

**WASHINGTON STATE
WORKFORCE TRAINING AND EDUCATION COORDINATING BOARD
MEETING NO. 120
JUNE 28, 2007**

**LOCAL AREA
2007-2009 WIA OPERATIONS PLANS**

Executive Order 99-02 directs Washington State Workforce Development Councils (WDCs), in partnership with Chief Local Elected Officials (CLEO), to develop two local area plans:

1. An Operations Plan for programs and services funded under Title I-B of the Workforce Investment Act (WIA) and the Wagner-Peyser Act.
2. A Strategic Plan for the workforce development system.

The current local plans will expire on June 30, 2007. In the last 8 months, all 12 WDCs worked with their local elected officials and community partners to develop new 2007-2009 plans. The WDCs updated their WIA and Wagner-Peyser Operations Plans following guidelines issued by the Employment Security Department (ESD). The WDCs updated their local area Strategic Plans, following guidelines adopted by the Workforce Board on November 16, 2006.

The Workforce Board is responsible for reviewing the local plans for consistency with *High Skills, High Wages 2006* and recommending to Governor Gregoire whether or not the local plans should be approved. On November 16, 2007, the Board adopted its plan review process. The Board delegated the review of the local plans to Workforce Board and ESD staff.

On May 15, 2007 the Workforce Board adopted a motion recommending Governor approval of ten local area Strategic Plans. (Note: The Governor selected the Pacific Mountain WDC and the Northwest WDC to apply for federal WIRED III funding. For this reason, these two WDCs were given a time extension to complete their area's Strategic Plan.)

Since May 15, 2007, Workforce Board and ESD staff have completed their review of the Pacific Mountain and Northwest Strategic Plans and 12 local area 2007-2009 WIA and Wagner-Peyser Operations Plans. See staff recommendations on pages three and four under this tab.

Board Action Required: Adoption of the Recommended Motion.

RECOMMENDED MOTION

WHEREAS, Executive Order 99-02 directs Workforce Development Councils, in partnership with Chief Local Elected Officials, to develop and maintain two local area plans: 1) an operations plan for programs and services funded under Title I-B of the Workforce Investment Act and Wagner-Peyser Act; and 2) a strategic plan for the workforce development system; and

WHEREAS, Workforce Development Councils have adopted 2007-2009 plans establishing the strategic direction for the local area's workforce development system and 2007-2009 plans to guide WIA Title I-B and Wagner-Peyser grant activities; and

WHEREAS, staff of the Workforce Training and Education Coordinating Board and the Employment Security Department completed a review of the Northwest Workforce Development Council and the Pacific Mountain Workforce Development Council local area strategic plans, determined the plans to be complete, consistent with *High Skills, High Wages 2006: Washington's Strategic Plan for Workforce Development*, and recommend plan approval; and

WHEREAS, Employment Security Department and Workforce Training and Education Coordinating Board staff completed a review of the twelve local area WIA Title I-B and Wagner-Peyser operations plans and found them to be complete with the exception of additional information required regarding entrepreneurship and performance measures, and recommend conditional approval of all twelve plans with the expectation that the plans will be later updated with this additional information; and

WHEREAS, Executive Order 99-02 directs the Workforce Training and Education Coordinating Board to:

Review the plans of local workforce development councils for consistency with the state unified plan and recommend to the Governor whether or not local plans should be approved.

NOW THEREFORE BE IT RESOLVED THAT, the Workforce Training and Education Coordinating Board recommends Governor approval of the Northwest Workforce Development Council and Pacific Mountain Workforce Development Council 2007-2009 Strategic Plans and conditional approval of the twelve 2007-2009 WIA Title I-B and Wagner-Peyser Operations Plans.

