

**Governor's
Workforce
Board**

Rhode Island



Today's Vision... Tomorrow's Opportunity.

Board of Directors Meeting

Thursday, May 15, 2008

8:00 - 10:00 a.m.

**RI Department of Labor & Training
1511 Pontiac Avenue, Cranston, RI**

AGENDA

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|---|------------------------|
| 1. Welcome and Call to Order | J. MarcAurele |
| 2. Introductions | J. MarcAurele |
| 3. Approve Minutes of 4/17/08 | J. MarcAurele |
| 4. Chairman's Comments | J. MarcAurele |
| 5. Director's Report | M. Koback |
| 6. Consent Agenda (Items 1-4)
A board member may request that any item be removed
from the consent agenda and moved to the regular agenda. | M. Koback |
| 7. Committee Reports | Chairs |
| 8. Hope Global Presentation | Cheryl Merchant |
| 9. Old / New Business | |
| 10. Adjournment | |

**NEXT MEETING – ANNUAL MEETING
THURSDAY, June 26, 2008
CROWNE PLAZA HOTEL
8:00- 10:00 a.m.**

MAY 15, 2008 MEETING CONSENT AGENDA

(Detailed Information Follows as Appropriate)

Items 1- 4

Item 1: Approve WIA Consent Agenda

Four Workforce Investment Notices listed for Program Year '07 were issued subsequent to the board meeting on April 17, 2008. The Planning and Evaluation Committee reviewed the issuances at its May 8th meeting and recommends approval by the board. (Information with hyperlinks is provided on the following page.)

Item 2: Industry Partnership Grants

At the May 13, 2008 Strategic Investments Committee meeting, members voted to approve an allocation of \$600,000 for year-two grants for four industry partnerships: RI Hospitality Association (Hospitality and Tourism), RI Manufacturing Extension Services (Manufacturing), International Yacht Restoration School (Marine Trades) and the Providence Plan (Construction). Pending successful negotiations, each partnership will be granted up to \$150,000 each. (No detailed description is provided.)

Item 3: Youth Allocation FY '09

At the April 7, 2008 Strategic Investments Committee meeting, members approved the request by the Youth Development Committee to award \$3,000,000 of Fiscal Year 2009 funds to the Department of Labor and Training to continue the expansion and delivery of youth services by the local WIBs and the Department. (No detailed description is provided.)

Item 4: Senior Community Service Employment Plan (SCSEP)

At the May 8, 2008 Planning and Evaluation Committee meeting, members were presented with an overview and executive summary of the SCSEP Four Year State Plan. The SCSEP has been administered by the RI Department of Elderly Affairs and will transition to the Department of Labor and Training effective July 1st. The plan describes funding, delivery models and service levels.

ITEM 1 – WIA CONSENT AGENDA

WIA POLICY ISSUANCES

Background: The US Department of Labor’s Employment and Training Administration (USDOL, ETA) requires that the WIA Statute and Regulations be implemented by the issuance of State Policy by the Governor. USDOL, ETA, from time to time, issues changes in policy impacting the administration of the Workforce Investment Programs in Rhode Island. These issuances are called Training and Employment Guidance Letters (TEGLs) and require that changes in State policy be implemented to conform to changes in federal policy and communicated to the workforce development system. In addition, these communications now include policy issuances for initiatives funded by the Governor’s Workforce Board’s Job Development Fund when appropriate.

REFERENCES: [All WIA Policy Issuances 1999-2007](#)

New Workforce Investment Notices

WIN NOTICE #	DATE	SUBJECT
07-14	2/6/08	Use of Workforce Investment Act (WIA) Funds for Workforce Development Activities in Support of Economic Development This issuance highlights workforce investment activities allowable under WIA in support of talent development and to provide guidance on allowable activities and prohibitions related to economic development.
07-16	4/11/08	Allocation Percentages for Dislocated Worker Program for PY 2008 This issuance provides allocation percentages to the local WIBS for Dislocated Worker programs for PY 2008 from the Workforce Investment Act Fund.
07-17	5/1/08	Changes in Adult and Dislocated Worker Funds for FY 2007 This issuance provides guidance on ETA plans to de-obligate Fiscal Year (FY) 2007 WIA Adult and Dislocated Worker Programs formula funds for Program Year (PY) 2006 as required by the Department of Labor (DOL).
07-18	5/2/08	Lower Living Standard Income Level (LLSIL) & Self-Sufficiency Guidelines for 2008 This issuance transmits the 2008 Lower Living Standard Income Level (LLSIL) and Self-Sufficiency Guidelines. The LLSIL guidelines below are used to determine eligibility based on family income for youth and for “priority of service” adults. The Self-Sufficiency Guidelines are used to determine eligibility based on a lack of a self-sufficient wage for employed individuals.

CONSIDERATION: The policies listed for PY '07 above were issued pursuant to federal and GWB policy as appropriate.

POSSIBLE ACTION: Review and approval of policy issuances.

ITEM 4 – SCSEP PLAN



SENIOR COMMUNITY SERVICE EMPLOYMENT PROGRAM (SCSEP) Four Year State Plan

EXECUTIVE SUMMARY

Background

The SCSEP is a USDOL community service and work based training program for older workers. It was authorized by Congress in Title V of the Older Americans Act of 1965 to provide subsidized, part-time community service work based training for low-income persons age 55 or older. The overall goal of SCSEP is to provide participants with the skills and competencies to move from unsubsidized employment to subsidized employment. Historically, this program has been administered by both state and national grantees. The Department of Elderly Affairs (DEA) who is the state's Unit on Aging and the designated single planning and service area agency is the state SCSEP grantee. SCSEP services are delivered through a sub-grantee selected through an RFP process. In January 2008, Governor Carcieri formally advised USDOL that the SCSEP grant will be moved from DEA to the Department of Labor and Training (DLT) effective July 1, 2008.

