

Monthly WDBs/DOL Meeting
Tuesday September 25, 2018
1:00 PM
Department of Labor
200 Folly Brook Boulevard
Wethersfield, CT
Conference Room A

In attendance:

Mark Polzella, Rob Bongiolatti, Bibi Amin, Denise Collins, Lisa Sementilli, Lynn Lawrence, Jimmy Guevara, Laurie Colburn,; Joe Criscuolo TRA/TAA; Kathy Marioni, Mark Stankiewicz, Eddy Cajigas, Karen Quesnel, DOL-OWC; Linda Ladas, DOL-ES Operations; Mike Bartley, Erica Tew, WtW; Daryle Dudzinski, Deputy Commissioner; Michael Hayden, NRWIB; Virginia Sampietro, Carol LaBelle, EWIB; Kymbel Branch, Jill Watson SCWDB; Wendy Garcia, NCWDB: Diana Nappier, SWWDB

Guest presentation: Dave Doukas, Arlene Lugo, DORS

Welcome and Introductions-

The meeting was called to order 1:05pm.

MINUTUES

Mark requested a motion to accept minutes from the last meeting which occurred on August 28, 2018. Prior to the motion Carol LaBelle pointed out that the minutes did not reflect an accurate “next meeting” date. Mark stated that the date would be updated to reflect the date of Tuesday September 25, 2018 and asked for a motion of approval with that change. A motion to accept the minutes was made by Mike Hayden and seconded by Carol LaBelle. The motion passed unanimously.

CORRESPONDENCE

There was no correspondence this month.

Mark requested that the agenda be modified to allow guest speakers Dave Doukas and Arlene Lugo from DORS to present information on their Level Up app. A copy of the PowerPoint presentation is included with these minutes – an electronic version was sent to all in attendance.

After the presentation, questions from the group were answered and a request from DORS was made to all who were interested to indicate as such as soon as possible with the intent that further discussion with DORS could take place to pursue an expansion of the use of the app throughout the CT workforce development system.

OLD BUSINESS

Measurable Skills Gains

As a follow up to the discussion regarding TAA and WIOA co-enrolled individuals at the August 28, 2018 meeting; Joe Criscuolo from the CTDOL Trade program disseminated a new procedural memo regarding the recording of TAA acquired benchmarks in CTHires in order to account for measurable skills gain obtained by TAA participants. Joe stated that there will be a need for communication between the CTDOL TAA staff and the partner staff in order to ensure that gains from certain attendance in secondary education programs, the TAA program in CTHires does not provide for a drop down menu for gains to be recorded and therefore WIOA partner staff would need to data enter; thus the need for good coordination and communication.

VETS Triage

Linda Ladas indicated that there will be an updated VETS triage policy by the end of the week to be shared with the WDBs and partner staff. The need for the updated policy comes from a couple points:

- 1) The need for services in the affiliates AJCs is drastically different than those in the comprehensive centers; meaning that the JVSG staff are not getting referrals in or from the affiliates.
- 2) In some instances it has been found that the JVSG staff are completing the triage forms and this is not appropriate.

Linda requested that the WDBs review the policy and inquired if they preferred to reply in a group electronic format -EMAIL - or schedule a conference call to discuss. It was suggested by Jill Watson that the new policy be reviewed and based on the outcome from all whom review; a determination regarding the method of collecting feedback could be made. The group agreed to that suggested approach.

PY17 Program Integrity Funds

There was a restoration of PY 17 Discretionary funds set aside for Program Integrity programs which was originally withheld in PY 17. A WIOA-6 will be customized to invoice for program integrity funds; these funds will be reflected in a NFA. 9130s will be customized to report quarterly on program integrity funds.

TEGL 4-18 National Health Emergency Phase II - Opioid Grant Opportunity

The second phase of funds from USDOL to address the Opioid Crisis has been released. There is no current cap on the amount of a state's grant submission and states have up to a year to submit a proposal. Mark offered that while a grant proposal was created and submitted in the first phase we may want to review and discuss the potential for coordinating a statewide approach to the next submission. WDBs were asked to consider this for further discussion. A conference call will be scheduled to discuss next steps.

Survey Tools

Kathy Marioni discussed the QuickTaps survey tool and Qualtrics as they relate to capturing customer feedback. She stated that Mark Stankiewicz, Eddie Cajigas and Mo Giwa were working on draft questions for surveys. She further stated that a demonstration of these tools could be made at an upcoming WDB monthly meeting.

Universal Referral Form

Eddie Cajigas presented the draft form that has been reviewed by USDOL Civil Rights Center, CTDOL's Office of Program Policy and Equal Opportunity. Eddie stated that the form was created with 5 sections in a manner to make it as efficient as possible to use with all customers. The intent is to have the form be utilized in an electronic format. WDBs are asked to provide feedback to Eddie directly.

In response to the question of with whom the form is intended to be used by, the response was that it is intended for all potential participants and all partner programs to the system. Further the form in most instances would be completed by the case manager/partner staff to assist the participant.

NEXT MEETING

Scheduled for Tuesday October 23, 2018 at 1:00pm

ADJOURNMENT 2:38PM