

**WORKFORCE DEVELOPMENT BOARD #1
Workforce Innovation and Opportunity Act
(WIOA)
Strategic Plan**

**Area #1
Adams, Brown, Pike and Scioto Counties**

2017-2021

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I. Plan Overview

The Workforce Innovation and Opportunity Act of 2014 required the state to submit a four (2016-2020) Combine or Unified Strategic Plan to the Department of Labor.

The State of Ohio identified planning regions, which consisted of WDB #1 being a stand alone region.

WDA #1 covers Adams, Brown, Pike and Scioto Counties.

The following strategic plan outlines a comprehensive strategic plan for WDB #1, that emphasizes how we will proceed in delivering a workforce development system that is:

- Customer focused on both the jobseeker and business-focused
- Able to anticipate and respond to the needs of regional economies

WDB #1

The Workforce Development Board in Area #1, covering Adams, Brown, Pike and Scioto Counties, is a regional organization with a 51% business membership and the remaining membership from labor, education and training, disabilities, veterans, youth organizations, Wagner-Pseyer. The WDB#1 oversees the operations of the four OhioMeansJob (OMJ) Centers in Adams, Brown, Pike and Scioto Counties. Each of the centers provide business with practical and easy solutions for their workforce needs; work with employers, education and workforce partners to seamlessly bridge the skills gap; and develop workforce solutions for customers of the OMJ Centers.

II. Local Area Economic /Workforce Analysis

1. Local Economic/Workforce Analysis

	Adams	Brown	Pike	Scioto
Demographics				
Population	28342	44464	28504	78520
Median Age	40.7	40.4	40.5	39.4
Under 18	7052	10706	6977	17485
18-24 years	2210	3482	2324	7561
25-44 years	6792	10704	6884	19769
45-64 years	7853	12731	7960	21185
65 years and more	4435	6841	4359	12520
Race: White	27654	43352	27466	74146
Race: Black or African American	68	438	233	2209
Race: American Indian and Alaskan Native	46	1	68	307
Race: Asian	26	92	68	278
Race: Pacific Islander	0	2	67	0
Race: Some Other Race	15	25	62	291
Race: Two or more Races	533	554	540	1289
Hispanic or Latino (of any race)	240	322	229	924
	Adams	Brown	Pike	Scioto
Education Attainment, Age 25-64	19080	30276	19203	53474
No High School Diploma	4379	5238	4403	9490
High School Graduate	8420	14424	8465	21221
Some College, No Degree	3170	4929	2990	10523
Associate's Degree	1250	2237	1163	4543
Bachelor's Degree	1068	2109	1321	4894
Postgraduate Degree	793	1339	861	2803
Housing				
Total Housing Units	12883	19343	12534	34100
Median House Value (of owner-occupied units)	88300	114700	93100	90800
Homeowner occupied	7618	12912	7679	20373
Rental Occupied	3116	3675	3265	9185

Poverty Status of Families				
Total Families	7,478	12160	7355	18850
Family income above poverty (% rate)	80.7	88.4	81.6	82.1
Family income below poverty (% rate)	19.3	11.6	18.4	17.9
Median Household Income	34733	44890	39989	36945
Mean Commute Time (minutes)				
	33.3	34.6	28.5	25.6
Economic				
Civilian Labor Force	10,600	19700	10400	29600
Employed	9,700	18500	9600	27400
Unemployed	800	1200	800	2300
Unemployment Rate average for 2015				
	7.9	6.2	7.4	7.7

Source: American Community Survey,
County Profiles

2. Knowledge and skills needed to meet the employment needs of the employers in the region, including employment needs in in-demand industry sectors and occupations, as identified on the OhioMeansJobs.com, In-demand list.

**JobsOhio Regional Network -
Southeast Ohio**

**Occupational Employment Projections by Major Occupational
Group, 2012-2022**

(Includes Adams, Athens, Belmont, Carroll, Coshocton, Gallia, Guernsey, Harrison, Highland, Hocking, Holmes, Jackson, Jefferson, Lawrence, Meigs, Monroe, Morgan, Muskingum, Noble, Perry, Pike, Ross, Scioto, Vinton, and Washington Counties)

SOC Code	Occupational Title	Employment		Change in Employment		Estimated Annual Job Openings
		2012 Annual	2022 Projected	2012 - 2022	Percent	
00-0000	Total, All Occupations	350,200	373,900	23,700	6.8%	10,990
11-0000	Management Occupations	30,700	31,400	700	2.3%	659
13-0000	Business & Financial Operations Occupations	7,000	7,700	700	10.0%	220
15-0000	Computer & Mathematical Occupations	2,000	2,100	100	5.0%	42
17-0000	Architecture & Engineering Occupations	3,300	3,600	300	9.1%	106
19-0000	Life, Physical, & Social Science Occupations	1,700	1,800	100	5.9%	57
21-0000	Community & Social Service Occupations	8,300	9,300	1,000	12.0%	291
23-0000	Legal Occupations	1,400	1,500	100	7.1%	30
25-0000	Education, Training, & Library Occupations	23,500	23,300	-200	-0.9%	521

27-0000	Arts, Design, Entertainment, Sports, & Media Occupations	3,400	3,500	100	2.9%	99
29-0000	Healthcare Practitioners & Technical Occupations	24,200	28,300	4,100	16.9%	905
31-0000	Healthcare Support Occupations	16,000	19,600	3,600	22.5%	668
33-0000	Protective Service Occupations	7,100	7,200	100	1.4%	224
35-0000	Food Preparation & Serving Related Occupations	31,100	33,500	2,400	7.7%	1,387
37-0000	Building & Grounds Cleaning & Maintenance Occupations	12,100	13,100	1,000	8.3%	350
39-0000	Personal Care & Service Occupations	8,800	9,900	1,100	12.5%	310
41-0000	Sales & Related Occupations	33,000	33,600	600	1.8%	1,141
43-0000	Office & Administrative Support Occupations	43,800	45,500	1,700	3.9%	1,234
45-0000	Farming, Fishing, & Forestry Occupations	2,900	2,700	-200	-6.9%	85
47-0000	Construction & Extraction Occupations	18,300	20,700	2,400	13.1%	585
49-0000	Installation, Maintenance, & Repair Occupations	14,800	15,900	1,100	7.4%	466
51-0000	Production Occupations	31,800	32,800	1,000	3.1%	828
53-0000	Transportation & Material Moving Occupations	25,000	26,900	1,900	7.6%	782

Source: Ohio Department of Job and Family Services, Bureau of Labor Market Information, June 2015.

