

MEETING AGENDA December 7, 2017 8:00 am to 10:00 am

Welcome Message Daniel Gomez

Presentation: Greater Washington's "Gig" Economy Ellen Harpel

Presentation: Virginia Tech's Thinkabit Lab Update

Jim Egenrieder

Presentation: Communities in Schools of NOVA

Dan Howard

One-Stop Operator's Report

Alamelu Dev

Executive Director's Report

David Remick

- Approve Past Meeting Minutes
- Local WIOA Policies Update
- ETPL Recertification
- Funding Transfer Request
- Career Services Waiver Update
- GO VA Update & DEI Grant
- Membership Update

Update: Economic Development, Education, & Workforce Partners

Various Speakers

New Business Daniel Gomez

Public Comment Period David Remick

Adjourn Daniel Gomez

UPCOMING MEETINGS

March 22, 2018 June 21, 2018

8:00 am to 10:00 am
Arlington County Department of Human Services
2100 Washington Blvd, Lower Level Auditorium
Arlington, VA 22204



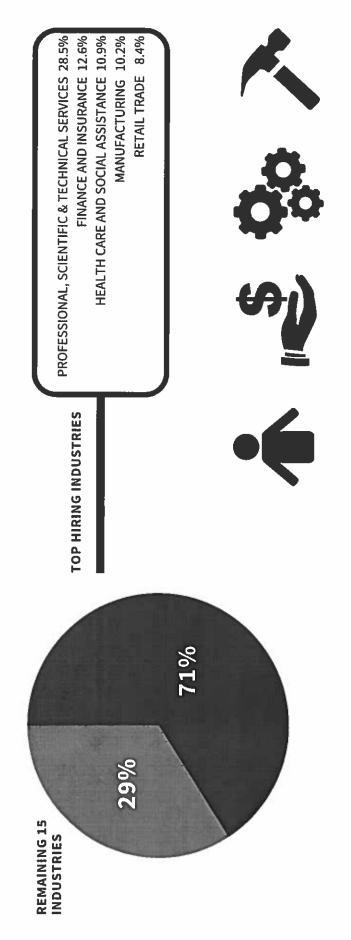
LABOR MARKET DASHBOARD // JULY - SEPTEMBER 2017

NOVA Workforce collaborates with employers, economic development organizations, education institutions, community-based jobs, NOVA Workforce provides access to highly-skilled, credentialed, and diverse talent and defined career pathways for the organizations, and workforce development boards in the northern Virginia region to address the skills gap and to develop a robust talent pipeline. To ensure that northern Virginia businesses may remain globally competitive and continue to create

| jobs, work workinge provides access to nigniy-skilled, credentiated, and diverse tatent and denned career pathways for the region. | AND THE RESIDENCE OF THE PROPERTY OF THE PROPE | 49,242 | 12,914 | 8,364 | 7 | | 3.1% UNEMPLOYMENT RATE AUGUST 2017 | 83,909 TOTAL JOB POSTINGS JULY - SEPTEMBER 2017 |
|--|--|------------------------|-----------|---------|-----------------------|---------------------------------|-------------------------------------|---|
| Jobs, NOVA WOLKIOLE PLOVIDES ACCESS to Highly-skilled, creder region. | JOB POSTINGS DASHBOARD | FAIRFAX / FALLS CHURCH | ARLINGTON | LOUDOUN | ALEXANDRIA CITY 7,157 | PRINCE WILLIAM / MANASSAS 6,232 | 6,356 TOTAL HEALTHCARE POSITIONS 3. | 7,278 TOTAL CYBER POSITIONS 83, |

TOP INDUSTRIES HIRING IN NORTHERN VIRGINIA

TOP HIRING INDUSTRIES // JULY - SEPTEMBER 2017



TOP HIRING SUB INDUSTRIES IN NORTHERN VIRGINIA (BY NUMBER OF JOB POSTINGS)

| | 1,887 | ARCHITECTURAL, ENGINEERING, AND RELATED SERVICES |
|-------|-------|---|
| | 1,898 | BANKS AND LENDING INSTITUTIONS |
| | 2,962 | COMPUTER SYSTEMS DESIGN AND RELATED SERVICES |
| 3,882 | MAN | MANAGEMENT, SCIENTIFIC, AND TECHNICAL CONSULTING SERVICES |
| 4,358 | | INSURANCE CARRIERS |

TOP EMPLOYERS AND POSITIONS HIRING IN NORTHERN VIRGINIA



These are the top employers that advertised job openings between july and September 2017. Of the 83,909 total jobs advertised, the top ten employers advertised 13,485 positions and accounted for 16.1% of all jobs advertised in northern Virginia during this time period. 7 of the top 10 employers are in the Professional, Scientific, and Technical Services industry

top 10 employers are in the Professional, Scientific, and Technical Services industry. TOP EMPLOYERS HIRING

BY NUMBER OF ADVERTISED POSITIONS

| 623 | ACCENTURE |
|-------|-----------------------|
| 711 | VENCORE |
| 719 | CACI |
| 733 | MANTECH INTERNATIONAL |
| 740 | CAPITAL ONE |
| 798 | DELOITTE |
| 1,894 | INOVA |
| 2,088 | GENERAL DYNAMICS |
| 2,101 | BOOZ ALLEN HAMILTON |
| 3,078 | ANTHEM BLUE CROSS |

MOST ADVERTISED JOB TITLES

- 1. SOFTWARE DEVELOPMENT ENGINEER (1,346 POSITIONS)
- 2. REGISTERED NURSE (1,233 POSITIONS)
 - 3. SYSTEMS ENGINEER (1,132 POSITIONS)
- 4. JAVA SOFTWARE DEVELOPER (890 POSITIONS)
- 5. BUSINESS ANALYST (799 POSITIONS)
- 6. NETWORK ENGINEER (701 POSITIONS)
- 7. ADMINISTRATIVE ASSISTANT (666 POSITIONS)
- 9. SALES ASSOCIATE (596 POSITIONS)

8. SYSTEMS ADMINISTRATOR (628 POSITIONS)

10. SOFTWARE DEVELOPER (482 POSITIONS)

EMPLOYER SPOTLIGHT

Amazon recently requested bids from cities in North America for the location of a 2nd corporate headquarters, which will add approximately 50,000 new jobs and \$5 billion in investment. According to Dallasbased research firm Everest, and appearing on Fortune.com, the D.C. metro area is among the top 6 contenders for the new site, along with Atlanta, Boston, Chicago, Dallas, and New York City. Amazon will announce the location of HQ2 in 2018.







FEATURED INDUSTRY SPOTLIGHT:

AND TECHNICAL CONSULTING MANAGEMENT, SCIENTIFIC, SERVICES

EMPLOYMENT METRICS

PROJECTED GROWTH OVER 10 YEARS **JOB GROWTH OVER PAST 5 YEARS NUMBER OF PERSONS EMPLOYED ANNUAL GROWTH PERCENTAGE LOCATION QUOTIENT* PERCENT MINORITY PERCENT FEMALE AVERAGE SALARY**

N. VIRGINIA

\$115,099 60,015 16,317 42.1% 27.7% 2.4% (472)4.40

STATE

\$91,575 280,846 45.5% 19.4% \$105,020 22,968 83,802 5,096 42.1% 26.5% 2.5% 1.95

NATIONAL

1,617,332 424,818 2.4% 1.00

n a region compared to is used to quantify and 'LOCATION QUOTIENT demographic group is the national average. particular industry, concentrated a occupation, or describe how



ALEXANDRIA / ARLINGTON REGIONAL **Workforce Council**



faculty, staff, students, employers, and community partners to highlight market intelligence tools, JobsEQ by Chmura Economics and Burning Glass Technologies, to assist in our effort to provide real-time data on This report delivers quarterly labor market intelligence data to NOVA employment trends in the region. NOVA Workforce utilizes two labor the region's labor market.









For more information, please visit our website or contact Gary (Alex) Cooley, Labor Market Intelligence Analyst, at gcooley@nvcc.edu.

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Working Without a Job: Trends in Non-Employer Establishments

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Schar School of Policy and Government
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November 15, 2017





Working Without a Job: Trends in Non-Employer Establishments

This briefing is the first in a series addressing how technology advances and changes in the way we work affect the future of the Washington regional economy. We begin by examining trends in non-employer establishment data, one proxy measure for the broadly-defined "gig economy." ¹

Summary

Work in today's economy is conducted in many different ways. It increasingly does not involve a wage or salary job, a single boss, or employment with a company. We are familiar with anecdotal evidence of this trend, including our own experiences with the gig economy, but it is difficult to quantify using the data that we generally rely upon for economic analysis. Payroll jobs, the traditional measure of employment, may no longer be sufficient to tell us how work is performed or what is being done by whom in our regional economy.

