



WorkForce
WEST VIRGINIA
A DIVISION OF THE WEST VIRGINIA DEPARTMENT OF COMMERCE

Workforce Development System Report

Report for Fiscal Year 2016

State: July 1, 2015 – June 30, 2016

Federal: October 1, 2015 – September 30, 2015

November 1, 2016

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On behalf of the WorkForce West Virginia, it is my pleasure to present the Workforce Development Report for 2015-2016. As required by statute, I am also submitting a copy of the 2016-2017 Memorandum of Understanding for the Workforce Interagency Collaborative Team (ICT).

WorkForce West Virginia continues to expand marketing and services on-line through our newly modernized website that went live September 25, 2015. The Responsive Web Design (RWD) allows page layouts to adapt to the user agent such as desktops, tablets, and mobile phones. From July 1, 2015 through June 30, 2016, the agency website www.workforcewv.org had over 2.5 million page views, an average of 208,000 page views per month. Website visitors spent the most time on our Unemployment Compensation (UC) pages.

The West Virginia Military Connection, www.wvmilitaryconnection.org, continues to provide employment training support for West Virginia military personnel and veterans. The West Virginia Military Connection partners consist of WorkForce West Virginia, United States Department of Labor's Veterans Employment and Training Services, West Virginia Department of Veterans Assistance, Veterans Affairs, West Virginia National Guard Adjutant General's Office, Employer Support of the Guard and Reserve and the West Virginia Community and Technical College System.

WorkForce West Virginia has worked with the Governor's Office, the Department of Military Affairs and Public Safety, and the West Virginia Division of Corrections on the employment issues for released inmates. As a result WorkForce West Virginia has developed a process for released inmates to become registered to receive job search assistance. Of the 1,660 parolees that were released from 07/01/2015 to 06/30/2016, there were 1,366 parolees that enrolled or updated their status with WorkForce West Virginia. 96% of those enrolled or updated received a direct service from WorkForce West Virginia.

Our partnerships have allowed West Virginia to take full advantage of the Workforce Innovation and Opportunity Act (WIOA) of 2014. We look forward to continuing to provide new initiatives in workforce development in West Virginia. We appreciate the assistance provided by the U.S. Department of Labor in implementing these programs.

I look forward to continuing support from the Commission in our efforts to improve our state's workforce development system.

Sincerely,



Russell L. Fry
Acting Executive Director

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WorkForce West Virginia

Executive Summary

State of the One-Stop System

The State of the One-Stop System report is a summary document that gives a public account of the current operations, structures, activities, finances, and future direction of One-Stop Centers of West Virginia. The report is published annually, as required by the West Virginia Legislature, and reported to the Joint Committee on Government and Finance and the Legislative Oversight Commission on Education Accountability.

Overall, the progress of West Virginia's One-Stop System during 2015-2016 reflects the continuous evolution of an *integrated service delivery system* unlike any seen previously in the employment and training arena. The basis of the One-Stop System is the coordination of programs, services and governance structures giving the customer access to a seamless system of workforce investment services that have been integrated and streamlined. WorkForce West Virginia's career centers continue to improve services to more effectively serve employers, employees, and job seekers. The seven regional Workforce Development Boards (WDBs) show strong commitment to bringing a menu of integrated workforce development programs and services to the local level. The working relationship among state agencies and between state and local WDBs continues to grow.

One issue is the uncertainty of funding generally being experienced in most domestic programs that offer workforce development services. Local WDB strategic planning reflects the thorough and innovative ways the One-Stop System is evolving to provide more opportunities to serve more customers in spite of Workforce Innovation Opportunity Act (WIOA) funding decreases. A description of WIOA requirements for establishing One-Stops is followed by a region-by-region description of how partners are participating in One-Stop operations.

The FY16 Funding Stream Report created in compliance with Senate Bill (SB) 461 is designed to describe the sources and uses of funds that either directly or indirectly impact workforce development.

Workforce development is a generic term reflecting the purpose and intent of WIOA. As defined by the act, "The purpose of Title I is to provide workforce development activities that increase the employment, retention and earnings of participants, and increase occupational skill attainment by participants, which will improve the quality of the work-force, reduce welfare dependency, and enhance the productivity and competitiveness of the nation's economy."

Direct workforce development activities and services are delivered directly through a One-Stop delivery system "under which [the] entities responsible for administering separate workforce investment, educational, and other human resource programs and funding streams (referred to as One Stop partners) collaborate to create a single, customer friendly, seamless system of service delivery that will enhance access to the

unified programs' services and improve long-term employment outcomes for individuals receiving assistance. "

The purpose of the Funding Stream Report is to quantify the level of both fiscal and programmatic (service delivery) involvement of all the entities involved either directly or tangentially with workforce development in West Virginia.

Twenty-three (23) programs either directly or indirectly impact workforce development in West Virginia. Fifteen (15) programs are "required" One Stop partners as described by the Workforce Innovation Opportunity Act (WIOA). Ten (10) of the "required" One Stop partners devote 100% of their resources directly to workforce development.

Eleven (11) out of Fifteen (15) programs required to participate in the One Stop system have restrictive funding (Federal) which clearly stipulates whom is to be served through strict eligibility requirements and prescribes specific performance outcomes required.

West Virginia receives \$ 112,322,270.00 for workforce development. Seventy-two percent (72%) [\$ 80,793,491.00] of those funds are Federal and twenty-two percent (22%) [\$ 24,791,110.00] are from State funding sources and six percent (6%) [\$ 6,737,669.00] are grant dollars.

Continued competitiveness in the struggle to attract and retain businesses in West Virginia depends upon a highly skilled labor force. Reduced funding for workforce development further jeopardizes West Virginia's place in the nation's and world's economy.

Purpose

West Virginia Legislature requires an annual report regarding the source, use and outcomes of all funds received for workforce investment activities in the state. Specifically, this requirement included:

- Source and amount of federal, state, and other funds received for workforce investment activities;
- Purpose of each of the above funds;
- Services provided in each of the seven regional workforce investment areas;
- The measure used to evaluate program performance (including current and baseline performance data);

All the publicly funded workforce investment programs operating in the state are to include:

- Amount of federal funds expended by each program,
- Amount of state funds expended by each program,
- How the funds are spent,
- The resulting improvement in the workforce.

This summary chart provides the specific funding amounts and highlights of funding use across agencies and programs who reported. *Appendix A* provides a table showing all data requested from the agencies. This information is available in a database maintained by WorkForce West Virginia. Additional data breakdowns, reports and specific information will be available for use by the West Virginia State Workforce Development Board (WVWDB) and other interested parties.

Reporting Process

WorkForce West Virginia has overall responsibility for the process to collect the Funding Stream Report information and provide the WVWDB the information needed to report to the legislature, Governor's Office and others. WorkForce West Virginia works with the Interagency Collaborative Team (ICT) as the central clearinghouse for identifying, collecting and reporting the information.

Each year, WorkForce West Virginia sends out a notice to agencies and programs identified as having a direct or tangential impact on workforce development.

WorkForce West Virginia offers to monitor and provide technical assistance when requested. WorkForce West Virginia has on-going discussions with different agencies to ensure that funds are not counted twice between primary recipients and sub-recipients of funds.

Reporting Periods

The report reflects the most recent complete funding year of the programs. This may be based on the state fiscal year or federal fiscal year, whichever one is the prime driver of the program. In some cases both sources of funding are associated with a program.

For programs that use state funding or are operated solely on a state fiscal year basis, reports are based on funding, programming, outputs, outcomes, etc. on a state fiscal year. For this report the dates were FY16 (July 1, 2015 through June 30, 2016).

For programs that use federal funding or are operated solely on a federal fiscal year basis, reports are based on funding, programming, outputs, outcomes, etc. on a federal fiscal year. For this report the dates were FY16 (October 1, 2015 through September 30, 2016).

Grants and other sources of funds reported would have been received during one of the two time periods listed above for federal or state fiscal years.

Reporting Continuum

How best to properly define how reported funds are used regarding workforce investment, as required in SB 461, is a challenge. There is a desire to report only funding that directly supports actual training costs compared to money spent to provide support to individuals in training. Programs such as those in tech prep or higher education can be classified as assisting the development of the state's workforce, even though there are many other activities (e.g., research, economic development, athletics and etc...) that are included as uses of some funding. Rather than only collect a portion of the programs, WorkForce West Virginia has attempted, working with the ICT, to construct a continuum framework that helps separate different types of funding.

Services Transaction Data

This report provides insights into the types of services that were reported in each of the seven (7) regional workforce development areas, through the One-Stop System to the West Virginia Workforce MIS for the period of July 1, 2015 to June 30, 2016.

The report provides total service transactions that result in more than one service per customer. There may also be services that are automatic or performed as a required sequence to another service.

Services are grouped in the following areas:

- WIOA services
- Employer Services
- Partner Services
- Veteran Services
- Wagner-Peyser services

**PY2016 ONE-STOP USAGE REPORT
WEST VIRGINIA - LOCAL AREA COMPARATIVE REPORT
PERIOD: 07/01/2015 to 06/30/2016**

Codes	Services Provided	Total	Region1	Region2	Region3	Region4	Region5	Region6	Region7
	Total Customers	186096	44526	33063	26359	20212	1656	38358	20841
	Total Transactions	467467	109001	51405	58533	55588	39734	93856	59350
	WIOA SERVICES								
W1000	WIOA – Status Update	9863	591	438	803	2876	1829	2071	1255
W1001	WIOA – Provided HB 4196 Information	5755	1699	1192	463	415	485	1003	497
W1002	WIOA – OSY Post Test Contact	12	0	0	0	4	2	4	2
W1003	WIOA – Assessment Registration	395	81	58	19	111	47	50	29
W1004	WIOA – Intake Assessment	4441	1530	721	231	320	497	993	149
W1005	WIOA – Testing	2663	536	482	101	319	382	549	294
W1006	WIOA – Resume Writer	623	4	0	0	107	425	6	81
W1007	WIOA – Job Search	341	0	0	0	207	0	74	60
W1008	WIOA – Follow-up	6942	765	1413	19	1716	1209	823	997
W1009	WIOA – Research Assignment	1875	357	123	72	286	310	641	86
W1010	WIOA – Pre-Employment Service	15	1	4	0	1	0	0	9
W1011	WIOA – Received Workforce Information Services	6120	1701	752	430	1118	481	814	824
W2001	WIOA – Comprehensive Guidance and Counseling	5024	1988	42	20	2842	63	45	24
W2002	WIOA – Individual Counseling, Guidance and Career Planning	901	1	5	19	229	273	299	75

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Code	Services Provided	Total	Region1	Region2	Region3	Region4	Region5	Region6	Region7
W2003	WIOA – Tutoring	108	3	0	14	19	28	44	0
W2004	WIOA – Leadership Development	3109	1953	34	20	1055	0	44	3
W2005	WIOA – Adult Mentoring	325	0	46	20	74	140	45	0
W2006	WIOA – Summer Employment	111	8	7	9	28	39	17	3
W2007	WIOA – Short-Term Pre-Vocational Service	15	0	0	0	15	0	0	0
W2008	WIOA – Work Experience	404	34	17	20	122	141	49	21
W2009	WIOA – Retention and Placement	64	63	0	0	0	0	0	1
W2010	WIOA – Support Service	1356	183	55	7	981	0	48	82
W2012	WIOA – Comprehensive Assessment and Testing	43	9	2	0	30	2	0	0
W2015	WIOA – Planned Gap in Service	14	1	1	0	12	0	0	0
W2017	WIOA – IEP/ISS (Individual Employment Plan/Individual Service Strategy)	17	2	1	6	5	2	0	1
W2018	WIOA – Referral to TAA Training	77	1	0	9	22	31	14	0
W2019	WIOA – TAA Case Manager Assessment	42	4	0	0	22	9	7	0
W3001	WIOA – On-the-Job Training (OJT)	128	8	79	0	15	0	13	13
W3002	WIOA – Customized Training	10	0	9	0	1	0	0	0
W3003	WIOA – ITA incl. Tuition and Costs	850	162	96	55	154	166	159	58

**PY2016 ONE-STOP USAGE REPORT
WEST VIRGINIA - LOCAL AREA COMPARATIVE REPORT
PERIOD: 07/01/2015 to 06/30/2016**

Code	Services Provided	Total	Region1	Region2	Region3	Region4	Region5	Region6	Region7
W3008	WIOA – Enrolled in Training, Secondary, Post-Secondary - Leading to Degree/Certificate	86	0	8	0	1	0	44	33
E0000	Total Employers	28902	5767	3562	5659	2679	2580	6223	2432
E0250	Employer - EEO/State Labor Compliance Service	1017	19	643	1	0	262	92	0
E0300	Job Employer Fair Event Outreach	649	19	92	57	30	12	327	112
E0650	Mass Recruitment and/or Outreach Services	1003	0	979	0	0	0	0	24
E0800	Federal Contractor Job Listing Information	668	0	601	0	0	0	0	67
E1050	Job Development Services	1118	16	1096	0	3	0	0	3
E1051	Veteran Job Development	90	3	0	0	0	0	87	0
E1500	Facilities Usage	204	79	7	16	28	3	48	24
E6200	One-Stop Systems and Services	4370	497	622	0	41	237	2855	118
E6250	Job Orders	7403	48	144	439	652	39	4672	1409
E6300	Visits to Businesses	5888	534	1225	82	545	352	2994	156
E6350	Wage Level of Employer	46	0	4	0	19	3	0	20
E6400	Visit to Apprenticeship	19	3	1	1	0	4	8	2
P3300	Partner – Service Location Referral to Partner Agency	43402	5160	6980	8751	2958	4470	9174	5909
P3500	Partner – Attendance	6303	210	512	3678	170	9	158	1566