2007-2009 Local Area Strategic Plans for the Workforce Development System Summary of Workforce Board and ESD Staff Review

The following two Workforce Development Councils (WDCs), in consultation with Chief Local Elected Officials (CLEOs), adopted new Strategic Plans for their area's Workforce Development System:

Northwest Workforce Development Council (*Whatcom, Skagit, Island, and San Juan Counties*)

Pacific Mountain Workforce Development Council (*Mason, Lewis, Grays Harbor, Pacific, and Thurston Counties*)

These two WDCs submitted strategic plans that:

- Articulate a vision for the local area's workforce development system.
- Made use of a planning process that assured opportunities for business, labor, CLEOs, program operators, WorkSource partner agencies, and others to communicate their needs, offer their perspectives and expertise, and participate in the process.
- Include background chapters that: 1) assess the local area economy, its future course, and the market-driven skills it will demand; 2) analyze local area economic development strategies and how workforce development strategies are linked to economic development strategies; 3) assess the current and future workforce in the local area (demographic characteristics, educational and literacy levels, and planning implications); 4) describe the workforce development system in the local area; and 5) provide information on performance accountability.
- Present goals, objectives, and strategies for the workforce development system.

These local area strategies represent the priorities of the WDC and its partners. The plans describe strategies to increase skill levels, employment, earnings, productivity, customer satisfaction, reduce poverty, and increase the return on workforce development investments in the area. Workforce Board and ESD staff determined that the two local area strategic plans present goals, objectives, and strategies that are aligned and consistent with *High Skills, High Wages 2006: Washington's Strategic Plan for Workforce Development*.

- Include a written assurance that negotiated Workforce Investment Act (WIA) Title I-B performance targets will be part of the local area plan. Once WIA Title I-B performance targets are negotiated with the Workforce Board, the WDCs will incorporate the targets into their area's 2007-2009 local area Strategic Plan for Workforce Development.

Workforce Board and Employment Security Department Staff Recommendation: The Northwest and Pacific Mountain WDC strategic plans are useful contemporary guides. Approval of the motion is recommended.

Workforce Investment Act and Wagner Peyser Local Operations Plans

Each of the 12 WDCs develops an operations plan for WIA Title I-B and Wagner Peyser programs in the area. The purpose of the plans is to describe program, administrative and service delivery operations carried out in relation to the programs and to the one-stop service delivery (WorkSource) system established in WIA Title I-B.

The plans are reviewed to ensure compliance with WIA and Wagner Peyser law, and to address how administrative, program, and systems operations carry out current federal and state strategic directions. The Governor's approval of the Workforce Board report, *Washington Works*, and the new state strategies in *High Skills, High Wages* established areas of emphasis for the Governor's workforce development agenda. A number of these strategies will be carried out by local Workforce Councils and program partnerships through the WorkSource service delivery system.

The 2007-2009 WIA Title I-B and Wagner-Peyser Plans were required to focus on stronger commitments to integrated partnerships and performance management. Councils described their unique area approaches and how they would enhance their area's efforts in the context of new state strategies. The plans described:

- The structure of the WDC and Youth Council and the local administrative structure established by the local elected official and the Council, including the Council's designation and functions of one-stop operators, and how multi-agency teams are coordinated in Centers.
- How the Council coordinates with partners in the community to understand and prioritize the community needs of business and industry, particularly in relation to high growth industries and demand occupations.
- How services to employers and job seekers can be better integrated to provide skilled workers for employer openings including improved coordination of job development and referrals to employers.
- Efforts to enhance integrated services in WorkSource Centers and Affiliate sites through use of more common assessment tools and approaches, and by working together to serve the general public and targeted customer groups (i.e., low income, veterans, dislocated workers, persons with disabilities, unemployment insurance claimants and youth in need).
- Enhancing management information and the coordinated management of performance measures through the use of management and process indicators, including GMAP.
- Strategies that link WIA Title I-B and Wagner Peyser services to strategies in *High Skills, High Wages 2006*.

The plans also include a set of assurances, which ensure that other specific requirements of the law are met.

Employment Security Department and Workforce Board Staff Recommendations:

A panel consisting of representatives from the ESD Workforce Administration Program and the Workforce Board staff reviewed the proposed plans.

The panel recommends conditional approval of all twelve local area WIA Title I-B and Wagner-Peyser operations plans. While the plan information submitted met all requirements, they are not yet complete. There are two components of the plans that require more time.

- State legislation was enacted making entrepreneurial training and self-employment program information available through the WorkSource system, which requires the local Councils to explain how this will occur.
- Development of agreed upon indicators for managing progress toward the achievement of WIA program outcomes and WorkSource performance objectives.

Once the additional information is available, Workforce Board and ESD staff will review the additional language.