WIOA

Workforce Innovation and Opportunity Act
Arizona Implementation

Second Status Report: July 30, 2015

Reporting dates: January – June 2015

WIOA Implementation – Status Report
January – June 2015

Introduction

This is the second status report on the work of the Workforce Innovation and Opportunity Act (WIOA) Implementation Team and the task forces created in 2014. Emphasis shifted from identifying questions and tasks to reviewing policies and developing implementation strategies. Please see the January 2015 Status Report for additional details on the task forces and background information on WIOA and earlier planning activities. The core partners made good progress toward implementation and the transition from WIA to WIOA scheduled for July 1, 2015; see the list of achievements and milestones below.

The Arizona WIOA Implementation Process

1. In September 2014, Arizona had created a statewide Implementation Team and eight task forces to explore key questions during the transition from the Workforce Innovation Act (WIA) to WIOA. The Implementation Team continues to convene every other week for a meeting and conference call hosted by DES. Over 150 individuals are on the mailing list, representing stakeholders at state agencies and community partners.

2. The task forces created to facilitate the Implementation Team's discussion have continued to meet and discuss implementation issues and concerns. Task forces convened independently and then reported on activities and recommendations during the Implementation Team calls. Sub-committees or work groups were created as needed to address specific questions. Task Forces and Work Groups discussed the following issues:

   a. **Governance Task Force:** Reviewed local governance and board requirements, reviewed draft of local governance policy; identified questions regarding the infrastructure cost allocation.
   b. **Policy Task Force:** Reviewed administrative policies and provided recommendations for changes.
   c. **ETPL Work Group:** Reviewed the WIOA requirements for provider eligibility and reporting requirements for the Eligible Training Provider List (ETPL).
   d. **Performance Accountability Task Force:** Reviewed current reporting requirements for the core partners and created a side-by-side comparison with future reporting requirements. Reviewed assessment and eligibility processes and identified anticipated changes as well as entry and exit points for clients in each of the four core programs.
   e. **The Data Sharing Work Group:** Identified issues related to sharing of wage data and analyze data flow.
   f. **Staff Development Task Force:** Identified a comprehensive set of staff competencies across partner programs and began identifying training materials available.

g. **Fiscal/Infrastructure Funding Task Force:** Conducted site visits to several One-Stop Centers to analyze issues related to co-location and potential models for infrastructure cost sharing.

h. **Regionalism Task Force:** Reviewed WIOA requirements for regional planning and analyzed opportunities and concerns for the formal creation of planning regions.

i. **Labor Market Information Task Force:** Initiated dialogue with local areas and the Arizona Commerce Authority to analyze needs and expectations.

Achievements / Milestones

- The Arizona Department of Education, Adult Education and Literacy Programs, submitted its transition plan to the Department of Education.

- The Staff Development Task Force identified key competencies for staff across the core partners and began drafting training recommendations.

- The DES initiated the "WIOA Road Show" in March 2015, a series of nine presentations to core partner staff, providers, and community partners statewide, introducing WIOA and Arizona's implementation activities.

- Revisions of Title I operational policies were initiated in May 2015. Revisions will be tentative until the final federal regulations are published.

- Comments on the draft federal regulations were submitted to USDOL on behalf of the core partners and other stakeholders on June 16, 2015.

- The Workforce Arizona Council approved the Local Governance Policy, revised to be compliant with WIOA, on June 25, 2015. This policy includes the designation of local workforce development board members and the designation of local workforce development areas.

- The Governor designated twelve local workforce development areas on June 10, 2015. Gila County joined Navajo and Apache Counties to become Northeast Arizona Innovative Workforce Solutions, and Pinal County became a stand-alone area. The other areas were unchanged from the prior year.

- The client data and labor exchange system, Arizona Job Connection (AJC) was updated to be WIOA compliant for Title I (Adult, Dislocated Worker, Youth) and Title III (Wagner-Peyser Employment Service).