JobsOhio Regional Network - Southwest Ohio Occupational Employment Projections by Major Occupational Group, 2012-2022

(Includes Brown, Butler, Clermont, Hamilton, and Warren Counties)

SOC Code	Occupational Title	Employment		Change in Employment		Estimated Annual Job Openings
		2012	2022	2012 - 2022	Percent	
00-0000	Total, All Occupations	832,870	913,250	80,390	9.7%	28,188
11-0000	Management Occupations	52,750	56,650	3,900	7.4%	1,454
13-0000	Business & Financial Operations Occupations	46,180	50,970	4,790	10.4%	1,428
15-0000	Computer & Mathematical Occupations	24,870	26,370	1,500	6.0%	560
17-0000	Architecture & Engineering Occupations	15,940	17,310	1,370	8.6%	532
19-0000	Life, Physical, & Social Science Occupations	5,290	5,790	490	9.3%	197
21-0000	Community & Social Service Occupations	14,420	16,270	1,850	12.9%	517
23-0000	Legal Occupations	6,120	6,790	670	11.0%	166
25-0000	Education, Training, & Library Occupations	44,180	45,330	1,150	2.6%	1,108

27-0000	Arts, Design, Entertainment, Sports, & Media Occupations	13,630	14,750	1,120	8.2%	438
29-0000	Healthcare Practitioners & Technical Occupations	52,790	63,960	11,170	21.2%	2,205
31-0000	Healthcare Support Occupations	29,190	36,620	7,440	25.5%	1,303
33-0000	Protective Service Occupations	16,750	17,670	920	5.5%	571
35-0000	Food Preparation & Serving Related Occupations	72,690	80,180	7,490	10.3%	3,583
37-0000	Building & Grounds Cleaning & Maintenance Occupations	28,500	31,550	3,050	10.7%	887
39-0000	Personal Care & Service Occupations	24,200	27,390	3,190	13.2%	881
41-0000	Sales & Related Occupations	89,130	96,080	6,950	7.8%	3,299
43-0000	Office & Administrative Support Occupations	129,230	136,900	7,670	5.9%	3,784
45-0000	Farming, Fishing, & Forestry Occupations	800	740	-60	-8.0%	24
47-0000	Construction & Extraction Occupations	28,260	33,420	5,160	18.3%	1,005
49-0000	Installation, Maintenance, & Repair Occupations	30,370	33,490	3,120	10.3%	1,030
51-0000	Production Occupations	55,190	58,240	3,040	5.5%	1,497
53-0000	Transportation & Material Moving Occupations	52,380	56,800	4,420	8.4%	1,723

Source: Ohio Department of Job and Family Services, Bureau of Labor Market Information, June 2015.

Total Ads
4,518

Top 10 Online Ad Job Certifications

Certifications	Number of Ads	Percent
Commercial Driver's License	713	15.8%
Driver's License	493	10.9%
Certified Registered Nurse	313	6.9%
HAZMAT	142	3.1%
Licensed Practical Nurse	136	3.0%
Certification in Cardiopulmonary Resuscitation	122	2.7%
Physical Therapist Certification	115	2.5%
Continuing Education	110	2.4%
Certified Practical Nurse, Long-term care	63	1.4%
Speech and Language Pathologist	60	1.3%

Source: Help-Wanted Online
All Available Ads - 9/18/15 - 12/18/15

3. An analysis of the regional workforce, including current labor force employment and data, information on labor market trends, and education and skill levels of the workforce individual with barriers to employment. Occupational Snapshot of Workforce Development

Area A1 (Adams, Brown, Pike, and Scioto counties)

Total Ads 4,518

Online Job Ads by Job Education Level

Education Range for All Available Ads	Number	Percent
GED/High School	1,879	41.6%
Associate Level	1,419	31.4%
Bachelor's Degree	636	14.1%
Master's Degree	186	4.1%
Doctoral Degree	202	4.5%

Source: Help-Wanted Online
All Available Ads - 9/18/15 - 12/18/15

4. An analysis of workforce development activities, including education and training in the region, including:

- **The strengths and weaknesses of workforce development activities;**

The WBD #1 feels that overall we have a very strong system on workforce development. We also feel that we need to reach more employers and the community to ensure they are aware of the services provided thru the OMJ Centers.

- **Capacity to provide the workforce development activities to address the education and skill needs of the workforce, including individuals with barriers to employment;**

The Workforce Development Board made the decision to have a OMJ Center in each of the four counties to ensure that all who wanted to access the Center would have one nearby in their community. Currently with the four centers our traffic consistently runs high, which is, I believe, because of our higher unemployment rate.

- **The employment needs of employers.**

Business Engagement: WDB #1 has a Business Resource Network of over 50 partners that contribute to challenges and opportunities of the businesses in WDB #1. This allows us to provide information to retain and/or help our businesses to grow. This has increased the number of job order for skilled workers with our OMJ Centers over the last three years. The BRN Account Executives work with our businesses to ensure that their needs are being met and to connect them with other sources to also meet their needs. This also provides a pipeline for our skilled workers coming through the OMJ Centers.