DEA has contracted with the Comprehensive Community Action Program (CCAP) as the sub-grantee to implement the SCSEP program from 7/1/05 through 6/30/08. Since January, 2008 administrative staff from both DEA and DLT have been meeting to seamlessly transition this program with minimal impact to participants. Towards this goal, the contract with CCAP to deliver services to SCSEP participants will be extended through 12/31/08. In addition, both agencies have been collaborating on the following USDOL directives that once completed will signify the successful transition of this program to DLT:

- SCSEP Planning Application for PY 2008
- SCSEP State Plan for FY 2008 to 2011

SER-Jobs for Progress is the national Title V grantee who also receives funding to serve this population in Rhode Island.

Funding and Service Levels projected for Title V grantees in Rhode Island for PY 2008:

Description	Federal Dollars	Notes
Total Award to DLT	\$561, 173	Maximum slots = 64
Total Award to SER-Jobs for Progress	\$2,161,988	Maximum slots = 246

The following are the core performance measures for this program. The SCSEP program adheres to the WIA Common Measures.

Measure	Description	Goal
1. Community Service	Number of hours of community service in the reporting period	85%
2. Entered Employment	Number of participants employed 1 st ¼ after exit divided by the total number of exiters during quarter	43%
3. Employment Retention	Number of participants employed in the 2 nd & 3 rd ¼ after exit divided by the total # of exiters during quarter	74%
4. Average Earnings	Total earnings in the 2 nd & 3 rd ¼ after exit divided by total # of exiters during quarter	6,803
5. Service Level	Number of participants who are active on the last day of the reporting period or exited during reporting period.	162%

Program Overview

To be eligible, SCSEP applicants must be 55 or older and a member of a family with an income that is not more than 125% of the federal poverty guidelines, a Rhode Island resident and unemployed at the time of application. Enrollment priority is given to people over 60, veterans and spouses of veterans. Preference is given to minority limited-English speaking individuals. CCAP operates the program on a day to day basis including recruitment and outreach, eligibility screening, enrollment, assessment, Individual Employment Plan (IEP), follow-up, placement at host site, monitoring of applicants and host site, and recertification of enrollees.

Host agencies (work sites) are recruited by the administrative entity and the sub-grantee to provide appropriate work placements for enrollees. Host agencies include senior centers, faith based organizations, community action programs and community based organizations. The host site is responsible for training and supervision to prepare enrollees for unsubsidized employment. Enrollees are placed at sites for up to 30 hours per week and paid minimum wage (\$7.40/hr.), and there is a policy to rotate sites every six months.

Effective 7/1/07, a 2006 amendment requires an average participation cap of 27 months, and enrollees may not participate for more than 48 months unless there are extenuating circumstances. There are a maximum of 64 SCSEP slots, but the average is about 43 per year.

New State Plan Requirements

USDOL Training and Employment Guidance Letter #16-07 (TEGL) outlines the significant changes that are required of all four-year State Plans to be submitted to USDOL by June 30, 2008. Per TEGL #16-07, “new state plans are intended to foster both short-term and long-term coordination among the various national and state SCSEP grantees and sub-recipients operating within the state and to facilitate the efforts of key stakeholders, including the Workforce Investment Act (WIA). The new requirements emphasize the importance of increasing partnerships among grantees with other programs, initiatives and entities operating within the state.”

A major focus of the new requirements for the State Plan is the connection and integration of the SCSEP Program with other workforce development programs, statewide initiatives and partner agencies. In addition, participants will be better served and more readily transition to unsubsidized employment in demand driven occupations as the result of improved employer outreach, skill assessment and skill development.

The Governor, in his letter to USDOL, indicated that “SCSEP participants would be better served by moving this program to DLT, the agency who is best positioned to achieve the goals of the program.” The SCSEP program, like other workforce development programs, prepares and connects participants to employment. It clearly makes sense for this program to be administered by DLT and align the SCSEP program with other statewide workforce development strategic plans, programs, resources and initiatives. SCSEP participants will benefit from the initiatives and strategic planning of the Governor’s Workforce Board including the recent investment in the Industry Skill Development Initiative. In addition, the program will be closely aligned to the employer and jobseeker services and resources of the One-Stop Career Center System called netWORKri and the local Workforce Investment Boards. The quality of program delivery, participation and performance outcomes will benefit from collaboration with other units within DLT including; Employer Services, Labor Market Information, and Marketing.

The State Plan must be reviewed by DLT every two years and an update must be submitted to USDOL for consideration and approval. The State Plan is designed to be a “living” document that will guide the strategic and ongoing operations of the program within the state.

Transition Process and Timelines

Date	Task
January, 2008 to present	Collaborative meetings DEA & DLT
March 25, 2008	DEA & DLT meet with local Workforce Investment Boards
April 17, 2008	Public Hearing – Johnston, RI
April 23, 2008	Public Hearing – North Kingstown
May 8, 2008	GWBRI Planning and Evaluation Committee
May 15, 2008	Governor’s Workforce Board of RI
June 30, 2008	Submit Plan to USDOL