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ALEXANDRIA | ARLINGTON REGION

**Alexandria/Arlington Regional Workforce Council  
Executive Committee Meeting Agenda  
January 13, 2021  
8:30 am to 9:30 am  
Via MS Teams**

<b>Welcome Message</b>	<i>Alberto Marino</i>
<b>Review February Meeting Agenda</b>	<i>David Remick</i>
<b>Review &amp; Approve Consent Agenda Package</b>	<i>David Remick</i>
<b>Review Local Strategic Plan</b>	<i>David Remick</i>
<b>Adjourn</b>	<i>Alberto Marino</i>

**UPCOMING MEETINGS**

June 11, 2021

8:30 am to 9:30 am

Arlington County Department of Human Services  
2100 Washington Blvd, AEC Conference Room  
Arlington, VA 22204



ALEXANDRIA | ARLINGTON REGION

**Alexandria/Arlington Regional Workforce Council  
Quarterly Meeting  
Agenda**

**February 11, 2020  
8:30 am to 9:30 am**

**Via MS Teams**

<b>Welcome Message</b>	<i>Alberto Marino</i>
<b>Executive Director's Report/Consent Agenda</b>	<i>David Remick</i>
<b>Public Comment Period</b>	<i>David Remick</i>
<b>Regional Labor Market Update</b>	<i>Alex Cooley</i>
<b>Strategic Plan Review &amp; Approval</b>	<i>David Remick</i>
<b>Adjourn</b>	<i>Alberto Marino</i>

**UPCOMING MEETING**

June 24, 2021

8:30 am to 9:30 am  
Arlington County Department of Human Services  
2100 Washington Blvd, Lower Level Auditorium  
Arlington, VA 22204

## Consent Agenda Notes

December 1, 2020 Meeting Minutes Recommendation: Approval

January 13, 2021 Executive Committee Meeting Minutes Recommendation: Approval

One-Stop Operator Quarterly Report Your Information Only

WIOA Individual & Follow-up Services Waiver: This waiver request is identical to the request made in FY20 which will allow our two American Job Centers to implement WIOA services through their agencies. Typically, workforce boards procure vendors to perform WIOA services. Receiving a waiver would allow us to bypass this requirement. Recommendation: Approval

## Consent Agenda Begins

# December 17, 2020 RWC Meeting Minutes



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**Alexandria/Arlington Regional Workforce Council  
Quarterly Meeting Minutes  
December 17, 2020  
8:30 am to 10:30 am  
Virtual Meeting via ZOOM**

**Rollcall:**

Eduardo	Achach	Absent
Kate	Bates	Present
Lisa	Bauer	Present
Joel	Bernstein	Present
Patrick	Brennan	Present
Monica	West	Present
Karen	Brown	Absent
Dottie	Brown	Absent
Stacey	Butler	Present
Alex	Cooley	Present
Dennis	Desmond	Absent
James	Egenrieder	Present
John	Gallagher	Absent
Lesa	Gilbert	Absent
Daniel	Gomez	Present
Ellen	Harpel	Present
Tricia	Jacobs	Present
Alberto	Marino	Present
Kris	Martini	Present
Jennifer	Van Buren	Present
Christine	McCurdy	Absent
Erik	Pages	Present
Cynthia	Richmond	Present
Kiersten	Portlock	Absent
Brian	Stout	Present
Chastity	Thornton	Absent
Fernando	Torrez	Absent
Ryan	Touhill	Absent
Darren	Tully	Absent
Landon	Winkelvoss	Absent
Ricardo	Wright	Present

**Staff:** Daniel Mekibib, David Remick



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Meeting commenced at 8:31 am.

- The December 17, 2020 Consent Agenda was unanimously approved.

The meeting adjourned at 8:40 a.m. Remainder of time used as a focus group led by Zelos LLC.

