



ALEXANDRIA / ARLINGTON REGIONAL

## Workforce Council

### MEETING AGENDA

January 26, 2017

8:00 am to 9:30 am

|  |                         |
|--|-------------------------|
| <b>Welcome Message</b>   | <i>Daniel Gomez</i>     |
| <b>Presentation: Optimizing Local Workforce Board Effectiveness Study</b>  | <i>Sharon Johnson</i>   |
| <b>Presentation: Labor Market Update</b>   | <i>Alex Cooley</i>      |
| <b>Executive Director's Report</b> <ul style="list-style-type: none"><li>• Local Plan Approval</li><li>• Career Services Waiver Approval</li></ul> | <i>David Remick</i>     |
| <b>Update: Economic Development, Education, &amp; Workforce Partners</b>   | <i>Various Speakers</i> |
| <b>New Business</b>  | <i>Daniel Gomez</i>     |
| <b>Public Comment Period</b>   | <i>David Remick</i>     |
| <b>Adjourn</b>   | <i>Daniel Gomez</i>     |

### UPCOMING MEETINGS

March 9, 2017

June 8, 2017

8:00 am to 10:00 am

Arlington County Department of Human Services

2100 Washington Blvd, Lower Level Auditorium

Arlington, VA 22204



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ALEXANDRIA / ARLINGTON REGIONAL

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ALEXANDRIA / ARLINGTON REGIONAL

## Workforce Council

**December 8, 2016**

**Arlington County Department of Human Services, Conference Room D**

**2100 Washington Blvd., Arlington, VA 22204**

**8:00 a.m. to 9:30 a.m.**

**Attendance:** Lisa Bauer, Kate Bates, Karen Baugh, Sherri Chapman, Alessandra Colia, Dennis Desmond, Daniel Gomez, Ellen Harpel, Davis Harris, Elizabeth Jones-Valderrama, Alberto Marino, Kris Martini, Erik Pages, Steve Partridge, Dori Ramsey, Ann Randazzo, Andrea Rubino, Darren Tully

**Absent:** Eduardo Achach, Jeanne Booth, Patrick Brennan, Daniel Clarkson, Winoka Clements, Lisa Cortina, Lee Coyle, Howard Feldstein (One-Stop Operator), Carolyn Jones (One-Stop Operator), Stephanie Landrum, Kevin Lynch, Marc Olmsted, Cynthia Richmond, Marie Schuler, Rick Slusher

The meeting was called to order at 8:05 a.m.

A motion was made, seconded, and the minutes of the September 22, 2016 Regional Workforce Council meeting were unanimously approved.

### **PRESENTATIONS:**

- Year-Up. Tamika Mason provided an overview of Year-Up's DC Metro programming.

### **EXECUTIVE DIRECTOR'S REPORT:**

- Incumbent Worker Program Update: infoLock Technologies, Inc. will be sending 5 employees to Northern Virginia Community College to earn their CISSP certifications.
- ETPL Application: Global Education Institute was unanimously approved for inclusion in the Council's Eligible Training Providers List.
- Regional Planning Taskforce Update: The Council unanimously authorized Chair Gomez to sign the regional planning response letter to the Northern Virginia Workforce Development Board's Chair.
- One-Stop Operator Procurement: The Council unanimously approved the Executive Director's recommendation for procurement of a One-Stop Operator for the Alexandria/Arlington region.

### **UPDATE: ECONOMIC DEVELOPMENT, EDUCATION, AND WORKFORCE PARTNERS**

- Representatives from the region's education and workforce development community provided updates on their programming and events.

### **PUBLIC COMMENT PERIOD:**

- No public comments.

The meeting was called to close at 9:30 a.m.

The next meeting will be held on January 26, 2017 at 8:00 a.m. in the Arlington County Department of Human Services' Lower Level Auditorium.

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

Date: January 26, 2017

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

Contact Person/Title: David Remick/Executive Director

Phone: 703.228.1412

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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 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. Both Centers are agencies within their local government's Department of Human Services. Together these Centers served 10,351 job seekers and 602 businesses in 2015.

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 government staff that report into the Centers' Directors. 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. WIOA funding covers less than 20% of the Centers' budgets, approximately \$800,000 annually. Less than 30% of the Centers' budgets are funded by the non-WIOA programs outlined above (except Business Services). Over 50% of the Centers' budgets is funded directly by the two local governments.