Non-employer establishment statistics are one supplemental source that gives us some more insight into this phenomenon in the Washington region. These data suggest that the gig economy, self-employed and freelance workers, and independent contractors play a sizable role in the Washington regional economy.

- In 2015, there were more than 526,000 non-employer establishments in the Washington region, accounting for about 3/4 of all establishments.
- The number of non-employer establishments in the Washington region increased 78% between 1997 and 2015, a faster pace than in the US as a whole.
- Receipts per establishment decreased from \$54,000 to \$47,000 over this same period.
- The Washington region was in the middle of the pack relative to other major metropolitan areas based on a variety of non-employer statistics.
- The work performed by non-employer establishments broadly mirrored employer
 establishments in the Washington region in 2015 with two key exceptions: a greater
 proportion of non-employers among the Offices Real Estate Agents & Brokers sub-sector,
 who have historically been a large share of the non-employer establishments, and the Taxi
 & Limousine Services sub-sector, which has had exponential growth since 2013 reflecting
 the rise of Uber and Lyft services.

As technology enables more non-traditional forms of work, it seems likely that growth in nonemployer establishments will continue to outpace traditional wage and salary employment. The traditional measure of jobs will increasingly undercount the economic activity in the Washington region, and in the nation, and may mask shifts in the economic base.

¹ This briefing takes inspiration from Inside the Rise of the Gig Economy, by Nicholas Kacher and Stephan Weiler of the Regional Economic Development Institute (REDI) at Colorado State University.

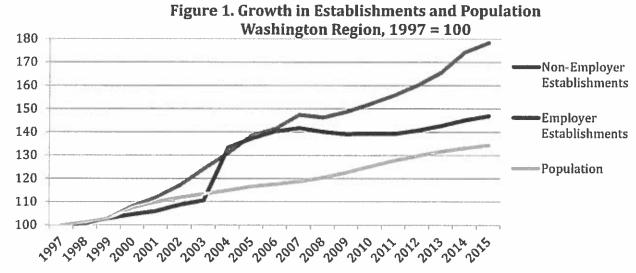




What's Happening in the Washington Region?

Non-employer establishments have no paid employees, have annual business receipts of at least \$1,000, and are subject to federal income tax.² Non-employer businesses "include a mix of solopreneurs, freelancers, passive businesses, hobby businesses, and even corporations" as well as some gig economy workers and independent contractors. Statistics on non-employer establishments are drawn from tax return information from the Internal Revenue Service.

The number of these non-employer establishments has been growing rapidly in the Washington region (Figure 1). The number of non-employer establishments increased from 295,000 in 1997 to 526,000 in 2015, a 78.4 percent increase. By comparison, employer establishments, the more traditional measure of wage and salary employers, increased 46.9 percent during the same period. Similarly, non-employer establishments grew more quickly than the Washington region's population, which increased only 34.4 percent between 1997 and 2015.



Sources: U.S. Census Bureau (Nonemployer Statistics, County Business Patterns, Intercensal and v2016 Population Estimates); The Stephen S. Fuller Instutite at the Schar School, GMU

Since 1997, non-employer establishments have been significantly more numerous than establishments with employees. In 1997, there were 102,000 private sector employer establishments and nearly three (2.9) times as many non-employer establishments. The fast growth in non-employer establishments increased this difference and in 2015 there were 3.5 non-employer establishments for every establishment with employees. Put another way, 77.8 percent of all establishments did not have wage and salary employees in 2015.

While non-employer establishments grew significantly faster than employer establishments, the growth in the number of workers associated with each was more closely matched. Non-employers, by definition, do not have wage and salary employees, so a worker at an establishment is the

² Census Bureau, https://www.census.gov/programs-surveys/nonemployer-statistics/about/glossary.html

³ Small Business Labs, June 4, 2015. http://www.smallbizlabs.com/2015/06/23-million-nonemployer-businesses-in-2013.html

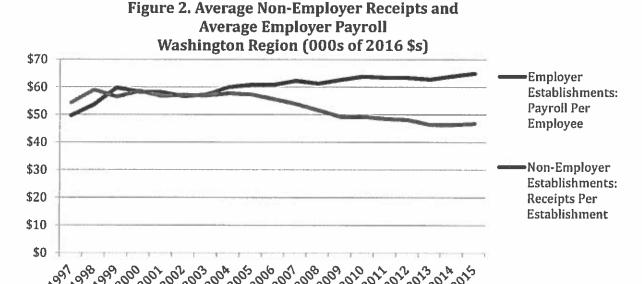




individual owner/worker, meaning there is one implied worker at each establishment.⁴ Jobs in private sector employer establishments are counted directly and increased from 1.6 million to 2.6 million between 1997 and 2015, a 62.8 percent increase. The number of implied workers in non-employer establishments increased at a somewhat faster rate, rising 78.4 percent. Overall, the proportion of non-employers owners to employees at employer establishments has stayed fairly consistent at around 14-17 percent.

Non-employer establishments do not have payrolls and, instead, business receipts are reported. The business receipts reflect the maximum income that the owner/worker of the establishment could earn. Because most establishments will also have expenses – gas and car depreciation value for an Uber or Lyft driver, office space for a full time business consultant – the receipts per establishment over-estimate the likely effective wage for the owner.⁵

Between 1997 and 2003, the receipts per non-employer establishment and the average payroll (i.e. wage) of employees at traditional private sector firms were nearly equal, at around \$57,000 in 2016 dollars for most of the period (Figure 2). In 2004, this pattern shifted and the average wage for workers in traditional jobs increased modestly while average non-employer receipts decreased. This divergence may mark a rise in part-time work through non-employer establishments.



Sources: U.S. Census Bureau (Nonemployer Statistics, County Business Patterns); The Stephen S. Fuller Instutite at the Schar School, GMU

In 2015, the average receipts in a non-employer establishment were \$46,770 in 2016 dollars, 20.7 percent lower than its peak in 1998. However, an equal decrease occurred nationally (-20.8%), suggesting a more fundamental change in the types of work conducted using non-employer establishments. The rise of the gig economy, especially during and after the Recession, accelerated the growth in non-employer establishments, but lowered the average receipts.

⁴ See About These Data for more.

⁵ This over-estimate is likely partially offset by the inclusion of S Corporations, which have no direct owners/workers.





How Does the Washington Region Compare?

The US has also experienced significant growth in non-employer establishments, from 15 million in 1997 to over 24 million in 2015. Still, the Washington region outpaced US growth and that of most of the other large metropolitan areas (Figure 3). Of the 15 largest metros, the Washington region had the sixth largest increase in non-employer establishments between 1997 and 2015. Miami had the fastest growth, rising 141.7 percent and ranking third in terms of total number of non-employer establishments in 2015. Atlanta and Houston ranked second and third in terms of growth, respectively.

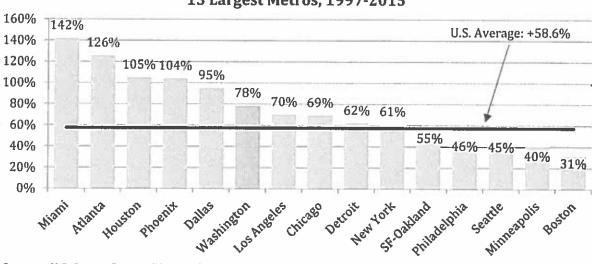


Figure 3. Percent Change in Non-Employer Establishments 15 Largest Metros, 1997-2015

Sources: U.S. Census Bureau (Nonemployer Statistics); The Stephen S. Fuller Instutite at the Schar School, GMU

Per establishment non-employer receipts were very similar in the US and the Washington region, with the US generally slightly higher in recent years. In 2015, inflation-adjusted receipts per non-employer establishment in the US were \$47,810 compared to \$46,770 in the Washington region. The lower average receipts in the Washington region were primarily the result of the industry-mix, as the Washington region had a somewhat smaller proportion of Construction and Real Estate & Rental & Leasing activity than the nation.

There was much greater variation in receipts per non-employer establishments across other large metro areas (Figure 4). Average receipts ranged from \$41,400 in Atlanta to \$58,900 in the San Francisco-Oakland in 2015. The Washington region ranks 11th among the largest 15 metros by this measure. In 1997, the Washington region ranked 14th in terms of per establishment receipts. It rose to 10th and maintained that ranking from 2005 through 2012. In 2013, the Washington region was surpassed by Minneapolis and ranked 11th between 2013 and 2015.