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WEST VIRGINIA - LOCAL AREA COMPARATIVE REPORT
PERIOD: 07/01/2015 to 06/30/2016**

Code	Services Provided	Total	Region1	Region2	Region3	Region4	Region5	Region6	Region7
V200	V – Individual Coaching	1423	183	87	313	352	0	471	17
V202	V – Group Coaching	16	0	7	0	2	4	3	0
V209	V – Assessment Interview	282	27	51	56	33	27	77	11
V224	V – Job Search Planning	637	6	77	127	357	8	15	47
V227	V – Resume Preparation	382	22	49	128	62	17	67	37
V228	V – Labor Market Information	1228	23	534	293	5	22	275	76
V271	V – Referred to Supportive Services	392	11	16	82	158	10	104	11
V274	V – Referral to Other Federal Training	55	6	8	15	2	1	14	9
V277	V – Referral to Education Services	89	2	2	2	71	1	4	7
V280	V – Job Development	23	7	2	0	0	0	14	9
V291	V – Tax Credit Eligibility Determination	30	0	0	28	2	0	0	0
V292	V – Labor Exchange Service	770	4	531	201	2	4	16	12
V294	V – Career Guidance Services	756	11	162	415	26	1	112	29
V295	V – Bonding Assistance	58	4	7	27	4	5	9	2
V331	V – Assigned Case Manager	205	14	46	55	18	17	46	9
V332	V – Veteran Employment Goals – Initial and Follow-up	4621	315	1013	1212	441	600	779	261

**PY2016 ONE-STOP USAGE REPORT
WEST VIRGINIA - LOCAL AREA COMPARATIVE REPORT
PERIOD: 07/01/2015 to 06/30/2016**

Code	Services Provided	Total	Region1	Region2	Region3	Region4	Region5	Region6	Region7
V333	V – Veteran Pre-Employment Coaching	1902	13	139	1091	218	1	423	17
V370	V – Obtained Employment	164	18	40	33	13	20	27	13
WP001	WP – Work Test	204	53	61	53	3	7	20	7
WP208	WP – Employability Development Plan	664	189	62	0	0	46	364	3
WP209	WP – Assessment Interview	7942	1855	1100	524	459	596	2872	536
WP210	WP – Testing	2575	212	302	1046	496	117	387	15
WP221	WP – ES Job Search Workshop	2505	575	96	457	58	185	1021	113
WP224	WP – Job Search Planning	1417	504	28	2	8	48	605	222
WP227	WP – Resume Preparation	4613	1972	63	527	118	199	1180	554
WP228	WP – Labor Market Information	43537	15095	1544	4111	794	973	13270	7747
WP229	WP – Self Directed Job Search	29345	7301	2399	4021	55	1848	10717	3004
WP271	WP – Referred to Supportive Services	1113	417	64	431	56	0	85	60
WP274	WP – Referral to Other Federal Training	154	0	6	10	0	2	136	0
WP277	WP – Referral to Educational Services	1469	650	68	58	4	6	551	132
WP280	WP – Job Development	63	9	11	1	2	0	7	33
WP292	WP – ES/DVOP/LVER (Labor Exchange Service)	26976	3999	2574	4209	2104	1017	2933	10140
WP294	WP – Career Guidance Services	8407	1854	1064	919	553	727	2231	1059
WP295	WP – Bonding Assistance	11503	2925	632	1045	791	877	2320	2913

**PY2016 ONE-STOP USAGE REPORT
WEST VIRGINIA - LOCAL AREA COMPARATIVE REPORT
PERIOD: 07/01/2015 to 06/30/2016**

Code	Services Provided	Total	Region1	Region2	Region3	Region4	Region5	Region6	Region7
WP296	WP – Equal Opportunity (EO) Rights Notification	42671	8682	5139	8710	2566	4760	10478	2336
WP331	WP – Assigned Case Manager	17	1	0	3	4	0	8	1
WP370	WP – Obtained Employment	626	313	9	35	0	13	10	246
WP410	WP – VES – 14 Letter Generated	103	15	12	17	12	12	17	18
WP413	WP – Veteran Referral to DVOP	611	89	56	121	46	29	187	83
WP420	WP – RESEA IRP	5868	1484	857	427	460	550	1562	528
WP421	WP – Received Workforce Information Services	1670	643	246	2	18	234	445	82
WP500	WP – NDWG JD Intake Assessment	5049	1120	701	598	562	791	924	353
WP505	WP – NDWG SP Intake Assessment	2669	584	315	347	287	420	531	185
WP510	WP – NDWG JD Coaching	5023	1119	680	597	569	791	919	348
WP515	WP – NDWG SP Coaching	2612	575	302	331	285	420	514	185
WP520	WP – NDWG JD Referral	2384	457	678	101	89	330	509	220
WP525	WP – NDWG SP Referral	1193	234	302	42	66	143	289	117
WP700	WP – Local Office Contact	134332	36782	15840	10129	26547	12285	17713	15036
WP902	UI – Profile Assessment	1240	121	122	289	56	221	319	12
WP903	UI – Profile Development/Reemployment Plan	779	83	1	394	56	173	0	72
WP904	UI – Profile Obtain Employment/Reemployment Plan	19	0	0	6	1	2	1	9
WP920	WP – ERP Local Office Contact	3733	1368	231	26	462	131	1131	384

Inventory of Required Workforce Development Programs

Program Name Operations Unit Funding Unit State Organization	Brief Program Description	Eligible Population	Evaluation Measurement	Outcome
<p>Adult Education Technical and Adult Education Services</p> <p><i>Department of Education</i></p>	<p>Provides funding to local programs for adult education and literacy services (including TASC instruction) to prepare for self-sufficiency</p>	<p>Adults & out-of-school youth seeking a TASC; adults – preparing for college entrance or enrolling in other postsecondary training; adults seeking to improve basic academic and computer skills; adults in correctional facilities or regional jails; recipients of public assistance; adults with limited English proficiency; residents of homeless shelters; home based adult learners seeking online basic skills study opportunities</p>	<p>Accountability and performance are based on 14 federal core measures.</p>	<p>Outcomes for FY16 are not available at this time.</p>
<p>Community Services Block Grant</p> <p><i>Office of Economic Opportunity Department of Commerce</i></p>	<p>To alleviate poverty addressing both the symptoms and causes of poverty, and supporting community based programs that lift individuals, families, and communities to higher levels of self-sufficiency.</p>	<p>Low income population at or below 125% of poverty guidelines per the US Census Bureau 2005-2009 American Community Survey located in 55 counties of West Virginia.</p>	<p>Low income people to become more self-sufficient.</p>	<p># unemployed & obtained employment = 1,213 # maintaining a job for at least 90 days = 953 # employed & received increase in pay and/or benefits = 929 # achieving “living wages” employment and/or benefits = 388 # obtaining skills/competencies required for employment = 43,340 # completing AB/TASC & obtaining certificate/ diploma = 3,555 # completing postsecondary education program and obtaining certificate/ diploma = 127</p>
<p>Career Technical & Adult Education</p> <p><i>Division of Technical Education & Adult Education Services Department of Education</i></p>	<p>Provide technical and related academic instruction to secondary and adult students in the public schools in order to prepare them for employment and/or further education and training.</p>	<p>Students planning to enter the workforce with specific skills and national certifications.</p>	<p>ACT WorkKeys® assessments in Reading for Information, Locating Information, and Applied Mathematics</p>	<p>None reported</p>

Inventory of Required Workforce Development Programs (Continued)

Program Name Operations Unit Funding Unit State Organization	Brief Program Description	Eligible Population	Evaluation Measurement	Outcome
Labor Exchange (Wagner-Peyser) <i>ES Field Operations WorkForce West Virginia Department of Commerce</i>	Within the One-Stop delivery system, programs serve as a portal so job seekers and businesses can gain access to non-fee based labor exchange services (e.g. labor market, workforce information, work opportunity tax credit programs).	Job seekers and employers statewide.	Entered Employment Rate = 58%; Employment Retention Rate = 81%; Average Earnings = \$13,250	Entered Employment Rate = 58%; Employment Retention Rate = 82%; Average Earnings = \$13,561
Senior Community Service Employment Program <i>Governor's Office Bureau of Senior Services</i>	To provide meaningful part-time paid work experience in community services. Provide opportunities for unsubsidized employment in either the private or public sector.	Low income senior citizens (55+)	Unsubsidized placement; retention; service level; service to most-in-need.	None reported.
Trade Adjustment Act (TAA) <i>Dislocated Worker Services Unit WorkForce West Virginia Department of Commerce</i>	The TAA Program provides aid to workers who have become unemployed or whose hours of work and wages are reduced as a result of increased imports from, or a shift in production to, foreign countries. The goal of the TAA Program is to help trade-affected workers return to suitable employment as quickly as possible.	Workers dislocated or who have experienced a significant reduction in work due to the negative impact of foreign trade.	Entered employment rate (percentage employed 1st quarter after exit); employment retention rate (percentage employed in both the 2 nd and 3 rd quarter after exit); average earnings (average earnings in both the 2 nd and 3 rd quarter after exit).	Entered Employment Rate = 71% Employment Retention Rate = 70% Average Earnings = \$21,476

Inventory of Required Workforce Development Programs (Continued)

Program Name Operations Unit Funding Unit State Organization	Brief Program Description	Eligible Population	Evaluation Measurement	Outcome
<p>Unemployment Compensation</p> <p><i>WorkForce West Virginia Department of Commerce</i></p>	<p>The Unemployment Compensation (UC) Division provides unemployment compensation services by paying unemployment benefits to eligible claimants which are funded through the collection of employer taxes.</p>	<p>Eligible unemployed workers.</p>	<p>The UC program had twenty-two (22) Federal Standards and sixty-eight (68) other measured areas. Primarily these measurements involve timeliness, integrity, and quality and accuracy of UC Benefits and Tax Operations.</p>	<p>West Virginia's Proper Payment Rate was 94.8% for Calendar Year 2015 compared to the National rate of 89.3%.</p>
<p>Veterans Program</p> <p><i>ES Field Operations WorkForce West Virginia Department of Commerce</i></p>	<p>Provides services to eligible veterans and eligible persons in the Jobs for Veterans State Grant (JVSG) in order for them to obtain long term sustainable employment. Local Veterans Employment Representatives (LVER's) identify current and prospective employers, and promotes the hiring of and retention of veterans and eligible person to assist in successful outcomes of participants. Disabled Veterans Outreach Program Specialists (DVOPS) provide intensive services through case management to eligible veterans and eligible persons with significant barriers to employment (SBE) so they can obtain and retain long term sustainable employment.</p>	<p>Eligible Veterans</p>	<p>Intensive Service Rate = 75%</p> <p>Veteran Entered Employment Rate = 57%</p> <p>Veteran Entered Employment Retention Rate = 79%</p> <p>13,570 employer contacts by LVER's and 551 Veterans served by DVOPS</p>	<p>Intensive Service Rate = 97.3%</p> <p>Veteran Entered Employment Rate = 66%</p> <p>Veteran Entered Employment Retention Rate = 79%</p> <p>6,469 Veteran referrals to employers that were contacted by LVER's</p>

Inventory of Required Workforce Development Programs (Continued)

Program Name Operations Unit Funding Unit State Organization	Brief Program Description	Eligible Population	Evaluation Measurement	Outcome
<p>Vocational Rehabilitation</p> <p><i>Division of Rehabilitation Services Department of Education and the Arts</i></p>	<p>As a partner in the workforce development system under Title IV of the Workforce Innovation Opportunity Act (WIOA), the Division of Rehabilitation Services (DRS) is required by Federal Statute as the program whose primary role and function is to provide a broad spectrum of intensive and extensive rehabilitation serves to West Virginians with disabilities who need assistance and support in order to prepare for, maintain and/or enter into employment.</p>	<p>Individuals with severe mental and/or physical disabilities.</p>	<p>The number of individuals exiting the VR program who achieved an employment outcome during the current performance period compared to the number of individuals who exit the VR after achieving an employment outcome during the previous performance period is equal to or exceeds the previous year.</p>	<ol style="list-style-type: none"> 1) 2,090 individual's rehabilitated or 1,242 more than last year. 2) 58.0% were successfully rehabilitated. 3) 99.8% obtained employment at or above minimum wage. 4) 94.0% of individuals served were individuals with significant disabilities. 5) The average hourly earnings of rehabilitants entering employment were 63% of the average hourly earnings of all unemployed West Virginians. 6) The service rate for all individuals with disabilities from minority backgrounds was 88.3% of the service rate for all non-minority individuals with disabilities.
<p>Workforce Innovation Opportunity Act (Fed) Adult</p> <p><i>WorkForce West Virginia Department of Commerce</i></p>	<p>To provide workforce innovation activities that increase the employment, retention and earnings of adults (<i>age 18 and over</i>), and increase occupational skill attainment by participants, which will improve the quality of the workforce, reduce welfare dependency, and enhance the productivity and competitiveness of the Nation's economy.</p>	<p>Participants (18 and over) who meet eligibility requirements.</p>	<p>Entered Employment Rate 81.0%; Employment Retention Rate 86.3%; and Earnings Change \$13,000.00</p>	<p>Entered Employment Rate = 72.5% Employment Retention Rate = 85.7% Earnings Change = \$13,491.00</p>

