



ALEXANDRIA / ARLINGTON REGIONAL

## Workforce Council

### EXECUTIVE COMMITTEE MEETING AGENDA

May 13, 2016

8:30 am to 9:30 am

Welcome Message

*Daniel Gomez*

LWDA 12 Update

*David Remick*

- PY 15 WIOA State Audit is scheduled for the week of May 23-26 and June 1-3, 2016
- Regional Incumbent Worker Grant Update
- WIOA Staff Meeting held April 26<sup>th</sup>
- LWDA 12 ITA Policy issues
- VAWD Draft Policy concerns

Discussion: 2016-2020 RWC Strategic Plan

*All*

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Next Steps/Adjourn

*Daniel Gomez*

#### UPCOMING EXECUTIVE COMMITTEE MEETINGS

June 10, 2016

8:30 am to 9:30 am

Arlington County Employment Center Conference Room

2100 Washington Blvd, 1<sup>st</sup> Floor

Arlington, VA 22204

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WIOA is an Equal Opportunity Program. Auxiliary aids and services are available upon request to individuals with disabilities. City of Alexandria Government and Arlington County Government are Equal Opportunity Employers.

## INCUMBENT WORKER POLICY

### REFERENCE

- Virginia Board of Workforce Development Policy Number 15-00
- Workforce Innovation and Opportunity Act of 2014 Section 122 and Section 134

### POLICY

WIOA funds can be made available through a process designed to assist Alexandria City and Arlington County businesses, which could include a single firm or a group of firms that share similar workforce needs, using a sector strategy approach to meet the skills training needs of their incumbent workforce.

#### Incumbent Worker Employee Eligibility

All employees participating in incumbent worker training must meet the eligibility below. An incumbent worker is:

- At least 18 years of age;
- A citizen of the United States or a non-citizen whose status permits employment in the United States;
- Males born on or after January 1, 1960 must register with the selective service system within 30 days after their 18th birthday or at least before they reach the age of 26;
- Meet the Fair Labor Standards Act requirements for employer-employee relations and have an established employment history with the employer for 6 months or more;
- An employee to be trained that works at a facility located in Virginia or working for a staffing agency and placed at a Virginia facility.

#### Employer Eligibility

- Demonstration of linkages of the training activity to demand occupations and/or regionally targeted industries;
- The positive relationship of the training to the competitiveness of a participant and the employer;
- The relative wage and benefit levels of those employees (pre-training and anticipated upon completion of the training); and
- The potential state, regional, and local economic impact, if any, of the training project.

#### Funding Available

Statewide rapid response and local WIOA funds are available to provide incumbent worker training. The Council may reserve and use up to 20 percent of the WIOA Title I Adult and Dislocated Worker funds allocated to the local area to pay for the Federal share of the cost of providing a training program for incumbent workers.

#### Non-Federal Share

Employers participating in the program are required to pay for the non-Federal share of the cost of providing the training to incumbent workers of the employers. The non-Federal share shall not be less than:

- 10 percent of the cost, for employers with not more than 50 employees;
- 25 percent of the cost, for employers with more than 50 employees but not more than 100 employees; and
- 50 percent of the cost, for employers with more than 100 employees.

The non-Federal share provided by an employer participating in an incumbent worker training project may include the amount of the wages paid by the employer to a worker while the worker is participating in the training activity. The employer may provide the share in cash or in-kind, fairly evaluated.