The metros with the largest increases in non-employer establishments, Miami and Atlanta, had the lowest average receipts. While Miami ranked 11^{th} or lower between 1997 and 2015, Atlanta ranked 4^{th} or 5^{th} early in the period, indicating that the growth in establishments was driven by lower-value establishments.

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⁶ As measured by Gross Regional Product





(000s of 2016 \$s) 58.9 57.1_56.4__{54.9} \$60.0 53.8 53.1 U.S. Average: \$47,800 49.3 48.2 \$50.0 46.8 45.6 44.8 44.1 41.4 \$40.0 \$30.0 \$20.0 \$10.0 \$-Detroit Miami

Figure 4. Non-Employer Receipts Per Establishment, 2015 (000s of 2016 \$s)

Sources: U.S. Census Bureau (Nonemployer Statistics); The Stephen S. Fuller Instutite at the Schar School, GMU

The growth in non-employer establishments in the Washington region has exceeded that in the nation and the majority of the largest metro areas. The receipts per establishment in the Washington region lagged both the national average and the average in most large metro areas. However, the Washington region's average receipts have been relatively low since 1997 and its position has improved somewhat over time.

What Do Non-Employer Establishments Do?

The work performed by non-employer establishments in the Washington region mirrored that of employer establishments in 2015. The distribution of establishments, the value to the worker/owner and the relative concentration was similar for both non-employer and employer establishments. The key differences were the result of sub-sector concentrations that reflect both traditional gig economy work, real estate brokers, and the rise of the new, tech-enabled gig economy worker, especially Uber/Lyft drivers.

As shown in Figure 5, 107,850 non-employer establishments, or 20.5% of the total, were in the Professional, Scientific & Technical Services sector in 2015. Among employer establishments, this sector accounted for about the same share (21.7% of establishments and 20.3% of jobs) of activity. Of non-employer establishments in this sector, the majority of these establishments perform either consulting services or "other" services, the catch-all sub-category for services not defined.⁷

The second most common sector for non-employer establishments was Other Services. This sector includes a wide array of activities ranging from personal care services to national business

⁷ Defined Professional & Business Services included Legal Services; Accounting, Tax Preparation, Bookkeeping, & Payroll Services; Specialized Design Services, Computer Systems Design & Related Services; Management, Scientific, & Technical Consulting Services; Scientific Research & Development Services; and Advertising, Public Relations, and Related Services.





associations. Non-employer establishments in the Washington region were most likely to be in the Hair, Nail, & Skin Care Services sub-sector, as over one-third (35.0%) were in 2015. Nearly one-half (47.9%) were unspecified personal care services, which commonly includes personal trainers, nonmedical diet services, and tanning salons. By contrast, employer establishments were more likely to be religious or civic associations. Both non-employer and employer establishments accounted for about the same share of total establishments, at 12.3 percent and 11.2 percent, respectively.

The Real Estate & Rental & Leasing sector was the third largest sector for non-employer establishments in the Washington region in 2015. Nearly all (98.1%) of the establishments in this sector were involved in real estate and 32.3% were in the Offices of Real Estate Agents & Brokers sub-sector in 2015. Residential real estate brokers are frequently not salaried employers and excluded from traditional employment counts. Overall, the Offices of Real Estate Agents & Brokers sub-sector has also been disproportionately represented in the gig economy, accounting for a high of 6.8 percent of all non-employer establishments in 1998. In 2015, this sub-sector accounted for 3.0 percent of all establishments, despite being just 1.4 percent of employer establishments.

Prof., Scientific, & Technical Svcs. 107,850 Other Services 64,470 Real Estate & Rental & Leasing 50,360 **Transportation & Warehousing** 47,980 Health Care & Social Assistance 47,430 Construction 45,370 Admin. & Support & Waste Mgt. 41,070 Arts, Entertainment, & Recreation Retail Trade 29,950 **Educational Services** 22,140 Finance & Insurance 10,760 Information 9,020 Accommodation & Food Svcs. 8.350 Wholesale Trade 5,200 Other 5,880 0 25.000 50,000 75,000 100,000 125.000

Figure 5. Non-Employer Establishments by Sector Washington Region, 2015

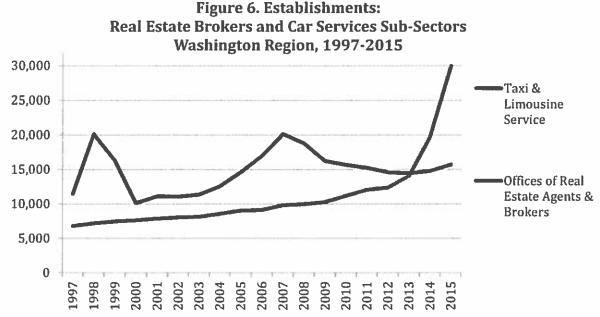
Sources: U.S. Census Bureau (Nonemployer Statistics); The Stephen S. Fuller Instutite at the Schar School, GMU

As shown in Figure 6, real estate brokers, a traditional gig economy workers, were surpassed by a new type of worker in 2013, the Uber/Lyft driver. The number of Taxi & Limousine Service establishments without employees increased exponentially starting in recent years, rising from 11,190 in 2010 to 29,950 in 2015 (+167.7%). This sub-sector accounted for 5.7 percent of all non-employer establishments, more than double its share in 2010 of 2.5 percent. Of establishments with





employees, this share was just 0.1 percent in 2015. Gig economy workers were also far more prevalent than their wage and salary counterparts. There were 2,345 payroll jobs in the Taxi & Limousine Services sub-sector and 29,950 non-employer establishments and likely Uber/Lyft drivers in 2015.



Sources: U.S. Census Bureau (Nonemployer Statistics); The Stephen S. Fuller Instutite at the Schar School, GMU Note: Taxi & Limosine Services includes estimated establishment counts in counties with non-disclosure.

The receipts per non-employer establishment in the Washington region varied considerably by sector. Real Estate & Rental & Leasing establishments had the highest average receipts (\$102,930) in the Washington region in 2015, driven by the large number of real estate brokers who work full time and rely on this type of work for their primary income. The second highest receipts per establishment was the Wholesale Trade sector. Because these receipts exclude expenditures, the effective wage for this sector is likely significantly lower. The Finance & Insurance sector, with the third highest average receipts, includes a large number of investment advisors and insurance brokers. The expenditures for non-employer establishments in this sector are likely to be a smaller share of receipts, so average receipts may better reflect the effective wage.

The largest sector, Professional, Scientific & Technical Services, had average receipts of \$57,140 in 2015. While this was higher than the average for all non-employer establishments, it was just over one-half (54.6%) of the average payroll for a traditional employee, suggesting that a significant number of the non-employer establishments are part-time, secondary sources of income for their owners/workers.

The fastest growing sector, Transportation & Warehousing, had significantly lower average receipts (\$30,490). Within this sector, the Car & Limousine Service sub-sector (Uber/Lyft drivers) had average receipts of \$21,350. The exponential rise of this sub-sector in the Washington region drove a disproportionate share of the overall decrease in average receipts in recent years.





Figure 7. Receipts per Non-Employer Establishment Washington Region, 2015 (000s of 2016 \$s)



Sources: U.S. Census Bureau (Nonemployer Statistics); The Stephen S. Fuller Instutite at the Schar School, GMU

Figure 8 shows the average receipts and the number of establishments along with a measure comparing the concentration of non-employer establishments with that of the nation. A location quotient compares the Washington region's share of non-employer establishments in a sector relative to the national share. A location quotient (LQ) of 1.0 means that the sector is equally concentrated in the region and in the nation. An LQ greater than 1.0 indicates a higher concentration of that sector in the Washington region compared to the nation, while an LQ less than 1.0 reflects a lower concentration. A high concentration generally suggests a competitive advantage in that sector.

In 2015, the Washington region has one sector that was both over-represented in the region compared to the nation and had higher-than-average receipts: Professional, Scientific, & Technical Services (top right quadrant of Figure 8). Both non-employer and employer establishments in this sector were relatively high-value and highly concentrated, suggesting that a competitive advantage exists for all workers in this sector, regardless of their organizational type.