Inventory of Required Workforce Development Programs (Continued)

Program Name Operations Unit Funding Unit State Organization	Brief Program Description	Eligible Population	Evaluation Measurement	Outcome
<p>Workforce Innovation Opportunity Act (Fed) Dislocated Worker</p> <p><i>WorkForce West Virginia Department of Commerce</i></p>	<p>To provide workforce innovation activities that increase the employment, retention and earnings of Dislocated Workers (<i>age 18 and over</i>), and increase occupational skill attainment by participants, which will improve the quality of the workforce, reduce welfare dependency.</p>	<p>Participants (18 and over) who are dislocated and who meet eligibility requirements.</p>	<p>Entered Employment Rate 84%; Employment Retention Rate 92%; and Earnings Change \$16,850.00.</p>	<p>Entered Employment Rate = 86.5% Employment Retention Rate = 93.1% Earnings Change = \$19,048.00</p>
<p>Workforce Innovation Opportunity Act (Fed) Rapid Response/Special Programs</p> <p><i>WorkForce West Virginia Department of Commerce</i></p>	<p>To provide workforce innovation activities that increase the employment, retention and earnings of adults (<i>age 18 and over</i>), and increase occupational skill attainment by participants, which will improve the quality of the workforce, reduce welfare dependency, and enhance the productivity and competitiveness of the Nation's economy.</p>	<p>Adults (18 and over) who meet eligibility requirements.</p>	<p>Funds were used to provide local Workforce Development Boards with additional funding to serve their local participants therefore, evaluation is the same formula as WIOA Adult and Dislocated Worker funds. **No federal negotiated performance level.</p>	<p>Outcomes are blended with formula WIOA Adult and Dislocated Worker funds.</p>
<p>Workforce Innovation Opportunity Act (Fed) Youth (Older & Younger)</p> <p><i>WorkForce West Virginia Department of Commerce</i></p>	<p>To provide workforce opportunities that increase the employment, retention and earnings of Youth (<i>age 14 to 21</i>), and increase occupational skill attainment by participants, which will improve the quality of the workforce, reduce welfare dependency.</p>	<p>Participants age 14 to 21 who meet eligibility requirements.</p>	<p>Literacy Numeracy Gain 65%; Placement in Education or Employment 65%; and Attainment of Degree or Certificate 65%.</p>	<p>Literacy Numeracy Gain = 61.2% Placement in Education or Employment = 72.1% Attainment of Degree or Certificate = 83.6%</p>

Inventory of Required Workforce Development Programs (Continued)

Program Name Operations Unit Funding Unit State Organization	Program Purpose	Target Population	Evaluation Measurement	Outcome
<p>Higher Education Adult Part-time Student (HEAPS)</p> <p><i>Workforce Development West Virginia Community & Technical College</i></p>	<p>To enable and award grant assistance to needy students who are enrolling specifically in a postsecondary certificate, industry recognized credential, or other skill development program in an in-demand occupation in the state.</p>	<p>Postsecondary students entering programs of study that will offer certification and/or degrees to enter employment or students needing skill upgrades as incumbent workers.</p>	<p>Must be a West Virginia resident; United States citizen or a permanent resident of the United States; must demonstrate financial need; must comply with the Military Selective Service Act; must not be in default on a higher education loan.</p>	<p>None reported.</p>
<p>West Virginia Advance Grant & Technical Program Development Initiative</p> <p><i>West Virginia Community & Technical College System West Virginia Council for Community and Technical College Education</i></p>	<p>WV Advance is a rapid-response grant program that assists community colleges in meeting an immediate workforce need in the State. Training typically includes skill upgrades, customized training and pre-employment training.</p>	<p>Community and technical colleges and incumbent and potential employees of business and industry.</p>	<p>Not Applicable</p>	<p>Not Applicable</p>
<p>Workforce Development Initiative Grant (HB3009 Funds)</p> <p><i>West Virginia Community & Technical College System West Virginia Council for Community and Technical College Education</i></p>	<p>The program provides funding that will be used to offer explicit incentives for partnerships between employers and community and technical colleges to develop comprehensive workforce development services.</p>	<p>Incumbent and potential employees of business and industry.</p>	<p>Not Applicable</p>	<p>Not Applicable</p>

Inventory of Additional Partner’s Workforce Development Programs

Program Name Operations Unit Funding Unit State Organization	Program Purpose	Target Population	Evaluation Measurement	Outcome
<p>Governor’s Guaranteed Workforce Program (State Funds) Business & Industrial Division</p> <p><i>Business & Industry Training WV Development Office Department of Commerce</i></p>	<p>To assist new, expanding, or existing targeted industries in West Virginia with their workforce and training needs to enhance their competitiveness. This program also aids in building a workforce that is competitive and marketable, while creating jobs or averting any layoffs.</p>	<p>West Virginia Manufacturers and other Non-Manufacturers (for example, information technology, business services, and destination tourism) that have clear economic development impact through new job creation , expansion, retention, relocation, or new operations locating in West Virginia.</p>	<p>Creation of jobs, increase in wages paid to employees, health benefits provided, and portable credentials.</p>	<p>Thirty-six (36) West Virginia businesses were served with a result of 1,275 new and 3,121 existing workers being trained. Net new jobs created in West Virginia for FY16 were 1,125 (<i>according to applications received</i>).</p>
<p>Governor’s Guaranteed Workforce Program - Small Business Workforce (State Funds)</p> <p><i>Business & Industrial Division Business & Industry Training WV Development Office Department of Commerce</i></p>	<p>Reimburses costs of pre-approved technology, technical and regulatory compliance training. (<i>Ineligible expenses are trainee wages or software purchases.</i>) Maximum grant is \$5000.00. Small Business Workforce can fund up to 75% of actual pre-approved training costs. (<i>Small businesses match this amount in-kind with the payment of wages, travel expenses, and lost revenue.</i>)</p>	<p>Assist businesses that are registered as a private-for-profit with the State of West Virginia; has fewer than 500 employees; cannot assist Fortune 500 companies; and businesses must be in good standing with the state taxing authorities.</p>	<p>Creation of jobs, increase in wages paid to employee, health benefits provided, and portable credentials.</p>	<p>Ninety-two (92) West Virginia businesses were served with a result of 62 new and 391 existing workers being trained. Net new jobs created in West Virginia for FY16 were 391 (<i>according to applications received</i>).</p>
<p>National Dislocated Worker Grant (NDWG) Statewide Coal Mining Regular</p> <p><i>Employment Service Division (TAA/NDW Unit) WorkForce West Virginia Department of Commerce</i></p>	<p>To provide occupational training and supportive services to dislocated workers from specifically identified mass layoff events; may also provide temporary employment for disaster clean-up activities as well as training and supportive services to transition individuals back into the workforce.</p>	<p>Dislocated coal miners and displace homemakers from dislocations statewide. The projected number of workers impacted and planned to be served through this grant is based upon Rapid Response activities and WARN notices filed.</p>	<p>Number employed at time of exit.</p>	<p>455 West Virginia Statewide Coal Mining NDWG participants have entered employment.</p>

Inventory of Additional Partner’s Workforce Development Programs (Continued)

Program Name Operations Unit Funding Unit State Organization	Program Purpose	Target Population	Evaluation Measurement	Outcome
<p>National Dislocated Worker Grant (NDWG) Sector Partnership (SP) Program</p> <p><i>Employment Service Division (TAA) NDWG Unit WorkForce West Virginia Department of Commerce</i></p>	<p>To provide class room training in the fields of Energy, Manufacturing, Information Technology (IT), and Health Care to long-term unemployed and dislocated workers who meet the eligibility criteria of the SP NDWG Program.</p>	<p>Long-term unemployed individuals who have been jobless for 27 weeks or more or UI recipients identified most likely to exhaust to re-enter the workforce, the AJC will expand and enhance the current services of the AJC.</p>	<p>144 participants are registered for the SP NDWG program. 100 participants are enrolled in an ITA training.</p>	<p>None reported</p>
<p>National Dislocated Worker Grant (NDWG) Job Driven (JD) Regular</p> <p><i>Employment Service Division (TAA) NDWG Unit WorkForce West Virginia Department of Commerce</i></p>	<p>To provide occupational classroom/on-line in demand occupations and on the job training (OJT) in Oil and Gas, Construction, Ambulatory Health Care, Administrative and Support Services, and Wood Product Manufacturing. The JD NDWG will provide services to a total of 400 dislocated workers statewide.</p>	<p>The State of West Virginia, as represented by WorkForce West Virginia, requested a two-year NDWG grant to provide training services to individuals identified as likely to exhaust Unemployment Insurance (UI)</p>	<p>Number employed at time of exit.</p>	<p>None reported.</p>
<p>National Dislocated Worker Grant (NDWG) 2015 Sever Storm Flood Disaster</p> <p><i>Employment Service Div. (TAA/NDW Unit) WorkForce West Virginia; Department of Commerce</i></p>	<p>WorkForce West Virginia received a United States Department of Labor National Dislocated Worker Grant Funds for 2015 Severe Storm/Flooding Clean up that occurred in March-April 2015, affecting (29) counties</p>	<p>Individuals who are temporarily or permanently laid off as a consequence of the disaster; other eligible dislocated workers as defined in WIOA section 3(15); long-term unemployed defined by the State of West Virginia are individuals who have been unemployed beyond the state’s average Unemployment Insurance (UI) duration of 13 weeks; and Self-Employed individuals who become unemployed or significantly underemployed as a result of the emergency or disaster.</p>	<p>Number employed at time of exit.</p>	<p>WorkForce West Virginia has contracted with Human Resource Development Foundation, Inc. (HRDF) through the state’s competitive Request for Proposal (RFP) process to provide temporary employment to one-hundred fifty (150) eligible individuals to assist with clean-up activities in sixteen (16) of the declared counties as follows: Boone, Braxton, Cabell, Gilmer, Kanawha, Lewis, Lincoln, Logan, McDowell, Mingo, Putnam, Raleigh, Upshur, Wayne, Webster, and Wyoming counties.</p>

Inventory of Additional Partner’s Workforce Development Programs (Continued)

<p align="center"><i>Program Name Operations Unit Funding Unit State Organization</i></p>	<p align="center">Program Purpose</p>	<p align="center">Target Population</p>	<p align="center">Evaluation Measurement</p>	<p align="center">Outcome</p>
<p>Work Opportunity Tax Credit (WOTC)</p> <p><i>Work Opportunity Tax Credit Unit WorkForce West Virginia Department of Commerce</i></p>	<p>This program is intended to encourage employers to hire eleven (11) targeted groups of job seekers by reducing the employer’s federal income tax liability by as much as \$1,200 per qualified new worker.</p>	<p><i>1. A member of a family who is receiving or recently received Aid to Families with Dependent Children or Temporary Aid to Needy Families (AFDC/TANF) 2. An 18-24 year old member of a family who is receiving or recently received Food Stamps. 3. An 18-24 year old resident of one of the Federally designated Empowerment Zones, Enterprise Communities or Renewal Communities 4. A 16-17 year old EZ or RC resident hired between May 1 and September 15 as a Summer Youth Employee 5. A Veteran who is a member of a family who is receiving or recently received Food Stamps 6. A disabled person who completed or is completing rehabilitative services from a State or the U.S. Dept. of Veterans Affairs 7. An ex-felon who is a member of a low-income family. 8. A recipient of Social Security Income (SSI) 9. A Long-term TANF recipient who has received Temporary Assistance for Needy Families for at least 18 consecutive months ending on the hiring date.</i></p>	<p>No federally mandated performance objectives.</p>	<p>As there are a large volume of tax credit applications submitted on an on-going basis, applications are carefully screened for eligibility determinations in order to efficiently process denials leading to certifying as many employers as possible for potential tax benefits</p>

Inventory of Additional Partner’s Workforce Development Programs (Continued)

Program Name/Operations Unit/Funding Unit/State Organization	Program Purpose	Target Population	Evaluation Measurement	Outcome
<p>Workforce Innovation Opportunity Act (WIOA) Alien Labor Certification (ALC)</p> <p><i>Employment Programs WorkForce West Virginia Department of Commerce</i></p>	<p>The Alien Labor Certification Program (ALC) staff assists employers with hiring temporary or permanent foreign workers to fill jobs essential to the U.S. economy when there is an insufficient pool of qualified U.S. workers, willing to perform the work. Under this federal grant, the state workforce agency performs all of the DOL funded services. The ALC staff complete prevailing wage determinations for Permanent, H-1B, H-2B, H-1B1and E-3 labor certification programs. Services provided for the H-2A program include conducting housing inspections, placing job orders and completing prevailing wage practice surveys. All H-2A and H-2B applications are processed per regulations.</p>	<p>Employers and Migrant Seasonal Farm Workers.</p>	<p>No federal mandated performance objectives.</p>	<p>Not Applicable</p>