## INDIVIDUAL TRAINING ACCOUNT (ITA) POLICY

### REFERENCE:

- Workforce Innovation and Opportunity Act (WIOA) Title I

### POLICY:

- **Eligibility.** All recipients of training funds must be eligible based upon criteria established under WIOA. WIOA requires the coordination of training costs with funds available under other grant assistance. WIOA funding for training is limited to participants who are unable to obtain grant assistance from other sources, including PELL Grants, to pay the costs of their training or require assistance beyond that available under grant assistance from other sources, including PELL Grants, to pay the costs of such training. WIOA prescribes "braided funding" as a strategy to support job seekers' training and placement needs. As such, every effort should be placed on co-enrolling the WIOA participant into other publicly-funded workforce training programs available through the One-Stop Operator.
- **Occupational Areas of Training.** The training provided through ITAs is for the sole purpose of facilitating transition into the workforce. All training will be for occupations in demand in the labor market and determined to be of priority by the Alexandria/Arlington Regional Workforce Council (<http://workforcecouncil.arlingtonva.us/data/>).
- **Training Selection.** Training will be provided for priority occupations only as determined by the Council by an institution or organization certified as meeting the criteria and having completed the procedures outlined in the Council's Eligible Training Providers Policy.
- **Length of Training.** The purpose of training services is to provide eligible customers with the means to obtain the necessary skills to become gainfully employed or re-employed. Training length will vary according to the type of training and the requirements outlined in the vendor agreement. Training, cannot exceed more than 24 calendar months and should lead to an industry-recognized certification and employment that earns a sustainable wage. Participants whose individual training plan includes training lasting more than 24 months must request a waiver from the Council Executive Director PRIOR to beginning the training. Participants whose training was planned for less than 24 month but who require additional time to complete the program of study must request a waiver.
- **Repeat Training.** The Council will NOT provide funding for courses/programs previously funded but not successfully completed.
- **Cost Limitation.** The Council limits training and certification cost to no more than \$3,500 per participant within a 12-month period, except as approved by the Council Executive Director prior to the expenditure of funds (see WAIVERS below). Funding of training, certification, and supportive services payments may not exceed a total of \$3,500 in a 12-month period.
- **Administration.** All requests for ITA funding must be supported in the participant's individual employment plan.

### WAIVERS:

The Council's Executive Director may approve exceptions to the cost limit based on the following:

- Up to \$8,000 maximum limit for hospitality training and certification;
- Up to \$9,500 maximum limit for computer & information systems training and certification;
- Up to \$9,500 maximum limit for healthcare training and certification;
- Up to \$9,000 maximum limit for manufacturing & processing training and certification.

The necessity for waiver must be sufficiently justified and documented in order for a waiver to be approved.

Please note, the eligible training provider who receives over \$3,500 of WIOA funds to serve a WIOA participant will need to include certification testing and placement into employment as part of their training cost.

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<b>Policy Area:</b> Local and Regional Governance	
<b>Title of Policy:</b> Designation of Local Workforce Development Areas	<b>Number:</b> 200-01 (2016)
<b>Effective Date:</b> July 1, 2016	<b>Review by Date:</b> July 1, 2018
<b>Approved Date:</b> June 23, 2016	<b>Approved by:</b>
<b>Revision Date:</b>	

**I. Purpose**

The purpose of this issuance is to provide guidance to chief local elected officials (CLEOs) and Virginia one-stop system stakeholders regarding the process to be followed when a unit or a combination of units of general local government, such as county or group of counties, requests designation of local workforce investment areas under the Workforce Innovation and Opportunity Act (WIOA).

**II. Summary**

Under the Workforce Innovation and Opportunity Act (Pub. L. 113-128), the Governor must designate local workforce development areas after consultation with (1) the State Workforce Board and (2) chief local elected officials (CLEOs) and local workforce development boards. In turn, the WIOA requires CLEOs to utilize a public comment period and take into consideration comments made during the process as part of their consultative process with the Governor.

The WIOA outlines the term “Initial Designation” of local workforce development areas in WIOA section 106(b)(2). WIOA section 106(b)(2) states, “During the first 2 full program years following the date of enactment of this Act, the Governor shall approve a request for initial designation as a local area from any area that was designated as a local area for purposes of the Workforce Investment Act of 1998 for the 2-year period preceding the date of enactment of this Act, performed successfully, and sustained fiscal integrity.”

The WIOA outlines the term “Subsequent Designation” of local workforce development areas in WIOA section 106(b)(3). WIOA section 106(b)(3) states, “After the period for which a local area is initially designated under paragraph (2), the Governor shall approve a request for subsequent designation as a local area from such local area, if such area—

- (A) performed successfully;
- (B) sustained fiscal integrity; and
- (C) in the case of a local area in a planning region, met the requirements described in subsection (c)(1).

