



ALEXANDRIA / ARLINGTON REGIONAL

Workforce Council

MEETING AGENDA
December 8, 2016
8:00 am to 10:00 am

Welcome Message	<i>Daniel Gomez</i>
Presentation: Virginia Economic Development Partnership	<i>Doug Parsons</i>
Presentation: Year-Up	<i>Tamika Mason</i>
Executive Director's Report	<i>David Remick</i>
Update: Economic Development, Education, & Workforce Partners	<i>Various Speakers</i>
New Business	<i>Daniel Gomez</i>
Public Comment Period	<i>David Remick</i>
Adjourn	<i>Daniel Gomez</i>

UPCOMING MEETINGS

January 26, 2016

March 9, 2017

June 8, 2017

8:00 am to 10:00 am

Arlington County Department of Human Services
2100 Washington Blvd, Lower Level Auditorium
Arlington, VA 22204

WIOA is an Equal Opportunity Program. Auxiliary aids and services are available upon request to individuals with disabilities. City of Alexandria Government and Arlington County Government are Equal Opportunity Employers.



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Workforce Council

EXECUTIVE COMMITTEE MEETING NOTES
November 18, 2016
8:30 am to 9:30 am

Welcome Message

Daniel Gomez

- David Remick provided an overview of the meeting's agenda.

LWDA 12 Update

David Remick

- Regional Planning Response Letter was reviewed and approved to submit to the full Council.
- Five Incumbent Worker Training applications were reviewed and approved.
- One Eligible Training Provider candidate was reviewed and approved to submit to the full Council.
- Local Plan/One-Stop Operator opportunities were discussed.

Next Steps/Adjourn

Daniel Gomez

UPCOMING EXECUTIVE COMMITTEE MEETINGS

January 13, 2017

February 10, 2017

April 14, 2017

May 12, 2017

8:30 am to 9:30 am

Arlington County Employment Center Conference Room
2100 Washington Blvd, 1st Floor
Arlington, VA 22204



ALEXANDRIA / ARLINGTON REGIONAL
Workforce Council

November 30, 2016

Mr. Todd W. Rowley
Chairman
Northern Virginia Workforce Development Board
8300 Boone Blvd., Suite 450
Vienna, VA 22182

Dear Mr. Rowley:

Thanks again for your invitation to participate in a joint regional economic planning effort, as outlined in Section 106 of the Workforce Innovation and Opportunity Act and the Virginia Board of Workforce Development's Policy 200-6. Recently, our Regional Workforce Council convened a taskforce to develop a position on regional planning.

In summary, the members of our Regional Workforce Council recognize that Alexandria City and Arlington County participate in the labor and economic markets of the DC Metro region. Accordingly, the Council is interested in participating in a regional planning initiative with the workforce development boards serving the DC Metro region. The Council is interested in engaging in efforts that include labor market information and best practice sharing. Planning that requires the Council to use its limited administrative funding to subsidize other parts of the region and changes how we provide oversight and operational flexibility over our local programs is not in our best interest.

Please let me know if you are interested in exploring a regional planning initiative with the workforce development boards serving the DC Metro region. I am available at (303) 514-8336 should you have questions.

Sincerely,

Daniel Gomez
Chair



ALEXANDRIA / ARLINGTON REGIONAL

Workforce Council

WIOA Training Provider Application Review

Global Educational Institute, LLC

- Program: Personal Care Aide/Home Health Aide/Nurse Aide
- Certification Offered: CNA
- Tuition: \$400 +\$50 for Registration/Pre-Screening/Admissions Fees
- Occupational Career: Home Health Aide
- No information found about this organization from the Better Business Bureau
- Post-Secondary Educational Institution since 2014
- Registered under Internal Revenue Service I.D. No. 32-0391107
- Exemption Letter received from the State Council of Higher Education for Virginia and Approval Letter from Virginia Board of Nursing

STAFF RECOMMENDATION: APPROVE



ALEXANDRIA / ARLINGTON REGIONAL

Workforce Council

Recommendation for Addressing WIOA One-Stop Operator Competitive Procurement Requirements in LWDA 12

References:

- Workforce Innovation and Opportunity Act (WIOA) SEC. 107. LOCAL WORKFORCE DEVELOPMENT BOARDS
- Workforce Innovation and Opportunity Act; Department of Labor Only; Final Rule
- Virginia Board of Workforce Development 200-03
- Alexandria/Arlington Workforce Development Area Local WIOA Agreements

Background:

Under the Workforce Innovation and Opportunity Act (WIOA) Alexandria City and Arlington County elected officials partner in a consortium relationship to create the Alexandria/Arlington Workforce Development Area. The Alexandria/Arlington is the 12th of the 15 local workforce development areas in Virginia.

The Alexandria/Arlington Consortium designated Arlington County as the grant recipient and fiscal agent. The consortium established the Alexandria/Arlington Regional Workforce Council to serve as the local workforce development board (LWDB) for Area 12. The Council is a commission of Arlington County and is staffed by the Department of Human Services.

WIOA provides funding for local areas to perform Individual Career Services. Individual Career Services are job training and employment activities for adults who have either been laid off at no fault of their own and/or experience barriers to employment. Individual Career Services are performed at our two American Job Centers, Alexandria Workforce Development Center and Arlington Employment Center.

WIOA supersedes the Workforce Investment Act (WIA). Under WIA, Alexandria Workforce Development Center and Arlington Employment Center were designated as LWDA 12's One-Stop Operators without having to procure this role. WIOA no longer allows for "designation" and requires the One-Stop Operator to be competitively procured.

