

Monthly WDBs/DOL Meeting
Tuesday, December 6, 2016
1:00 PM
Department of Labor
200 Folly Brook Boulevard
Wethersfield, CT
Conference Room C

OLD BUSINESS

ETPL

The Boards requested a format for ETPL providers to begin collecting and reporting program performance data. The Boards emphasized if DOL intends for the providers to data enter performance into CTHires, that this is significantly different from providers collecting and otherwise reporting such data and very specific data entry instructions will need to be provided by CTDOL. North Central requested an interim ETPL policy prior to issuance of the entire WIOA policy manual. Mark Polzella indicated that an interim policy on the ETPL would be issued.

Discussion regarding the subsequent eligibility process resulted in a determination that the June 1st date was accurate for beginning to assess ETPL providers for continued eligibility for those expiring June 30th. However, the entire subsequent eligibility process policy requires further refinement and it was suggested by the same work team which developed the initial policy work on delivering the subsequent policy and reconvene to tack this task. Mary Ziomek will lead this team.

Mary Ziomek suggested providing the federal performance report format to the Boards as a potential template. In regards to the status of ETPL providers in CTHires, Mary Ziomek stated that she made a comparison to the providers she has thus far approved and will share that spreadsheet with each Board to sort out any providers whose data entry is in question in CTHires.

Todd Berch, Program Manager, Office of Apprenticeship Training, distributed a copy of the letter that was issued to 3,800 Registered Apprenticeship program sponsors. Registered Apprenticeship program sponsors were notified of their automatic eligibility to be listed on the ETPL based on their expressed interest, along with the benefits of being on the list.

Sponsors/employers will be instructed to “register in CTHires” once they call the contacts listed in the letter (which contacts have verified for the interested entity, via checking the Apprenticeship website, that the entity is approved by Apprenticeship.) Boards will submit a weekly list of callers to Mark Polzella.

ACTION ITEM

- A Board inquired whether ITAs may be written for these automatically listed apprenticeship programs for non-apprenticeship WIOA participants.

REGISTRATION POLICY

Julie Watson inquired if the same feature that is available to Wagner-Peyser staff in the events calendar can be made available to WIOA staff. This would allow WIOA staff to result activities to multiple participants in one transaction.

Further discussion ensued and it was explained by Rob Bongiolatti that those types of decisions would require:

1. a decision of approval by DOL management including Performance Management;
2. the ability in CTHires to allow WIOA staff to result multiple activities to multiple participants in one transaction.

ACTION ITEMS

1. wait to see if CTHires makes any changes with its 2017 release; or
2. if no changes are made, convene DOL management team to look into making these requested changes.

STEP UP

The Bond Commission meeting in December is cancelled. The next meeting is January 27, 2017, tentatively. DOL will request funding in the amount of \$1 million for the Armed Forces component and \$3.3 million for the Small Business and Small Manufacturing components. The Boards were advised to continue to write Small Business/Small Manufacturing contracts through January 27, 2017.

ACTION ITEMS

- A conference call to determine each Board's financial needs will be set up between now and January 27, 2017.
- Step Up contracts with the Boards will be modified to issue administrative funding that remains at the state level.

YOUTH SUMMIT

The date has been tentatively set for the Youth Summit for Wednesday, March 15, 2017. DOL expects approximately 250 people. The audience will be government, Workforce Development Boards, Community Foundations and providers. The scope and agenda have been prepared by DOL staff and is available to the Boards.

DOL will survey participants ahead of time regarding barriers that will be covered during breakout sessions. DOL requested the Boards provide a list of who they feel should attend the summit to Rob Bongiolatti.

The group decided there will be no call for proposals and that all five Boards will have the opportunity to present their best practices.

ACTION ITEMS

Kathy Marioni suggested that after the summit, each Board write up their presentation. This will be a report card for the Boards' youth committees and be presented to the CETC Youth Committee.

The group expressed concerns on the limitations involved in organizing a summit of this proportion by a March deadline. Rob Bongiolatti will look into the possibility of changing the date to later in the year.

REQUEST FOR INFORMATION (RFI)

DOL is seeking information regarding a solution to implementing web-based on-line seminar presentations. A draft of the Request for Information was distributed. Although the Boards were asked to suggest vendors, DAS rules will apply.

ACTION ITEM

- DOL requested that the Boards review the draft of the RFI provided and submit comments and/or concerns to Mark Polzella by close of business on Monday, December 12, 2016.

OTHER OLD BUSINESS

In a discussion regarding NEGs, the Boards stated the 30 day service reporting period in CTHires was too tight.

ACTION ITEM

DOL acknowledged the Boards' concerns in regards to expanding the 30 day reporting window. The WIOA team will work with Performance Management to determine what action steps can be taken to address the concerns while still preserving the integrity of the system.