**Workforce Innovation Opportunity Act - Required Partners/Programs
FY16 Funding Stream Analysis 2015-2016**

Program Name	Federal \$ Available for Workforce Development	Federal \$ Expended on Workforce Development	State \$ Available for Workforce Development	State \$ Expended on Workforce Development	Other \$ Available for Workforce Development	Other \$ Expended on Workforce Development
Adult Education	\$ 147,738.00	\$ 147,738.00	\$ 290,895.00	\$ 290,895.00	\$ 1,283,951.00	\$ 0.00
Career Technical and Adult Education	\$ 0.00	\$ 0.00	\$ 1,857,731.00	\$ 1,857,731.00	\$ 0.00	\$ 0.00
Community Service Block Grant	\$ 1,283,951.00	\$ 1,283,951.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Labor Exchange (Wagner-Peyser)	\$ 5,281,368.00	\$ 5,281,368.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Senior Community Service Employment Program	\$ 894,896.00	\$ 894,896.00	\$ 0.00	\$ 0.00	\$ 99,429.00	\$ 99,429.00
TAA - Trade Adjustment Act	\$ 2,712,634.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 3,682,536.00	\$ 3,024,410.00
Veterans Program	\$ 991,000.00	\$ 561,115.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Vocational Rehabilitation	\$ 23,211,524.66	\$ 23,211,524.66	\$ 12,833,004.00	\$ 12,833,004.00	\$ 0.00	\$ 0.00
Unemployment Compensation	\$ 11,212,410.00	\$ 11,212,410.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Workforce Innovation Opportunity Act (Fed) <i>Adult</i>	\$ 5,347,445.00	\$ 3,736,686.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Workforce Innovation Opportunity Act (Fed) <i>Dislocated Worker</i>	\$ 4,291,018.00	\$ 2,989,717.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Workforce Innovation Opportunity Act (Fed) <i>Youth (Older & Younger)</i>	\$ 4,984,097.00	\$ 3,784,075.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Workforce Innovation Opportunity Act (Fed) <i>Rapid Response/ Special Programs</i>	\$ 1,637,210.00	\$ 1,285,880.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Carl D. Perkins Act <i>DOE and Higher Education</i>	\$ 0.00	\$ 0.00	\$ 7,474,888.00	\$ 7,474,888.00	\$ 0.00	\$ 0.00
Total	\$ 61,995,291.00	\$ 54,389,360.66	\$ 22,456,518.00	\$ 22,456,518.00	\$ 5,065,916.00	\$ 3,123,839.00

**Workforce Innovation Opportunity Act - Additional Partners/Programs
FY16 Funding Stream Analysis 2015-2016**

Program Name	Federal \$ Available for Workforce Development	Federal \$ Expended on Workforce Development	State \$ Available for Workforce Development	State \$ Expended on Workforce Development	Other \$ Available for Workforce Development	Other \$ Expended on Workforce Development
National Dislocated Worker Grant (NDWG) 2015 Severe Storm/Flood Disaster	\$ 2,000,000.00	\$ 1,188,252.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
National Dislocated Worker Grant (NDWG) Statewide Coal Mining Regular	\$ 6,244,606.00	\$ 3,168,051.00	\$ 0.00	\$ 0.00	\$ 2,955,704.00	\$ 2,955,704.00
National Dislocated Worker Grant (NDWG) Sector Partnership (SP)	\$ 5,250,000.00	\$ 5,250,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
National Dislocated Worker Grant (NDWG) Job Driven (JD) Regular	\$ 5,076,040.00	\$ 2,201,923.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Governor's Guaranteed Workforce Program (State Funds)	\$ 0.00	\$ 0.00	\$ 1,799,459.00	\$ 911,420.00	\$ 0.00	\$ 0.00
Governor's Guaranteed Workforce Program - Small Business Workforce Development (State Funds)	\$ 0.00	\$ 0.00	\$ 535,533.00	\$ 280,297.00	\$ 0.00	\$ 0.00
Work Opportunity Tax Credit (WOTC)	\$ 149,121.00	\$ 149,121.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Workforce Innovation Opportunity Act (Fed) Alien Labor Certification (ALC)	\$ 78,433.00	\$ 78,433.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Total	\$ 18,798,200.00	\$ 12,035,780.00	\$ 2,334,992.00	\$ 1,191,717.00	\$ 2,955,704.00	\$ 2,955,704.00

Local Workforce Development Board Directors

	Phone	Fax	E-Mail	Website
<p><u>Region 1</u></p> <p>Angela M. Henson, Executive Director Region 1 Workforce Development Board 200 New River Town Center, Suite 200 Beckley, West Virginia 25801</p>	<p>304.253.3611 866.253.3611</p>	<p>304.253.0176</p>	<p>ahenson@r1workforcewv.org</p>	<p>http://www.r1wib.org</p>
<p><u>Region 2</u></p> <p>Clauda J. Hunt, Executive Director South Western West Virginia Workforce Development Board 2699 Park Avenue, Suite 210 Huntington, West Virginia 25704</p>	<p>304.429.5900 877.942.7344</p>	<p>304.429.1715</p>	<p>chunt@wvregion2.org</p>	<p>http://www.wvregion2.org</p>
<p><u>Region 3</u></p> <p>SK Miller, Executive Director Region III Workforce Development Board 405 Capitol Street, Suite 506, P.O. Box 3726 Charleston, West Virginia 25337</p>	<p>304.344.5760</p>	<p>304.344.5762</p>	<p>skmiller@region3wibkc.org</p>	<p>http://www.region3wib-kc.net</p>
<p><u>Region 4</u></p> <p>Joyce Okes, Program Director Mid-Ohio Valley Workforce Development Board 531 Market Street, P.O. Box 247 Parkersburg, WV 26102</p>	<p>304.424.7271</p>	<p>304.424.6196</p>	<p>joyce.okes@movrc.org</p>	<p>http://www.wvworkforce.org</p>

Local Workforce Development Board Directors

	Phone	Fax	E-Mail	Website
<p><u>Region 5</u></p> <p>Rosemary Guida, Executive Director Northern Panhandle Workforce Development Board 1245 Warwood Avenue Wheeling, WV 26003</p>	304.231.1170 877.738.7246	304.231.1172	npwib@yahoo.com	http://www.npworkforcewv.org
<p><u>Region 6</u></p> <p>Barbara J. DeMary, Executive Director Region 6 Workforce Development Board 17 Middletown Road White Hall, WV 26554</p>	304.368.9530	304.368.9532	bjdemarywib6@verizon.net	http://www.regionviwv.org
<p><u>Region 7</u></p> <p>T.J. VanMeter, Executive Director Region 7 Workforce Development Board 151 Robert C. Byrd Industrial Park Road, Suite 2 Moorefield, WV 26836</p>	304.530.3917	304.530.5107	tjvanmeter@wvregion7wib.org	http://www.wvregion7wib.org

WorkForce West Virginia Comprehensive Centers

Region	Career Center	Address	Phone	Fax
Region 1	Raleigh County WorkForce West Virginia Career Center	921 West Neville Street Beckley, WV 25801	304.253.5500 866.253.1214	304.253.1214
	Mercer County WorkForce West Virginia Career Center	195 Davis Street Princeton, WV 24740	304.425.9362 866.356.9675	304.487.3203
Region 2	Huntington WorkForce West Virginia Career Center	2699 Park Avenue Suite 240 Huntington, WV 25713	304.528.5525	304.528.5529
Region 3	Charleston WorkForce West Virginia Career Center	1321 Plaza East Charleston, WV 25301	304.558.0342	304.558.0349
Region 4	Parkersburg WorkForce West Virginia Career Center	206 Lakeview Center 36 th St. & Murdoch Ave. Parkersburg, WV 26101	304.420.4531 304.424.9328	304.424.6020
Region 5	Wheeling WorkForce West Virginia Career Center	1275 Warwood Avenue Warwood Shopping Plaza Wheeling, WV 26003	304.232.6280	304.233.8007
Region 6	Elkins WorkForce West Virginia Career Center	1023 North Randolph Avenue Elkins, WV 26241	304.637.0255	304.637.0298
	Fairmont Workforce West Virginia Career Center	416 Adams Street, Suite 220 Fairmont, WV 26554	304.363.5550	304.363.4956
Region 7	Martinsburg WorkForce West Virginia Career Center	891 Auto Parts Place, Suite 135 Martinsburg, WV 25403	304.264.6133	304.264.6143
	South Branch WorkForce West Virginia Career Center	151 Robert C. Byrd Industrial Park Road Suite 2 Moorefield, WV 26836	304.530.3917	304.530.5107

WorkForce West Virginia Outreach Sites

Region	Outreach Site	Address	Phone	Fax
Region 1	Greenbrier County WorkForce West Virginia Career Center	21 Red Oaks Shopping Center Ronceverte, WV 24970	304.647.7415	304.647.1412
	McDowell County WorkForce West Virginia Career Center	110 Park Avenue Welch, WV 24801	304.436.6464	304.436.4400
	Nicholas County WorkForce West Virginia Career Center	812 North Side Drive, Suite 7E Summersville, WV 26651	304.872.0068	304.872.0817
	Pocahontas County Snowshoe Career Center	206 8 th Street Marlinton, WV 24954	304.799.2509	304.799.2596
Region 2	Logan WorkForce West Virginia Career Center	130 Stratton Street, 2 nd Floor P.O. Box 1619 Logan, WV 25601	304.792.7010	304.792.7013
	Boone County WorkForce West Virginia Learning Center	Ohio Avenue C Madison, WV 25130	304.369.2951	304.369.9130
	Lincoln County WorkForce West Virginia Learning Center	Yeager Career Center 10 Marland Avenue Hamlin, WV 25523	304.824.2386	-----
	Logan County WorkForce West Virginia Learning Center	300 Main Street Logan, WV 25601	304.792.7234	304.792.7239
	Mingo County WorkForce West Virginia Learning Center	241 East Second Avenue Williamson, WV 25661	304.235.6090	304.235.6089
	Putnam County WorkForce West Virginia Learning Center	3554 Teays Valley Road, Suite 117 Hurricane, WV 25526	304.693.2877	-----

WorkForce West Virginia Outreach Sites

Region	Outreach Site	Address	Phone	Fax
Region 3	Upper Kanawha Valley Enterprise Community	200 Upper Kanawha Valley Way Chelyan, WV 25035	304.925.3000	-----
	Shoenbaum Family Enrichment Center	1701 5 th Avenue, Box #1 Charleston, WV 25312	304.414.4400	-----
	Kanawha Institute for Social Research and Action (KISRA)	124 Marshall Avenue Dunbar, WV 25064	304.768.8924	-----
Region 4	Calhoun County	By Appointment Only	304.373.0313	-----
	Clay County Central Appalachia Empowerment Zone (CAEZ) Valley Fork Learning Center	4208 Wallback Road Wallback, WV 25285	304.557.2686	304.3587.2027
	Jackson County WorkForce West Virginia Career Center	206 Stone Drive Ripley, WV 25271	304.373.0313	304.373.0116
	Mason County WorkForce West Virginia Career Center	404 Main Street Pt. Pleasant, WV 25550	304.675.0857	304.675.0896
	Pleasants County	By Appointment Only	866.420.4531	-----
	Ritchie County	By Appointment Only	866.420.4531	-----
	Roane County WorkForce West Virginia Career Center	321 Market Street Spencer, WV 25276	304.927.0954	-----
	Wirt County WorkForce West Virginia Career Center	304 Lakeview Center Parkersburg, WV 26101	866.420.4531	-----

WorkForce West Virginia Outreach Sites

Region	Outreach Site	Address	Phone	Fax
Region 5	New Martinsville WorkForce West Virginia Career Center	257 N. St. Rt. 2 New Martinsville Plaza New Martinsville, WV 26155	304.455.6184	304.455.6188
	Weirton WorkForce West Virginia Career Center	100 Municipal Plaza, Suite 350 Weirton, WV 26062	304.723.5337	304.723.1997
Region 6	Clarksburg WorkForce West Virginia Career Center	153 W. Main Street, Suite B Clarksburg, WV 26301	304.627.2125	304.627.2129
	Community Resource, Inc. (CRI)	206 E. Main Street Glenville, WV 26351	304.462.8698	-----
	Mountain CAP of West Virginia, Inc.	26 North Kanawha Street Buckhannon, WV 26201	304.472.1500	304.472.9064
	Mountain CAP of West Virginia, Inc.	196 Main Street Sutton, WV 26601	304.765.7738	-----
	Morgantown WorkForce West Virginia Career Center	304 Scott Avenue Morgantown, WV 26505	304.285.3120	304.285.3126
	North Central West Virginia Community Action	Rt. 250 Belington Road Philippi, WV 26416	304.457.3420	304.457.1367
	Raymond Wolfe Center	PO Box 407 Kingwood, WV 26537	304.329.3644	-----
	Tucker County Senior Center	1206 3 rd Street Parsons, WV 26287	304.478.2423	304.478.4828

**Workforce Development Boards
Cash and Non-Cash Contributions
July 1, 2015 – June 30, 2016**

Cash and Non-Cash Contributions
July 1, 2015 – June 30, 2016 Actual Expenses
Programs Authorized and Entities that are Required Partners in the Local Workforce Development Regions