WIOA § 678.620(a) requires, at a minimum, that the One-Stop Operator "must coordinate service providers across the one-stop delivery system". A competitive process is required for the selection of the One-Stop Operator by the LWDB, and it is expected that a sizable portion of the bid-on costs would be the salary of the One-Stop Operator's staff. The One-Stop Operator will be a contractor under the LWDB. The LWDB is tasked with oversight and monitoring of the one-stop operator. Finally, WIOA regulations do allow for "Sole-Sourcing" the Operator, after the procurement process is conducted.

WIOA does not require Individual Career Services to be procured. However, the state's WIOA Administrator does not endorse non-procurement of Individual Career Services. Their concern is the grant

recipient's ability to ensure oversight and continuous improvement of Individual Career Services over itself, especially if the grant recipient's Workforce Development Board is awarded Sole-Source to act as the One-Stop Operator. Alexandria Workforce Development Center and Arlington Employment Center may continue to provide Individual Career Services through approval of the Council, the Chief Local Elected Official, and the Governor.

The Governor is pro-competition and most likely will not approve a single entity retaining both the One-Stop Operator and Individual Career Services functions without strong internal controls and conflict of interest policies in place. 90% of LWDA 12's WIOA budget is allocated to Individual Career Services and Youth Services. A waiver is in place to continue to perform Youth Services at the Alexandria Workforce Development Center and Arlington Employment Center. The Council will be reviewing/approving LWDA 12's Individual Career Services Waiver during the January 26th meeting.

Executive Director's Recommendation:

I believe LWDA 12 will be overly scrutinized should we retain both the One-Stop Operator and WIOA Career Services functions. And the process for being able to legally bid on our own competitive procurement is arduous and will certainly come under scrutiny should other entities submit proposals.

I believe we should procure the One-Stop Operator and that the contractor reports directly to the Regional Workforce Council. I do not advise competing for the One-Stop Operator business. I feel that it will expose LWDA 12 to scrutiny from the state and third parties. We will have to present, and most likely defend, how we are maintaining strong internal controls to ensure oversight and continuous improvement.

LWDA 12 receives \$800,000 per year in WIOA formula funds. 10% or \$80,000 of which is allocated to administrative expenses. Spending \$70,000 of the WIOA administrative funds to procure a One-Stop Operator will allow LWDA 12 to retain \$730,000 to support our job seeking youth and adults.

Additionally, the contracted One-Stop Operator will naturally serve as the firewall mechanism that both WIOA and the state WIOA Administrator prescribes. The new One-Stop Operator function mitigates all of state's concerns regarding LWDA 12 performing Individual Career Service delivery without procurement as it creates a third party to ensure continuous improvement and oversight.

I am proposing that the One-Stop Operator will be responsible for organizing and delivering coordinated access to all required customer services through coordinated solutions as part of a fully integrated, partner-based, partner-led One-Stop System as follows:

1. In cooperation with the Regional Workforce Council, maintains effective working relationships with all partners across the Local One-Stop System.
 - a. Staffs the Council's One-Stop Operations Committee and conducts regular meetings as necessary for effecting One-Stop partner business.
 - b. In cooperation with the Executive Director, engages new partners and relationships as necessary to advance the System's effectiveness.
 - c. Assists the Regional Workforce Council with crafting and managing MOUs with all appropriate One-Stop Partners.
 - d. Manages partner responsibilities defined in the MOU among all partners.

2. Coordinates directly with the One-Stop Partners' local points of contact for the management of the Partners' service delivery operations and the provision of WIOA Career Services in the two American Job Centers, as described in the One-Stop Partners MOU.
 - a. Promotes effectively integrated, cross-agency business practices in the One-Stop System among the partners.
 - b. Provides partner driven and shared solutions for all One-Stop activities.
 - c. Monitors on a monthly basis WIOA performance and tracks WIOA Career Services output to ensure the Regional Workforce Council is on track to meeting its goals.
 - d. Develops process for monitoring customer satisfaction from Basic Career Services thru exit of Career Services (includes Individual Career Services and referrals to all partners) and tracks satisfaction levels to ensure that the local area is providing quality services.
 - e. Responsible for performing annual WIOA monitoring audit.
 - f. In partnership with the Executive Director, develops quarterly reports that track WIOA fund expenditures, performance against WIOA goals, and customer service ratings. These reports are shared with the Regional Workforce Council and the state.
3. Assists with the coordination and implementation of workforce development policy as it pertains to integrated One-Stop Operations across all Partner agencies.
 - a. Adheres to all federal and state regulations and policies
 - b. Implements all local policy
4. Coordinates the provision of WIOA Business Services under a centralized, partner led One-Stop Business Services Team.

In addition, the One-Stop Operator will facilitate the One-Stop Center Certification Process in accordance with USDOL and state Requirements, as well as identify and provide continuous improvement opportunities for the Local One-Stop System. The One-Stop Operator will regularly report to the Regional Workforce Council. A competitively procured One-Stop Operator will be in place by July 1, 2017. The annual cost of the One-Stop Operator will be capped at \$70,000.00.

This recommendation has been reviewed by Arlington County's Attorney's Office and agrees with my interpretation of WIOA law and policies, as well as supports this recommendation.

Action Requested:

- Regional Workforce Council approval of Executive Director's recommendation.