

Local Plan Modification Summary Form

(See Reverse for Additional Instructions)

Local Workforce Investment Board (LWIB): West Central LWIB		
Local Workforce Investment Area (LWIA): West Central LWIA	LWIA #: LWIA NW 145	Date submitted to BWDP (mm/dd/yyyy):

I. Local Plan Contact

Name of Contact Person: Gregg K. Dogan	Organization/Title: Chief Financial Officer
Telephone Number: 724-658-2501 Ext. 213	E-mail: gdogan@wcjp.org

II. Requested Changes

(This section includes the page number(s) and a summary of all changes included in this modification.)


Page Number	Summary of Changes
36 #(s) 37	Change Sec. 1 Part E #2 PY 13 & PY 14 negotiated performance standards are discussed
39 #(s)	Change Sec. 1 Part F #3 Plan mod will be posted on website comments accepted until 4/30.
40 #(s)	Change Sec. II Part A #1 WCJP Division Chiefs report to separate LEO's
42 #(s)	Change Sec. II Part 1a & 1b WCJP structure: 2 separate divisions reporting to separate LEO's
56 #(s)	Change Sec. II Part B #1 WCJP Division Chiefs report to separate LEO's
App. A#(s)	Change Update PY 13 Actual Performance vs. PY 14 Planned Performance
App. B#(s)	Change Revised newspaper notice
App. C#(s)	Change Will be updated to include all public comments received
App. E#(s)	Change Revised Workforce Development Organization Chart - Division Chiefs reporting to separate LEO's
#(s)	Change
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Please use a blank sheet of paper to continue the list of changes if there is insufficient room in this section.

III. Modification Information

Date LWIB Approved Modification (mm/dd/yyyy): May 13, 2015	Modification Effective Date (mm/dd/yyyy): Date April 1, 2015
Public Comment Period (mm/dd/yyyy - mm/dd/yyyy): April 1, 2015 to April 30, 2015	Comments received (yes or no): No <small>Note: The cover letter must state if any comments were received and describe any changes to the Local Plan as a result of such comments.</small>

IV. LWIB Executive Director's Authorization

Name: Gregg K. Dogan	Signature: 	Date: 5-20-15
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participants to ensure that all federal/state financial aid will be assessed. When an individual is eligible for other programmatic dollars, staff will liaise and collaborate to ensure co-enrollment and co-funding thus stretching training resources to cover additional residents.

- 2. Specific quantitative targets for the desired outcomes and results. Local levels of performance negotiated with the governor and CEO (pursuant to Section 136(c)) are to be used to measure the performance of the LWIA and used by the LWIB to measure the performance of the local Fiscal Agent, eligible providers, and the PA CareerLink[®] delivery system in the LWIA. See Table 1 for WIA programs (Appendix A).**

In order to coincide with common measures across all programs the LWIB and CEOs have adopted the performance measurements specified by the Workforce Investment Act and negotiated with the Governor's agents (see Appendix A for LWIA negotiated performance levels). The LWIB negotiates the nine WIA performance measures with the Center for Workforce Information and Analysis (CWIA) each program year. The LWIB reviews and considers the actual performance measures for the last three program years when negotiating the performance standards. Local economic conditions that may have either a positive or negative impact to the standards are also considered during negotiations, including economic actions occurring in the three Ohio counties immediately to the west of our local area since many Lawrence and Mercer workers cross the Ohio line for employment every day. For example, recently, the Commonwealth decided to close the Youth Development Center in Lawrence County and approximately 223 workers were permanently released. Although these workers may not show up in the WIA performance standards this program year, the effect of the lay-off for other job seekers in the area is immediate. One-Stop job seekers with little or no job experience are now competing with displaced workers with solid work histories, skills and certifications.