Partner Agency	Region 1	Region 2	Region 3	Region 4	Region 5	Region 6	Region 7	Partner Agency Total
*** Title I WIA Programs: <i>Local WIBS; WorkForce West Virginia and Job Corps</i>	\$ 135,966.31	\$ 2,263,805.13	\$ 261,953.00	\$ 615,349.66	\$ 1,193,221.00	\$ 1,452,152.00	\$ 300,000.00	\$ 6,224,447.10
Wagner-Peyser Act <i>WorkForce West Virginia</i>	\$ 815,467.65	\$ 618,246.10	\$ 516,979.51	\$ 391,878.19	\$ 409,554.76	\$ 821,616.83	\$ 547,730.82	\$ 4,121,473.89
Adult Education & Literacy <i>Dept of Education (DOE)</i>	\$ 40,015.00	\$ 0.00	\$ 0.00	\$ 614,194.19	\$ 0.00	\$ 31,899.00	\$ 0.00	\$ 686,108.19
Parts A and B of Title I of the Rehab. Act <i>Vocational Rehabilitation</i>	\$ 291,082.38	\$ 1,155,186.00	\$ 0.00	\$ 205,926.12	\$ 3,840.00	\$ 0.00	\$ 0.00	\$ 1,656,034.12
Older Americans Act <i>Bureau of Senior Services</i>	\$ 10,635.00	\$ 0.00	\$ 0.00	\$ 31,095.38	\$ 48,498.00	\$ 14,266.95	\$ 0.00	\$ 104,495.33
Carl D. Perkins Act <i>DOE & Higher Education</i>	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 7,680.00	\$ 9,535.00	\$ 0.00	\$ 17,215.00
Trade Adjustment Act (TAA) <i>WorkForce West Virginia</i>	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Veterans Program <i>WorkForce West Virginia</i>	\$ 132,563.29	\$ 164,922.43	\$ 75,219.25	\$ 59,753.25	\$ 62,412.81	\$ 229,659.21	\$ 65,391.61	\$ 789,991.85
Community Services Block Grant <i>CAP Agencies</i>	\$ 0.00	\$ 22,958.00	\$ 0.00	\$ 17,091.20	\$ 0.00	\$ 0.00	\$ 0.00	\$ 40,049.20
Housing and Urban Development <i>Youth Build</i>	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 400.00	\$ 0.00	\$ 400.00
Unemployment Laws <i>WorkForce West Virginia</i>	\$ 320,547.21	\$ 465,969.24	\$ 395,243.09	\$ 284,830.46	\$ 256,904.56	\$ 776,677.70	\$ 344,725.01	\$ 2,844,897.27
Part A of Title IV of the Social Security Act	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Programs Under Section 212 of the Second Chance Act of 2007	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 3,600.00	\$ 0.00	\$ 0.00	\$ 3,600.00
National Dislocated Worker Grant – Job Driven (JDNDWG) <i>WorkForce West Virginia</i>	\$ 112,955.20	\$ 54,976.06	\$ 29,819.78	\$ 39,895.59	\$ 52,727.24	\$ 98,903.56	\$ 40,698.75	\$ 429,975.18
National Dislocated Worker Grant Sector Partnership (SPNDWG) <i>WorkForce West Virginia</i>	\$ 17,120.38	\$ 5,924.81	\$ 2,977.51	\$ 3,677.88	\$ 7,514.09	\$ 12,921.89	\$ 6,015.65	\$ 56,152.21
Native American Programs Council of Three Rivers American Indian Center, Inc.	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 912.33	\$ 0.00	\$ 912.33
TOTAL ONE-STOP	\$1,878,605.18	\$4,752,057.77	\$1,282,191.14	\$2,263,691.92	\$2,045,953.49	\$3,445,994.44	\$1,314,561.84	\$16,985,010.78

Cash Contributions
July 1, 2015 – June 30, 2016 Actual Expenses
Programs Authorized and Entities that are Required Partners in the Local Workforce Development Regions

Partner Agency	Region 1	Region 2	Region 3	Region 4	Region 5	Region 6	Region 7	Partner Agency Total
*** Title I WDB Programs: <i>Local WDBS; WorkForce West Virginia and Job Corps</i>	\$ 906.69	\$ 1,451,791.20	\$ 261,953.26	\$ 147,503.40	\$ 1,193,227.00	\$ 1,452,152.00	\$ 0.00	\$ 4,507,533.55
Wagner-Peyser Act <i>WorkForce West Virginia</i>	\$ 182,548.57	\$ 147,995.39	\$ 125,448.99	\$ 91,660.76	\$ 91,264.83	\$ 207,458.65	\$ 138,756.51	\$ 985,133.70
Adult Education & Literacy <i>Dept of Education (DOE)</i>	\$ 0.00	\$ 0.00	\$ 0.00	\$ 91,550.05	\$ 0.00	\$ 0.00	\$ 0.00	\$ 91,550.05
Parts A and B of Title I of the Rehab Act <i>Voc. Rehab</i>	\$ 0.00	\$ 170,533.00	\$ 0.00	\$ 18,865.40	\$ 3,840.00	\$ 0.00	\$ 0.00	\$ 193,238.40
Older Americans Act <i>Bureau of Senior Services</i>	\$ 0.00	\$ 0.00	\$ 0.00	\$ 31,095.38	\$ 3,840.00	\$ 0.00	\$ 0.00	\$ 34,935.38
Carl D. Perkins Act <i>DOE & Higher Education</i>	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 3,840.00	\$ 0.00	\$ 0.00	\$ 3,840.00
Trade Adjustment Act (TAA) <i>WORKFORCE West Virginia</i>	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Veterans Program <i>WORKFORCE West Virginia</i>	\$ 45,736.23	\$ 45,071.16	\$ 18,027.90	\$ 18,305.44	\$ 16,206.59	\$ 67,631.27	\$ 15,801.55	\$ 226,780.14
Community Services Block Grant <i>CAP Agencies</i>	\$ 0.00	\$ 4,800.00	\$ 0.00	\$ 3,600.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 8,400.00
Housing and Urban Development <i>Youth Build</i>	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Unemployment Laws <i>WORKFORCE West Virginia</i>	\$ 74,796.53	\$ 97,317.41	\$ 83,360.04	\$ 80,354.95	\$ 59,431.25	\$ 172,502.56	\$ 75,014.94	\$ 642,777.68
Part A of Title IV of the Social Security Act	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Programs Under Section 212 of the Second Chance Act of 2007	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 3,600.00	\$ 0.00	\$ 0.00	\$ 3,600.00
National Dislocated Worker Grant Job Driven (JDNDWG) <i>WorkForce West Virginia</i>	\$ 29,827.27	\$ 13,296.05	\$ 6,389.39	\$ 10,362.16	\$ 13,246.25	\$ 22,846.70	\$ 13,018.06	\$ 108,985.88
National Dislocated Worker Grant Sector Partnership (SPNDWG) <i>WorkForce West Virginia</i>	\$ 5,292.45	\$ 2,494.82	\$ 1,085.01	\$ 1,131.66	\$ 2,534.13	\$ 3,900.08	\$ 1,865.87	\$ 18,304.02
Native American Programs Council of Three Rivers American Indian Center, Inc.	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Region Totals	\$ 339,147.64	\$1,933,299.03	\$ 496,264.59	\$ 494,429.20	\$1,391,030.05	\$ 1,926,491.26	\$ 244,456.90	\$ 6,825,078.77

Non-Cash Contributions
July 1, 2015 – June 30, 2016 Actual Expenses
Programs Authorized and Entities that are Required Partners in the Local Workforce Development Regions

Partner Agency	Region 1	Region 2	Region 3	Region 4	Region 5	Region 6	Region 7	Partner Agency Total
*** Title I WIA Programs: <i>Local WIBS; WORKFORCE West Virginia and Job Corps</i>	\$ 137,312.76	\$ 812,013.93	\$ 0.00	\$ 467,846.26	\$ 0.00	\$ 0.00	\$ 300,000.00	\$ 1,717,172.95
Wagner-Peyser Act <i>WorkForce West Virginia</i>	\$ 632,919.08	\$ 470,250.71	\$ 391,530.52	\$ 300,217.43	\$ 318,289.93	\$ 614,158.18	\$ 408,974.31	\$ 3,136,340.16
Adult Education & Literacy <i>Dept of Education (DOE)</i>	\$ 0.00	\$ 0.00	\$ 0.00	\$ 522,644.14	\$ 0.00	\$ 31,899.00	\$ 0.00	\$ 554,543.14
Parts A and B of Title I of the Rehab Act Voc. <i>Rehab</i>	\$ 0.00	\$ 984,653.00	\$ 0.00	\$ 187,060.72	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,171,713.72
Older Americans Act <i>Bureau of Senior Services</i>	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 44,658.00	\$ 14,266.95	\$ 0.00	\$ 58,924.95
Carl D. Perkins Act <i>DOE & Higher Education</i>	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 9,535.00	\$ 0.00	\$ 9,535.00
Trade Adjustment Act (TAA) <i>WorkForce West Virginia</i>	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Veterans Program <i>WorkForce West Virginia</i>	\$ 86,827.06	\$ 119,921.27	\$ 57,191.35	\$ 41,447.81	\$ 46,206.22	\$ 162,027.94	\$ 47,790.06	\$ 561,411.71
Community Services Block Grant <i>CAP Agencies</i>	\$ 0.00	\$ 18,158.00	\$ 0.00	\$ 13,491.20	\$ 0.00	\$ 0.00	\$ 0.00	\$ 31,649.20
Housing and Urban Development <i>Youth Build</i>	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 400.00	\$ 0.00	\$ 400.00
Unemployment Laws <i>WorkForce West Virginia</i>	\$ 245,750.68	\$ 368,651.83	\$ 311,883.05	\$ 204,475.51	\$ 197,473.31	\$ 604,175.14	\$ 269,710.07	\$ 2,202,119.59
Programs Under Section 212 of the Second Chance Act of 2007	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
National Dislocated Worker Grant Job Driven (JDNDWG) <i>WorkForce West Virginia</i>	\$ 83,127.93	\$ 41,680.01	\$ 23,429.39	\$ 29,533.43	\$ 39,480.99	\$ 76,056.86	\$ 27,680.69	\$ 320,989.30
National Dislocated Worker Grant Sector Partnership (SPNDWG) <i>WorkForce West Virginia</i>	\$ 11,827.93	\$ 3,429.99	\$ 1,892.50	\$ 2,546.22	\$ 4,979.96	\$ 9,021.81	\$ 4,149.78	\$ 37,848.19
Native American Programs Council of Three Rivers American Indian Center, Inc.	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 912.33	\$ 0.00	912.33
TOTAL ONE-STOP	\$ 1,197,765.44	\$ 2,818,758.74	\$ 785,926.81	\$ 1,769,262.72	\$ 651,088.41	\$ 1,522,453.21	\$ 1,058,304.91	\$ 9,803,560.24

Cash and Non-Cash Contributions
July 1, 2015 – June 30, 2016 Actual Expenses
Programs Authorized and Entities that are Not Required Partners in the Local Workforce Development Regions

Partner Agency	Region 1	Region 2	Region 3	Region 4	Region 5	Region 6	Region 7	Partner Agency Total
Mountain Heart Child Care	\$ 24,558.84	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 24,558.84
Birth to Three	\$ 95,127.72	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 95,127.72
KISRA	\$ 15,912.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 15,912.00
ROSS, IES	\$ 38,439.60	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 38,439.60
Volunteers of America	\$ 14,307.60	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 14,307.60
Experience Works	\$ 10,634.76	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
SNAP E&T	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,165.00	\$ 0.00	\$ 1,165.00
Pocahontas Co. Chamber of Commerce	\$ 840.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 840.00
Pocahontas Co. Prevention	\$ 840.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 840.00
Snowshoe Mountain	\$ 4,440.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 4,440.00
RESA 1	\$ 4,440.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 4,440.00
West Virginia Workplace Education	\$ 4,200.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 4,200.00
Veterans Upward Bound	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 9,360.00	\$ 0.00	\$ 9,360.00
Department of Corrections/Parole Services	\$ 9,002.04	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 9,002.04
VA Medical Center CWT	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 700.00	\$ 0.00	\$ 700.00
Options/Spokes - DHHR	\$ 62,337.84	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 62,337.84
Creative Works	\$ 2,502.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 2,502.00
Pace Enterprises	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 60.00	\$ 0.00	\$ 60.00
Robert C. Byrd, Inc.	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 2,913.30	\$ 0.00	\$ 2,913.30
Davis Health Systems/Braodddus Hospital	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 640.00	\$ 0.00	\$ 640.00
TOTAL	\$ 287,582.40	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 14,838.30	\$ 0.00	\$ 302,420.70



INTERAGENCY COLLABORATIVE TEAM

MEMORANDUM OF UNDERSTANDING

2016-2017

The Workforce Innovation and Opportunity Act (WIOA) clearly identifies the WorkForce West Virginia One-Stop Career Centers as the service delivery system for programs funded under the WIOA and its partner programs. WorkForce West Virginia consists of local One-Stop Career Centers in which partners come together to administer workforce investment and other workforce development system activities.

This Memorandum of Understanding (MOU) sets forth the terms of agreement for cooperation and consultation with regard to the implementation of the WIOA for the Interagency Collaborative Team in West Virginia and provides a model for local MOU preparation.