The Transportation & Warehousing sector had the second highest concentrated of non-employer establishments in the Washington region in 2015. This sector also had lower-than-average receipts (bottom right quadrant in Figure 8). Both the relative concentration and lower receipts were driven by the Taxi & Limousine Services sub-sector. While a similar concentration also existed for employer establishments in the Taxi & Limousine Services sub-sector, this sub-sector accounted for a significantly smaller share of the Transportation & Warehousing sector, overall. The other activities in this sector, especially Truck Transportation, were underrepresented in employer

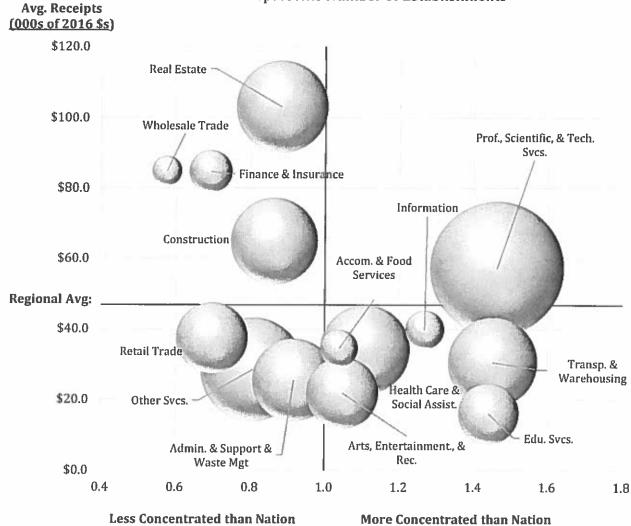




establishments in the Washington region. As a result, employer establishments were less concentrated in the Washington region compared to the nation.

Figure 8. Location Quotient (Relative Concentration) and Non-Employer Receipts Per Establishment by Sector Washington Region, 2015,

Size of Bubble Represents Number of Establishments



Sources: U.S. Census Bureau (Nonemployer Statistics); The Stephen S. Fuller Instutite at the Schar School, GMU

Location Quotient

The private sector Educational Services sector also had a high concentration of non-employer establishments and low average receipts in the Washington region in 2015. Employer establishments in this sector were also highly concentrated in the Washington region. No subsector data is available, but this may reflect a large number of tutors in the region.





Overall, the sector-level patterns of non-employer establishments mirrored the patterns of establishments with employees. Both non-employer establishments and employer establishments had high concentrations in three key sectors: Professional, Scientific, & Technical Services; Educational Services; and Information. In the four additional sectors that were highly concentrated for non-employer establishments but not for employer establishments, the difference was typically due to the sub-sector mix, like with Transportation & Warehousing sector. Similar to employer establishments, about one-quarter of non-employer establishments were in one of the Washington region's advanced industrial clusters in 2015.

Conclusion

The rapid growth of non-employer establishments is a notable feature both in the Washington region and throughout the nation. This growth reflects changes in the way work is done and a growing share of activity is being conducted through less traditional employment structures. Non-employer establishments in the Washington region have had faster growth than in the nation and in majority of the largest metros areas.

In the Washington region, non-employer establishments supplement wage and salary work, mirroring the composition of traditional wage and salary establishments with two notable exceptions. Both real estate brokers and Uber/Lyft drivers are more concentrated in non-employer establishments, representing the traditional and new gig economy worker. Despite the differences in concentration, the Washington region has a competitive advantage in the same sectors for both non-employer establishments and traditional wage and salary employment.

As technology enables more non-traditional forms of work, it seems likely that growth in nonemployer establishments will continue to outpace traditional wage and salary employment. The traditional measure of jobs will increasingly undercount the economic activity in the Washington region, and in the nation, and may mask shifts in the region's economic base.





About These Data

All non-employer statistics are from the U.S. Census Bureau's Nonemployer Statistics Datasets. Employer statistics are from the U.S. Census Bureau's County Business Patterns. For all metro areas, the 2013 metropolitan statistical definitions were used, aggregating from the county-level files. National data are from the United States files for both the non-employer statistics and county business patterns.

Notes on the associated workforce for non-employers: Altogether, the average implied worker per establishment is likely to be close to one, but there are likely variations resulting from the legal entity type. The vast majority of non-employer establishments are sole proprietors; nationally in 2015, 86 percent were. The implied workforce of the remaining 14 percent of establishments is more mixed, but likely averages to one. About 7 percent of national non-employer establishments in 2015 were partnerships, with 2+ implied workers per establishment. About 5 percent were S Corporations that were pass-through entities, alone, with no workers per establishment. About 2 percent were other types of corporations, with an indeterminate number of implied workers per establishment. Additionally, establishments using contract workers exclusively ("leased workforce") will be included in this analysis. For more information on these data, see https://www.census.gov/programs-surveys/nonemployer-statistics/technical-documentation/methodology.html.

| Hi, File | WIOA PERFORMANCE MONITORING - PY17 MONTHLY MEASURES | Data Sourc | the state of the s | |
|-----------|--|------------|--|--------------|
| ero month | MONTHET MEASURES | | Q1 (Jul-Sept) | Oct |
| 1 | WIOA fund expenditures | WDC | Refer WIOA fund report | |
| 2 | Number of visitors to VWC, Alexandria Workforce Development Center, and Arlington Employment Center websites | AEC, WDC | Pending info. | Pending info |
| 3.1 | Number of visitors Alexandria Workforce Development Center, and Arlington Employment Center - total visitors | AEC, WDC | 3435 | |
| 3.2 | Number of visitors Alexandria Workforce Development Center, and Arlington Employment Center - new one stop customers | AEC, WDC | Not currently tracking. Need to define period for "new" | 1436 |
| 4 | Number of job seekers registered in VWC and the local systems of record during the previous month (Definition of registered is active job seekers registered in ETO & Harmony) | VWC, AEC, | #7 and #6.2 are the same for WDC | |
| 5 | Number of new "participants" (job seeker customers) for the One-Stop Centers during the previous month. (New participants are defined as those enrolled in WIOA) | vwc | 23 | 3 |
| 5.1 | Number of hires attributed to the One-Stop Centers during the previous month in total (Title 1 WIOA only) | VWC | 2 | 0 |
| | Number of hires attributed to the One-Stop Centers during the previous month per the region's indemand industries (Title 1 WIOA only) | VWC | Not currently tracking, explore feasibility. | |

| E Com | QUARTERLY MEASURES | | Q1 (Jul-Sept) |
|-------|--|------------------|------------------------------------|
| 7 | WIOA performance metrics | vccs | pending info. from VCCS |
| 8.1 | Number of training activities completed in total (Title 1 WIOA only) | | |
| 0. 1 | | VWC | Pending info. |
| 8.2 | Number of training activities completed per the region's in-demand industries (Title 1 WIOA only) | | Pending info, |
| | Number of workforce or deatists attached to | | |
| 9.1 | Number of workforce credentials attained in total (Title 1 WIOA only) | vwc | 1 |
| 9.2 | Number of workforce credentials attained per the region's in-demand industries (Title 1 WIOA only) | | Not currently tracking |
| 10.1 | Number of new job orders entered into VWC and the local systems of record during the previous quarter in total | VWC, AEC, WDC | 72 |
| 10.2 | Number of new job orders entered into VWC and the local systems of record during the previous quarter per the region's in-demand industries | | Pending info. |
| 11 | Number of new job orders matched in VWC and the local systems of record during the previous quarter | VWC, AEC, WDC | 83 |
| | Number of employers served by Business services staff during the previous quarter (An employer "served" is one who had a defined workforce need and received a solution developed by one or more One-Stop Business Services staff inclusive of Partner Business Services staff). Report format - WIOA Business Services Report sent by VCCS on 10/13. This reporting requirement starts from Q2. | AEC, WDC | Due by Jan 5 |
| 13 | Job seeker customer satisfaction survey results | AEC, WDC | Refer Customer Satisfaction report |
| 14 | Description of the second seco | AEC, WDC | Pending info. |

| | List of frontline staff professional development | | |
|----|--|-----|---|
| | activities completed; | n/a | |
| | Number of frontline staff trained and certified in | | |
| 16 | compliance with State policy. | n/a | Ì |

| S.No | WIQA PERFORMANCE MONITORING - PY17 | Source | AEC - Status | |
|------|--|------------------|---|---|
| | MONTHLY MEASURES | | Q1 (Jül-Sept) | Oct |
| 1 | WIOA fund expenditures | WDC | Refer WIOA fund report | to the street of the street of the street |
| 2 | Number of visitors to VWC, Alexandria Workforce Development Center, and Arlington Employment Center websites | AEC, WDC | pending info. | pending info |
| 3.1 | Number of visitors Alexandria Workforce Development Center, and Arlington Employment Center - total visitors | AEC, WDC | 1911 | 645 |
| 3.2 | Number of visitors Alexandria Workforce Development Center, and Arlington Employment Center - new one stop customers | AEC, WDC | 552 | 291 |
| 4 | Number of job seekers registered in VWC and the local systems of record during the previous month (Definition of registered is active job seekers registered in ETO & Harmony) | VWC, AEC, WDC | 116 | 63 |
| 5 | Number of new "participants" (job seeker customers) for the One-Stop Centers during the previous month. (New participants are defined as those enrolled in WIOA) | vwc | 19 | 3 |
| 6.1 | Number of hires attributed to the One-Stop Centers during the previous month in total (Title 1 WIOA only) | VWC | 14 | 0 |
| 6.2 | Number of hires attributed to the One-Stop Centers during the previous month per the region's indemand industries (Title 1 WIOA only) | VWC | Not tracking this measure currently, to explore feasibility of doing so | |

