



BOARD STAFF REPORT – January 19, 2017

BOARD DEVELOPMENT/IDENTIFIED NEEDS

• **Committee Actions**

- *Title I Rent (Leasing Agreements)* – no progress has been made to finalize rent or to establish a reasonable acceptable formula for infrastructure costs which includes rent; assistance from state has been requested; possible action item on Board agenda
- *Executive* – no committee report
- *Youth* – meetings have been on hold
- *Budget and Finance* – no committee report
- *One Stop* – has not been established yet
- *Regional Planning* – A committee specifically for the NOWB has not been established yet. The Western Regional Planning team met November 15 in Hinton to accomplish milestone #2. Awaiting state guidance for milestone #3 which is projected to be focused on resource sharing.
- ***** NEEDED!!!*****
WIOA Title I Contract Review for Extension
A small ad hoc team to review the data compiled to see if Community Development Support Association (CDSA) is eligible to have their contract extended through June 30, 2018. The review includes determining if all extension requirements have been met as well as if extending the contract would be in the best interest of the Workforce Board.

- **NOWB Orientation & Training Sessions** – had to remain in a holding pattern to allow staff adequate time to meet all compliance requests from the state, reorganization, and service provider needs.
For more info from the state regarding Oklahoma Works, state policy, KENs, etc. please visit oklahomaworks.gov/
For more info from the Feds regarding the federal WIOA please visit www.doleta.gov/wioa

• **The Workforce Development System –**

- The workforce development system trains, educates and provides social services to working-age individuals to enable them to succeed in the labor force and, at the same time, meet employers' demand for quality talent.
- The primary role of this system is to function as an intermediary ensuring that employers, trainers, service providers and participants work together to meet their individual and collective goals.
- In the U.S., this system consists of a patchwork of mostly federally funded employment and training providers as well as public, non-profit and for-profit educational and training programs that may provide related social support services.
- The Workforce Innovation and Opportunity Act (WIOA) is the primary federal legislation that governs workforce development policy.
- ***There is no single right approach, structure or program.*** For example, several of the entities acting as partners in the workforce development system may collaborate on a project or program that targets a specific population, such as veterans or opportunity youth (youth and young adults disconnected from education and employment). In addition, these entities can use two or more strategies at a time, such as sector strategies and career pathways, to make their efforts more impactful.

- **Board Staff reorganization** – processing through all operations of duties, responsibilities, and needs in order to ensure the Workforce Board remains compliant and effective. Limited strategic activities and Board development opportunities
- **Monitoring report** –
 - Title I enrollments from 2-1-16 to 1-13-17
 - 26 Dislocated Workers
 - 27 Adult
 - 19 Youth
 - A total and complete change in monitoring program is underway to accommodate for “newness” of the WIOA Title I programs, changes in the data system, and staff training
 - Continuous ‘micro-monitoring’ taking place; reports have not been issued as findings or problems have been handled immediately and directly with service provider staff/One Stop Operator
- **Technical assistance** –
 - CDSA service provider staff continue to increase knowledge and requirements of WIOA; daily activity
 - Immediate technical assistance needs identified – comprehensive and in depth client interviews; adequate assessments process and development of workable plans; eligibility determination; data entry and case management tasks; federal performance
 - CDSA has been requested to develop written policy and procedures for WIOA Title I staff in lieu of the Workforce Board prescribing day-to-day activities and processes
 - Training for all Title I and III staff at Oklahoma Works offices regarding federal performance took place in December 2016. All staff were receptive and are more involved in working as a team to meet performance. Follow-up training is tentatively scheduled for February.
 - Assisting One Stop Operator in refining roles and responsibilities
- **Other Activities** –
 - Drafting a strategic plan document to meet the minimum requirements of the state issued policy – draft will be released to NOWB members for review by the end of January 2017.
 - Working with Northwestern Oklahoma Local Elected Officials (LEOs) Consortium for compliance issues, area designation, Board appointments, consolidation strategies, and Consortium meetings.
 - Methods of Administration (MOA) for Equal Opportunity requirements from the State and Federal Government revisions for compliance; completed MOA due by the end of January 2017.
 - Eligible Training Provider (ETP) updates to the system including performance, wage rates, and new costs for training; revolving time frame depending upon course schedules and updates from the schools.
 - Testing the online system for performance markers and reporting (daily activity); serving on a local workforce board work group while waiting for state issued guidance to assist each area in understanding performance and how to meet/exceed.
 - Preparing for contract extension review of CDSA contract
 - Helping Individuals Reach Employment Success (HIREs) committee developing an action plan to help teachers and students better understand the needs of the labor market, what jobs are available and the skills needed for those jobs
 - Assisting with Rapid Response events and generating reports for workers to transition into similar skilled jobs in the area.
 - Oklahoma Workforce Association (OWA) Executive Committee meetings regarding system development
 - Developing curriculum and training plan for delivering case management training for all front line staff across Oklahoma.
 - NwOA quarterly meetings.
 - Reading continuously from the WIOA Final Regulations and all associated/issued guidance from the feds and state.