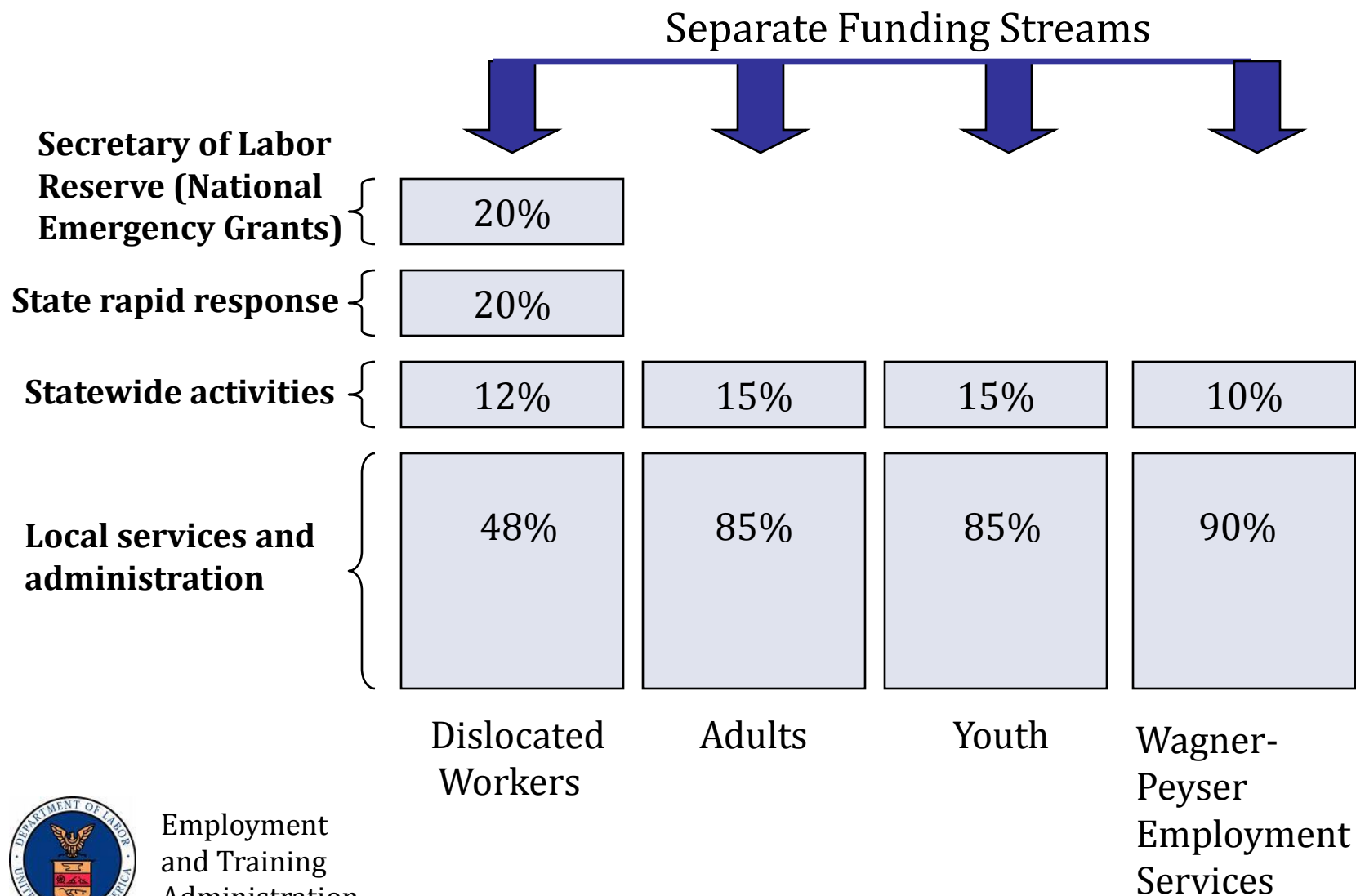
Employment
and Training
Administration

Funding and Oversight Flow



Employment
and Training
Administration

Allocation of Funds



Federal and State Roles

Secretary of Labor	Governor State Cabinet Agency	State Workforce Investment Board
<ul style="list-style-type: none"> ■ Policy guidance ■ Oversight ■ Monitoring ■ Technical assistance ■ Research and evaluation ■ National Emergency Grants (NEGs) 	<ul style="list-style-type: none"> ■ Grantee for federal funds ■ Oversight ■ Policy direction (state plan) ■ Technical assistance ■ Workforce services 	<ul style="list-style-type: none"> ■ Strategic vision and plan ■ Designation of local workforce investment areas ■ Policy guidance ■ Monitoring of local performance ■ Recommendations to Governor on the use of discretionary funds