Based upon Program Year (PY) 2011, which is the year illustrating the greatest spike in enrollment of the last three inasmuch as it occurred after the great recession had bottomed out and disengaged job seekers again began seeking employment and training services, the overall total participant change for the LWIA was +30% from 2100 in PY 2010 to 2729 in PY 2011. Considering that the LWIA has had a significantly higher unemployment rate since 2007 than the commonwealth as a whole and at 8.3% as reported in the Department of Labor and Industry's January 2013 edition of Fast Facts for the two county jurisdiction continues to remain higher than the statewide average of 7.9%, the increase in enrollment will concomitantly increase the difficulty in placing program participants into unsubsidized employment. Interestingly, Dislocated Worker enrollment decreased in 2011 by -15.4% while Adult enrollment increased by +72.8%. We interpret this to mean that job openings are being predominantly filled by the more experienced dislocated workers directly without WIA intensive or training services since they have both skills and experience as opposed to others who do not. This means that even the 1714 individuals enrolled into Adult activities whether skills training of some sort or other intensive services will be competing against more experienced job seekers

upon exit. Additionally, those individuals assessed as meeting eligibility as Dislocated Workers are likely the least skilled in this designation or possess other barriers to employment that have impeded their more immediate trajectory into employment. The state negotiators assessed the LWIA's previous year performance, which exceeded in all categories, and sought to significantly increase the PY 2012 rates. However, the West Central LWIB viewed the increase in job seeker service demand in relation to the continuing lower than state average LWIA unemployment rate as possibly signaling excess of supply over demand and put forward counter offers to insure that this trend as well as any currently unforeseen negative economic impact would be balanced out.

Based upon meeting all PY 2013 negotiated performance standards, State negotiators looked at the degree to which levels had been exceeded and made initial proposals in consideration of their data and in view of improving economic conditions in the LWIA. After several counter-proposals, the parties agree to significant increases for Adult/Dislocated entered employment rates (+3/+7) and more moderate +1 increases for retention rates while accepting a lowering of the six month average earnings for both. All Youth standards were raised significantly based upon PY 2013 and other historical performance achievement. However, it is felt that because of the lower statewide and county unemployment rates these targets are attainable.

3. Describe how the negotiated levels of performance support and ensure the LWIB's vision.

By measuring WIA program participant outcomes of entered employment, retention and job earnings which are indicators of a competitive workforce that meet the requirements of local businesses. Youth goals and outcomes are indicators of meeting baseline levels necessary for individuals to enter into the labor market and/or additional education.

4. Additional goals that the LWIB intends to achieve, for example, an increase in the percentage of workers employed in jobs with family-sustaining wages, or an increase in the number of employers with job opportunities.

The LWIB is part of an interstate regional strategy with Ohio's LWIAs #17 and #18. Over the next three years the region will be focusing on Federal resources increasing the number of industry recognized credentials for workers in the advance manufacturing sector with the assumption that these higher paid industrial jobs will create family sustaining wages.

5. System to track and measure the performance of regional activity.

For purposes of this federal project mentioned in number 4 above, the five counties will utilize the *OneFlow* database to track both WIA and non-WIA clients who are part of the project. Additionally, the federal grant requires a third party evaluator that will set benchmarks and measure work done in this regard including number of job orders with credential attainment as a preferred qualification. All WIA clients will continue to be entered into the Comprehensive Workforce Development System (CWDS).

The LEOs in 1999 wished to maintain a tighter control over financial and administrative functions related to the fiscal agent responsibilities under WIA while maintaining a flexible operational presence that could rapidly adapt to progressively evolving workforce needs and rapidly changing priorities. A model was engineered that instituted two distinct divisions within the corporation each independently reporting to the corporate board through a Division Chief. **Division A operates under a Chief Financial Officer (CFO) who reports directly to the Vice Chair of the CEOs and whose major WIA responsibilities cover WIA Fiscal Agent and Administrative Duties in addition to providing staff services to the West Central Workforce Investment Board, this latter is a non-incorporated advisory council proscribed by federal/state WIA regulations to establish a budget and target allocated funding for workforce investment activities. Division B's Chief is titled the Executive Director of Workforce Development who reports directly to the Chief Elected Official and whose major focus is overall implementation of WIA Title 1 Operations, Serve as One Stop Consortium of Operators Point of Contact for each PA CareerLink ® Center in the jurisdiction and represent Title 1 Operations on the LWIB as a sitting member.**