- The Core Partners began work on the State Workforce Plan in June 2015, drafting a timeline and identifying workgroups and key issues.

- RSA developed a "What's Up with WIOA" slide presentation and disseminated it to all RSA staff in June 2015.

- A policy broadcast on the transition from WIA to WIOA for Title I was issued to the Local Workforce Investment Areas June 29, 2015. Guidance addressed the significant changes, such as changes to the Youth Program and the shift from core and intensive services to career services.

- The Arizona Department of Education offered required WIOA sessions for local adult education administrators and instructional leaders at Leading Change Conference in Tucson, June 2015.

Activities and Status Report

A. Review of Draft Regulations

The Notices of Proposed Rule Making (NPRMs) for the Workforce Innovation and Opportunity Act (WIOA) of 2014 were published April 16, 2015. The NPRMs, or draft regulations, were published by the U.S. Department of Labor (USDOL) and the U.S. Department of Education (USDOE) in five parts with an opportunity to submit comments by June 16, 2015:

- USDOL: Workforce Innovation and Opportunity Act;
- USDOL and USDOE: Joint Rule for Unified and Combined State Plans, Performance Accountability, and the One-Stop System Joint Provisions;
- USDOE: Programs and Activities Authorized by the Adult Education and Family Literacy Act;
- USDOE: State Vocational Rehabilitation Services Program; State Supported Employment Services Program; Limitations on Use of Subminimum Wage; and
- USDOE: Workforce Innovation and Opportunity Act, Miscellaneous Program Changes.

Staff at the Department of Economic Security (DES) and the Arizona Department of Education (ADE) as well as the local workforce areas reviewed the draft regulations and drafted comments. A comment form was also posted on the DES website for the public to submit comments. Task Forces reviewed comments as appropriate, and a combined response to the draft regulations was submitted to the specified website (www.regulations.gov) on June 16, 2015. In addition, any comments received from individuals or entities other than DES, Employment Administration and ADE were submitted in their entirety on behalf of these entities.

Status June 30, 2015: Comments on draft regulations were submitted to DOL.

B. Governance

The WIOA Implementation Team had begun discussion of local board and governance requirements in 2014. The Governance and Policy Task Forces were asked to provide recommendations for changes to the existing administrative policies governing local area designation, local boards, the One-Stop system, and service delivery. The Arizona Commerce Authority and DES collaborated to engage a consultant to draft the revised Local Governance Policy, to include the criteria for the selection of local board members and the designation of local workforce development areas, as required by Training and Employment Guidance Letter (TEGL) 27-14. The draft Local Governance Policy was published for public comments in May 2015 and approved by the State Workforce Board, the Workforce Arizona Council (WAC) on June 25, 2015. State Board members and core partners recognized that additional clarifications to the policy were desirable and agreed to further discussion and review of the new policy.

Status June 30, 2015:
- Local workforce development areas re-designated by the Governor.
- Local workforce development boards being reviewed for WIOA compliance.
- WIA State Workforce Board repealed in accordance with the sunset provision.

C. Policy Development

Based on the draft regulations and additional guidance received from U.S. DOL and U.S. DOE, the DES Employment Administration Policy & Support Team began drafting revisions of the existing WIA title 1B Policy Manual. This process will continue, with target dates for revision of the Adult, Dislocated Worker, and Youth Programs set for September 30, 2015. The highest priority was given to the operational policies for the Eligible Training Provider List (ETPL), since WIOA provision for the ETPL will go into effect July 22, 2015.

The Policy Task Force and the Governance Task Force reviewed the existing WIA Administrative Policies on local governance, the One-Stop system, and Service Delivery for Title I programs.

Status as of June 30, 2015:

- Local Governance Policy (including local board and local area designation) revised for WIOA compliance and approved by the State Workforce Board. The Policy will be reviewed further for any additional changes.
- ETPL policy revised and disseminated in draft form for review.
- Work plan for revising other program/operational policies created.