State Activities

■ **Rapid Response**

- State Rapid Response teams, along with community and workforce partners, connect workers, who are affected by dislocation, with services such as career guidance, assessment and testing, training, job referral and placement

■ **Administration, management, and oversight**

- Disseminating the state list of eligible training providers
- Assistance in the establishment and operation of one-stop delivery systems
- Fiscal and management accountability system
- Evaluations
- Incentive grants to local areas for regional cooperation, local coordination and exemplary performance

■ **Innovative approaches to service delivery**

■ **Technical assistance to local service providers**



Local Workforce Investment Boards (WIBs): Composition

- Established in local areas and certified by the state governor every two years.
- The board's chair and the majority of its members represent local business.
- Members are appointed by the local area's chief elected official (e.g., mayor in a city).
- In addition to local business, boards include representatives from:
 - Local educational entities
 - Local labor organizations (or other employee representatives)
 - Community-based organizations
 - Economic development agencies
 - Required One-Stop Career Center partners (discussed later)
 - Others.



Local WIBs: Functions

The local board:

- develops and submits, in partnership with the local area's chief elected official, a local plan to the governor
- designates and certifies operators of One-Stop Career Centers in the area
- enters into memoranda of understanding with required partners to establish One-Stop delivery systems
- identifies eligible providers of intensive and training services
- oversees workforce program activities in its local area
- coordinates workforce investment activities with economic development strategies and develops linkages to employers.