This policy provides the steps for consideration of workforce development areas under the WIOA.

### III. References

- Workforce Innovation and Opportunity Act (Pub. L. 113-128)
- Training and Employment Notice No. 05-14, *Workforce Innovation and Opportunity Act Announcement and Initial Informational Resources*
- Training and Guidance Letter No. 19-14, *Vision for the Workforce System and Initial Implementation of the Workforce Innovation and Opportunity Act of 2014*
- Notice of Proposed Rulemaking (NPRM) Docket No. ETA-2015-0001, RIN: 1205-AB73: Subpart B, § 679.210 through § 679.260

### IV. Policy

Consistent with WIOA section 106(b)(4), the Virginia Board of Workforce Development, in consultation with Local Boards and chief local elected officials, reviews all requests for local workforce development area designation using established policies and procedures, and makes a recommendation to the Governor. In reviewing initial and subsequent designation requests, the State Board shall evaluate the extent that requested areas meet the following:

1. Are consistent with labor market areas in the state;
2. Are consistent with regional economic development areas in the state; and
3. Have available the federal and non-federal resources necessary to effectively administer activities under provisions of WIOA, including whether the areas have the appropriate education and training providers, such as institutions of higher education and career and technical education schools.

WIOA section 106(b)(2) outlines the criteria by which a Governor must designate a local workforce development area under Initial Designation. WIOA section 106(b)(3) outlines the criteria by which a Governor must designate a local workforce development area under Subsequent Designation. Even under an application for Initial Designation, the CLEOs shall utilize a public consultation process and outline how the local workforce development area follows the three criteria outlined above.

### V. Procedures

The procedures for designating local workforce development areas are outlined below:

**Initial Designation:** For the first two full program year following the date of enactment of WIOA (July 1, 2015-June 30, 2017), the Governor shall approve a request for designation as a local workforce development area from any area that was designated as a local area for purposes of the Workforce Investment Act of 1998 for the 2-year period preceding the date of enactment of this Act, performed successfully, and sustained fiscal integrity.

**Subsequent Designation:** After the period of Initial Designation, the Governor shall approve a request for Subsequent Designation as a local workforce development area from such local area, if such area:

- (A) performed successfully;
- (B) sustained fiscal integrity; and
- (C) in the case of a local area in a planning region, met the requirements of local planning regions outlined in WIOA.

**Performed Successfully Defined:** The term “performed successfully” means the local workforce development area met or exceeded the adjusted levels of performance for primary indicators of performance described in WIOA section 116(b)(2)(A) (or, if applicable, core indicators of performance described in section 136(b)(2)(A) of the Workforce Investment Act of 1998, as in effect the day before the date of enactment of this Act) for each of the last 2 consecutive years for which data are available preceding the determination of performance.

**Fiscal Integrity Defined:** The term “sustained fiscal integrity” means that the Secretary of Labor has not made a formal determination, during either of the last 2 consecutive years preceding the determination regarding such integrity, that either the grant recipient or the administrative entity of the area misexpended funds provided under subtitle B (or, if applicable, title I of the Workforce Investment Act of 1998 as in effect prior to the effective date of such subtitle B) due to willful disregard of the requirements of the provision involved, gross negligence, or failure to comply with accepted standards of administration.

**Requirements of Local Planning Regions:** The Virginia Board of Workforce Development will evaluate all requests for subsequent designation in accordance with policies, procedures, and guidance issued regarding planning region identification and participation by local workforce development areas.

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#### STEPS IN THE VIRGINIA LOCAL WORKFORCE DEVELOPMENT AREA DESIGNATION PROCESS

The process outlined below is to be followed by a unit or units of local government seeking designation of local workforce development areas under the WIOA, including requests for Initial and Subsequent Designation that meet the definitions outlined in the law.

**Step 1.** The local government unit(s) seeking designation of a local workforce development area(s) should coordinate and consult with the chief local elected officials of the local areas (county commission for a single county local area or the consortium for multi-county local areas) and existing local workforce investment boards.