NEW BUSINESS

POSTING MINUTES

Ram Aberasturia informed the Boards that minutes of each monthly Workforce Development Board/DOL meeting will be posted on the CTDOL website.

VOS-GREETER

A discussion was held as a follow-up of the presentation to DOL and the Boards by Geographic Solutions of their new product Virtual One Stop Greeter. Although the Boards expressed that staff is still needed, they felt that the ability to self-register is a positive.

The Boards were made aware of the yearly cost of \$50,000 for this module.

ACTION ITEM

The Boards requested a more hands on demonstration for trial. DOL agreed that could be arranged.

CAPACITY BUILDING

DOL informed the Boards that there were capacity building funds available and would be surveying them for their training needs. DOL explained the types of training that had recently been conducted for DOL staff in the American Job Centers. DOL offered to provide the list of its training needs to the Boards and the Boards can add to it. The Boards felt that DOL staff and Board staff should have the same skill set, suggesting that Wagner-Peyser staff and Board staff take the training together.

Specifically, there was an interest in research conducting LMI training and training for Business Service Representatives.

ACTION ITEM

- The Boards were advised to email DOL with training they thought all staff should receive.

DEMONSTRATION/PILOT GRANTS

Funding in the amount of \$100,000 is being made available to each of the five Boards. This funding comes from the FY 17 Governor's Reserve which allows for three year funding. The Boards questioned if more than one project could be contracted under this amount. DOL confirmed that the funds could be used for more than one project.

Projects under this funding should demonstrate how it will assist the state in meeting the goals set forth in the state plan, as well as the WIOA law and regulations.

The Boards are being asked to submit proposals by January 31, 2017.

SATISFACTION SURVEYS

Beginning in PY 17, CTHires will collect performance information for employers and participants. DOL has used Survey Monkey in the past couple years.

ACTION ITEM

- The Boards requested that current reports from Survey Monkey be sent to them for review on a quarterly basis.

SECTOR PARTNERSHIP NEG

The Sector Partnership grants expire June 30, 2017. The Boards were asked if they were in favor of DOL requesting from USDOL a no cost extension. The answer is yes. The Boards were interested in expanding the sector field.

The Boards also expressed interest in communicating with RESEA clients. Daryle Dudzinski is aware of this interest. He will be working to sort through the details. Daryl Dudzinski also mentioned that his goal is to have UI claimants visit the American Job Center at least once.

ADDITIONAL AJC SUPPORT FROM DOL

Daryle Dudzinski announced that 5 DOL staff that will provide services in the comprehensive and satellite American Job Centers. In addition, these 5 staff members will have backup to cover absences. In order to determine the role of these additional staff, Job Center Directors will be asked to reach to the Boards regarding their ideas. These efforts will be coordinated by Angel Rivera from DOL who has been assigned to the Hamden American Job Center.

Daryle Dudzinski reported that updates to UI claim filing will free up staff and allow a push back to the American Job Centers.

CETC/OWC

Kathy Marioni gave a description of the Business Engagement Work Group and the Service Design and Delivery Work group. She stated that members of the Service Design and Delivery Work Group were planning a visit to a comprehensive American Job Center to monitor activities across the One-Stop, including partner agencies.

In support of on-going efforts to promote employment opportunities for people with disabilities, Connecticut was awarded a \$2.5 million Disability Employment Initiative (DEI) grant. According to Kathy Marioni, this federal grant program will provide paid internships and work experience to youth aged 14-24.

BUSINESS ENGAGEMENT

There was a discussion regarding using CTHires to record services to businesses. The consensus was all employer engagement should be recorded in CTHires. There were some details that would need to be worked out, such as Boards having access in CTHires and noting that not all services are WIOA or Wagner-Peyser related.

NEXT MEETING

January 5, 2017

ACTION ITEM

At the Board's request, DOL agreed to send meeting attachments in advance.

Monthly WDBs/DOL Meeting Attendance Roster
 Tuesday, December 6, 2016

Agency	Name
Eastern CT WIB	Carol LaBelle
Eastern CT WIB	Virginia Sampietro
Department of Labor/Apprenticeship	Todd Berch
Department of Labor	Monique Lambert
Department of Labor	Linda Ladas
Department of Labor	Mary Ziomek
Department of Labor	Michelle Costello
Workforce Alliance	Jill Watson
Workforce Alliance	Kymbel Branch
Capital Workforce Partners	Pamela Tonello
Capital Workforce Partners	Alex Johnson
Northwest Regional WIB	Michael Hayden
Office for Workforce Competitiveness	Kathy Marioni
Department of Labor	Daryle Dudzinski
Department of Labor	Rob Bongiolatti
Department of Labor	Mark Polzella
Department of Labor	Ram Aberasturia
Department of Labor	Deputy Commissioner Westby
Department of Labor	Commissioner Jackson