5. A description of the local board’s strategic vision and goals to support regional economic growth and economic self-sufficiency, including:

WDB #1 mission is the following: “Align and build a system to meet the Regional Workforce needs of current/emerging businesses, workers and job seekers.” We recognize the following:

- For businesses to compete regionally, nationally and globally, they need a skilled workforce.
- Many workers lack skills needed for jobs in demand industries. Businesses require that workers have foundational skills, core competency skills, work readiness/work maturity skills and hard skills – those required to do a specific job.

In view of the foregoing, WDB #1 vision for meeting workforce development challenges of our local workforce area is one that embraces the strategies to meet the needs of business for a skilled workforce, while at the same time creating opportunities for workers to prepare for and enter into well-paid careers. Central to this objective is collaboration among a wide range of stakeholders, including business, labor, education, social services and community-based agencies. To accomplish this will require that stakeholders work together to identify the workforce needs of businesses in local priority sectors and to develop career pathway approaches to address gaps in the skills of the local workforce.

WDB #1 is committed to building and maintaining a comprehensive workforce development system for our area that is business responsive and fosters the development and delivery of training and services along career pathways that bridge the the gap between skills currently available in the workforce and the needs of growing and emerging sectors of the local economy.

- **Collaboration with Jobs Ohio and the support to the Jobs Ohio regional goals;**

WDB #1 seeks to meet the needs of employers and jobseekers, as noted in the goals of Ohio's Combined Plan, specifically to:

1. Help more Ohioans compete for quality jobs that pay a living wage and lead to career advancement.
2. Help Ohio employers find the talent they need to succeed and grow.
3. Provide effective and efficient job training aligned to high-demand occupations & employer needs resulting in workplace-valued credentials.

To align with the goals of Ohio's Combined Plan, the WDB #1 acknowledge the State's goals and recognizes the value of the following Core Characteristics of a "Skills-based Community." We are committed to serve employers and job seekers with the services and tools necessary for employers to hire and retain qualified talent and jobseekers to grow their workplace skills in order to secure employment that pay a living wage. These core characteristics align with the State of Ohio's workforce goals, promoting the value of skills development to grow the talent pipeline for employers and provide advancement opportunities for employees.

In concurrence with State of Ohio's Combined Plan, the WDB #1 aligned with the following WIOA Core Partners

- Adult (WIOA Title I)
- Dislocated Worker (WIOA Title II)
- Youth (WIOA Title I)
- Adult Education and Family Literacy Programs (ABLE) (WIOA Title II)
- Wagner-Peyser Employment Services
- Vocational Rehabilitation Services (OOD)
- Carl D. Perkins and Technical Programs
- Senior Community Service Employment Programs
- Jobs for Veterans State Grants Program
- TANF Employment Programming
- Unemployment Insurance Programs
- Community Services Block Grants
- Reintegration of Ex-Offenders Program
- Trade Act coordination with local Rapid Response activities
- Layoff aversion approaches which include technical support in consideration of employer-owned/led business conversions rather closure.

To align with the goals of Ohio's Combined Plan, WDB #1 acknowledges the State's goals and recognizes the value of meeting the needs of our businesses and contributing to a Skills-based Community. Our WDB, along with our OMJ centers and providers of WIOA Career Services are committed to serving our employers and job seekers with the services and tools necessary for employers to hire and retain qualified talent and job seekers to grow their workplace skills in order to secure employment that pays a living wage.

- **Goals for preparing an educated and skilled workforce, including individuals with barriers to employment;**
-

In support of our vision statement and key elements of the economic analysis described in the Plan. The local workforce system, led by WDB#1, will operate under three overarching goals.

- 1) Build and Maintain a Demand-Driven System: Workforce services and training will be principally focused on jobs within the growth industries that are creating real opportunity for economic prosperity throughout the region.
- 2) Focus on Workforce Preparation: In order to ensure that all workers in the area can secure career path employment that will enable them to achieve self-sufficiency and a middle class lifestyle, the workforce system will provide more than simple job matching services. For those needing additional support a wide range of training and work readiness services will be available.
- 3) Meet Performance Goals: A hallmark of the system has been and will continue to be a commitment to achieving performance goals.

- **Goals relating to the performance accountability measures based on performance indicators.**

We believe that by serving our customers both our business customers and job seeker that we will meet performance standards. Our workforce area strives to serve the businesses in the region and work with our job seekers to ensure that they have the necessary skills to get a job.

6. A strategy to work with entities that carry out the core programs and required partners to align resources available to the local area, to achieve the strategic vision and goals

The board will work with entities in our workforce area to provide services thru the OMJ Centers and will utilize our MOU (Memorandum of Understanding) Attachment A to align resources to assist our customers, coming in the front door, to find a job, upgrade their skills to find a better job.

III. Descriptions of the Local Workforce Development System.

1. The workforce development system in the local area, including the identification of the following:

- **The programs that are included in the system; and**

Core Partners involved in the OMJ Centers:

- Adult (WIOA Title I)
- Dislocated Worker (WIOA Title II)
- Youth (WIOA Title I)
- Adult Education and Family Literacy Programs(ABLE) (WIOA Title II)
- Wagner-Peyser Employment Services
- Vocational Rehabilitation Services (OOD)
- Carl D. Perkins and Technical Programs
- Senior Community Service Employment Programs
- Jobs for Veterans State Grants Program
- TANF Employment Programming
- Unemployment Insurance Programs
- Community Services Block Grants
- Reintegration of Ex-Offenders Program
- Trade Act coordination with local Rapid Response activities
- Layoff aversion approaches which include technical support in consideration of employer-owned/led business conversions rather closure.

In addition we have additional partners who also participates in our OMJ Centers

- Valley View Health System
- Counseling Center

All of the Programs and Partners work together thru the Memorandum of Understanding to support and operate the OMJ Center. This works towards alignment of services for the customers coming in the front door.