**Step 2.** If a decision is made by the local government unit(s), in coordination with the chief local elected officials, to seek designation under the WIOA, the local government units must undertake a formal public comment period and provide documentation of the results of the formal public comment period with the designation request to partners, including existing local workforce investment boards. The formal comment period must allow for comments by businesses, labor organizations, institutions of higher education, community-based organizations, and the public at-large.

**Step 3.** The request for designation of a local workforce development area under the WIOA shall include the following information:

1. How the proposed local workforce development area is aligned with labor market areas including information on growth industries and occupations in the local labor market.
2. How the proposed local workforce development area is aligned with a regional economic development area within the Commonwealth of Virginia.
3. How the proposed local workforce development area can effectively administer activities under provisions of the WIOA with available federal and non-federal resources, including a description of area education and training providers, a description of how the available resources will be made available for training activities, and a description of the percentage of overall resources administered by the local area that will be dedicated to training activities.
4. Whether the proposed local workforce development area is seeking Initial or Subsequent Designation as defined by WIOA and a statement of assurance that the proposed local workforce development area meets the requirements for Initial or Subsequent Designation under the WIOA.
5. For Subsequent Designation requests, a discussion of how the local workforce development area met the three criteria outlined in WIOA section 106(b)(3).

**Step 4.** After submission of the designation request, the Virginia Board of Workforce Development will review the request and provide a consultative opinion and recommendation for the Governor. As required by the WIOA, the Governor will use the consultation of the Virginia Board of Workforce Development and consult with chief local elected officials prior to designating local workforce development areas in Virginia. The Governor may rely on the submissions from the requestor(s) as meeting the requirement for consultation with chief local elected officials, including the public records of meetings and any recorded votes or resolutions regarding the designation request.

**Step 5a.** Pursuant to WIOA section 106(b), the Governor will formally designate local workforce development areas in the Commonwealth of Virginia for a two-year period beginning on July 1, 2015, and ending on June 30, 2017.

**Step 5b.** Pursuant to WIOA section 106(b), the Governor will subsequently designate local workforce development areas in the Commonwealth of Virginia for two-year periods, as appropriate.

**Opportunity to Appeal:** Pursuant to WIOA section 106(b)(5), a unit(s) of local government may submit an appeal to the Virginia Board of Workforce Development. The appeal shall describe the reasons why the decision by the Governor should be reconsidered, with specific data being provided to back-up the appeal. After submission of an appeal, a final determination shall be made by the Governor, supported by a recommendation from the state workforce board within 30 calendar days.

<b>Policy Area:</b> Local and Regional Governance	
<b>Title of Policy:</b> Designation of Regions and Planning Requirements	<b>Number:</b> 200-06 (2016)
<b>Effective Date:</b> July 1, 2016	<b>Review by Date:</b> July 1, 2018
<b>Approved Date:</b> June 23, 2016	<b>Approved by:</b>
<b>Revision Date:</b>	

**I. Purpose**

The purpose of this issuance is to provide policy and procedures for identifying regions and conducting regional planning for chief local elected officials (CLEOs) and Virginia workforce system stakeholders per statutory and regulatory requirements under the Workforce Innovation and Opportunity Act (WIOA).

**II. Summary**

The Workforce Innovation and Opportunity Act (Pub. L. 113-128), contains a provision found in Section 106(a) requiring a state to identify regions prior to the second full program year after the date of enactment in order to receive allotments under the WIOA Adult, Dislocated Worker and Youth programs. States shall identify regions after consultation with Chief Elected Officials and Local Workforce Development Boards and take into account the following factors:

1. The extent to which regions are consistent with labor market areas in the state;
2. The extent to which regions are consistent with regional economic development areas in the state; and
3. An assurance that regions have available the federal and non-federal resources necessary to effectively administer activities under subtitle B and other applicable provisions of the WIOA, including whether the areas have the appropriate education and training providers, such as institutions of higher education and area career and technical education schools.

The WIOA defines three types of regions:

1. Regions that are comprised of 1 local area.
2. Regions are comprised of 2 or more local areas.
3. Regions that are interstate areas contained within 2 or more States.