Of the approximately \$800,000 in WIOA funding that our region receives from the Virginia Community College System (the State WIOA Administrator), approximately \$209,000 is allocated to our WIOA Youth Program, leaving \$591,000 to provide WIOA Individual Career and Follow-up Services for adults and dislocated workers. It is important to note that State WIOA Policy 14-17 requires 40% of WIOA Individual Career and Follow-up Services funding, or \$236,400, is to be spent on workforce development training activities that lead to industry-recognized credentials. That leaves the Council with \$354,600 annually to pay for WIOA staff salaries at our two Centers.

In our current organizational arrangement, there are seven WIOA Career Counselors, one WIOA Database Administrator, and one WIOA Financial Manager. WIOA funds a portion of the salaries for each of these nine staff members.

Should WIOA Individual and Career Services be performed by another party, then they would have \$354,600 per year to pay for the salaries of the above-mentioned roles. Procuring these services will reduce the number of staff working on our regional WIOA program which will lead to a decrease in quality and performance. The Council does not feel that another provider can deliver the same quality WIOA Individual Career and Follow-up Services for \$354,600 per year as currently performed by the Alexandria Workforce Development Center and Arlington Employment Center.

**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 past 3 years met or exceeded its Core and Intensive Career Services performance outcomes under the Workforce Investment Act while maintaining fiscal integrity, with the exception of one goal in 2014. 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.

The Alexandria/Arlington Regional Workforce Council is on track to meet or exceed its PY16 WIOA Performance Outcomes.

**3. Provide the WDA's federal performance outcomes, cost per participant, and cost per employment for its Adult and Dislocated Worker programs 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 15</b>                 |   |   |
| <i>Adult</i>                 |   |   |
| Entered Employment Rate      | Exceed                                      | Met   |
| Employment Retention Rate    | Met   | Exceed  |
| Average 6 Month Earnings     | Exceed                                      | Met   |
| Employment & Credential Rate | Exceed                                      | Exceed  |
|                              |   |   |
| <i>Dislocated Worker</i>     |   |   |
| Entered Employment Rate      | Exceed                                      | Exceed  |
| Employment Retention Rate    | Met   | Met   |
| Average 6 Month Earnings     | Exceed                                      | Exceed  |



|                              |         |        |
|------------------------------|---------|--------|
| Employment & Credential Rate | Met     | Met    |
| <b>PY 14</b>                 |         |        |
| <i>Adult</i>                 |         |        |
| Entered Employment Rate      | Exceed  | Met    |
| Employment Retention Rate    | Met     | Met    |
| Average 6 Month Earnings     | Not Met | Met    |
| Employment & Credential Rate | Exceed  | Met    |
| <i>Dislocated Worker</i>     |         |        |
| Entered Employment Rate      | Exceed  | Exceed |
| Employment Retention Rate    | Exceed  | Exceed |
| Average 6 Month Earnings     | Exceed  | Met    |
| Employment & Credential Rate | Exceed  | Met    |
| <b>PY 13</b>                 |         |        |
| <i>Adult</i>                 |         |        |
| Entered Employment Rate      | Exceed  | Met    |
| Employment Retention Rate    | Exceed  | Met    |
| Average 6 Month Earnings     | Exceed  | Met    |
| Employment & Credential Rate | Exceed  | Met    |
| <i>Dislocated Worker</i>     |         |        |
| Entered Employment Rate      | Exceed  | Exceed |
| Employment Retention Rate    | Exceed  | Exceed |
| Average 6 Month Earnings     | Exceed  | Met    |
| Employment & Credential Rate | Exceed  | Met    |

|            | LWDA 12 Cost Per Participant | Statewide Cost Per Participant | LWDA 12 Cost Per Employment | Statewide Cost Per Employment |
|------------|------------------------------|--------------------------------|-----------------------------|-------------------------------|
| PY15 Adult | \$1,370.13                   | \$3,815.44                     | \$6,443.32                  | No Data Available             |
| PY14 Adult | \$2,065.40                   | \$2,280.41                     | \$8,902.59                  |                               |
| PY13 Adult | \$1,964.06                   | \$2,298.93                     | \$6,546.86                  |                               |
| PY15 DW    | \$3,973.16                   | \$5,178.23                     | \$18,276.55                 |                               |
| PY14 DW    | \$2,354.92                   | \$3,227.90                     | \$8,713.20                  |                               |
| PY13 DW    | \$1,888.02                   | \$2,652.88                     | \$6,539.00                  |                               |

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 or exceeded 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. On the next page 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, 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." – Lenwood Roberts, 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, 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 USDOL and the Virginia Community College System considers 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 and its Executive Director is an employee 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 want 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