Co-located partners in the OMJ Center have entered into a Memorandum of Understanding (MOU), (Attachment A) which outlines the following:

- List of roles and responsibilities
- Cross Training
- Determination on whether the individual is to receive assistance fromn the adult, dislocated worker or youth programs;
- Outreach, intake and other individualized services
- Initial assessment of skill levels;
- Job search, placement assistance and individualized career counseling as needed including;
 - Provision of information on in-demand sectors and occupations
 - Provision of information on non-traditional employment
- Appropriate recruitment and other business services on behalf of employers including information and referrals to specialized business services;
- Provision of referrals to, and coordination of activities with, other programs and services including programs and services within the OMJ Center System and when appropriate other service providers.

- Provision of workforce and labor market information, including the provision of accurate data relating to local regional and national labor market areas including:
- Job vacancy listings in labor market areas;
- Information on job skills necessary to obtain vacant jobs listed;
- Information related to local occupations in demand and the earnings, skill requirements and opportunities for advancement for those jobs;
- Information on training provider performance outcomes;
- Information about how the local area performance accountability measures, as well as additional performance information relating to the entire WIOA workforce system and the One stop;
- Information on the availability of supportive services or assistance and appropriate referrals to those services including child care, child support, medical or child health assistance available through the State, SNAP benefits, assistance with earned income tax credits, and assistance from TANF including supportive services and transportation;
- Assistance in establishing eligibility for programs of financial aid assistance for training and or education programs not provided under WIOA; and
- Unemployment Claims filing assistance.
-

Each OMJ Site maintains and posts within the Center and also on their Webpage a Monthly Calendar of events within that Center.

Each Center maintains a publicly accessible resource area and has handicap parking available. Resources are available within the resource specifically for people with disabilities, which include computers with Internet access, programs that read what is on the computer for sight impairment and captioning for hearing impaired. Computers are adjustable for wheelchair access. The resource room is staff with employees who are knowledgeable, and works with customers to assist them in finding a job.

Each OMJ site offers information to job seekers on entrepreneurial training and microenterprise.

- **How the Local Board will work with the entities carry out the core programs and other workforce development programs to support service alignment;**

WDB #1 collaborations with the core program partners and many other stakeholders are evident in the operation of our OMJ Centers/AJC, the content of career pathway programs, the services available to job seekers with disabilities and virtually every aspect of our service delivery system. As WDB #1 continues to work with local and regional partners in developing demand-driven responses to the needs of industry and the workforce, we will look for every opportunity to coordinate with federal, state, county, municipal and community-based programs.

- **Location of the comprehensive OhioMeansJobs center and any affiliated or specialized centers in the local workforce development area.**

OMJ Center sites:

Affiliate Sites:

- OhioMeansJobs Adams Center. Is located at 19221 St. Rt. 136 Winchester, OH.
- OhioMeansJobs Brown Center is located at 406 W. Plum, Georgetown, OH.
- OhioMeansJobs Pike Center is located at 941 Market St. Piketon, OH.

Comprehensive Center

- OhioMeansJobs Scioto Center, which is located at 433 Third St. Portsmouth, OH

2. How the local board will work with entities carrying out the core programs to:

- **Expand access to employment, training, education, and supportive services for eligible individuals, particularly eligible individuals with barriers to employment;**

WDB#1 is committed to ensuring the all residents have access to services, education and training they need to enter and move up career paths in demand occupations within growing industries. Furthermore, we believe that a person's personal and community background and experiences should never be a barrier to fulfilling his or her potential. WDB#1 Local Plan, therefore, embraces the following strategies and approaches to expand access to services.

- Recognize the Need for Multiple On-Ramps: Some participants are prepared for work and need minimal assistance. Others have very low basic skills and need extensive interventions and training to qualify for entry-level positions. Many are in the middle. SBWIB, education partners, public agencies and community organizations will assess individual needs and develop individual pathway plans to meet those needs.
- Commit Resources to Address Barriers to Employment: As needs are identified, they will be addressed. The OMJ Center partners will work together to identify resources for job seekers WDB #1 and partner staffs are committed to match resources to needs.
- Prepare Individuals for Work: The partners realize that not all job seekers are ready for work. Many need training in one or more of the following: basic skills, core competencies, soft skills or job-specific skills.
- Address the Whole Person: Many job seekers have multiple barriers, besides skills deficits, to employment. The partners are committed to identifying and securing support services to enable participation in and completion of workforce services and training.
- Continue Services: Once trained and placed, workers should be able to come back to the workforce system for additional career guidance, training and support services.

- **Facilitate the development of career pathways and co-enrollment, as appropriate, in core programs;**

WDB #1 will facilitate career pathways by:

- Continuing to gather input from industry leaders; working with local and regional education agencies and other partners to develop programs and strategies to prepare unemployed individuals and current workers for careers;
- Adopting career pathways developed throughout the region and implementing them locally;
- Leveraging resources across fund streams to maximize services for job seekers, including co-enrolling participants in various program and services to ensure their success
- **Improve access to activities leading to a recognized post-secondary credential (including a credential that is an industry-recognized certificate or certification, portable, and stackable).**

In our local area, credentials are very important and growing in use by our businesses. WDB #1 is committed to assisting job seekers in attaining the credentials that they need to secure and move up in their chosen fields. We will also make certain that the any sector pathway programs we develop includes business input on the credentials that should result from training.

3. The strategies and services will be used in the local area:

- **To facilitate engagement of employers in workforce development programs, including small employers and employers in in-demand industry sectors and occupations;**

Our Business Resource Network Account Executives comes to your company, assess your needs and develops a customized plan to assist your company in retaining or growing your businesses along with sourcing new talent, as well as further developing the skills of incumbent workers. The BRN network is comprised of over 50 partners including the following:

- Economic Development
- Small Business Centers
- WIOA
- Career and Technical Centers
- Utility company
- Workers Compensation
- WIB Chair
- ABLE
- OOD

This allows feedback on the customized plan for the business to have input from all partners, which is One Contact but information potentially from 50 partners. The plans typically have an average input from 6 different partners in the network that addresses the Challenges and Opportunities for each business.