Regions comprised of 2 or more local areas or are interstate in nature must conduct regional planning as defined in the WIOA

**III. References**

- Workforce Innovation and Opportunity Act (Pub. L. 113-128)

- Training and Employment Notice No. 05-14, *Workforce Innovation and Opportunity Act Announcement and Initial Informational Resources*
- Training and Guidance Letter No. 19-14, *Vision for the Workforce System and Initial Implementation of the Workforce Innovation and Opportunity Act of 2014*
- Notice of Proposed Rulemaking (NPRM) Docket No. ETA-2015-0001, RIN: 1205-AB73: Subpart B, § 679.200 and § 679.210

#### IV. Policy

The provisions on identifying regions are contained in WIOA section 106(a). The WIOA prescribed process for identifying regions includes consultation with: (1) local workforce development boards, and (2) chief local elected officials. In order to identify regions, WIOA requires the state to identify factors to be used, which, when applying, may or may not align to current local workforce development areas.

##### FACTORS USED TO DETERMINE THE IDENTIFICATION OF REGIONS IN VIRGINIA

The factors outlined below are meant to promote a collaborative process whereby the data collection and analysis of the factors for determination of regions are shared between state and local workforce partners. To that end, Virginia shall utilize the following factors in determining regions:

**Factor 1: Single Labor Market.** Labor markets can be national, regional or local in nature. For purposes of aligning labor markets with regions, Virginia shall use state labor market information (LMI) as a foundational source of data, and recognizes that labor markets do not necessarily align with county or local workforce development area borders. As a result, other sources of data for determining regional labor market alignment include Census Bureau information and Metropolitan Statistical Areas (MSA) defined by the Office of Management and Budget (OMB).

**Factor 2: Common Economic Development Area.** Economic development activities occur at the state, regional and local levels. For purposes of aligning economic development areas with regions, Virginia shall use data and alignment from sources such as the Virginia Economic Development Partnership. Other sources for determining regional economic alignment include sector initiatives undertaken by Virginia, other regional economic initiatives undertaken such as Workforce Innovation in Regional Economic Development (WIRED) sponsored by the U.S. Department of Labor, and infrastructure investments tied to economic development activities.

**Factor 3: Federal and Non-Federal Resources to Carry Out WIOA Activities.** In identifying the efficacy of carrying out WIOA activities, Virginia shall take into account the following indicators: (1) the availability of funding to provide training activities in a region and the extent to which training funds are more readily available in various regional alignments; (2) the availability of education and training providers in a region; (3) administrative efficiencies that could be gained by operating as a region; (4) resources

available among partner programs to operate the one-stop system; and (5) non-federal resources available in a region to support workforce development activities.

**Factor 4: Population Centers.** Virginia shall utilize available data on population centers to align regions. Much research and literature has focused on the idea of regional population clusters as hubs of innovation, entrepreneurship, and economic activity. In factoring population centers, indicators such as population density, increases or decreases in population (migration), and linkages to sector strategies will be used. Utilizing population centers does not prohibit regions that are rural in nature; in fact, it ensures that regions that are more rural in nature have factored available resources and workforce development activities in their planning.

**Factor 5: Commuting Patterns.** Many residents of Virginia live in one location while working in a different city or county. Commuting patterns offer an opportunity to better align to labor markets based on where people work and where employers may be concentrated. The commuting pattern factor should provide data complementary to population center and labor market data and form a more comprehensive look at regional alignment.

**Factor 6: Industrial Composition and Sector Alignment.** Virginia has engaged in a number of sector strategies and industry initiatives. It is important to align regions to industry clusters that provide a focus for developing a highly skilled and productive workforce through education, training and other services. Data should demonstrate how regional alignment will enhance support to sector and industry clusters and meet business' needs for a skilled workforce.

**Factor 7: Community College Regions.** The Virginia Community College System (VCCS) is the WIOA title I administrator, and Virginia's community colleges are a vital source of education, training and skills upgrading for residents and businesses of the state. In addition, it is important for the local workforce development system to coordinate activities and approaches with local community colleges, such as sector strategies, career pathways implementation, and business engagement strategies. Therefore, regions should align as closely as possible to community college service areas. It is likely that two or more community colleges will be within the boundaries of a workforce region.