State Level Partners

MEMORANDUM OF UNDERSTANDING

1.1 DESIGNATED PARTNERS

The agencies in the State of West Virginia represented on the Interagency Collaborative Team (ICT) that provide employment and training activities or supportive services shall collaborate to support and advance the workforce investment system operated through the One-Stop Career Centers at the local level. To provide on-going attention to addressing issues that will build and continually improve the overall workforce investment system, the workforce investment Interagency Collaborative Team was established by the West Virginia legislature in 2002 and codified in 2004. The team is the single state-level interagency group for addressing issues or concerns regarding building and maintaining the most effective and efficient implementation of the overall workforce development system in West Virginia. The below listed West Virginia state agencies are included.

WorkForce West Virginia

- West Virginia Employment Service: Activities authorized under Chapter 41 of Title 38, U.S.C. (local veterans' employment representatives and disabled veterans outreach programs), Employment Service (Wagner-Peyser, Unemployment Compensation and Workforce Innovation and Opportunity Act of 2014).
- Other entities under this agency that provide employment and training activities or supportive services.

Bureau of Senior Services

- State Unit on Aging (Title V of the Older American Act).

Council for Community and Technical College Education

Department of Education

- West Virginia Department of Education (Adult Education and Literacy Activities and Postsecondary Vocational Education)

- Office of Institutional Educational Programs (OIEP)

Department of Education and the Arts

- Division of Rehabilitation Services (Title I of the Rehabilitation Act)

Department of Health and Human Resources

- Bureau of Children and Families
- Temporary Assistance for Needy Families (Personal Responsibilities and Work Opportunity Reconciliation Act of 1996)
- Food Stamp Employment & Training, United States Department of Agriculture (Farm Security & Rural Investment Act of 2002)

Department of Military Affairs and Public Safety

- Division of Corrections

Development Office

- Community Development Division (Community Services Block Grant Act)

(Note: The references in italics represent the entities required by the WIOA)

- BID (Business Industry Development) Representatives

2.0 INTERAGENCY COLLABORATIVE TEAM BACKGROUND

In August 2002, the Interagency Collaborative Team (ICT) was established at a special Summit held in Charleston, West Virginia. As a result of this event, the ICT met on September 30, 2002 and agreed to a vision, mission, guiding principles and an initial work plan. This MOU is an outgrowth of this work.

ICTVISION

West Virginia state agencies effectively collaborating to define, build and sustain an integrated comprehensive workforce development system that

- Ensures universal access
- Has the right agency doing the right job
- Focuses on meeting the customer requirements
- Is uniform, consistent, and responsive
- Advances a seamless delivery system that maximizes resources
- Remains flexible, yet expandable to grow
- Fosters a continuous improvement culture for quality and innovation

The ICT continues to work together to address issues identified as critical to the success of the workforce development system in West Virginia. This MOU provides more formal commitment to the integration that has been evolving since the ICT began its work.

3.0 PURPOSE

The purpose of this MOU is to establish cooperative and mutually beneficial relationships among the required WIOA state partners and other partners whose participation has been determined to be vital to accomplishing the Governor's workforce investment goals. This MOU also sets forth the relative responsibilities of the partners as they relate to the planning and implementation of the comprehensive workforce investment system in West Virginia at both the state and local levels.

To ensure the maximum flexibility for all partners under this agreement, it is agreed that the partners may enter supplemental, agency-specific state or local agreements that further or complement this agreement. At a minimum, the partners to this MOU agree to enforce the aspects of this agreement at the local level.

4.1 THE WV WORKFORCE INVESTMENT SYSTEM VISION

The Governor's vision for a world-class workforce development system in West Virginia is to:

- assist individuals in obtaining employment that leads to self-sufficiency;
- provide employers with access to qualified and appropriately skilled employees who have been assessed, trained and possess appropriate credentials and certifications;
- have effective programs and services that are delivered through a seamless and integrated delivery system;
- have a system that continually improves, eliminates duplication of services, reduces administrative costs, enhances participation, accommodates the job-demand needs of employers, and improves customer satisfaction;
- demonstrate appropriate accountability of organizations, individuals, and processes throughout the system;
- react to current demand of target industries; i.e. the system should be demand driven and directed to jobs with good wages and benefits;

5.1 SYSTEM-WIDE STATE LEVEL COMMITMENTS

Specific notes regarding individual agency commitments can be found in Section 25.0 of this MOU.

Each partner to this MOU agrees to make the following commitments through the WorkForce West Virginia One-Stop Career Centers:

1. Provide the appropriate core services that are applicable to the partner's program.
2. Use the funds identified in the Funding Stream Report allocated to the partners program for Workforce Development to the extent not inconsistent with Federal law authorizing the program.
3. Participate in a common referral system.

4. Participate in and commit resources, as appropriate and allowable, to a common case management information system, i.e. Mid-Atlantic Career Consortium (MACC), within WorkForce West Virginia.
5. Commit to the effective flow and referral of customers through the WorkForce West Virginia One-Stop Career Centers from entry to case management.
6. Commit to the achievement of established performance goals established by the U.S. Department of Labor, West Virginia Workforce Development Board and the One-Stop Career Center partners.
7. Participate in and commit resources, as appropriate, to ensure all Business Services are reported in WorkForce West Virginia MACC system.

Additional core, intensive and training services will be provided as appropriate at the local level. *Specific services to be provided in the local One-Stop Career Centers must be detailed and included in the local partner MOU.*

6.0 OVERALL PERFORMANCE GOALS

To continually improve the quality of each region's workforce through an integrated employment and workforce development system for the benefit of the individuals and employers it serves, the partners to this MOU will strive cooperatively to achieve the following:

Goal 1: Design and implement a comprehensive, fully integrated workforce development system that appropriately balances state and local roles, responsibilities and accountability and fosters true 'local partnering and ownership' for regional workforce development.

Goal 2: Assure every employee, job seeker and employer are aware of and have universal access and choice to the full continuum of available workforce development programs and services in West Virginia.

Goal 3: Increase the labor supply for high demand industries, both current and future in cooperation with state and local economic development strategies through workforce development.

Goal 4: Eliminate unwarranted duplication of services, and reduce administrative costs at both

state and local levels. Enhance participation and performance of customers served through the system by using a consistent and uniform assessment method.

Goal 5: Serve as leaders increasing the knowledge of the entire workforce development system by encouraging collaboration among education, business, organized labor, and economic development.

Goal 6: Ensure each region's workforce has opportunities to improve skills and wages through a system of employment services and lifelong learning opportunities.

Goal 7: Work effectively with economic development organizations to assist in creating employment opportunities and enhance the image of each Workforce Development Board region.

Goal 8: Ensure connectivity between West Virginia economic development initiative and goals and workforce development activities so as to match career opportunities and programs to well-defined and documented industry-based skill standards and workforce needs that result in a truly skilled workforce. Ensure that Business is recognized as a primary customer in the Workforce system and quality business services are provided in each Workforce Development Board Region.

Goal 9: Through joint planning leverage collaboration, public and private, at all levels and among all stakeholders that build system capacity, optimizes resources and sustains measurable high performance throughout the system.

Goal 10: Build a workforce development system that will increase the workplace skills for West Virginians, economically benefiting the workforce, employers and the state.

Goal 11: Build a workforce development system that gives West Virginia a competitive advantage in the recruitment of new businesses.

Goal 12: Advance a system-wide customer focused, quality culture that is continuously improved.

Additional goals may be negotiated at the local level. Any performance criteria must be established cooperatively with all partners.

7.0 CUSTOMER REFERRAL PROCESS

The primary goal of the referral system is the provision of seamless service delivery to both job seekers and employers. Customers will be referred by methods and through processes developed at the local level and described in the state agency/local Workforce Development Board (WDB) MOU. Pilot programs and best practices should be developed for improvement and consistency statewide.

Additionally, information acquired in the One-Stop Career Centers should be mutually accessible. This information will be shared only to the extent permitted by regulations requiring confidentiality of participant records. All labor market information, job leads, programmatic and participant information, as reported on standard forms, will be accessible as allowable and appropriate. All partners agree to cooperate in developing customer identification, tracking, follow-up evaluation, performance, and satisfaction data.

8.0 CONTRIBUTION FOR SERVICES AND SYSTEM OPERATING COSTS

Each state mandated or other contributing partner (agency) agrees to contribute its fair share of resources for providing One-Stop Career Center core and intensive services and supporting the One-Stop Career Centers operations proportionate to the benefit derived and the total resources required. Partner resource contributions will be at both state level for the system-wide development and at the local level for One-Stop Career Center operations. Agency totals will be included as such in the annual Funding Stream Report to the Legislative Oversight Committee. At the state level, ICT members will commit resources that support activities such as the WorkForce West Virginia management information system (MIS) network, cooperative purchasing, training, and professional development. The state level partner contributions will be specified in the Individual Agency Specifics as referenced in Section 19 of this agreement and found in Section 25.

9.0 USE OF COMMON TECHNOLOGY & INTEGRATED INFORMATION SYSTEMS

The Mid-Atlantic Career Consortium (MACC) or, other replacement system approved by the West Virginia Workforce Development Board, Governor's Workforce Planning Council and the CTO.

The MACC, known in West Virginia as WorkForce West Virginia, is the computerized system of record keeping that will include a common data repository for WIOA, Wagner-Peyser, Trade Adjustment Assistance (TAA) and other Title I(B) activities. All partners agree to enter all client profiles (job and training seekers), job openings and employer information it receives into the WorkForce West Virginia (MACC) to the extent partner modules and access become available.

The WorkForce West Virginia system (MACC) or replacement, will be the system of choice for finding employment or obtaining training through the agencies working together to develop common processes through the system.

A process for allocating both future development costs and ongoing operational costs to include regular maintenance and "help desk" type support for the system will be established.

State agencies accessing and using the WorkForce West Virginia system (MACC) are encouraged to contribute toward costs of the MACC based on an agreed upon fair and proportionate allocation determined by system use or overall funding. The local WDBs will also contribute proportionately toward the total cost.

All partners also agree to treat all data contained in the WorkForce West Virginia system (MACC) as confidential. No partner should permit access of State of West Virginia provided resources to, or disclose data to, any persons or entities other than its staff or data users, under any conditions. In order for client information to be shared, a release form stipulating what is being released and to whom must be agreed to and signed by the customer.

Other data related to demand and supply side information will use in-house MIS.

10.0 ASSESSMENT COMMON PRACTICES

Wherever and whenever possible assessment processes will be streamlined to reduce duplication to the customers.

11.0 ANNUAL REPORTING REQUIREMENTS

Based on annual reporting requirements in West Virginia state code Chapter §58-28, all parties to the MOU agree to provide information in a timely manner when requested by the Workforce System. Two annual reports require data from the agencies. One is the "State of the One-Stop Careers" and the other the "Annual Funding Streams and Outcomes" report. This report includes information on funding streams (federal and state), customers served, performance outcomes, and other items as outlined under separate cover.

12.0 APPROPRIATE BALANCE OF RESOURCE USE

Every effort will be made to ensure balance between state level funding and use of funds and the funding at the regional level and use of funds regionally. There should be fair sharing of efforts

targeted to build an effective and efficient workforce development system that is balanced between state and local regional efforts.

13.0 PLANNING COMPACT FOR WORKFORCE DEVELOPMENT SYSTEM

Some of the state agencies included in this MOU are required to submit compliance or other plans to one or more Federal agencies. Most of the state partners signing this MOU also do planning as a matter of course in carrying out effective operations. Partners in each comprehensive One-Stop Career Center are encouraged to work together to produce a plan which will effectively deliver services to the client and reduce the total overhead/administration of the One-Stop Career Center.

14.0 SUPPORT OF COMMON PERFORMANCE MEASURES

The ICT will support all Federal and state mandated common performance measures. These measures will be part of the planning compact process. All parties to this MOU agree to capture appropriate performance data as required to support the collection and reporting of the common performance measures.

15.0 SKILLS STANDARDS AND CROSS-AGENCY TRAINING

In order to ensure quality programs and services to all customers across all regions, parties to this MOU agree to develop the expected level of skills needed for operation of the One-Stop Career Centers. Further, each agency will support the development of cross-agency training for awareness regarding its programs and services within the One-Stop Career Centers.

16.0 STAFF DEVELOPMENT/RESOURCES DEVELOPMENT

To ensure and sustain an effective, high quality workforce development system, especially at the state agency level, adequate and knowledgeable staff must be in place. The better the knowledge and skill levels across the system, the greater the experiences and results the system can deliver on a regular basis.

Partners to this MOU will invest in staff development within their agency and collaboratively across agencies to enhance the knowledge and skill levels of all staff engaged in the workforce development system.

Further, the agencies agree to work together toward recruitment and retention of qualified, skilled and dedicated employees to fill state positions needed to have an effective workforce development system. This is especially important as the demand for qualified employees

increases as retirements occur in future years.

17.0 CONFIDENTIALITY OF INFORMATION/DATA

All partners recognize the critical nature of protecting and using information/data in the most appropriate manner at all times. Each partner entering into this MOU has the obligation and authority to control the use and access of information/data collected or generated as part of its specific work. ICT members agree to work on ways to ensure the confidentiality of records throughout the One-Stop Career Centers. All confidentiality issues will be presented to the ICT for discussion and resolution as to use and access of the identified data and information needing special protection. The confidentiality agreement applies to electronic systems as well as all paper processes.