**NEXT MEETING**

February 11, 2021

8:30 am to 9:30 am

Arlington County Department of Human Services  
2100 Washington Blvd, Lower Level Auditorium  
Arlington, VA 22204

# January 13, 2021 Executive Committee Meeting Minutes

Will be included prior to RWC Meeting



## One-Stop Operator Quarterly Report

Will be included prior to RWC Meeting

# WIOA Career Services Waiver



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## **Request for Governor's Approval for Local Workforce Board to Provide WIOA Individualized & Follow-up Career Services**

Date: February 11, 2021

Local Workforce Development Board (LWDB): Alexandria/Arlington Regional Workforce Council

Contact Person/Title: David Remick/Executive Director

Phone: 703.228.1412

E-mail Address: dremick@arlingtonva.us

Mailing Address: 2100 Washington Blvd, 1<sup>st</sup> Floor, Arlington, VA 22204

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**1. What factors went into the LWDB's decision to submit this request to provide individualized and follow-up career services, including those that led the LWDB to believe that participants will be better served by providing these services directly rather than through a competitive procurement process?**

Programmatic synergy and cost-sharing opportunities are the primary factors as to why the Alexandria/Arlington Regional Workforce Council decided that Workforce Innovation and Opportunity Act (WIOA) Individual Career and Follow-up Services should continue to be provided by the Alexandria/Arlington Regional Workforce Council through the Alexandria City's and Arlington County's Departments of Human Services. We believe that, for the annual amount of WIOA Individual Career and Follow-up Services funds that the Council receives, our current organizational arrangement provides the best possible service to our customers.

Alexandria Workforce Development Center and Arlington Employment Center are the Council's two Comprehensive American Job Centers, also known as Virginia Career Works (VCW) Centers. Both Centers are agencies housed within their local government's Department of Human Services. Together these Centers served approximately 8,900 job seekers and 1,100 businesses in PY19/FY20.

Activities provided by local government staff at the Centers include:

- Workforce Innovation & Opportunity Act Career Services (Basic, Individual, and Follow-up);
- The Supplemental Nutrition Assistance Program Employment and Training Program;
- Employment Advancement for the Temporary Assistance for Needy Families Program;
- US Department of Housing & Urban Development's Community Development Block Grants Program;
- US Department of Health and Human Services' Community Services Block Grant Program;
- Business Services.

There is a great deal of programmatic synergy and cost-sharing achieved by having the local government agencies implement these programs and services. One of the synergies is to be able to leverage funding by co-enrolling participants into multiple programs. Because the local government staff administer the aforementioned programs and services, a Center's Career Counselor can pay for the participant's workforce development training activities out of WIOA and other funds. As an example, the Arlington Employment Center sends ten jobseekers through an intensive culinary and life skills training program annually. WIOA and US Department of Housing & Urban Development's Community Development Block Grants fund the training of the ten jobseekers. If the Council competitively procured WIOA Individual Career and Follow-up Services, then a new provider would not have the ability to use these other funding streams to co-enroll WIOA participants.

Another example of programmatic synergy is staff management and training. The programs and services administered by the two local government agencies are implemented by staff that report into the Centers' Directors, who are all employees of the agencies. This set-up allows for a clear chain-of-command for workload distribution and for the staff issue/resolution process. Also, Career Services staff regularly participate in various professional development training programs that are funded by the two government agencies. If the Council competitively procured WIOA Individual Career and Follow-up Services, then WIOA staff would move outside of this chain-of-command and not benefit from professional development training opportunities.

From a cost-sharing perspective, WIOA Individual Career and Follow-up Services benefit from being performed by the local government agencies. For PY20/FY21, WIOA funding covers less than 10%, or \$491,432, of the Centers' budgets annually. Over 90% of the Centers' budgets are funded directly by the two local governments using a combination of general funds and other non-WIOA state and federal funds.

Of the \$491,432 in WIOA funding that our region receives from the Virginia Community College System (the State WIOA Administrator), \$108,947 is allocated to our WIOA Youth Program, leaving \$382,514 to provide WIOA Individual Career and Follow-up Services for Adults and Dislocated Workers. It is important to note that various WIOA policies require \$153,006 of WIOA funding to be spent on workforce development training activities that lead to industry-recognized credentials for these three populations. That leaves the Council with \$229,508 annually to pay for WIOA staff salaries at our two Centers.

In our current organizational arrangement, there are ten WIOA Career Counselors. WIOA funds a portion of their salaries.

Should WIOA Individual and Career Services be performed by another party, then they would have \$229,508 per year to pay for the salaries for the above-mentioned role. Procuring these services could reduce the number of staff working on our regional WIOA program, which would lead to a decrease in quality and performance. The Council does not feel that another provider can deliver the same quality WIOA Services for \$229,508 per year as currently performed by the Alexandria Workforce Development Center and Arlington Employment Center.

