

Monthly WDBs/DOL Meeting
Thursday, January 5, 2017
1:00 PM
Department of Labor
200 Folly Brook Boulevard
Wethersfield, CT
Conference Room A & B

WELCOME AND INTRODUCTIONS

Ram Aberasturia called the meeting to order at 1:05 p.m.

APPROVAL OF MINUTES

Ram indicated the first order of business was to approve last month's minutes which were distributed prior to the meeting in draft form. Mike Hayden, Northwest Regional Workforce Investment Board, made a motion to accept the previous month's draft minutes. Julies Watson from Capital Workforce Partners seconded the motion. The minutes were approved unanimously as submitted.

Per Ram, this along with other previous months will be posted to the website.

Mark Polzella excused himself from the meeting.

CORRESPONDENCE

Rob Bongiolatti discussed the release of the new Geographic Solutions build 17.0. As of 5:00 p.m. on January 13, 2017 a maintenance page will display that the system will be unavailable. On January 16, 2017 at 8:00 a.m. the system will be back up and running as usual.

Important changes in this release include the fact that program applications do not generate automatic participation in a program. Activities are now generated only through staff assistance.

A question was asked if common intake would be available in this version. Rob indicated that would occur with a future build.

OLD BUSINESS

A request was made to go out of order to allow Laurie Colbourn to make her presentation at this point into the meeting. No objections were made.

Laurie discussed the challenges and implications of changing activity codes under the new WIOA performance criteria. At issue are those participants who were impacted by the switch over of the codes. CTDOL is in the process of identifying those individuals and make the necessary changes. Julie Watson questioned if the new codes would work like the old ones. Laurie indicated that they would. However, she indicated that if there were any questions they should be forwarded to her so that any issues can be reviewed and corrected.

Laurie addressed another concern in that performance requirements now indicate that a specific cost per participant is required for reporting purposes. In order to gather this information accurately, either the Individual Fund Tracking (IFC) system in CTHires would have to be activated or another manually labor intensive alternate would need to be explored. CTDOL is still awaiting the final federal requirements so at this point we will wait and see what happens. The IFC module has not been activated to date because budget detail does not tie into CORE. The Boards indicated they would need ample time to address the training and implications of activating the IFT system.

Laurie and Rob discussed expanding the 30 day activity window in CTHires for WIOA participants. After discussion it was decided that supervisors and managers will have access to make these changes. Rob requested that Boards submit a list of those staff that would have those privileges.

Julie Watson requested a re-order of all WIOA activities in CTHires so they display numerically. She also indicated that the Boards should be made aware when activities are updated in CTHires.

At this time, the meeting returned to the agenda of Old Business.

REGISTRATION POLICY

Rob reviewed the current interim registration policy and compared it to federal regulations, USDOL TEGs and WIOA law. It appears we are now in compliance. Examples of activities which trigger participation were added to the document. At this time the interim policy is complete.

STEP UP

Due to the lack of additional Step-Up dollars, CTDOL anticipates wage subsidies will end in summer of 2017 with an additional two month closeout.

To give a more accurate number, The WorkPlace will reach out to employers to assure timeliness of timesheets for reimbursement.

YOUTH SUMMIT

Rob discussed the possibility of dates at the last summit planning meeting. It was determined that the summer was not feasible because teachers are on break. It was decided that a date in the fall, ideally October, would be explored. The first request was for Friday, October 20, 2017 with a backup date of Monday, October 23, 2017. Rob reviewed that the venue would support 250 participants which would indicate that the summit should be invite only. There was a discussion regarding how many spots would be open for staff from each Board and other participants. At this time it is too early to provide specific numbers. However, Rob recommended each Board provide names of potential participants.

REQUEST FOR INFORMATION (RFI)

Ram reported that the RFI was posted on the state portal on January 3, 2017 and that submissions are due on February 10, 2017.

ACTION ITEM

- Julie Watson requested that we forward the link to the portal to her.

VOS-GREETER

Rob indicated that the Vos-Greeter software was available on the CTHires training site. Rob walked through the steps to access the Vos-Greeter functions. Included is a section in reports that would allow staff to be provided with a history of names and times participants checked in for services. Rob asked the Boards to provide feedback after they reviewed greeter in training.

CAPACITY BUILDING

Ram requested the Boards provide their training needs by January 10, 2017.

SATISFACTION SURVEYS

As requested at the last meeting, Rob sent out copies of quarterly satisfaction reports to each Board. It was decided that CTDOL would continue with survey monkey surveys until the end of the program year in July when the transfer to CTHires took place.

Jill Watson from Workforce Alliance asked if questions could be customized. Mary Ziomek indicated that some customization can be made. However, USDOL requires certain wording for the Annual Report.

ETPL

Rob reported the current ETPL interim policy was updated based on TEGL 10-16. Mary indicated that Mark Polzella, Alice Pritchard, the Boards and USDOL are pushing for a strong credential requirement in cases where class offerings do not result with a direct certificate or industry recognized credential. Mark is working with Alice to develop a form for colleges to submit for these courses.

Mary reviewed the current list of pending ETPL providers. There are still some providers that are active but have not been entered into the system.

A discussion ensued regarding providers' ability to self-enter programs. As it is now, providers can put their information into CTHires but they are not able to put their programs in. If it is decided that providers will be allowed to self-enter programs there will need to be a notification system notifying the Boards of changes.

Todd Berch reviewed information regarding direct apprenticeship providers and instruction related providers. Letters were only sent to sponsors out of courtesy. He will now send letters to related instruction providers.

Rob reported that Geographic Solutions is in the process of addressing the issues regarding provider notifications in the system where the notification indicated "Program Not Approved". This error only occurs with converted providers.

NEW BUSINESS

Daryle Dudzinski discussed the Pathways to Employment (a UI Program) to get people back to work similar to the RESE Program.

Angel Rivera has been assigned to work full time as the AJC Director in Hamden.

BUSINESS ENGAGEMENT

Todd indicated Apprenticeship is in the process of planning meetings to train all Business Services staff in the Apprenticeship program.

Ram indicated that as a result of the there being no performance sanctions for the next two years, a discussion regarding universal co-enrollment should take place as a future topic. The Boards were in agreement and a suggestion was made for CTDOL to make a list of pros and cons.

CETC/OWC

Kathy Marioni provided an update on the CETC.

NEXT MEETING

February 2, 2017.