| 05/119 | QUARTERLY MEASURES | | Q1 (Jul-Sept) |
|--------|--|-----------|---|
| 7 | WIOA performance metrics | vccs | pending info. from VCCS |
| 8.1 | Number of training activities completed in total | vwc | Pending info. |
| 8.2 | Number of training activities completed per the region's in-demand industries | | Pending info. |
| 9.1 | Number of workforce credentials attained in total | VWC | 3 |
| 9.2 | Number of workforce credentials attained per the region's in-demand industries; | | Not tracking this measure currently, to explore feasibility of doing so |
| 10.1 | Number of new job orders entered into VWC and the local systems of record during the previous quarter in total | VWC, AEC | |
| 10.2 | Number of new job orders entered into VWC and the local systems of record during the previous quarter per the region's in-demand industries | | Not tracking this measure currently, |
| 11 | Number of new job orders matched in VWC and the local systems of record during the previous quarter | VWC, AEC, | 150 |
| 12 | Number of employers served by Business services staff during the previous quarter (An employer "served" is one who had a defined workforce need and received a solution developed by one or more One-Stop Business Services staff inclusive of Partner Business Services staff). Report format - WIOA Business Services Report sent by VCCS on 10/13. This reporting requirement starts from Q2. | AEC, WDC | Due by Jan 5 |
| 13 | Job seeker customer satisfaction survey results | | The survey is being revised no data for Q1 |
| 14 | Business customer satisfaction survey results ANNUAL MEASURES | AEC, WDC | The survey is being revised no data for Q1 |
| | List of frontline staff professional development activities completed; | | n/a |
| | Number of frontline staff trained and certified in compliance with State policy. | | n/a |



MEETING MINUTES October 5, 2017

Arlington County Department of Human Services 2100 Washington Blvd., Lower Level Auditorium Arlington, VA 22204 8:00 a.m. to 10:00 a.m.

Attendance: Karen Brown, Patrick Brennan, Lee Coyle, Daniel Gomez (Chair), David Harris, Elizabeth Jones-Valderrama, Maria Marion, Alberto Marino, Kris Martini, Nate Mauer, Erik Pages, Steve Partridge, Dori Ramsey, Cynthia Richmond, Kate Roche, Marie Schuler

Absent: Eduardo Achach, Lisa Bauer, Jeanne Booth, Sherri Chapman, Winoka Clements, Dennis Desmond, Ellen Harpel, Stephanie Landrum, Kevin Lynch, Marc Olmsted, Ann Randazzo, Andrea Rubino, Rick Slusher, Darren Tully, Landon Winkelvoss

Staff: Mary Baucum, Alameu Dev, Howard Feldstein, Gabe Hamda, Daniel Mekibib, David Remick

The meeting was called to order at 8:07 a.m.

A motion was made, seconded, and the minutes of June 8, 2017 Regional Workforce Council meeting minutes were unanimously approved.

PRESENTATIONS:

- Sue Rowland provided an overview of GO Northern Virginia.
- Emily Becketti provided an overview on APS's Arlington Education & Employment Program (REEP).
- Alex Cooley provided a labor market update on the Retail Industry as well as a quarterly update
 on the current unemployment rate and job postings in Arlington, Alexandria, and the Northern
 Virginia Region.

ONE-STOP OPERATOR'S REPORT

Gabe Hamda and Alamelu Dev provided an overview on ICATT's mission and service offerings.

EXECUTIVE DIRECTOR'S REPORT:

- <u>Elections</u>: A motion was made, seconded, and the election of Daniel Gomez as Chair and Alberto Marino as Vice Chair, were unanimously approved.
- Policies:
 - O A motion was made, seconded, and changes to the WIOA Eligible Training Provider Policy were unanimously approved.
 - A motion was made, seconded, and changes to the WIOA Youth Incentive Policy were unanimously approved.
 - O A motion was made, seconded, and the Segregation of Duties, Disclosures and Recusal Policy, was unanimously approved.
- <u>Funding Transfer Request</u>: A motion was made, seconded, and the transfer of \$7,196.52 from Dislocated Worker Funds to the PY16 WIOA Adult Funds was unanimously approved.

The meeting was called to close at 10:00 a.m.



November 17, 2017 8:30 am to 9:30 am

Attendees: Teri Barnett, Dennis Desmond, Lesa Gilbert, Ellen Harpel, Lisa O'Quinn, Dori Ramsey,

Linda Seyer

Absent: Daniel Gomez

Staff: Mary Savoy-Baucum, Alamelu Dev, Gabe Hamda, David Remick

Meeting convened at 8:30am.

- LWDA 12's One-Stop Operator, ICATT Consulting, provided an update on American Job Center performance.
- The Executive Committee reviewed 1) LWDA 12 WIOA Policy Revisions, 2) Eligible Training Provider List Renewals, and 3) \$45,000.00 WIOA Funding Transfer Request to the Regional Workforce Council for their review and action.
- Meeting concluded at 9:25am

UPCOMING EXECUTIVE COMMITTEE MEETINGS

February 9, 2018 June 15, 2018

8:30 am to 9:30 am
Arlington County Employment Center Conference Room
2100 Washington Blvd, 1st Floor
Arlington, VA 22204

Alexandria/Arlington Regional Workforce Council New LWDA 12 WIOA Policies Overview

OJT, Work Experience, and Transitional Jobs Policy & WIOA Self-Sufficiency Definition for Enrollment of Employed Applicants

OJT, Work Experience, and Transitional Jobs Policy

- Revision to the existing OJT and Work Experience Policy.
- Recommends the inclusion of Transitional Jobs, or "TJ", as an allowable WIOA activity for LWDA 12.
- TJ helps people with extreme barriers to employment who are either chronically unemployed or have inconsistent work histories establish work experience while they are receiving WIOA services.
- Participating employers can be for-profit businesses, non-profit entities, and government agencies.
- Up to 50% of the participant's salary will be covered through WIOA funds. The employer is responsible for paying the balance of the salary to the participant.
- Work experience is short-term and paid through the participant's ITA (ITA Cap: \$3,500).
- Requires WIOA staff to contact participant and employer monthly.

WIOA Self-Sufficiency Definition for Enrollment of Employed Applicants

- New LWDA 12 Policy.
- Recommends the inclusion of the underemployed population as a group that can be served by LWDA 12's WIOA Individual Career Services Program.
- Uses the "100% of the Lower Level Standard Income Levels" to determine whether income leads to self-sufficiency under WIOA Title I programs (100% LLSIL are provided by the Federal Government).

100% Lower Living Standard Income Level Chart

| Metropolitan Statistical Areas | Family Size | | | | | | |
|-----------------------------------|-------------|--------|--------|--------|--------|--------|--|
| (MSAs) | 1 | 2 | 3 | 4 | 5 | 6 | |
| Washington-Baltimore, DC/MD/VA/WV | 16,602 | 27,207 | 37,345 | 46,097 | 54,405 | 63,627 | |

For each family member above 6 add \$9,222.

- Will allow employed individuals who earn at or below 100% LLSIL to be eligible for WIOA Individual Career Adult and Dislocated Worker Services.
- LWDA 11 uses 150% LLSIL for Adults and 75% of lay-off wage for Dislocated Workers.
- LWDA 17 uses 200% LLSIL for Adults and 85% of lay-off wage for Dislocated Workers.

OJT,-&-WORK EXPERIENCE, & TRANSITIONAL JOBS POLICY

REFERENCES:

- 20 CFR Part 652
- 20 CFR 663,700
- 20 CFR 680,150
- 20 CFR 680.530
- 20 CFR 680.830
- 20 CFR 680.840
- 20 CTK 000.040
- 20 CFR 680.850
- 20 CFR 680,900
- WIOA Section 134(c) (3)(h)

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LWDA-12 "Individual-Training-Account" Policy

DEFINITIONS:

"Off" or "On the Job Training" or "OJT" means training by an employer that is provided to a paid employee while engaged in productive work in a job, knowledge or skills training that is essential to the full and adequate performance of the job, and training that provides reimbursement to the employer of up to 150% ifty percent of the wage rate of the participant for the extraordinary costs of providing the training and additional supervision related to the training.

"Work Experience" is a planned, structured learning experience that takes place in a workplace for a limited period of time. Work experience may be paid or unpaid, as appropriate. A work experience workplace may be in the private for-profit sector, the non-profit sector, or the public sector.