D. Communication and Outreach to Stakeholders

Meetings and events at the local level were scheduled to apprise staff throughout Arizona about the WIOA transition and the activities of the Implementation Team. A series of presentations was conducted, the WIOA Road Show, with over 550 individuals attending (see attachment A).

The WIOA Resource webpage that was created to serve as a repository of WIOA Implementation Team information continues to expand. Background information, useful links, and updates on the implementation process are available at:
https://www.azdes.gov/main.aspx?menu=322&id=14583

Training and Employment Guidance Letters (TEGLs) from USDOL have been added as well as links to the Notices of Proposed Rule Making (NPRMs), commonly called the draft regulations.

Status as of June 30, 2015:

- Nine Road Show presentations completed to inform frontline staff about the WIOA implementation; 556 attendees.
- Resource and contact directories created for all local areas and core partners.
- Website with WIOA information continuously updated.

E. Branding

Parallel to the WIOA Implementation, a workgroup at DES began discussing branding and identification for the workforce system. The current identifier is the Arizona Workforce Connections, but local areas use a variety of identifiers. The Workforce Arizona Council decided to initiate a new unique identifier for the entire workforce system, to be introduced in the fall of 2015.

Status as of June 30, 2015:

- Identifier and branding materials drafted.
- State Board approved the design.
- Roll-out planned for winter 2015-2016.

F. Performance Accountability

WIOA requires all core programs to report program data using the same performance accountability metrics starting July 1, 2016, including an annual report. Currently, Title I (Adult, Dislocated Worker, and Youth Programs) and Tile III Employment Services use the Arizona Job Connection (AJC) system to collect client information; Adult Education

and Vocational Rehabilitation use different systems. At this time, the three systems are not linked, and the partners need to explore options for establishing interoperability or other means to produce the annual report.

Status as of June 30, 2015:

- Data systems and data elements identified.
- Current reporting requirements for core programs compiled.
- Issues related to WIOA reporting and data sharing among core partners identified.

G. Staff Development

The Staff Development Task Force continues to meet and develop concrete plans for staff development across all core partners. After compiling a list of all competencies, the Task Force identified six competencies for initial training. The Task Force is researching training that is offered by professional associations and other entities and options for delivery of training to staff on an ongoing basis, to include self-study and computer-based training.

Status as of June 30, 2015:

- Competencies for staff in core programs identified.
- Six core competencies selected as high priority: career exploration, communication, knowledge of community resources and partner programs, WIOA laws and regulations, teamwork, and customer service/professionalism.

H. Arizona State Workforce Plan

To support and advance implementation team efforts, a State Plan Steering Committee was established. The Steering Committee began meeting weekly in June 2015 to identify, prioritize and coordinate tasks and processes that guide State Plan development. Steering Committee members include the four core partners (Title 1-B, Wagner-Peyser Act Employment Service, Adult Education and Literacy Programs, and Vocational Rehabilitation Services), the Office of Employment & Population Statistics, the Arizona Commerce Authority, and the Local Workforce Development Areas.

The Steering committee is currently engaged in a variety of tasks and processes, including:

- Federal materials and submittal requirements review;
- Tool and documental process development for project tasks, including a review of agency allowable file sharing options to ease collaboration between DES and non-DES committee members;

- Draft strategic vision development;
- Proposed goals, objectives and strategies development for public review and comment;
- Facilitation options exploration for public meetings/focus groups; and
- Ad Hoc Work Group establishment for the completion of categorical research, data compilation and actual State Plan composition tasks.

  o Career Pathways Work Group
  o Communication Work Group
  o Common Processes and Service Access Work Group
  o Data Work Group
  o Sector Partnerships/Commerce Authority Work Group

Status as of June 30, 2015:

- Steering Committee and five Work Groups established.
- Timeline and work Plan drafted; tentative due date for the draft plan is December 2015.