18.0 INTERAGENCY COLLABORATIVE TEAM (ICT) WORKING RELATIONSHIP

The ICT agrees to adhere to its initial charter and guiding principles that foster an effective working relationship among both mandated and volunteer partners to this MOU. The ICT will be originators of this MOU and provide general oversight of its completion and implementation. The ICT will serve as the first level group to address issues arising out of the MOU as to expectations, potential non-compliance, and interpretation of intent. The ICT will also work to continually improve the overall MOU to advance integration, effectiveness and improvements. Other partners may be added to this agreement as contributors identified in the Funding Stream Report.

19.0 INDIVIDUAL AGENCY SPECIFICS

As part of the general MOU, individual agency specifics that outline additional information pertinent to that agency's agreement and participation in this State Level Partners Memorandum of Understanding have been submitted. Section 25 of this MOU contains what has been provided by each agency.

20.0 MOU MODIFICATION PROCESS

Partners may request, in writing, an amendment to this MOU. The changes must be documented, signed, dated under the conditions agreed upon by ALL of the partners, and attached to the original MOU. If any provision of the MOU is held invalid, the remainder of the MOU will not be affected.

21.0 BREACH OF MOU

The agencies agree that each shall fulfill its responsibilities under this MOU in accordance with the provisions of law and regulations that govern their activities. If at any time an agency is unable to perform its functions under this MOU, such agency shall immediately provide written notice to the Interagency Collaborative Team (ICT) describing its inability to fulfill the requirements of this MOU and establish a date at the earliest convenience, but no more than 30 days, to mutually resolve the issue.

The Executive Officer of the agency will direct appropriate staff to meet at agreed upon intervals to discuss and plan activities to satisfy requirements of this MOU and to ensure efficient and effective implementation of this MOU. However, failure to abide by this agreement is basis for termination by the other party.

22.0 IMPASSE RESOLUTIONS

The agencies agree to communicate openly and directly and that every effort will be made to resolve any problems or disputes in a cooperative manner. For disputes regarding the provisions of this MOU that cannot be resolved through communication among agency staff, the parties will document the negotiations and efforts that have taken place to resolve the issue. At the first level, the unresolved issue or dispute should be presented to the total ICT membership or an assigned sub-group to attempt to resolve differences to the satisfaction of all parties. If this fails or does not meet the expectations of all parties, then information regarding the impasse and efforts to resolve must be submitted to the West Virginia Workforce Development Board Executive Committee within 30 days of the impasse. Once the information is received by the West Virginia Workforce Development Board Executive Committee, they will meet to seek a resolution and provide that resolution to the partners within 30 days. If the entire process takes more than 60 days, or if the partner is not satisfied with the resolution, the partner may appeal to the Governor. The decision of the Governor shall be final.

23.0 MOU DURATION AGREEMENT

This agreement is effective July 1, 2016 and terminates on June 30, 2017. It may be extended through mutual agreement of the parties. The MOU may be terminated by any of the partners upon 30 days of written notice to the other partners with cause or upon 90 days of written notice to the other partners without cause.

24.0 EQUAL OPPORTUNITY AND NONDISCRIMINATION OBLIGATIONS

The partners acknowledge familiarity with applicable federal and State of West Virginia laws, rules, regulations, policies, procedures, and reporting requirements and will abide by them. This includes, but is not limited to, discrimination policies, compliance with the Americans with Disabilities Act, and maintenance of drug free workplaces. Reference is made, but not limited to, Sec. 181-"Requirements and Restrictions," and Sec. 188-"Nondiscrimination," of the WIOA.

25.0 INDIVIDUAL AGENCY INFORMATION

As called for in the main portion of the MOU, each participating state level agency could provide background information, special notes and/or conditions regarding its participation in the MOU. The following section contains the information as submitted from the agency.

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Possible Individual Agency Requirement	General Purpose/Meaning
Agency Name/Key Contact	WorkForce West Virginia (WFWV) Regina Brogan
Primary Program(s)	<ul style="list-style-type: none"> • Wagner-Peyser/Labor Exchange • Business Service Unit • Work Opportunity Tax Credit • Activities authorized under Chapter 41, Title 38, U.S.C. (Local Veterans' Employment Representatives and Disabled Veterans' Outreach Program) • Unemployment Insurance Program re-employment • Alien Labor Certification (ALC) Migrant Seasonal Farmworker Program • Adults, Dislocated Workers, Youth (contracted through the Workforce Investment Board [WIB]) • Programs authorized under State Unemployment Compensation (UC) laws (in accordance with applicable federal law) • Workforce Investment and Opportunity Act (WIOA) sec. 121(b)(1)(B)(xii) • Labor Market Information
Core Services	<ul style="list-style-type: none"> • Orientation to information and other services available through the One-Stop Career Center delivery system. • Job search and job placement assistance (with career counseling when appropriate). • Initial assessment of supportive service needs. • Intake (may include re-employment profiling) (Personal Re-employment Accounts as a pilot project).

	<ul style="list-style-type: none"> • Determinations of whether individuals are eligible to receive assistance under subtitle B of Title I of WIOA (If contracted with the WIB). • Labor Market Information Core products and services: <ul style="list-style-type: none"> ○ Develop core products and services along ETA guidelines for businesses and WIOA customers with appropriate advice and consent from state workforce development officials. Support the Workforce Investment Development Division, the Employment Service and the Unemployment Compensation Division with necessary labor market information and research. • Core Services: <ul style="list-style-type: none"> ○ UC offices are located in all One-Stop Career Centers where all unemployment services are available. If unemployment staff are not located in One-Stop Career Centers, the following unemployment information is available: <ul style="list-style-type: none"> ▪ Brochures which provide basic information about eligibility for benefits; ▪ How to file claims; ▪ How new businesses register and pay UC taxes; ▪ How to file quarterly wage and tax information; ▪ Employer and claimant appeal rights;
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	<ul style="list-style-type: none"> ▪ How to file appeals.
Contributions	WFWV will contribute staff and other in-kind contributions to the One-Stop Career Centers. In-kind contributions may be different at each One-Stop Career Center. WFWV will contribute staff and other resources to the extent identified in the Funding Stream Report.
Performance Measurement Levels	<p>Employment Service – We will support common measures as defined by the Department of Labor.</p> <p>Unemployment Compensation – No special performance issues.</p>
Referral Process	If mandated Partners adhere to the agreement with Job Service, which was established in each One-Stop Career Center, no special referral procedures will be required.
Confidentiality Requirements	Information will be shared to the extent permitted by federal and state laws requiring confidentiality of employers' and job seekers' information. Information will be shared only with customer consent.
Training Activity	All mandated partners will participate in cross training activities in each comprehensive One-Stop Career Center for programs awareness.
Case Management	Case management is the responsibility of the local Workforce Investment Board; however, a policy to ensure consistency statewide should be implemented.
Planning Compact Cycle	Five-year planning cycle, with annual review and modifications to the plan as needed.
Job Placement	To ensure consistent screening, all partner job orders should be entered into the WorkForce West Virginia

	MACC system.
Special Conditions/Exceptions	Employer related activities concerning labor exchange services should be coordinated with WFWV. This would not apply to internal business services provided by other entities.

Individual Agency Requirement	General Purpose/Meaning
Agency Name/Key Contact	Bureau of Senior Services (BoSS)
Primary Program(s)	Senior Community Service Employment Program (SCSEP).
Core Services	Information, recruitment, referral, on-site trainings and those services described in Section 134(d)(21) of WIOA.
Contributions	BoSS will make appropriate in-kind contributions toward the operation of One-Stop Career Centers located in similar geographical service areas.
Performance Measurement Levels	Community Service, Entered Employment, Work Retention, Average Earnings, Service Levels and Services to Most in Need.
Referral Process	Require all enrollees to register with their local One-Stop Career Center and refer non-eligible seniors (55+) directly to the One-Stop Career Centers.
Confidentiality Requirements	Information will be shared to the maximum extent permitted by applicable state and federal statutes.
Training Activity	The BoSS will participate in cross training with local One-Stop Career Centers.
Case Management	State and regional SCSEP contractors, under the auspices of the BoSS, will work with the One-Stop Career Centers, in coordinating case management services to SCSEP enrollees.
Planning Compact Cycle	A state plan is developed every four years with annual updates.
Job Placement	SCSEP and local One-Stop Career Centers will work in partnership to achieve unsubsidized job placement

	for eligible enrollees.
Special Conditions/Exceptions	SCSEP funding can only be used for eligible participants who are at least age fifty-five (55) and live at or below 125% of the U.S. poverty level.

Possible Individual Agency Requirement	General Purpose/Meaning
Agency Name/Key Contact	Council for Community and Technical College Education Sarah Tucker
Primary Program(s)	<ul style="list-style-type: none"> • Customized Training • Certificate Programs • Associate Degrees • Board of Governor Degrees • Continuing Education Classes
Core Services	The delivery of training and education programs to employees, part-time and full-time students enrolled in collegiate credit and non-credit programs and courses.
Contributions*	The participation in WIOA activities vary with each individual community & technical college. Council for Community and Technical College Education will contribute staff and other resources to the extent identified in the Funding Stream Report.
Performance Measurement Levels	Community and technical colleges are accountable for Carl D. Perkins Vocational and Technical Education Act Core indicators and all public community & technical colleges are accountable through a submission of an Institutional Compact and Master Plan to the Council for Community College Education.
Referral Process	Referrals are made through agencies, high schools, employers, Workforce Investment Boards and One-Stop Career Centers.

Confidentiality Requirements	All community & technical colleges follow provisions of the Federal Educational Rights and Privacy Act and other student confidentiality requirements.
Training Activity	Customized training for employers, non-collegiate credit training for the general public and continuing education for a variety of professions.
Case Management	Counseling and advising activities are provided by all public community & technical colleges to students.
Planning Compact Cycle	The Carl D. Perkins Vocational and Technical Education Act State Plan is submitted to the United States Department of Education and updated annually during the duration of the Act, and each public community & technical college submitted a six-year compact and Master Plan that is revised annually.
Job Placement	Each public community & technical college has a career planning and placement office available to students.
Special Conditions/Exceptions	None provided.

Possible Individual Agency Requirement	General Purpose/Meaning
Agency Name/Key Contact	Department of Education & the Arts Division of Rehabilitation Services (DRS) <u>Stephanie Decker</u>
Primary Program(s)	Rehabilitative Physical and Mental Restoration Services, Rehabilitation Technology, Home and Work Site Modifications, Training, Counseling, Guidance and Placement.
Core Services	WV DRS provides services at the intensive level. DRS may serve only eligible individuals who have a physical or mental impairment that constitutes a substantial impediment to employment which interferes with their ability to get, keep or advance in employment and who can benefit from rehabilitation services in order to successfully reach an employment outcome. Beginning at <u>application</u> (usually deemed a core service), certified Rehabilitation Counselors analyze the information provided to determine an individual's strengths, weaknesses, interests and abilities and discuss services that will enable the person to be successful.
Contributions	WV DRS currently has four FTE Counselors, who are housed full-time in four WorkForce One-Stop Career Centers: Wheeling, Snowshoe in Pocahontas County, Plaza East in Charleston and Putnam Village in Hurricane. A full-time counselor is also housed in the Ripley One-Stop location and provides assistance. DRS also pays the proportionate share of rent and related expenses, based on a cost allocation plan, required to support these full employees. Additionally, DRS has a PT

	<p>Program Specialist staff to implement and monitor programs related to WorkForce and assist in our collaboration with the WorkForce system. WV DRS continues to contribute staff and other resources when a need is identified.</p>
<p>Performance Measurement Levels</p>	<p>DRS is accountable to standards and indicators required by the Rehabilitation Act of 1973, as Amended in 1998. These standards and indicators measure Employment Outcomes that include the number of individuals with the most significant disabilities placed into competitive employment, average hourly earnings and increase in earnings at completion of services, and level of self-support at closure. Another standard is Access to Services to minority individuals. As required by law, customer satisfaction is determined by satisfaction surveys conducted by DRS, the Statewide Rehabilitation Council and Independent Living Council.</p>
<p>Referral Process</p>	<p>Workforce core services provided under WIOA are to be universally accessible; consequently, an individual with a disability may choose to receive services directly from the One-Stop Career Centers rather than being automatically referred to DRS. If an individual applies for rehabilitation services and is found eligible, job ready individuals may choose to apply for other workforce services after receiving intensive services received from DRS. DRS will encourage clients to complete the Workforce application process to access the full range of workforce services.</p>
<p>Confidentiality Requirements</p>	<p>WV DRS is guided by numerous federal and state laws governing confidentiality. These include, but are not limited to, confidentiality provisions under the federal Rehabilitation Act, the federal Privacy Act,</p>

	West Virginia Code 18-10A-10. DRS protects the confidentiality of all clients and will only release information if the client signs a release form that identifies what is being released, to whom and the intended purpose.
Training Activity	Payment for training is one of the services that may be provided to eligible individuals to enable them to obtain a successful employment outcome. DRS has negotiated processes with the WIB to share costs of training and support services for individuals accessing training dollars.
Case Management	Case management services are provided for applicants and eligible individuals by Vocational Rehabilitation Counselors. Coordination of case management activities is critical to ensure that vocational goals and services are congruent between the two case management systems and various funding sources.
Planning Compact Cycle	The State Plan for Vocational Rehabilitation Services is submitted annually to the state Department of Education and the Arts and to the federal Rehabilitation Services Administration.
Job Placement	Eligible individuals receive placement services as part of the Individualized Plan for Employment. DRS recognize the individual's right to privacy and maintains client confidentiality. It is the DRS client's choice whether to disclose to an employer if he/she has received services from the Division of Rehabilitation Services. All job ready individuals are required to register with the WorkForce West