A "Transitional lob" or "TJ" is part of a portfolio of training services available to job seekers in Alexandria City and Arlington County. TJs seek to connect individuals with chronic unemployment or an inconsistent work history with opportunities to build work place skills and job history. TJ is a paid work experience that:

- Is time limited and subsidized;
- Is in the public, private, or nonprofit sector;
- Is provided to individuals with barriers to employment who are chronically unemployed or have an
 inconsistent work history;
- Is combined with comprehensive employmentand supportive services; and
- Is designed to help participants establish a work history, demonstrate success in the workplace, and develop the skills that lead to entry into and retention in unsubsidized employment.

Labor standards apply in any OJT., T-or-Work Experience, or TJ where an employee/employer relationship, as defined by the Fair Labor Standards Act, exists.

An "individual with a significant barrier-to-employment" is a member of one or more of the following populations:

- Adult and youth ex- offenders:
- Basic skills deficient individuals;
- Homeless individuals;
- Lack of educational and/or occupational skills attainment;
- Living with a disability;

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.

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- Long-term unemployed:
- Low-income workers earning wages below self-sufficiency:
- Older workers:
- Poor work history and/or lack of work experience:
- Pregnant and parenting youth:
- Public assistance recipients (TANF, SNAP, SS, Medicaid, etc.);
- Runaway youth;
- Youth in, or previously in, foster care,

Individuals with "chronic unemployment" or an "inconsistent work history" are those who:

- Have been unemployed for 13 weeks or longer;
- Were unemployed at least 26 of the past 52 weeks; or
- Have held three or more jobs in the past 52 weeks and are currently unemployed or underemployed.

The purpose of this policy is to establish guidelines for the arrangement of OJT__and-Work Experience, and IJ where an individual will be able to learn an employment related skill, gain work experience, and/or qualify for a particular occupation through demonstration and practice.

Participant Bigibility

WIOA Adult, Dislocated Worker, and Youth pParticipants can be deemed eligible, after assessment, and in accordance with the Individual Employment Plan (IEP), have a substantial need for OJT, or Work Experience, or TJ. The participant must be an individual with a barrier to employment and a history of chronic unemployment or an inconsistent work history.

The This _ need for OIT, Work Experience, or TI can include; an introduction of new technologies, introduction to new production or service procedures, upgrading to new jobs that require additional skills, workplace literacy, or other appropriate purposes, etc. that throughan OJT-or-Work Experience meets the identified training needs of the participant, according to an IEP. Supporting documentation proving eligibility is required.

Employer Eligibility:

- May be in-thea private-for-profit business, private nonprofit organization, or a public sector employer; public, private non-profit, or-private-sector.
- Must have been in business for at least one year;
- Must have adequate personnel to provide sufficient supervision and training:
- Must provide a minimum of 50% of the employee's wage throughout the training
- Must provide a job description, benefits, and working conditions at the same level and to the same extent as other trainees or employees working a similar length of time and doing the same type of work:
- Must not have a history or pattern of failing to provide OJT_-or-Work Experience_or_TJ participants with continued employment with wages, benefits, and working conditions that are equal to those provided regular employees who have worked a similar length of time and are doing the same type of work:
- Must not have relocated from any location in the United States within 120 days, if the relocation resulted in any employee losing his or her job at the original location;
- And must not use OJT_-er-Work Experience_or TJ assignments to displace regular employees, or to replace any employee on layoff.

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Commented [DR1]: 100% of wage can be paid for in TJ. 50% of wage for OJT. But with limited funds and for employers to have a stake in the participant, I recommend keeping it at 50% FYI, only 10% of Adult/DW can be spent on TJ. ForPY17, that is \$53,204 or 15 participants at \$3500 per

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General Requirements

- OIT. Work Experience, or TI must be combined with comprehensive career services and supportive services.
- O[T. Work Experience, or T] placements should contribute to the occupational development and upward mobility of the participant.
- Per WIOA regulations (20 CFR 683,200(g)), "no individual may be placed in an employment activity if a member of that person's immediate family is directly supervised by or directly supervises that individual." For the purpose of this policy, the term "immediate family" indudes a spouse child, son-in-law, daughter in-law, parent, mother-in-law, father-in-law, sibling, brother-in-law, sister-in-law, aunt, uncle, niece, nephew, stepparent, suppositely, grandparent, and grandchild.

OIT. Work Experience, or TI Length

OJT, Work Experience, or TJ must be time limited (no more than 6 months and preferably 8 to 12 weeks) and require at least lifteen (15) but not more than forty (40) hours of work per week.

WIOA Funding Levels

All OIT or TJ placements must be paid at least the minimum wage (\$7.25/hr, at the effective date of this policy).

Payments to Employers

Payments are deemed to be compensable for the extraordinary costs associated with training participants. This includes additional supervision, training, and the costs associated with the lower productivity of the participants, those extraordinary costs are documented by the employer, and must not be in excess of 50% percent of the wage rate of the OJT_-or-Work-Experienceor_TJ participant.

Because Off-and-Work Experience are is a pre-vocational services, the relationship between the WIOA participant and the employer that volunteers to provide the site for the work experience or internship activity for the WIOA program does not constitute an employer/employee relationship. WIOA payments to participants in Off-or-Work Experience are incentives for progress and attendance in an intensive service, not compensation for work performed for an employer. The payments are not considered earned income for tax purposes not are the payments reportable on a 1099-MISC or W-2.

For OIT and TJ, the relationship is that of employer/employee and payments to the participant are provided by the employer and treated as taxable income, WIQA-payments-to-participants in OJT-or Work Experience are incentives for progress and attendance in an intensive service, not compensation for work-performed for an employer. The payments are not considered earned income for tax purposes nor are the payments reportable on a 1099 MISC or W-2.

OJT_or_Work_Experience and TJ payments to the employer and Work Experience payments to the participant are to be made from a the participant's Individual Training Account (ITA). Total payment amount cannot exceed LWDA 12's ITA limit, unless the Workforce Council Executive Director approves of revised limits provides an ITA waiver.

Duration

An OJT or Work Experience contract must be limited to the period of time required for a participant to become proficient in the job for which the training is designed. In determining the appropriate length of the contract, consideration should be given to the skill requirements of the job, the academic and occupational

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skill-level-of-the-participant-prior-work-experience, and the participant's individual employment-plan.

Process

Participants will market themselves to employers as eligible for OJT or Work Experience, either verbally or with a referral form provided to them. If interested in a potential contract, the employer is to contact the WIOA Program Coordinator at the appropriate One-Stop Center.

A review of the employer will ensure that the employer has, or forecasts, sufficient work to provide long-term regular employment for the participant. An on-site visit will ensure that the employer has the necessary equipment, materials and supervision to conduct the training. Consideration will be given to the percentage of subsidized training positions assigned to a particular employer. This ratio shall not exceed 25% of the workforce.

The employer will provide a job description of the occupation as performed in the company and a concise outline of the OJT_-er-Work Experience or TJ to be given, tasks to be learned, and the approximate hours of training required for each task. Once this information is provided, the WIOA Program Coordinator will determine the length of the training period and the hourly wage that will be covered by the OJT_-er-Work Experience_or TJ contract.

If the employer is agreeable to the length of training and the covered wage, then the contract will be prepared. This contract must be in place prior to the start of training. When the contract is completed, it will be taken to the employer for his or her signature.

Case Management & Moritoring

The WIOA Case Manager is responsible for ensuring the participant's skill levels will result in the successful completion of the OJT_-er-Work Experience_or TJ activity.

- a. A Training Plan and OJT_en-Work Experience_or TJ Agreement that articulates the learning that is to take place, the length of the experience and the competencies that must be mastered must be completed and signed prior to the start of the experience.
- b. The ease-<u>Case manager Manager</u> shall make contact with the participant and their employer/work experience host at a minimum once each month and shall keep in the participant's file progress of the participant's work experience. Concerns and corrective action necessary to accomplish the objectives shall be recorded and appropriate action and follow-up shall be documented.
- c. A minimum of one on-site monitoring visit must be made during the time of active training of a participant at the worksite.
- d. Time and attendance records must be reviewed prior to forwarding requests for incentive payments.

WIOA SELF-SUFFICIENCY DEFINITION FOR ENROLLMENT OF EMPLOYED **APPLICANTS**

REFERENCES

- WIOA sec. 3(36)
- WIOA sec. 3(24)
- WIOA sec. 134(c)(3)(A)
- 20 CFR 680,600
- 20 CFR 680,640
- 20 CFR 680,780

PURPOSE

In addition to providing career and training services to individuals who are unemployed, there remains a significant population of job seekers who are underemployed, Individuals who are underemployed may

- Individuals employed less than full-time who are seeking full-time employment;
- Individuals who are employed in a position that is inadequate with respect to their skills and training:
- Individuals who are employed who meet the definition of a low-income individual in WIOA Sec. 3(36): and
- Individuals who are employed, but whose current job's earnings are not sufficient compared to their previous job's earnings from their previous employment.

