

## **MEMORANDUM OF UNDERSTANDING**

### **Washington State WIA Executive Policy Council**

March 2000

#### **I. Purpose**

The purpose of the Memorandum of Understanding is to formalize the Partnership among the organizations and agencies coming together to implement the WorkSource development system. The Partnership is committed to implementation of the system to the fullest extent possible. It is essential that members collaborate on the best solutions to integration of services, to identify and eliminate barriers, to employ continuous quality improvement and to support the efforts of the local WorkSource Centers and Affiliate sites. All Partners will work with local Centers and Affiliates to assess costs and methods to meet costs within available resources.

The Executive Policy Council (EPC) serves as the Operating Board for the WorkSource effort with the Commissioner of Employment Security serving as the Chair. Employment Security will provide the administrative lead for state support to the WorkSource system and the EPC provides a structure for the coordination and collaboration of state efforts.

#### **II. Partners**

The Partners to this agreement are:

- Employment Security Department
- Department of Social and Health Services
- State Board for Community and Technical Colleges
- State Association of Workforce Development Council Executive Directors
- Department of Labor and Industries
- Workforce Training and Education Coordinating Board
- Association of Washington Business
- State Labor Council
- Federation of State Employees
- Department of Trade and Economic Development
- Governor's Office

#### **III. Timeframe of Agreement**

This agreement will be in effect for two years from the date of signing. Modifications may be made to the agreement at any time during this period. At the end of the period, the agreement will be evaluated and redrafted as appropriate.

#### **IV. Goals**

The following four goals must be met if we are to achieve the intentions for a new delivery system:

1. The system is accessible to all (universality);
2. The system is focused on the needs and choices of the customers, both job-seekers and employers (customer focus/choice);
3. The system provides services that are integrated (integration); and
4. The system is accountable for outcomes (accountability).

#### **V. Responsibilities of the State Partners**

The following represent the responsibilities of the partners:

- Active involvement and engagement in collaborative efforts;  
Contribute resources commensurate with their customers use of the WorkSource system;
- A firm commitment of staff and resources to the long term ongoing implementation efforts of WorkSource;
- Commitment to the goals and ongoing efforts to communicate the goals internally and externally;
- Commitment to sharing agency information and systems development for the benefit of the customer;
- Participation in advocacy and marketing for the system as a whole; and  
Commitment to customer focus and outcome based services.

#### **VI. Outcomes and Performance Measures**

The Executive Policy Council is committed to ensuring that systems and methods are in place to collect data required to measure performance and outcomes across the WorkSource system. The Workforce Education and Training Coordinating Board will complete the analysis of the data for statewide use. Those measures include:

- Desired Outcomes for the Workforce Development System and WorkSource
- Common and Core Measures for the Workforce Development System
- WIA Title IB Measures
- Governor's Challenge Measures:
  - Closing the Skill Gap (measures of progress toward goals)
  - Incumbent and Dislocated Workers (measures of progress toward goals)
  - Wage Progression for Low-Income Individuals (measures of progress toward goals)

We the undersigned agree to participate and support the WorkSource System:

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Carver Gayton, Commission, ESD

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Earl Hale, Executive Director, SBCTC

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Lyle Quasim, Secretary, DSHS

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Ellen O'Brien Saunders, Ex. Dir. WTECB

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Colin Conant, President, WDEW

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Rick Bender, Pres. State Labor Council

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Gary Moore, Director, L & I

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Greg Devereux, Executive Dir. AFSME

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Earl Tower, AWB

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Martha Choe, Director, DTED

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Rich Nafziger, Policy, Governor's Office

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Date of Execution