Utilizing these seven factors, various regional alignments may be considered and proposed by a number of workforce system stakeholders such as state policymakers, State and Local Board members, state and local workforce staff, partner program staff, business and industry partners and workforce and education associations. In order for Virginia to consider and designate regions, a formal proposal shall be submitted to the Virginia Board of Workforce Development that includes a recommendation for region designation, a rationale for the region designation recommended using the seven factors, and a description of why the regional alignment proposed is in the best interests of the state, business and industry, and workers and job seekers.

**V. Procedures**

The procedures for identifying regions and conducting regional planning areas are outlined below:

Due to preparation time needed to develop the Virginia Combined State Plan, for the first two program years under the Plan—PY 2016 and PY 2017—each local workforce development area is designated as a region. Therefore, Virginia has 15 regions at the onset of WIOA.

However, prior to the two-year update to the plan that will be due sometime prior to July 1, 2018, Virginia will engage in a comprehensive process for identifying regions using the factors identified in this issuance. The Virginia Board of Workforce Development will lead the effort that will include consultation with Local Boards and chief local elected officials. Further guidance and regional planning guidelines will be issued that identify requirements and timelines.



# Workforce Council

## Council Strategic Plan: 2016 - 2020

### VISION

We envision a region where every business has access to a qualified, job-ready workforce and every resident has the skills needed to connect with meaningful employment and advance in a career.

### MISSION

We help drive the City of Alexandria's and Arlington County's economic growth by implementing an effective and efficient workforce ecosystem that delivers innovative, integrated, data-driven products and services designed and aligned to meet the needs of businesses and job seekers. We hold ourselves accountable to the system's goals and support high-impact outcomes.

### GOALS

1. Increase business engagement and deliver value to our business customers.
2. Achieve measurable skills development in our job seeking customers in the form of workforce credentials that matter to business.
3. Fill jobs in-demand occupations that show promise for long-term growth in industries that are strategic to our regional economy.
4. Help individuals, including individuals with barriers to employment, gain access to the middle class and demonstrate career progression.
5. Ensure that workforce system public investments generate a quality return to the City of Alexandria and Arlington County and the customers we serve.

### SYSTEM PROGRAMS

WIOA One-Stop Program	Local One-Stop Partner
WIOA Title I Adult & Dislocated Workers	City of Alexandria Department of Community & Human Services, Arlington County Department of Human Services
WIOA Title I Youth	City of Alexandria Department of Community & Human Services, Arlington County Department of Human Services
Virginia Initiative For Employment not Welfare (VIEW); Supplemental Nutrient Assistance Program Employment and Training (SNAPET)	City of Alexandria Department of Community & Human Services, Arlington County Department of Human Services
HUD Employment and Training Programs; HHS Community Services Block Grant	Arlington County Department of Human Services
WIOA Title III – Wagner-Peyser; Unemployment Compensation; Veterans Employment and Training; Trade Adjustment Assistance	Virginia Employment Commission



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## Workforce Council

WIOA IV – Rehabilitation Act, as amended	Virginia Department for Aging and Rehabilitative Services
Title V of the Older Americans Act	National Council on Aging
WIOA Title II – Adult Education	Alexandria City Public Schools, Arlington County Public Schools
Carl D. Perkins Career and Technical Education Programs	Northern Virginia Community College, Alexandria City Public Schools, and Arlington County Public Schools
Business Services	Certified Business Services Team consisting of representatives from Alexandria City Department of Community & Human Services, Arlington County Department of Human Services, Alexandria/Arlington Regional Workforce Council, Virginia Employment Commission, and other partners
Disability Services	Linden Resources
Asylee/Refugee Services	Catholic Charities