	<p>Virginia One-Stop Career Centers to aid in their job seeking efforts. DRS Employment specialists participate in Business Services teams in all the workforce regions to enhance the services to employers, eliminate duplication, and better serve the state's employers.</p>
<p>Special Conditions/Exceptions</p>	<p>The Division of Rehabilitation Services provides services through an eligibility based program. Eligibility criteria are established by the Rehabilitation Act as Amended in 1998 and its federal regulations. To be eligible for rehabilitation services, an individual must have a physical or mental impairment which constitutes or results in a substantial impediment to employment AND the applicant must require rehabilitation services to prepare for, enter into, engage in, and retain employment consistent with the individual's strengths, resources, priorities, concerns, abilities, capabilities and informed choice.</p>

Possible Individual Agency Requirement	General Purpose/Meaning
Agency Name/Key Contact	Department of Education Office of Adult Education and Workforce Development (ABE) Debi Conrad
Primary Program(s)	Adult Basic Education
Core Services	Basic Academic Skills, Job Readiness Skills, Literacy Services, ESL, Distance Learning, Academic Assessment for adults enrolled in ABE.
Contributions	Data matching with WIOA. Instructors, instructional materials, classroom supplies. Department of Education (ABE) will contribute staff and other resources to the extent identified in the Funding Stream Report.
Performance Measurement Levels	Core indicators of performance reported by ABE include: <ul style="list-style-type: none"> • Demonstrated improvements in literacy skill levels • Receipt of a secondary school diploma or its recognized equivalent • Placement in, retention in, or completion of postsecondary education, training, unsubsidized employment, or career advancement.
Referral Process	Collaboration with various agencies and organizations.
Confidentiality Requirements	Strictly Confidential Information: <ul style="list-style-type: none"> • Disclosure of a diagnosed learning disability;

	<ul style="list-style-type: none"> • A physical or mental disability; • A diagnosed medical condition; • Use of prescription drugs; • History of drug/alcohol abuse and/or treatment; • Status as HIV positive or having the AIDS virus; • Official transcripts of high school equivalency scores.
Training Activity	The scope of ABE does not include training, but does provide for academic and educational achievements that may lead to post-secondary or vocational training that could lead to employment.
Case Management	Student intake counseling only.
Planning Compact Cycle	Five-year plan.
Job Placement	The scope of ABE does not include job placement, but is limited to providing educational achievements data to the case management process.
Special Conditions/Exceptions	For students 16 years of age and older, not enrolled in secondary education.

Possible Individual Agency Requirement	General Purpose/Meaning
Agency Name/Key Contact	Department of Education Office of Institutional Education Programs (OIEP) Kari Rice _____
Primary Program(s)	High School Equivalency, HS Diploma, Career and Technical Education/Certification, Transition Life Skills and Post Secondary.
Core Services	OIEP will not offer any services directly from the One-Stop Career Center, but will offer job training programs, basic education and transition life skills programs to adults and youth in state's custody via placement or incarceration.
Contributions	WVDE, OIEP provides educational programming at all regional jails, adult correctional facilities and juvenile facilities managed by DHHR, Division of Juvenile Services, WV Division of Corrections, and the Department of Military Affairs & Public Safety. WVDE, OIEP will contribute staff and other resources to the extent identified in the Funding
Performance Measurement Levels	High School Equivalency, High School and Post-Secondary completions, grade level skills improvement and career and technical certifications.
Confidentiality Requirements	Students will sign release of information forms for any information that is shared between WVDE/OIEP and One-Stop Career Centers. This will be done prior to their release and will be a part of their portfolios.
Training Activity	Career and technical, academic, and transition life

	skills programs are offered to incarcerated adult and youth throughout facilities in West Virginia.
Case Management	Student intake counseling only.
Planning Compact Cycle	Internal Strategic Plan for OIEP 2008-2014 which will continually be updated.
Job Placement	Sharing of training and testing information and assistance from transitions specialists with OIEP are available.
Special Conditions/Exceptions	Placement of convicted felons in job market warrants special attention. Benefits available to employers such as federal bonding and tax advantages to employers of convicted felons need to be addressed with business and industry stakeholders.

Possible Individual Agency Requirement	General Purpose/Meaning
Agency Name/Key Contact	Department of Health & Human Resources (DHHR)
Primary Program(s)	Temporary Assistance for Needy Families (TANF); Food Stamp Employment and Training (FSET); Children's Youth Services
Core Services	<p>SPOKES/EXCEL – Open Entry Job Preparations Classes for TANF & WIB participants.</p> <p>Assessment Testing using the TABE, WorkKeys and CASAS along with Learning Disability Screening and the Emotional Health Inventory.</p> <p>FSET – providing employment and training opportunities for unemployed and under employed Food Stamp Recipients (not available in all counties).</p>
Contributions	Assist in funding instructors for the TANF and WIB job readiness classes (SPOKES/EXCEL). Currently providing funding for the One-Stop Career Center staff to operate the FSET program. DHHR will contribute staff and other resources to the extent identified in the Funding Stream Report.
Performance Measurement Levels	<p>TANF participants should have the opportunity to participate in all workforce employment/training opportunities. TANF participation rate requirements are established at the Federal level.</p> <p>All FSET participants should be offered an employment/training opportunity that will allow them to maintain their eligibility for Food Stamps.</p>
Referral Process	All TANF participants that complete SPOKES/EXCEL classes should be eligible to

	<p>participate in workforce employment/training opportunities.</p> <p>All FSET participants need to be referred to appropriate activities by One-Stop Career Center staff.</p>
Confidentiality Requirements	<p>The confidentiality of all DHHR customers needs to be respected and protected with special consideration being given to victims of domestic violence and those receiving child protective services.</p>
Training Activity	<p>That wherever possible, the Workforce Investment Board provides a classroom where the SPOKES/EXCEL classes can be conducted.</p>
Case Management	<p>The DHHR case manager will be the primary case manager for all TANF customers.</p> <p>One-Stop Career Center case managers need to attend Case Staffing Reviews for TANF customers, as appropriate.</p>
Planning Compact Cycle	<p>The TANF State Plan is rewritten every two years and periodically revised as needed. The FSET State Plan is rewritten every two years and updated annually.</p>
Job Placement	<p>DHHR will assist and provide appropriate support services not otherwise available to DHHR customers who are placed into employment.</p> <p>DHHR is committed to providing every TANF and FSET participants with employment and training opportunities that will lead to employment. DHHR hopes that by participating with other agencies and utilizing the services of the One-Stop Career Centers, a greater range of opportunities will become available</p>

	to DHHR customers.
Special Conditions/Exceptions	DHHR's understanding is that it is not obligated to pay rent or other expenses for the One-Stop Career Center operation unless arrangements are specially negotiated.

Possible Individual Agency Requirement	General Purpose/Meaning
Agency Name/Key Contact	Division of Corrections
Primary Program(s)	<ul style="list-style-type: none"> • Assessment and Diagnostic Services; • Case Management Services; • Supervision Services; • Varied combinations of programs to include educational studies, substance abuse treatment services, effective skills, social skills, life skills, transition skills, and faith-based services.
Core Services	<p>WV DOC provides supervision, intensive case management services, and treatment program options to felony-convicted adult and young adult men and women incarcerated within WV DOC facilities, and to probationers and parolees under the custody of the WV DOC in local West Virginia communities. The WVDOC has no supervisory authority over those offenders who have discharged their sentences.</p>
Contributions	<p>WV DOC provides case managers in each WV DOC facility to assist in entering offenders who are nearing parole and/or discharge into the MACC system. WV DOC provides a total of sixty-four (64) parole officers throughout the state to provide general and intensive supervision of offenders on probation/parole. Additionally, the WV DOC will provide records related to an offender's program plan and assessment results to One-Stop Career Centers with signed releases of information. WV DOC will contribute staff and other resources to the extent identified in the Funding Stream Report.</p>

Performance Measurement Levels	Each offender under parole/probation supervision will have certain performance standards as outlined in an individual program plan developed by their assigned parole officer. Deviations from the expected standards will be handled using a system of graduated sanctions.
Referral Process	Offenders under the supervision of the WV DOC will be entered into the MACC system as they near parole/discharge. Referrals to One-Stop Career Centers will be made on an as needed basis by parole officers for those offenders who have been placed on parole/probation.
Confidentiality Requirements	The release of confidential information regarding an offender's program plan and assessment results requires a release of information signed by the offender. Employees within the WV DOC will receive disciplinary sanctions for any unauthorized dissemination of official information or use of official information for private advantage.
Training Activity	Training is provided to offenders housed within WV DOC facilities by the WV Department of Education.
Case Management	Provided by institutional case managers for those incarcerated offenders, and parole officers for those offenders on parole/probation status.

Planning Compact Cycle	Submits plan to the Division of Corrections.
Job Placement	Offenders under the custody and/or supervision of the WV DOC are expected to be honest with employers regarding their criminal history. Parole officers will be in regular contact with employers to assess the offender's community functioning and level of success at his/her current job.
Special Conditions/Exceptions	Contributions related to entering information into the MACC are contingent on WV DOC staff being provided with the appropriate training, resources, and technology to perform these tasks.

Possible Individual Agency Requirement	General Purpose/Meaning
Agency Name/Key Contact	Department of Military Affairs & Public Safety
Primary Program(s)	<p>House pre-trial inmates, misdemeanants and felons in all regional jails.</p> <p>Provides various programming to offenders.</p> <p>Provides counseling to offenders as needed and/or requested.</p>
Contributions	<p>Provides one counselor per one hundred inmates and 1 Director of Inmate Services to assist offenders.</p> <p>Provides education through the WV Department of Education.</p>
Performance Measurement Levels	<p>Above listed services are done at request of inmates that seek to rehabilitate themselves while incarcerated. Upon release, they will be able to function better in society.</p>
Confidentiality Requirements	<p>Department of Military Affairs & Public Safety is guided by numerous federal and state laws governing confidentiality. These include, but are not limited to, confidentiality provisions under the federal Rehabilitation Act, the federal Privacy Act, the federal Health Insurance Portability and Accountability Act of 1996 (HIPPA) and West</p>
Training Activity	<p>Inmates are offered various programs jail-by-jail dealing with Substance Abuse and Domestic Violence.</p>

Case Management	Counseling is provided by college degree Correctional Counselors with appropriate B.A. / B.S. degrees.
Planning Compact Cycle	Submit plan on programming to Agency's Program Coordinator once a year.
Special Conditions/Exceptions	Department of Military Affairs & Public Safety assists disabled inmates. Foreign language and the deaf.

Possible Individual Agency Requirement	General Purpose/Meaning
Agency Name/Key Contact	West Virginia Development Office Business and Industrial Development 304-558-2234
Primary Program(s)	Governor's Guaranteed Work Force Program, Competitive Improvement Program, Small Business Work Force Development Training Program.
Core Services	Technical assistance for WorkForce Development and Training. Referrals to appropriate partner agencies. Reimbursement for pre-approved customized training (business specific).
Contributions	Will contribute staff and other in-kind contributions to WorkForce West Virginia with information and introductions to West Virginia's new and existing businesses when appropriate. Share information regarding significant layoffs or closures.
Performance Measurement Levels	The West Virginia Development Office, Business and Industrial Development Division is responsible for all state assistance training programs.
Referral Process	Will collaborate, when appropriate, with WorkForce West Virginia by sharing appropriate services.

Special Conditions/Exceptions	WorkForce West Virginia staff will refer Employer related training requests, as well as expansion or new prospects, to the West Virginia Development Office, Business and Industrial Development Division.
Training Activity	Customized Training and Development (Business Specific).
Case Management	Case Management for Business and Industry customized Workforce Training will be controlled by the West Virginia Development Office, Business and Industrial Development Division.
Planning Compact Cycle	July 1 – June 30
Special Conditions/Exceptions	Labor Market Information, layoff, and plant closings.
Confidentiality Requirements	Information will be shared with WorkForce West Virginia to the extent permitted and not restricted by nondisclosure agreements.
Job Placement	To ensure consistent screening, all job order requests received will be shared with WorkForce West Virginia. Employees of the West Virginia Development Division will not be responsible for updating information on the MACC system.

26.0 Signatures

WorkForce West Virginia



Signature

6/16/2016

Date

Bureau of Senior Services (BoSS)



Signature



Date

Council for Community and Technical College Education


Signature Sarah Armstrong Tucker,
Chancellor

6/23/16
Date

Department of Education & the Arts / Division of Rehabilitation Services (DRS)


Signature



Date

Superintendent, Department of Education

Richard A. Kauter

7/5/16

Signature

Date

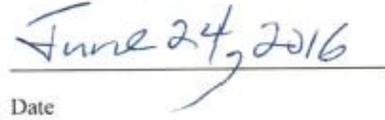
Department of Health & Human Resources (DHHR)

Karen J. Bowler
Signature

6/2/2016
Date

West Virginia Division of Corrections


Signature


Date

West Virginia Development Office


Signature


Date