While the Council requests that WIOA Individual Career and Follow-up Services continued to be performed by the Alexandria Workforce Development Center and Arlington Employment Center, we recognize that we need to ensure proper oversight over the career services providers. In 2020, the Council procured a One-Stop Operator, Rise Global Talent LLC, who has maintained effective working relationships with all One-Stop System Partner and Career Services Provider managers.

The Operator's role is to maintain effective working relationships with all One-Stop System Partner and Career Services Provider managers through leading the Alexandria/Arlington Regional Workforce Council's One-Stop Operations Committee. The committee's membership includes all One-Stop System and Career Services Provider leadership.

The Operator ensures the implementation of all Partner/Provider roles and responsibilities, as defined in the Local One-Stop System Memorandum of Understanding. The Operator will also:

- Promote effectively integrated, cross-agency business practices in the One-Stop System among the Partners and Providers;
- Facilitate partner-driven solutions for all One-Stop System activities;
- Monitor and report out on a quarterly basis WIOA Title I performance and track all WIOA Career Services output, including referrals to all partners;
- Responsible for performing annual WIOA Title I Local Monitoring Audit.

Finally, the Operator reports to the Council's Executive Committee on One-Stop Operations quarterly.

**2. Describe the individualized and follow-up career services the LWDB plans to provide, including its prior experience providing those services and how long it has done so.**

The Alexandria/Arlington Regional Workforce Council, through its two American Job Centers, Alexandria Workforce Development Center and Arlington Employment Center, have for the last three years met their Federal Performance Outcomes while maintaining fiscal integrity. Under the Workforce Innovation and Opportunity Act, the Alexandria/Arlington American Job Centers will perform the following:

- Comprehensive and specialized assessments of skill levels and service needs;
- Development of an individual employment plan and information on available training and training providers;
- Assistance in establishing eligibility on non-WIOA financial aid for employment and training programs;
- Group and individual counselling;
- Career planning;
- Short-term pre-vocational services including development of learning skills, communication skills, interviewing skills, punctuality, personal maintenance skills, and professional conduct services to prepare individuals for unsubsidized employment or training;
- Internships and work experiences linked to careers;
- Financial literacy services;
- Out-of-area job search assistance and relocation assistance;
- English language acquisition and integrated education and training programs;

- Follow-up counselling for participants in adult or dislocated worker WIOA Title I activities who are placed in unsubsidized employment, for up to 12 months after the first day of employment.

**3. Provide the WDA’s federal performance outcomes for each of the last three years and describe how those outcomes compare to other WDAs in the state.**

	<b>LWDA 12 Federal Performance Outcomes</b>	<b>Statewide Federal Performance Outcomes</b>
<b>PY 19</b>		
<u>Adult</u>		
Entered Employment Rate (Q2 & Q4)	Met	Met
Credential Rate	Met	Met
<u>Dislocated Worker</u>		
Entered Employment Rate (Q2 & Q4)	Met	Met
Credential Rate	Met	Met
<b>PY 18</b>		
<u>Adult</u>		
Entered Employment Rate (Q2 & Q4)	Met	Met
Credential Rate	Exceed	Exceed
<u>Dislocated Worker</u>		
Entered Employment Rate (Q2 & Q4)	Met	Met
Credential Rate	Exceed	Exceed
<b>PY 17</b>		
<u>Adult</u>		
Entered Employment Rate (Q2 & Q4)	Met	Data Not Available
Credential Rate	Exceed	Data Not Available
<u>Dislocated Worker</u>		
Entered Employment Rate (Q2 & Q4)	Exceed	Data Not Available
Credential Rate	Exceed	Data Not Available

**4. Provide evidence that the LWDB is qualified to provide individualized and follow-up career services, including any local testimonials that speak to the effectiveness and efficiency with which the LWDB has provided or can provide those services. Attach supporting documentation, to include at least 2 letters of recommendation from partners.**

The Alexandria/Arlington Regional Workforce Council, through our American Job Centers, has met our Federal Performance Outcomes and maintained fiscal integrity over the past three years. 100%

of our Centers' Individual Career Services staff hold Workforce Development Professional Certifications. The following are three customer testimonials:

*"I want to commend you and the staff at the Arlington Employment Center for the professionalism and expertise extend to me. That was a great help in gaining employment. Having not seriously engaged in a search since 1998, I was seriously out of tune with the demands of the modern market. The AEC staff was very welcoming and imparted valuable, current knowledge. My initial screening with Dante, my check-ins with Ms. Hill, my counseling with Amelia, and the workshops lead by Glen, Edythe, and Sandy all reflected a quality and caring that you can be proud of.*

*Because of the excellent collaboration of the AEC staff, I was able to rethink my approach to resume format and content, networking among peers, and interviewing. As a result, on Monday I accepted the position of "Lead Technologist" with Booz Allen Hamilton and will soon launch a new phase of my career. I am grateful. As a committed volunteer within Arlington County, you may call on me if I can help AEC and its clients in some way in the future. Please share my success and compliments with the folks at AEC." – James Robert Smith, VCW Arlington Employment Center WIOA Individual Career Services Client*

*"Tiwana Brown was a resident of Guest House, a shelter that helps incarcerated women transition back into the community. She was referred to the Alexandria Workforce Development Center by this community partner and she immediately entered into our individual career services/life skills program. Our Center was committed to helping Tiwana rebuild her life.*

*Tiwana had a passion for cooking and was hoping to land a job in that industry. She was delighted to find out that our Center partners with a local WIOA eligible training provider called "Together We Bake" that offers a 12-week culinary arts program.*

*After successful completion of her culinary training, which led to Tiwana earning her SafeServe Certification, she began her job search with the Center's Career Counselor who assisted her with completing employment applications and prepared her for the interview process. As a result, Tiwana was able to find a job as an Assistant Food Preparation Manager at TGI Fridays. Tiwana expressed her gratitude to the Center and the services that we provided. Tiwana is now on a path to achieving her goal of self-sufficiency." – VCW Alexandria Center WIOA Manager*

*"Thank you for your help with gaining employment in the Federal Service! I wanted to inform you that I started a new career with the Foreign Agriculture Service, an agency with the US Department of Agriculture as a GS-09 International Program Specialist. This is my second week.....very excited." – Amanda E. Rydel, VCW Arlington Employment Center WIOA Individual Career Services Client*

- 5. Please describe any fiscal impact that procurement of individualized career services would cause for the grant recipient, local workforce board, and/or local consortia members.**

If the Council decided to competitively procure WIOA Individual Career and Follow-up Services, it would need to use the Arlington County Government’s Procurement Office (Arlington County Government serves as our WIOA grant recipient/fiscal agent). Should there be an RFP for WIOA Individual Career and Follow-up Services, then the Arlington Employment Center and the Alexandria Workforce Development Center will submit a proposal to Arlington County Government to retain these services. It is necessary to point out that the Arlington Employment Center is part of Arlington County Government.

And while both the USDOL and the Virginia Community College System consider Local Workforce Development Boards, like the Alexandria/Arlington Regional Workforce Council, to be independent bodies, the reality is that the Council is listed as a commission of Arlington County Government. The process for a local government to legally and ethically bid on a procurement that it is awarding is arduous and will certainly come under scrutiny should other entities submit proposals; no matter how many firewalls are established to guarantee an open competition.

Arlington County and Alexandria City would like to continue to provide WIOA Individual Career and Follow-up Services at our two American Job Centers because they benefit our job-seeking and business customers. We want to continue our long track record of providing superior service, meeting/exceeding our Federal Performance Outcomes, and maintaining fiscal integrity. Receiving a waiver to continue to provide WIOA Individual Career and Follow-up Services will allow the Council, through our two American Job Centers, to preserve the programmatic synergy and cost-sharing achieved by having the local government agencies implement our WIOA program.

Submit the completed request and documentation to Mr. George Taratsas, WIOA Title I Administrator at [gtaratsas@vccs.edu](mailto:gtaratsas@vccs.edu). Mr. Taratsas will work with the Governor’s Office to obtain the necessary review and approval.

We certify that the information that is contained within this document has been reviewed and is accurate.

\_\_\_\_\_  
Chair, Local WDB

\_\_\_\_\_  
Date

\_\_\_\_\_  
Chair, CLEO

\_\_\_\_\_  
Date