- **To support a local workforce development system that meets the needs of businesses in the local area;**

Business Services

Employers and employees receive the following services:

- Coordinated unemployment information
- Workforce Innovation and Opportunities Act (WIOA) funded training and On-the-job training.
- Workshops
- Connections to local employers who are hiring candidates with the impacted employees' skill sets.

*Job Posting

OhioMeansJobs.com is a powerful tool for employers. Employers can post positions, search resumes and find labor market information. Job postings can be made through a BRN Account Executive.

*Hiring Events

Hiring events provide customized activities for individual employers, which could include the following:

- Advertising
 - Access to conference rooms to accommodate various needs and capacities
 - Screening of applicants
 - On-site interview rooms
 - Recruiting
- **To provide better coordination between workforce development programs and economic development;**

The Business Resource Network (BRN) is a very important aspect of the workforce development system in our area. The BRN Account Executives work with over 50 partners, which includes Economic Development in each county in our workforce area. Information is shared between with Economic Development to eliminate any duplication on Business Retention calls.

- **To collaborate with JobsOhio and the support to the JobsOhio regional goals;**

WDB #1 will collaborate with JobsOhio in our services to Businesses. We currently refer Businesses to JobsOhio and APEG as the need arises. We have met with them to see how we can assist in testing and/or any other services they might need from the workforce system.

- **To strengthen linkages between the OhioMeansJobs delivery system and unemployment insurance programs;**

WDB #1 will partner with Unemployment Insurance (UI) to provide the necessary services to unemployed workers to assist them in re-employment. Information will be shared in UI workshops to better inform UI recipients of resources available to them.

We will also coordinate with our UI Partners in providing Rapid Response activities in the Region.

*Rapid Response (Employer Layoff) Activities

Rapid Response is a proactive, flexible, business-focused strategy designed primarily to respond to layoffs and plant closures by quickly coordinating and providing immediate aid and services to businesses and their impacted employees.

The Rapid Response Team will assess the impacted worker's needs and provide the appropriate services, either at the place of business or another convenient location. Impacted workers receive individual career counseling, skills assessments, basic skills training, occupational skills training, job search and job placement assistance.

Employers and employees receive the following services:

- Coordinated unemployment information
- Workforce Innovation and Opportunities Act (WIOA) funded training and On-the-job training.
- Workshops
- Connections to local employers who are hiring candidates with the impacted employees' skill sets.
- **To implement initiatives such as incumbent worker training programs, on-the-job training programs, customized training programs, industry and sector strategies, career pathways initiatives, utilization of effective business intermediaries, and other business services and strategies designed to meet the needs of regional employers.**

*On the Job Training (OJT) and Customized Training contracts are also available to our businesses. The OJT accounts are federally funded and reimburse employers up to 50% of the trainee's wage for a maximum of 1040 hours. The length of the contract is determined by the skills gap of the trainee to perform the job at 100%. The customized Training Contracts are also a 50% reimbursement to our Businesses.

4. How the local board will strategize to implement the goals and reform principles of the Combined State Plan.

We are working diligently to implement the goals and principles of the Combined State Plan. I believe throughout this document will show how the board is working with the principles of the Combined Plan.

- Economic Development: Thru our Business Resource Network we have the strongest relationship with Economic Development thru out our area.
- Market-Driven Focus: Again the BRN has assisted us in knowing the demands of our businesses and focusing on those demands.
- Flexibility: we are continuing looking a best practices and how we can better serve our customers.
- Sustainability: This is core in the Appalachian area, looking at data, looking at cost per participant, how we access additional dollars to serve our customers.
- Accountability: We have moved to (1) One Stop Operator and will continue to look at our services, contractor's cost per participant and how we more efficiently serve the local area.
- Universal Access: we are online, social media, physical sites and continue to see how we can be accessible to all customers.
- Data Collection and Reporting: All WIOA Contractors, One Stop Operators utilize OWCMS and CFIS systems.

5. The examination of how the local board will coordinate local workforce development activities with regional economic development activities that are carried out in the local area and how the local board will promote entrepreneurial skills training and microenterprise services.

Economic Development is very active in our workforce area, both on our board and with each OMJ site via the Business Resource Network. WDA #1 Director and Board Chair is a member of the Southern Ohio Port Authority board.

Each OMJ site offers information to job seekers on entrepreneurial training and microenterprise

6. An explanation of the OhioMeansJobs delivery system in the local area, including:

- **•How the local board will ensure the continuous improvement of eligible providers of services through the system and that such providers will meet the employment needs of local employers, workers, and jobseekers;**

The local Workforce System will utilize the state WIET system for Eligible Training providers, which will include their performance data, which allows the WIOA Career

Services providers and job seekers to have access to that information when deciding which Training Provider to utilize.

- **•How the local board will facilitate access to services provided through the OhioMeansJobs delivery system through the use of technology and other means;**

The Workforce Board is in the process of working to consolidate the websites of our OMJ Centers to facilitate better access thru the Regional Area. This will ensure that a consistent message and provided throughout the Regional Area. The Board has also made the decision to have One (1) One Stop Operator, which again carries a consistent message, through out our region, to our job seekers who are looking for work. All outreach materials also references the OhioMeansJobs.com website for anyone to access online.

The Workforce Board will also facilitate access to services via the following technologies

Social Media is an important way to connect with customers, especially the younger generation. Using tools such as Facebook, twitter and others, the OMJ Operator and Career Service Providers are able to keep clients, job seekers, employers up to date on events, employers who are hiring, job fairs, and other information that is beneficial to our OMJ Partners.