Attachments

Attachment A

Presentations on WIOA Implementation

Date	Location	City	# of Attendees	Organizations Represented
3/20/2015	DES	Phoenix	10	DES Policy and Support, Policy and Training, EA IT
3/25/2015	City of Phoenix	Phoenix	155	Gila, Phoenix, Pinal, Yuma, Tribal Entities
3/31/2015	Maricopa County	Gilbert	117	Gila, Maricopa, Pinal, Yuma, Tribal Entities
4/21/2015	Mohave/LaPaz	Kingman	29	Mohave, LaPaz, Tribal Entities
4/30/2015	Department of Education	Phoenix	55	Department of Education
5/8/15	DES	Phoenix	33	DERS, RSA, WIOA, EA IT
5/19/15	Coconino	Flagstaff	50	Coconino, Mohave, LaPaz, Navajo, Apache, Yavapai, Tribal Entities
6/26/15	Pima	Tucson	89	Cochise, Graham, Greenlee, Pima, Santa Cruz, Yuma, Tribal Entities
7/21/15	Video Conference	N/A	24	Entire State
Total			**562**	

Status Report: January – June 2015

Attachment B

Arizona Workforce Innovation and Opportunity Act

Website Information

www.azdes.gov/wioa

The Arizona Workforce Innovation and Opportunity Act (WIOA) website has the following resources available.

WIOA Implementation Information
- Status Report
- Task Force Meeting Notes
- Road Show presentations

WIOA Documents
- WIOA Act
- Ready to Work: Job-Driven Training and American Opportunity
- USDOL Training and Employment Notices
- USDOL Training and Employment Guidance Letters

WIOA Resources
- Frequently Asked Questions
- WIA vs. WIOA Side-by-Side Comparisons
- Key Statutorily Required Implementation Dates
- Arizona Implementation Planning Information

Other Website Links
- USDOL WIOA Resource Portal
- Arizona Department of Education Adult Education Services-WIOA
- Arizona Department of Administration Employment and Population Statistics

Attachment C

Arizona Workforce Innovation and Opportunity Act (WIOA) Implementation Contact Directory

Agency	Arizona Department of Economic Security, Division of Employment and Rehabilitation Services
Contact	Thomas Colombo, Assistant Director
Address	1789 West Jefferson Street, Site Code 901A, Phoenix, Arizona 85007
Phone	(602) 542-4910
Email	TColombo@azdes.gov

Agency	Arizona Department of Economic Security, Division of Employment and Rehabilitation Services, Employment Administration
Contact	Molly Bright, Deputy Assistant Director
Address	1789 West Jefferson Street, Site Code 910A, Phoenix, Arizona 85007
Phone	(602) 542-4910
Email	MBright@azdes.gov

Agency	Arizona Department of Economic Security, Division of Employment and Rehabilitation Services, Employment Administration
Contact	Jutta Ulrich, Policy and Support Team Manager
Address	1789 West Jefferson Street, Site Code 920Z, Phoenix, Arizona 85007
Phone	(602) 771-1322
Email	julrich@azdes.gov
Website	https://www.azdes.gov/main.aspx?menu=322&id=14583

Agency	Arizona Department of Economic Security, Division of Employment and Rehabilitation Services, Rehabilitation Services Administration
Contact	Letitia Labrecque, Program Administrator
Address	1789 West Jefferson Street, Site Code 930A, Phoenix, Arizona 85007
Phone	(602) 542-0273
Email	llabrecque@azdes.gov

Agency	Arizona Department of Education
Contact	Sheryl Hart, Deputy Associate Superintendent
Address	1535 West Jefferson Street, Bin 26, Phoenix, Arizona 85007
Phone	(602) 258-2410
Fax	(602) 542-0031
Email	Sheryl.Hart@azed.gov
Website	http://www.azed.gov/adultedservices/wioa/