While meeting the specified separation of functions under WIA, this structure also promotes flexibility and cost efficiencies such that one-stop fiscal agent responsibilities and LWIB staffing are performed by Division A employees thereby maintaining functional insulation from one stop operational duties inasmuch as the CFO is not a voting member of the Operators' Consortia. The two operator consortia are non-incorporated internal groups of investing partners, i.e., three or more one stop partners that provide at least full-time-equivalent position at the respective center, who choose a site administrator to manage one stop operations in the PA CareerLinks ® located in Mercer and Lawrence Counties. The 501 c 3 under the auspices of the corporate board has sought federal and foundation funding to support the workforce development aims and strategic vision of the LWIA allowing the West Central LWIB to focus on its work of oversight and directing proper utilization of the Title 1 and other WIA funds as well as stewardship over the maintenance and development of the one stop workforce system in the two county area.

- a. **Describe the role of the LEO in the governance and implementation of WIA in the LWIA. In LWIAs with more than one unit of government, indicate the decision-making process between/among LEOs. Attach LWIB/CEO Agreement (*Appendix D*).**

A Governing Board, consisting of the elected or appointed County Commissioners of Lawrence and Mercer Counties, has been established to govern and implement the Workforce Investment Act of 1998, as amended and hereinafter referred to as the Act, in the West Central Workforce Investment Area.

This organization was incorporated as a 501(c)3 Not-for-Profit Corporation and does business under the name West Central Job Partnership. The Governing Board will carry out all responsibilities assigned to the Local Elected Officials (LEOs) under Title I of the Act. The role of the LEOs in the governance and implementation of the Act in the local area includes, but is not limited necessarily to: designating the fiscal agent

West Central Job Partnership, an entity created by the Commissioners of Lawrence and Mercer Counties, is composed of two distinct divisions, administration and operations. The Division Chief of Administration (WCJP's CFO) reports directly to the Vice Chair of the WCJP's corporate board/CEOs while the Division Chief of Operations (WCJP's Executive Director of Workforce Development) reports directly to the Chair of WCJP's corporate board/CEOs. See LWIB/CEO Agreement (*Appendix D*).

- b. Describe the role of the entity responsible for the disbursement of grant funds, as determined by the CEO. Provide the identity and contact information of that entity.

Fiscal Agent

The Administrative Division of West Central Job Partnership was designated by the Local Elected Officials and attested to by their duly elected Chairperson who acts as the Chief Elected Official (CEO) for purposes of the Workforce Investment Act in NW #145 in the aforementioned ALEO-LWIB Agreement for Lawrence and Mercer Counties. The contact information for the fiscal agent is as follows:

Gregg K. Dogan
Chief Financial Officer
West Central Job Partnership, Inc.
44 South Beaver Street
New Castle, PA 16101
Phone: 724-658-2501
Fax: 724-658-4252
Email: gdogan@wcjp.org
Web: www.wcjp.org

The Administrative Division reports directly to the Vice Chair of the Chief Elected Officials (CEO) who is elected for a two year term from among the six county commissioners that comprise the West Central Job Partnership, Inc. corporate board. The LWIB in conjunction with the corporate board have agreed that the Administrative Division will act as fiscal agent for the two counties regarding WIA and other related workforce development funds for the jurisdiction as well as providing administrative staffing services for the LWIB. Additionally, the Administrative Division acts as fiscal agent for the PA CareerLinks® within the jurisdiction coordinating with one stop partners in the completion of center Resource Sharing Agreements. This division likewise manages and disburses Title 1 funds at the direction of the LWIB as well as Industry Partnership and other relevant funds such as private sector sustainability; EARN welfare, foundation and other federal grants. The Program Division reports directly to the Chief Elected Official as an independent division of the corporation.