- **•How entities within the OhioMeansJobs delivery system, including OhioMeansJobs center operators and partners, will comply with section 188 of WIOA, if applicable, and applicable provisions of the Americans with Disabilities Act of 1990 regarding the physical and programmatic accessibility of facilities, programs and services, technology, and materials for individuals with disabilities, including providing staff training and support for addressing the needs of individuals with disabilities; and**

We have a physical center in each of the counties in WDA #1, which ensures that job seekers and businesses can conveniently access services within a reasonable driving distance. Online services are also offered through www.ohiomeansjobs.com .

The WDB#1 has completed, and will continue to maintain its Americans with Disabilities Act (ADA) checklist, as documented in its August 2016 OhioMeansJobs “One-Stop System Certification” for the Area’s comprehensive OMJ Center located in Scioto County. Staff in each of our OMJ site has completed the “Windmills” training provided by ODJFS and OOD.

The Board will ensure ongoing training of staff members and partner personnel regarding services to individuals with disabilities. It will also provide assistive technology and will regularly monitor activities and facilities to ensure accessibility. It will ensure that any new providers that may be competitively procured and selected for OMJ Center

Operations, WIOA Career Services, and/or CCMEP activities comply with all ADA requirements.

- **•The roles and resource contributions of the OhioMeansJobs center partners.**

The roles and resource contributions are outlined in the MOU, a copy can be provided by request.

7. An assessment of the type and availability of adult and dislocated worker employment and training activities in the local area.

There is a robust array of Adult and Dislocated Worker employment and training activities at each of its OMJ Centers as well as via internet and telephone and partner and provider locations. Each individual is directly referred to the specific services that best meet his/her particular needs.

Adult and Dislocated Worker workforce activities are provided under the broad categories of Basic Career Services, Individualized Career Services, and Training Services. Basic Career Services are available to any customer, while Individualized Career Services and Training Services are reserved for individuals who meet WIOA eligibility requirements.

Basic Career Services provided in Area 1 include:

- Information about services available through the OMJ Center and System
- Initial assessment of needs
- Referral to appropriate services
- Self-directed or staff-assisted job search
- Workshops, including resume writing, interviewing skills, and job search
- Information on:
 - 1) Labor market Information
 - 2) Training providers
 - 3) Supportive services
 - 4) Unemployment
 - 5) Financial aid
 - 6) Relocation assistance

Some of the Individualized Career Services provided in Area 1 include:

- Eligibility determination
- Comprehensive assessment
- Individual Employment Plan (IEP) defining the customer's specific goals and pathway for achievement
- Career counseling and planning
- Short-term prevocational services
- Internships and work experience

- Workforce preparation activities
- Financial literacy services The OMJ Centers offer a wide variety of services to assist customers with job preparation and job search.

Resource rooms offer computers with Internet access, as well as printing, mailing, phone and fax services during regular business hours. Further assistance is available through resume and cover letter development, job postings and job search.. Specialized information is available on GED attainment, unemployment compensation, CCMEP youth programs, and career services for Veterans, individuals 55 and over, and individuals with disabilities.

Some of the Training Services provided in Area 1 include:

- Occupational skills training using an Individual Training Account (ITA)
- On-the-job training (OJT)
- Customized training
- Workplace training
- Skills upgrading and retraining
- Pre-apprenticeship / Apprenticeship
- Incumbent worker training The implementation of WIOA eliminated the sequence of services that was previously required under the WIA (core-intensive-training), so now an individual who is determined eligible and suitable for Adult or Dislocated Worker services does not have to participate in any type of career service activity prior to being enrolled into training services. Regarding training eligibility, the individual must meet programmatic eligibility requirements and must also be identified as unlikely to obtain or retain self-sufficient employment or higher wages, need training to obtain or retain self-sufficient employment

Training must be directly linked to an in-demand industry sector or occupation, or a sector that has a high potential for sustained demand or growth. Such training may be delivered via an ITA, training contract, or a combination of both. Training providers will be found through Ohio's Workforce Inventory of Education and Training (WIET), which establishes eligibility and provides information about training institutions and their programs.

8. An explanation of how the local board and the State coordinate statewide rapid response activities.

The local Workforce Board, WIOA Career Providers, BRN Account Executives all participated in a RACI event 2 years ago and developed the lines of communication for our Rapid Response events in the Workforce Area. The Rapid Response Team ensures that all partners are kept in the loop as to current events on Rapid Response Activities. Each county submits an application for rapid funding if needed, The Board Director reviews the application, DW spending and other information, then submits application to ODJFS if appropriate.

9. A reference to the Comprehensive Case Management and Employment Program (CCMEP) plan for each county within the local area. (This requirement is fulfilled if each county within the local workforce development area submitted the CCMEP county plan as required in rule 5101:14-1-03 of the Administrative Code.)

- **If a CCMEP county plan is not required to be submitted, the local plan must include a description and assessment of the type and availability of youth workforce investment activities in the local area, including activities for youth who are individuals with disabilities, which must include an identification of successful models of such activities.**

The Workforce Board is participating with the CCMEP Program in our workforce area and has been actively involved in the process.

10. How the local board will coordinate relevant secondary and post secondary education programs and activities with education and workforce investment activities to coordinate strategies, enhance services, and avoid duplication of services.

WDB #1 continues to coordinate with our partners to meet the needs of the businesses and job seekers. Last year thru a meeting of partners with an employer a career pathway was developed to meet the needs of that specific employers. We will continue to collaborate with all partners to coordinate strategies, enhance services and avoid duplication.

11. How the local board will coordinate WIOA Title I workforce investment activities with the provision of transportation, child care, and other appropriate supportive services in the local area.

The availability of wrap-round support services is critical to WDB#1 success in meeting the employment needs of job seekers. Services commonly needed by participants include transportation (auto repair) uniforms, tools, assistive technology and resources for individuals with disabilities, shelter, counseling and clothing. Partners work together to address each supportive service and additional partners through our Community Resource Manual can also be identified to address supportive services.