Integrated Service Delivery through the Network of One-Stop Career Centers



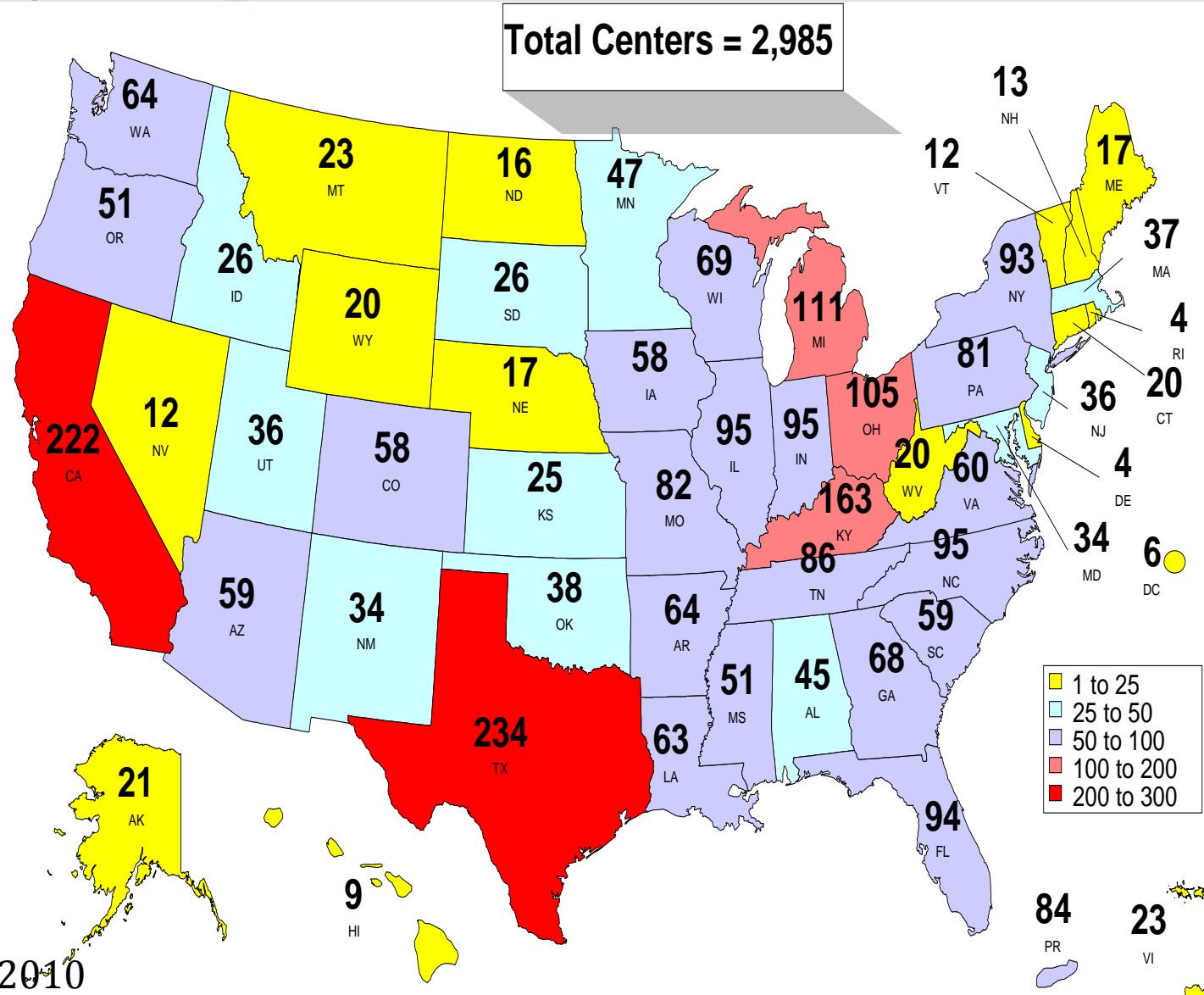
Employment
and Training
Administration

Required One-Stop Partners

- Adult, Dislocated Worker, and Youth Activities under WIA
- Employment Service (Wagner-Peyser)
- Trade Adjustment Assistance
- Veterans Employment and Training Programs
- Unemployment Insurance
- Job Corps
- YouthBuild
- Senior Community Service Employment Program (SCSEP)
- Migrant and Seasonal Farmworkers Employment and Training Programs
- Native American Employment and Training Programs
- Vocational Rehabilitation
- Adult Education and Literacy
- Postsecondary Vocational Education
- Community Services Block Grant



Nearly 3,000 One-Stop Career Centers (Comprehensive and Affiliate)*



* March 2010

One-Stop Career Center Operators

- The operator is designated by the local WIB.
- Eligible operators include:
 - Postsecondary educational institutions
 - Employment Service offices
 - Community-based organizations
 - For-profit entities
 - Government agencies
 - Others



One-Stop Service Delivery

- There must be at least one comprehensive One-Stop Career Center (with all required partners) in each local workforce investment area.
- There may also be affiliate centers and electronic access points.
- One-Stop Career Centers are overseen by the local WIB.
- One-Stop Career Centers may be branded by the local WIB; names of these centers vary by local area.



Selected Services to Individuals and Employers

Types of Services for WIA Adult and Dislocated Worker Programs

Core Services

- Determination of eligibility for WIA and other services
- Outreach, intake and orientation
- Initial assessment of skills, abilities, aptitudes and service needs
- Job search and placement assistance
- Provision of workforce information
- Follow-up upon job placement

Intensive Services

- Comprehensive and specialized assessments of skills and service needs
- Development of individual employment plans
- Employment counseling and career planning
- Case management
- Prevocational or pre-training short-term skill development services

Training Services

- Occupational skills training
- Skill upgrading and retraining
- On-the-job training
- Workplace training combined with related instruction
- Entrepreneurial training
- Job readiness training
- Adult education and literacy



Training Strategies

- Individual training accounts
- Customized training
- On-the-job training
- Registered apprenticeship
- Incumbent worker training



Eligible Providers of Training

- Community colleges and universities
- Career and technical schools
- K-12 school systems
- Registered apprenticeship programs
- Community- and faith-based organizations
- Labor unions and organizations
- Other public and private training providers



Youth Programs

■ **WIA formula youth program**

- Serves in-school and out-of-school youth.
- Funds activities to improve educational and skill competencies and to build connections to employers.
- Includes participant assessment, mentoring, training and supportive services.
- Local program design includes developing service strategies tailored to specific individual employment goals.