### TARGETED INDUSTRIES & OCCUPATIONS

#### Regional In-Demand Industries

Industry	Employment (Q3 2015)	Job Ads (Q1 2016)	Avg. Weekly Wage (Q3 2015)	Turnover (Q4 2013)	Projected Per Year Growth (By 2022)
Construction	4,611	398	\$1,327	12.9%	2.64%
Retail Trade	17,449	1,066	\$629	10.2%	.97%
Transportation & Warehousing	9,894	106	\$1,286	6.1%	.29%
Information	6,383	554	\$2,094	5.6%	(.31%)
Finance & Insurance	6,651	559	\$2,322	5.4%	1.27%
Professional, Scientific, & Technical Services	58,549	8,482	\$2,074	8.3%	3.02%
Administrative, Support, and Waste Management	17,048	1,183	\$996	12.1%	1.95%
Educational Services	5,190	335	\$972	6.3%	1.61%
Health Care & Social Assistance	15,776	1,501	\$993	9.4%	3.24%
Accommodation & Food Services	25,241	1,248	\$494	13.9%	1.89%
Public Administration	62,196	818	\$1,486	3.5%	n/a

(Source: Virginia Employment Commission, Conference Board HWOL, and BLS April 2016.)



# Workforce Council

## Regional In-Demand Occupations (by function)

Name	Job Openings (Q1 2016)
Information Technology	13,919
Finance / Accounting	4,421
Sales / Biz. Development	3,985
Administration / Clerical	3,437
Medical / Health	2,915
Hospitality / Services	2,896
Operations / Logistics	1,941
Marketing / PR	1,917
Engineering / QA	1,836
Creative / Talent	1,721
Executive Management	1,372
Human Resources	1,236
Education / Training	1,083
Maintenance / Repair	806
Facilities / Construction	805
Security	719
Science / R&D	691
Social Services	620
Legal	341
Manufacturing / Resources	199

(Source: Virginia Employment Commission, Conference Board HWOL, and BLS April 2016.)

### SYSTEM GOALS & PERFORMANCE MEASURES

- WIOA Adult, Dislocated Worker, and Youth Performance Measures:  
[http://www.futureworksystems.com/wioa\\_performance\\_measures\\_v2.asp](http://www.futureworksystems.com/wioa_performance_measures_v2.asp)
- WIOA Business Services Measures:
  - Number of On-Site Visits
  - Number of Outreach Activities
  - Number of Informational Packages Provided
  - Number of Veterans Served
  - Number of ITA's Executed
  - Number of OJT's Executed
  - Number of Incumbent Worker Trainings Executed
  - Number of Job Orders Entered
  - Number of Job Fairs
  - Number of Businesses that Attend Job Fairs
  - Number of Job Seekers that attend Job Fairs
  - Number of Job Seekers Referred to Jobs Orders
  - Number of Hires



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## Workforce Council

### Next Steps:

- Review plan
  - More data driven?
  - Outreach plan
- Survey businesses for their needs (survey monkey suggestions)
  - Develop questions
  - AED Business Survey
- Review other plans:



CSPRefiningVision  
MtgPres04092016FII



AED\_EDC\_Strategic  
Plan.pdf

### **About the Arlington Employment Center:**

*Helping job seekers achieve employment goals and helping employers find skilled workers*

Arlington Employment Center, established in 1989, serves Washington area job seekers searching for employment or a new career as well as employers seeking skilled workers.

- We administer a variety of programs and resources designed to help job seekers with **each step of the job seeking process**, to become more competitive and successfully connect with area employers who need their skills.
- We successfully serve all individuals including those with limited education, skills and job seeking experience to mid- and senior-level career individuals with advanced degrees.

Employers can access a variety of resources and services to enhance their new employee recruitment efforts – all at no cost to them.

- We screen, prepare and refer qualified job candidates; create customized online job postings and provide facilities for recruitment and hiring events.
- All job seekers are referred based upon the person's qualifications without regard to race, age, disability, color, religion or national origin.

### **About the Alexandria Workforce Development Center:**

The City of Alexandria's Workforce Development Center offers staffing solutions that provide businesses with employees who are skilled and ready to work. As a certified One Stop Center, WDC serves a variety of skill levels from those with advanced degrees and years of experience to those with limited education and experience. We provide services and resources for job seekers including access to our Career Center, career readiness workshops, and career assessments and customized hiring events.