12. How the local board, in coordination with the OhioMeansJobs center operator, maximizes coordination, improves service delivery, and avoids duplication of Wagner-Peyser Act services and other services provided through the OhioMeansJobs delivery system.

In Program Year 2016 we have move to a single One Stop Operator for our four county area. The One Stop Operator is responsible for ensuring that all Centers carry a consistent message, utilize the same processes, procedures and forms.

Ensure that there is Ongoing dialogue with the Board, One Stop Operator and Wagner-Peyser to streamline and avoid duplication of services in the OMJ Centers.

13. How the local board will coordinate WIOA Title I workforce investment activities with adult education and literacy activities under WIOA Title II, including how the local board will carry out the review of local applications submitted under Title II.

The ABLE partners in our workforce area are very active in the OMJ Centers and work together to complement each other's services. The Workforce Board will set up a committee to review applications, once the State has established their process.

14. The executed cooperative agreements , which define how service providers will carry out the requirements for integration of and access to the entire set of services available in the local OhioMeansJobs system.

- **This includes cooperative agreements between the local WDB and other local entities with respect to efforts that will enhance the provision of services to individuals with disabilities and to other individuals, such as cross training of staff, technical assistance, use and sharing of information, cooperative efforts with employers, and other efforts at cooperation, collaboration, and coordination.**

Memorandum of Understanding (MOU) for the One Stop System contains this information. A copy will be furnished upon request.

15. An identification of the fiscal agent.

CAO of Scioto County, Inc. was selected by the Local Elected Officials to be the fiscal agent for WIOA in Workforce Area #1.

16. The competitive process that will be used to award the subgrants and contracts for WIOA Title I activities.

We will follow all federal, state and local laws on procurement. The RFP (Request for Proposal) will be utilized for the Youth Program and One Stop Operator. Attached is the Procurement Policy, Attachment B.

17. The local levels of performance negotiated with the State.

PY 2017 Performance Standards		Workforce Area			Lead Agency
Statewide Standard		Adults	Dislocated Workers	WIOA Youth	CCMEP Youth
PY 2017	Employment (2nd Qtr After Exit)	79.0%	82.0%	N/A	46.0%
	Employment, Education, or Training (2nd Qtr After Exit)	N/A	N/A	49.0%	49.0%
	Median Earnings (2nd Qtr After Exit)	\$5,000	\$6,600	Baseline	Baseline
	Employment (4th Qtr After Exit)	73.0%	79.0%	N/A	46.0%
	Employment, Education, or Training (4th Qtr After Exit)	N/A	N/A	49.0%	49.0%
	Credential Attainment Rate	50.0%	58.0%	49.0%	49.0%
	Employer Satisfaction	Baseline	Baseline	Baseline	Baseline
	Measurable Skills Gain	Baseline	Baseline	Baseline	Baseline
105% of Standard (Exceed Level)		Adults	Dislocated Workers	WIOA Youth	CCMEP Youth
PY 2017	Employment (2nd Qtr After Exit)	83.0%	86.1%	N/A	48.3%
	Employment, Education, or Training (2nd Qtr After Exit)	N/A	N/A	51.5%	51.5%
	Median Earnings (2nd Qtr After Exit)	\$5,250	\$6,930	Baseline	Baseline
	Employment (4th Qtr After Exit)	76.7%	83.0%	N/A	48.3%
	Employment, Education, or Training (4th Qtr After Exit)	N/A	N/A	51.5%	51.5%
	Credential Attainment Rate	52.5%	60.9%	51.5%	51.5%
	Employer Satisfaction	Baseline	Baseline	Baseline	Baseline
	Measurable Skills Gain	Baseline	Baseline	Baseline	Baseline
90% of Standard (Meet Level for Adult & Dislocated Worker)		Adults	Dislocated Workers	WIOA Youth *	CCMEP Youth *
PY 2017	Employment (2nd Qtr After Exit)	71.1%	73.8%	N/A	36.8%
	Employment, Education, or Training (2nd Qtr After Exit)	N/A	N/A	39.2%	39.2%
	Median Earnings (2nd Qtr After Exit)	\$4,500	\$5,940	Baseline	Baseline
	Employment (4th Qtr After Exit)	65.7%	71.1%	N/A	36.8%
	Employment, Education, or Training (4th Qtr After Exit)	N/A	N/A	39.2%	39.2%
	Credential Attainment Rate	45.0%	52.2%	39.2%	39.2%
	Employer Satisfaction	Baseline	Baseline	Baseline	Baseline
	Measurable Skills Gain	Baseline	Baseline	Baseline	Baseline

PY 2016 No evaluation against performance standards

PY 2017 Only Highlighted will be evaluated and counted towards performance

PY 2018 All Measures will be evaluated - performance standards will be negotiated in late PY 2017

* Meet level will be set at 80% of standard for WIOA Youth and CCMEP Youth as an implementation consideration for PY 2017

18. The actions the local board will take toward becoming or remaining a high-performing board.

The Workforce Board has implemented strategic planning sessions to look at the needs of our Workforce Area and how to ensure the Workforce System is providing the needed services and meeting the needs of our businesses. The Workforce Board will continue with training all board members and will work provide for the One Stop Certification process, which includes a continuous improvement. The One Stop Certification process incorporates 1) basic Certification, which means the centers is meeting requirements and 2) Continuous Improvement process, which allows for continuous improvement and distinction of outstanding performance within the system.

19. How training services will be provided through the use of individual training accounts, including, if contracts for training services will be used, how the use of such contracts will be coordinated with the use of individual training accounts, and how the local WDB will ensure informed customer choice in the selection of training programs regardless of how the training services are to be provided.

The following information demonstrates the ways in which WDB#1 effectively utilizes both individual training accounts (ITAs) and cohort training on behalf of job seekers using our system. In addition, this summary describes the process that ensures informed customer choice precedes enrollment into either training modality.