POLICY

Under WÎOA regulations, training services may be made available to employed and unemployed adults and dislocated workers who, among other criteria, are:

- Unlikely or unable to obtain or retain employment that leads to economic self-sufficiency or wages comparable to or higher than wages from previous employment through career services, and
- Are in need of training services to obtain or retain employment leading to economic self-sufficiency or wages comparable to or higher than wages from previous employment.

WIOA program staff may enroll employed adults and dislocated workers when:

- An applicant's current wage/income does not provide for self-sufficiency as defined by the Alexandria/Arlington Regional Workforce Council's WIOA Self Sufficiency Policy: and
- WIOA program staff determines that WIOA services may assist the applicant inobtaining/progressing to a self-sufficient wage.

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Commented [DR2]: Area 11 has:

Self-Sufficiency for "Employed Adults" will be set at 150% LLSIL.

Self-Sufficiency for "Employed Dislocated Workers" will be at 75% of the lay-off wage.

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LWDA 12 Eligible Training Provider Applicant Overview December 7, 2017

Arlington Public Schools - REEP

- NEW PROGRAM APPLICATION
- Programs: ESOL/ServSafe Food Manager Certification Program, NorthStar Digital Literacy Course
- Tuition: ESOL \$250 to \$310 depending on number of hours/ServSafe Food Handler and Food Safety Manager Certification - \$149, NorthStar Digital Literacy Course - \$149
- Career Pathways: Culinary, Administration Assistant
- No information found about this organization from the Better Business Bureau
- Educational Institution since 1995
- Registered under Internal Revenue Service I.D. No. 54-6001128
- Students can receive financial assistance through the Janice Gentry Memorial Scholarship
- STAFF RECOMMENDATION: APPROVE (Will need to provide plan for tracking performance data for new program(s))

Center for Employment Training

- RECERTIFICATION & NEW PROGRAM APPLICATION
- Programs: Medical Assistant (New Program), HVAC and Building Maintenance (Recertification)
- Tuition: Medical Assistant \$11,954.00/Building Maintenance \$11,954/HVAC Specialist \$10,578
- Career Pathway: Healthcare, Trades
- No information found about this organization from the Better Business Bureau
- Non-Profit organization since 1967
- Registered under Internal Revenue Service I.D. No. 94-1658311
- HVAC has a 100% Program Completion & Certification Earned Performance Rating (Goal: 50%/65%)
- Building Maintenance has a 69% Program Completion & Certification Earned Performance Rating (Goal: 50%/65%)
- STAFF RECOMMENDATION: APPROVE (Will need to provide plan for tracking performance data for new program(s))

Computer C.O.R.E.

- RECERTIFICATION APPLICATION
- Program: Technology training in Microsoft Office (Basic Computer Skills)
- Tuition: \$1,688
- Career Pathway: Administrative Assistant
- No information found about this organization from the Better Business Bureau
- Community-Based Organization since 1999
- Registered under Internal Revenue Service I.D. No. 54-196428
- Technology training in Microsoft Office Program has a 78% Program Completion & Certification Earned Performance Rating (Goal: 50%/65%)
- STAFF RECOMMENDATION: APPROVE

George Mason University

- RECERTIFICATION APPLICATION
- Programs: Various Information Technology and Security Programs
- Tuition:
 - o Automation Testing \$2,250
 - o Business Analyst \$2,250
 - Certified Information System Security Professional \$2,250
 - Cloud Computing with Hadoop \$2,250
 - Information Technology Foundation \$2,250
 - o A+ \$2,250
 - o Cisco Certified Network Associates \$2,250
 - Microsoft Certified Technology Specialist \$2,250
 - Network + \$2,250
 - Security + \$2,250
 - o ITIL Foundation \$2,250
 - o Java SE* Programming \$2,250
 - Linux + \$2,250
 - MCSA: Windows Server 2012 \$2,250
 - o Oracle 12c Certified Associate \$2,250
 - o Oracle 12c Certified Professional \$2,250
 - o Program with PL/SQL \$2,250
 - o Oracle 12c Structured Query Language \$2,250
 - Oracle 12c Database Administration \$2,250
 - Penetration Testing and Hacking \$2,250
 - o Python Programming \$2,250
 - Quality Assurance Testing \$2,250
 - Web Design \$2,250
 - o Web Development \$2,250
 - o Windows Server 2012 \$2,250
 - o Windows Serves 2012 Admin \$2,250
 - Windows Server 2012 Advanced \$2,250
- Career Pathways: Information Technology and Security
- From the Better Business Bureau: A- Rating for Cash Office
- Public University Educational Institution since 1992
- Registered under Internal Revenue Service I.D. No. 54-0836354
- Awaiting response for Program Completion & Certification Earned Performance Rating (Goal: 50%/65%)
- STAFF RECOMMENDATION: TBD

Global Educational Institute

- RECERTIFICATION & NEW PROGRAM APPLICATION
- Program: Registered Medication Aide Training Program; Nursing Assistant Training Program (for CNA Certification); Personal Care Aide/Home Health Aide Training Program; CPR/AED and First Aid Training Program
- Tuition:
 - o Registered Medication Aide Training Program: \$900

- Nursing Assistant Training Program (for CNA Certification): \$1,580
- o Personal Care Aide/Home Health Aide: \$500
- CPR/AED and First Aid Training Program: \$95
- Career Pathway: Healthcare
- No information found about this organization from the Better Business Bureau
- Vocation Institution since 2014
- Registered under Internal Revenue Service I.D. No. 32-0391107
- Nursing Assistant Training Program (for CNA Certification) Program has a 86% Program
 Completion & Certification Earned Performance Rating (Goal: 50%/65%)
- Personal Care Aide/Home Health Aide Program has a 100% Program Completion & Certification Earned Performance Rating (Goal: 50%/65%)
- CPR/AED and First Aid Training Program has a 100% Program Completion & Certification Earned Performance Rating (Goal: 50%/65%)
- STAFF RECOMMENDATION: APPROVE (Will need to provide plan for tracking performance data for new program(s))

La Cocina VA

- RECERTIFICATION APPLICATION
- Program: Bilingual Culinary Arts Job Training Program
- Tuition: \$10,000
- Career Pathway: Culinary
- No information found about this organization from the Better Business Bureau
- Non-Profit Industry since 2013
- Registered under Internal Revenue Service I.D. No. 46-2037695
- Bilingual Culinary Arts Job Training Program has a 100% Program Completion & Certification
 Earned Performance Rating (Goal: 50%/65%)
- STAFF RECOMMENDATION: APPROVE

MedCerts

- RECERTIFICATION & NEW PROGRAM APPLICATION
- Programs: Medical Front Office Assist/Admin; Medical Billing Specialist; Medical Front Admin Specialist; Medication Care Coordinator; Pharmacy Tech Specialist; Medical Front Office & Electronic Health Records; Electronic Health Records Specialist; Electronic Health Records & Reimbursement Specialist; Professional Coder; Allied Healthcare Professional; IT Helpdesk Admin; PC Technician, IT Network Technician; Healthcare IT Technician
- Tuition:
 - Medical Front Office Assist/Admin: \$4,000
 - o Medical Billing Specialist: \$2,000
 - o Medical Front Office Administration Specialist: \$2,000
 - o Medication Care Coordinator Program: \$4,000
 - o Pharmacy Technician Specialist: \$2,700
 - o Medical Front Office and Electronic Health Records: \$4,000
 - o Electronic Health Records Specialist: \$2,700
 - o Electronic Health Records & Reimbursement Specialist: \$4,000
 - o Professional Coder: \$4,000
 - o Allied Healthcare Professional: \$6,000
 - o IT Help Desk Administrator: \$4,000