■ **Job Corps**

- An intensive training program for eligible youth

■ **YouthBuild**

- Alternative education grant program assisting youth to obtain a high school diploma or GED

■ **Services authorized under Native American and Migrant and Seasonal Farmworker programs**



Services under the Formula Youth Program

- Academic
 - Tutoring, study skills training, and dropout prevention activities
 - Alternative secondary school offerings
- Vocational
 - Summer employment opportunities
 - Work experience
 - Skills training
 - Leadership development activities
- Support
 - Supportive services
 - Adult mentoring
 - Follow-up services
 - Comprehensive guidance and counseling



Employer Services at One-Stop Career Centers

- Employers can receive assistance with:
 - Workforce information
 - Job description writing
 - Posting of job openings
 - Reviewing applicants' resumes
 - Places to conduct interviews
 - Pre-screening of job applicants
 - Assessment of applicants' skills
 - Referral of job-ready candidates
 - Organizing job fairs
 - Skill upgrading and career ladders





**National Association
of Workforce Boards**

Connecting WIBs & Policy Makers

Ron Painter, CEO
NAWB – Washington, DC
painterr@nawb.org
202-857-7900

Begin with the beginning...

- Grant recipient – LEO (section 117(c)(A))
- Members – LEO in consultation with...
 - “...shall be individuals with optimum policymaking authority within the organization, agencies, or entities.”
 - Majority & Chair from the private sector
 - It’s the Workforce ***Investment*** Act

Jointly

- Select the one-stop provider
- Negotiate performance
 - Outcomes – v – levels/units of service
- Perform oversight of programs
 - youth – adult – one-stop
- Develop a local plan

Local Plan

- Identify the local needs of business, job seekers, and workers
- Current and *projected* employment opportunities
- A description of the one-stop system
- Performance outcomes
- Training activities available

Local Plan cont'd

- Coordination plan between the WIB & rapid response
- How did the plan happen?
 - public comment
 - Interested actors comments
- Description of the competitive process to award grants and contracts

The WIB...

- Identify and award youth services contracts
 - Youth Council
 - Develop local youth plan
 - Oversee programming
- Coordinate with economic development strategies and develop employer linkages
- Promote employer participation & ensure effective connections, brokering, & coaching to achieve this goal

One-Stop: More than WIA

- WIA
- Wagner-Peyser
- Title I of the Rehabilitation Act
- Title 5001 of the Balanced Budget Act of 1997 – Welfare to Work
- Title V of the Older Americans Act
- Carl Perkins post-secondary vocational education activities
- Trade Adjustment Act
- Veterans counseling, training, & placement
- CSBG – training & employment activities
- HUD – training & employment activities
- UI – state unemployment

A PROMISING PRACTICE OF HIGHLY EFFECTIVE BOARDS

TEAMING UP:

Workforce boards sit at the center of complex community systems and work to engage all parts of the community to achieve outcomes...

So I'm on the elevator...

- Collect & analyze labor market information
- Convene to vet the analysis & refine forecasts,
- Set the agenda by;
 - seeking solutions
 - connecting resources to ensure effective & efficient responses
- Communicate to various audiences “meaning”
- Report on results



Joseph N. DiVincenzo, Jr.
Essex County Executive

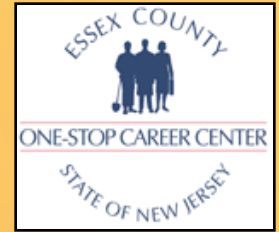
Department of Economic Development, Training & Employment

The Business Services Unit

50 South Clinton Street 2nd Floor

East Orange, NJ 07018

(973) 395-8415



Anibal Ramos, Jr.

Department Director

Samuel Okparaekwe

W.I.B. Director

**To Run The Race
You Must Start
and**

Then Go For your GOLD !

Putting Essex County First

By: Jacquelyn E. Johnson

Welcome Job Seekers to Your New Start

**Provided By:
Essex County**

**Business Services
Unit**



“Our Mission Statement”



The Business Services Unit is committed to providing the job seekers with necessary preparation and skills that are required to meet the needs of the labor market.

As The Business Services Unit, we support business growth by creating a professional relationship with the business partners.

