

**Modification to Program Year 2008 Local Adult and Dislocated Worker Plan  
Addition of WIA Adult and Dislocated Worker Recovery Act Funds  
Form 1 - Cover Sheet/Signature Page**

<b>APPLICANT AGENCY</b> - Use the legal name and full address of the fiscal agency with whom the grant will be executed.	<b>Contact Name and Address</b>
<b>Washington County Workforce Center 2150 Radio Drive Woodbury, MN 55125</b>	<b>Deborah Reckner Program Coordinator Washington County Workforce Center 2150 Radio Drive Woodbury, MN 55125</b>
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MN Tax ID #: 8027574

Federal Employer ID #: 41-6005919

I certify that the information contained herein is true and accurate to the best of my knowledge and that I submit this modification on behalf of the Workforce Service Area (WSA).

Signature: Robert Crawford

Title: Workforce Center Director

Date: April 10<sup>th</sup>, 2009

## Questions:

1. Describe how your local area will integrate resources provided under the ARRA, the Wagner-Peyser Act, and WIA Title IB for adults and dislocated workers, as well as other resources in the WFC such as Re-employment services for the UI claimants. (example, how will the local area use these resources to provide significant funding for low-income and low-skilled workers that help them access the services and training needed to pursue family-supporting jobs).

## Staffing:

- The resources provided under ARRA will enable our local area to add one dislocated worker counselor. Currently we have a waiting list of over 200 eligible participants wanting services. Additional counseling staff will help us increase the number of customers served and increase the number and proportions of customers who receive training.
  - It will allow us to transition our WIA counselor from a 1/2 time adult case load to full time case management for the adult program. This counselor currently has a partial case load of dislocated worker customers. The goal is to double the number of adult customers receiving case management/training services
  - The Wagner-Peyser funds will allow us to provide more core services (networking groups and job search classes). We currently have a waiting list of 4-6 weeks for workshops and seminars. Additional staff will allow us to have customers receive job seeking workshops/seminars quicker and provide those services to a more individuals.
  - We do not offer job clubs, these resources will allow us to provide a weekly job club for customers. We anticipate these groups will start in May.
  - Wagner-Peyser funds will allow additional staffing for our resource room. This staffing will help us provide individual staff assisted services in the following areas: information on UI services, increase the number of RR customers who register and post resumes on MinnesotaWorks.net, provide appropriate referrals to WFC programs/resources and community resources available
  - We will comply with all existing guidelines for WIA programs such as priority of services for veterans and eligible spouses
  - We will co-enroll in other WIA programs (youth, SCSEP, adult) if it is beneficial to the customers and will provided added resources for successful outcomes
2. Describe how local workforce investment system ARRA resources, will be deployed to innovatively serve an increased numbers of workers in need and to substantially increase the number of customers who receive credentialed skill training.
    - We are in the process of developing a new model of intake/core services (attachment 1). This new model would not be possible without the additional staff funded from ARRA. This new model will allow us to not have a waiting list and customers will have services available within one week of their initial screening for adult/dislocated worker services
    - We will be able to increase the following services; career assessment, LMI/training/occupational information and job search activities by at least 25% with the help of ARRA resources

- We will use support service and needs related payments to help customers achieve success in obtaining credentials/skill up-grade. We will also make sure customers are aware of additional resources such as PELL grants, extended UI benefits, TAA etc.`
3. Describe how adults and dislocated workers, including low-income and/or under-skilled adults who need to acquire new skills, will have increased access to education and training opportunities in regionally identified demand occupation skill training.
- We will utilize local resources such as the Training Resource Center, LifeScience Alley, Local LMI resources, apprenticeship programs etc.
  - Our local WIB will collaborate with business/government agencies that are creating jobs with stimulus funding. Examples include county transportation department, health care industry and community actions programs. We will help match employers to skilled, qualified workers for these positions.
  - Our WIB is currently collaborating with the city of Oakdale to host a job fair and education fair in June 2009. This job/education fair will bring job seekers in contact with employers who have current job openings and training institutions with fast track and high demand training.
  - We will work with our local Business Services Specialist to help identify businesses and industry sectors in our local area that are in need of workers. We will also work with these local businesses on their training qualifications so we are helping customers retrain based on current industry/business standards.
  - We will work with partners/DEED on identifying current industries in Minnesota where there may be growth in green jobs: construction managers, HVAC installers and mechanics, roofers, electrical engineers, power plant operators
  - We are currently working with local MNSCU providers (Inver Hills & Century College) on fast-track programs and targeting areas such as; CCNA, Cisco certifications, IT help desk, medical coding/terminology, A+ certification. These are industries that will see a demand for skilled workers due to federal funds from the stimulus package. An example is the investment in the modernization of our medical records system will provide a demand for medical coders.
4. Describe how your local area will provide targeted work activities in order to prepare individuals for job opportunities in new industries/occupations for all jobseekers.
- In addition to our current Career Assessment class, we are adding an Education/Training assessment seminar. These workshops/seminars will help customers develop plans/training programs to re-establish themselves into viable career paths.
  - We are adding weekly Job Clubs for customers to help support their job search activities
  - We've added resume workshops and labs so customers will be able to target their job reach strategies. These classes will help customers develop tools to redirect their job search into sectors that are currently hiring.

5. Describe how your local area will align workforce activities with education strategies and economic and community development strategies to meet skill needs of jobs and industries important to local/regional economies and the needs of under-skilled adults.
- Our WIA adult funds are currently targeted to low income adults not on public assistance. With the additional of the additional funds we will also target participants of welfare-to-work programs (MFIP/Diversions Work). We will help these low income adults access training/skill upgrades which will allow them to enter the workforce with in-demand jobs with self-sustaining salaries
  - We will use funds for career laddering for low skill customers. Examples may include a construction worker obtaining a certification for “green building” or nurse’s aid obtaining a nursing degree
  - We partner with local ABE/GED to ensure low skill customers will be able to obtain adult basic education in order to move into advance education/certification programs

*\*Note: Participant Plan Information*

*Please note the 30 participants still enrolled at the end of the grant period is an estimate based on the guidelines that state training of at least 1 yr. If we need to enroll customers in longer term training, we will have to transfer those customers into federal program once the stimulus funding period is complete. Our goal would be to have all participants trained and working by 6/30/2010 by may not be able to accomplish that goal with the current guidelines.*