Provision of ITA Training

The availability of training is incorporated into orientation and information sessions at all OMJ Centers/AJCCs.

Following these sessions, individuals interested in individualized services are assessed with regard to basic skills levels, interests and aptitudes. Assessments are part of the information used by Case Managers to assist job seekers in developing employment and/or training goals. If a customer is interested in training, research is assigned. The customer must use the WIET system to identify approved training courses and review labor market information (LMI) using ONET. The job seeker must complete an LMI Survey, showing starting wages and skills needed for the occupation. The goal of the assigned research is for customers to determine the requirements of the job, how the occupation fares with regard to current and projected demand and how well aligned the occupations appear to be to their interests and goals. Case Managers will review the research results with customers and will help them review options.

By design, the WDB#1 process for participants' selection of training options from the WIET system promotes customer choice. As described, prior to being able to take advantage of an ITA, customers are required to conduct research about the labor market, the availability of jobs and schools that offer courses or programs related to

their career interests. With support from experienced career counselors, job seekers needing to address skill gaps select providers that offer the training that is best suited for that purpose.

20. How OhioMeansJobs centers are implementing and transitioning to an integrated, technology-enabled intake and case management information system for programs carried out under WIOA.

The local area has a common intake developed by all partners and that is utilized within the OMJ Centers. We will continue to develop systems through our area with all partners. All WIOA Career Service Providers are required to utilize the OWCMS and CFIS system and the Board monitors to ensure compliance.

21. The direction given to the OhioMeansJobs center operator to ensure priority for adult career and training services will be given to recipients of public assistance, other low-income individuals, and individuals who are basic skills deficient.

WDB#1 maintains compliance with Adult WIOA Program Priority of Service mandates expressed by federal and state guidance (TEGL 10-09 and by adopting, and implementing corresponding policies and procedures at the local level. Furthermore, we ensure knowledge of procedures permeates our service delivery system by providing training to all one-stop staff, partners and contractors. With respect to individualized career services and training services funded under the WIOA Adult Program, WDA #1 ensures that priority access is provided in the following order:

- 1) Veterans and eligible spouses who are also recipients of public assistance, other low-income individuals, individuals who are basic skills deficient.
- 2) Individuals who are the recipient of public assistance, other low-income individuals, or individuals who are basic skills deficient.
- 3) Veterans and eligible spouses who are not included in WIOA's priority groups.
- 4) Other individuals not included in WIOA's priority groups.

In addition, local area MOUs currently in process will acknowledge these Priorities of service requirements

22. The process used by the local board to provide a reasonable public comment period prior to submission of the plan, including an opportunity to have input into the development of the local plan, particularly for representatives of businesses, education, and labor organizations. The required public comment process is outlined in section 108(d) of WIOA.

In accordance with the state and federal guidance, WDB #1 opened a 30-day public comment period on February 22, 2017, which concluded on March 16, 2017. Features of the comment period promoting maximum accessibility and inclusiveness included the following:

Public Notice: A public notice announcing the availability of the Local Plan for review and comment was placed in the newspaper. The notice, which was available, both in print and on-online and informed the public about: the release of the Local Plan for comment; and the scheduling of a public meetings regarding the Plan on March 2, 2017 and March 16, 2017. The notice of the Plan's availability was also made available on WDB #1 website.

Availability of Local Plan Document for Public Review: WDB #1 made the Plan available through its website and in hard copy at its headquarters.

Public Meeting on Local Plan: On March 2, 2017 a Public Meeting was held in Winchester, Ohio and March 13, 2017 a second Public meeting was held in Lucasville, Ohio. The meetings included a summary presentation on the Plan and those in attendance were provided the opportunity to submit written comments or provide verbal testimony.

Assurances

The following assurances must be provided:

- The Local Workforce Development Board must or will assure it will establish fiscal control and fund accounting procedures to ensure the proper disbursement of, and accounting for all funds received through the Workforce Innovation and Opportunity Act.
- The Local Workforce Development Board must or will assure that it shall keep records that are sufficient to permit the preparation of reports required by the Act and shall maintain such records, including standardized records for all individual participants, and submit such reports as the State may require.
- The Local Workforce Development Board must or will assure that it will collect and maintain data necessary to show compliance with the nondiscrimination provisions of the Act.
- The Local Workforce Development Board must or will assure that funds will be spent in accordance with the Workforce Innovation and Opportunity Act, regulations, written Department of Labor Guidance, written Ohio Department of Job and Family Services guidance, and all other applicable Federal and State laws.
- The Local Workforce Development Board must or will assure that veterans will be afforded employment and training activities authorized in the Jobs for Veterans Act and 20 C.F.R. Part 1010.
- The Local Workforce Development Board must or will assure it will comply with any grant procedures prescribed by the Secretary which are necessary to enter into contracts for the use of funds under WIOA, but not limited to the following:
- General Administrative Requirements – Uniform Guidance at 2 C.F.R. Part 200 and 2 C.F.R. Part 2900.
- Assurances and Certifications – SF 424B – Assurances for Non-Construction Programs; 29 C.F.R. Part 31,32 – Nondiscrimination and Equal Opportunity Assurance (and Regulation); C.F.R. Part 93 – Certification Regarding Lobbying (and Regulation); 29 C.F.R. Part 98 – Drug Free Workplace and Debarment and Suspension; Certifications (and Regulation)

WDA #1 Local Plan
2017-2022
Signature Page

I attest, by my signature, that the local workforce development board will operate the WIOA program in accordance with the local plan and applicable federal and state laws, regulations, policies, and rules. That all assurances have been met and the local plan represents the WDB efforts to maximize resources available under Title I of the Workforce Innovation and Opportunity Act and to coordinate these resources with other State and Local Programs.

Workforce Board Chairperson Date

Workforce Board Director Date

Chief Elected Official Date