The First Step for Job Preparation

- Fill out the questionnaire.
- Customers will be register with the unit.
- You will hand in a resume or update it.
- If you do not have a resume, we will put one together for you.



Job Seeker Referral Form

☐ Personal Information :

Name, Social Security Number, Address, Phone, Resume Info, Email Address.

☐ Education :

High School Diploma, GED, Grade Level, Some College, College Degree, Major, Training & Schooling, Certification.

☐ Employment :

Employment Experience (List Jobs / Positions Held)
Desired Position (s).



Job Seeker Referral Form

☐ Barriers to Employment (Except Background)

1. Food
2. Shelter
3. Transportation
4. Childcare
5. Clothing
6. Shift

...and Any Other That We Can Assist You On.



Information & Referral Service

- ❑ Utility Assistance.
- ❑ Housing Assistance.
- ❑ Food Assistance.
- ❑ Financial Assistance.
- ❑ All of these points need to be targeted.

Business Development Specialists

- **One will be assigned to you.**
- **He / She will assist you with all of your needs.**
- **He / She will keep you up to date on workshops.**
- **Make appointments for updates.**
- **And give Referrals for other services.**

Business Development Specialist

**Will provide you with the tools
you need to :**

- 1) Give you the self confidence.**
- 2) Give advice.**
- 3) Give you constructive criticism
when needed to preformed better.**



More we can offer :

- **Teach you how to manage money.**
- **Dress for success or suits for success.**
- **Haircuts.**
- **Childcare.**
- **Transportation.**
- **Shelter.**
- **Free Cell Phones (if you qualify).**
- **And any other referrals services for employment.**

Employment Information Resources

- **Our magazine racks, bulletin boards, pocket-folders will be hung at every computer station containing information for the customer to obtain.**

- Job Bulletins & Newsletters.
- Local & Statewide Newspapers.
- Local, State & Regional Yellow Pages.
- Occupational / Services Directories.
- Business / Employers Annual Reports.
- Employer Directories.
- Career Planning & Development Books.
- Interviewing and Negotiating books.
- Job Search Books.
- Resume, Cover and Thank you Letters Book.

Job Seeking Activities

- Job listing and postings–Star Ledger Job Finder.
- Job Information- NJ Civil Service Job Announcements; Union County Job Connection Local, Regional & National Job Search Web Sites.
- Job & Career Professional Counseling.
- Resume & Job Letters Preparation.
- Email accounts openings.
- Typing & Keyboarding Assistance.
- Internet Applications.
- Resume Posting Online.
- Employment Applications Assistance (paper and online).
- Use resources, such as, jobcentral.com

Workshops and Online Lessons

- Tuesday / Thursday scheduled Workshops.
- Typing & Keyboarding Assistance.
- Sentence / Grammatical Structure.
- Microsoft Office-MS Word, MS Excel , and Ms PowerPoint.
- Internet-navigation & Research, Email accounts.

Other Workshops We Can Give You a Referral for:

- Basic Math.
- Basic English.
- GED Preparation.
- ESL Preparation.
- Job Preparation-resume writing & job letters-labor dept.

What can we offer you as Job Seekers for the labor market needs.

- **Computer basic training classes.**
- **Resume writing.**
- **On-line search for jobs.**
- **Classes to open your own business.**
- **Mock interviews will be conducted.**

Some Steps to Success

- **Be patient.**
- **Listen to the advice that is given.**
- **Take notes.**
- **Ask questions.**

Lets Get Started

- ❑ We as **Business Development Specialists** want to guarantee that you as the **Job Seekers** are work ready before sending you out on a job interview.
 - ❑ **Then the rest is all up to you!**
 - ❑ **Good Luck and.....**
-

Just Do It
ESSEX COUNTY IS BEHIND
YOU.

Working Together to Make It Work
and Getting It Done for
YOU!

Putting Essex County First

Thank you! Question?

Kimberly Vitelli

Supervisor of Governance Team

Department of Labor, Employment and Training Administration

vitelli.kimberly@dol.gov

Ron Painter

Chief Executive Officer, National Association of Workforce Boards

painterr@nawb.org

Jacquelyn E. Johnson

Councilwoman, City of East Orange, New Jersey

Jacquelyn.Johnson@dol.state.nj.us

For further information, contact Caitlin Geary, National League of Cities, geary@nlc.org