o PC Technician: \$3,100

IT Network Technician: \$2,300
 Healthcare IT Technician: \$4,000

- Career Pathway: Healthcare Industry
- No information found about this organization from the Better Business Bureau
- Post-Secondary and Occupational Training since 2011
- Registered under Internal Revenue Service I.D. No. 27-1068071
- Medical Front Office Assist/Admin Program has a 48% Program Completion & Certification Earned Performance Rating (Goal: 50%/65%)
- Allied Healthcare Professional Program has a 96% Program Completion & Certification Earned Performance Rating (Goal: 50%/65%)
- Professional Coder Program has a 100% Program Completion & Certification Earned
 Performance Rating (Goal: 50%/65%)
- Electronic Health Records & Reimbursement Specialist has a 90% Program Completion & Certification Earned Performance Rating (Goal: 50%/65%)
- Healthcare IT Technician Program has a 100% Program Completion & Certification Earned Performance Rating (Goal: 50%/65%)
- Medical Billing Specialist Program has a 65% Program Completion & Certification Earned
 Performance Rating (Goal: 50%/65%)
- Medical Front Office Administration Specialist Program has a 100% Program Completion & Certification Earned Performance Rating (Goal: 50%/65%)
- Pharmacy Technician Specialist Program has a 100% Program Completion & Certification Earned Performance Rating (Goal: 50%/65%)
- Medical Front Office and Electronic Health Records Program has a 71% Program Completion & Certification Earned Performance Rating (Goal: 50%/65%)
- Electronic Health Records Specialist Program has an 80% Program Completion & Certification Earned Performance Rating (Goal: 50%/65%)
- IT Help Desk Administrator Program has a 70% Program Completion & Certification Earned Performance Rating (Goal: 50%/65%)
- PC Technician Program has a 100% Program Completion & Certification Earned Performance Rating (Goal: 50%/65%)
- STAFF RECOMMENDATION: DENY THE MEDICAL FRONT OFFICE ASSIST/ADMIN PROGRAM &
 APPROVE THE REMAINING PROGRAMS (Will need to provide plan for tracking performance data
 for new program(s))

Quantum Studios Institute for Technology

- NEW PROGRAM APPLICATION
- Programs: Web Design and Development; Web Design Program; Administrative Assistant
 Program; Workforce Readiness Program; SharePoint Program, and Word Processing Program
- Tuition:
 - o Web Design and Development Program: \$5,540
 - o Web Design Program: \$4,335
 - o Administrative Assistant Program: \$2,290
 - Workforce Readiness Skills Program: \$640
 - SharePoint Training Program: \$3,790
 - o Word Processing Program: \$640
- Career Pathway: Information Technology, Administrative Assistant



November 15, 2017

Mr.George Taratsas WIOA Administrator Virginia Community College System Arboretum III 300 Arboretum Place, 3rd Fl-Ste 390 Richmond, VA 23236

RE: PY17 WIOA FUNDING TRANSFER REQUEST

Dear Mr. Taratsas:

LWDA 12 (Alexandria/Arlington) requests the transfer of \$45,000.00 from PY17 WIOA Dislocated Worker funds to the PY17 WIOA Adult funds. This request will support programmatic activity so that LWDA 12 can meet the 40% goal presented in VWL 14-17: Minimum Training Expenditure Requirement. A WIOA Title I programmatic and financial analysis pertaining this request can be found in Attachment A.

Thank you in advance for your attention to this request. Should you have questions please contact David Remick at <u>dremick@arlingtonva.us</u> or 703.228.1412.

Sincerely,

Daniel Gomez Chair

CC: David Remick

ATTACHMENT A

| | WIOA T | itle I Training Exp | enses for LWDA 12 | | |
|--------------------|-------------------|------------------------|---------------------|-----------------|--|
| | ADI | JLT | DW | | |
| | # Participants | Expenditures | # Participants | Expenditures | |
| PY 2013 | 136 | \$59,844.00 | 140 | \$60,368.49 | |
| PY 2014 | 124 | \$40,576.45 | 111 | \$57,506.50 | |
| PY 2015 | 173 | \$96,209.85 | 93 | \$88,000.19 | |
| PY 2016 | 107 | \$ 147,084.75 | 61 | \$ 58,261.08 | |
| | | | | | |
| WIOA ADULT PY 2017 | Total | 40% Training | Supportive Services | Staff/Operating | |
| Budget | \$ 186,093.00 | \$ 74,437.20 | \$ 0.00 | \$ 111,655.80 | |
| Projected Expenses | \$ 231,093.00 | \$102,437.2 | \$ 0.00 | \$ 128,655.8 | |
| Shortfall | (\$ 45,000.00) | (\$28,000) | \$ 0.00 | (\$ 17,000.00) | |
| WIOA DW PY 2017 | Total | 40% Training | Supportive Services | Staff/Operating | |
| Budget | \$ 292,751.10 | \$ 117,100.44 | \$ 0.00 | \$175,650.66 | |
| Projected Expenses | \$247,751.10 | \$ 89,100.44 | \$ 0.00 | \$158,650.66 | |
| Surplus | \$ 45,000 | \$28,000.00 | \$ 0.00 | \$ 17,000.00 | |
| Tra | nsfer Request Tot | l al (DW to Adult): | | \$45,000.00 | |



November 6, 2017

David Remick, Executive Director Alexandria/Arlington Regional Workforce Council 2100 Washington Blvd, 1st Floor Arlington, VA 22204

Dear Mr. Remick,

This letter is a follow up to the Alexandria/Arlington Regional Workforce Council conditional approval to provide WIOA Individualized and Follow-Up Career Services per VBWD Policy #401-03 (2016)

Provision of Career Services:

http://www.elevatevirginia.org/wp-content/uploads/2016/12/Policy-401-03-Provision-of-Career-Services-FinalSigned.pdf

It has been determined that the Alexandria/Arlington Regional Workforce Council Local Workforce Development Board (LWDB) has provided justification that appropriate controls, including firewalls, and performance review practices exist and are sufficiently documented in policy, organizational charts, and position descriptions.

The Local Workforce Development Board must send a letter to the WIOA Title I Administrator by March 31st of each year to request continuance of the waiver. Upon receipt of the letter, the WIOA Title I Administrator will review and issue a determination. If you have any questions, please call or email me.

Sincerely,

George Taratsas,

Administrator, Federal Workforce Programs

Workforce Development Services

gtaratsas@vccs.edu

(804) 819-5387

Alexandria/Arlington Regional Workforce Council

Member List

| Status | Resigned in 10/17. David Harris to fill spot for remainder of term. | Resigned in 11/17. Asking employer for a candidate to fill spot for remainder of term, | | Resigned in 11/17, Dottie Brown to fil spot for remainder of term. Considering re-appointment once an Arlington spot opens. Need to fil Alexandria spot. |
|--|---|---|--|---|
| Jurisdiction Arlington Arlington Arlington Alexandria Alexandria Alexandria | Adington Alexandria Alexandria Adington Adington | Alexandria Adexandria Alexandria Alexandria | Arlington | Arlington Alexandria Alexandria Alexandria |
| End Date 6/30/2018 6/30/2018 6/30/2018 6/30/2018 6/30/2018 6/30/2018 6/30/2018 6/30/2018 6/30/2018 6/30/2018 | 6/30/2018 6/30/2018 8/31/2020 2/28/2020 6/30/2018 | 6/30/2018 6/30/2018 6/30/2018 6/30/2018 6/30/2018 | 8/31/2018 6/30/2018 6/30/2018 6/30/2018 6/30/2018 6/30/2018 6/30/2018 6/30/2018 6/30/2018 | 6/30/2018 8/31/2020 12/31/2017 12/31/2020 |
| Organization Hyatt Regency Crystal City Goodwill of Greater Washington Arlington County Department of Human Services Communities in Schools of NOVA Virginia Department of Aging and Rehabilitative Services Alexandar City Public Schools CVSCaremark The Fountains at Washington House | CannonDesign Laborers' International Union of North America Local 11 Alexandria City Dept. of Community and Human Services Capitol Bridge Business Development Advisors LLC | Hilton Alexandria Mark Center OAR Alexandria Economic Development Partnership, Inc. National Industries for the Blind Washington Metropolitan Transit Authority | Virginia Hospital Center Adington Public Schools, Career, Technical and Adult Education America's Future Workforce International Union of Operating Engineers, Local 99 EntreWorks Consulting Northern Virginia Community College Washington Gas Center for Energy Workforce Development Adington Economic Development Adington Chamber of Commerce Manpower Comcast Cable | Virginia Employment Commission Nano Tech Commputer Consulting, LLC Freedom Bank NISOS Group |
| Last Name Achach Bauer Booth Brennan Brown Chapman Clarkson Clarkson | Coyle Desmond Gilbert Gomez Harpel | Harris Jones Landrum Lynch Marino | Marion Martini Martini Mauer Clmsted Pages Partridge Randazzo Richmond Roche Rubino | Slusher Torrez Tulley Winkelvoss |
| First Name Eduardo Lisa Jeanne Patrick Karen Sherri Daniel | Lee Dennis Lesa Daniel Ellen | David Elizabeth Stephanie Kevin Alberto | Mania Kris Nate Marc Erik Steve Doni Ann Cynthia Kate Andrea | Rick Femando Darren Landon |