2. Describe the LWIB's role in the local workforce development system.

B. OPERATING SYSTEMS AND POLICIES: SERVICE DELIVERY SYSTEM

1. Describe the LWIA's workforce development service delivery network.

The Program Division of West Central Job Partnership, Inc. is designated by the LWIB and the local elected officials (LEO) as the Title One Contractor for the One Stop Career Centers known as PA CareerLinks® in the two counties. The Administrative Division acts as the fiscal agent for Title One, the EARN program, the Consortia of Operators and federal projects in the OH-PENN Interstate Region. As noted elsewhere the Administrative Division Chief (WCJP's CFO) reports independently to the Vice Chair of the Chief Elected Officials and the Operations Division Chief (WCJP's Executive Director of Workforce Development) reports independently to the Chief Elected Official and Chair the corporate board which consists of the six county commissioners. The Program Division Chief is appointed to the LWIB representing Title One and serves as the consortium point of contact for each of the one stop centers. This structure creates an interlocking relationship between the board, the one stop consortia and partners providing workforce and related services at these PA CareerLink® sites. LWIB one stop policies are therein brought to operator meetings where strategies and tactics for implementation are jointly planned. PA CareerLink® Site Administrators attend all LWIB and operators meetings so that non-operator one stop partners are formally made aware by them of new initiatives or modification of current policies and practices.

Customers will access services through Internet connections available through the public library system, local educational agencies, partner agency sites, and business or home computers. In addition, customers will access Title I information services at the comprehensive PA CareerLink® sites. Customers, who require little or no assistance or support, will have self-service access. Staff facilitated assistance, however, will be available on-site for customers who are reluctant or unable to access those services directly.

A customer may also access services through telephone or personal contact with the mandated PA CareerLink® partner agencies. Partners will cross-refer customers, who fail to meet a partner's eligibility requirements or who request services that are unavailable through a partner's programs, to the comprehensive PA CareerLink® for enrollment in or access to Title I services or services available through other partner agency programs.

The LWIB has authorized consortia of operator plans to establish gradated levels of partnership in the one stop centers in order to deliver both an internal and external network of local agencies both required partners under the Act and optional organizations that are relevant for either job seeker or business users of the centers. Operating Partners that have at least one full time equivalent seat at the one stop thereby appearing on the Resource Sharing Agreement Budget, contributing partners that occasionally may provide on-site services in addition to accepting referrals at their home base who pay a nominal \$500 yearly subscription fee that acts as monthly room rental and affiliate partners who pay \$250 and participate only as referral resources. This arrangement, as documented in the West Central Job Partnership LWIB/One Stop

APPENDIX A

WCJP Common Measures Negotiated Performance Goals

WIA Common Measures Performance	Previous Year's Performance (PY 2013)	Proposed Performance Goals (PY 2014)
<u>WIA Performance Levels</u>		
Adults Measures:		
Adult Entered Employment Rate (EER)	73	76
Adult Employment Retention Rate (ERR)	88	85
Average Six-Month Earnings	14,125	13,000
Dislocated Worker Measures:		
Dislocated Worker EER	79	83
Dislocated Worker ERR	91	91
Dislocated Worker Average Six-Month Earnings	15,984	16,800
Youth Measures:		
Literacy Numeracy Gain	79	72
Placement in Education or Employment	94	87
Attainment of Degree or Certificate	79	69

Please publish the following under Legal Notices for two days as soon as possible, send proof of publication and bill to Cynthia Myers cymyers@wcjp.org, or West Central Job Partnership, 44 South Beaver Street, New Castle, PA 16101

NOTICE

West Central Job Partnership Workforce Investment Area is soliciting comments from the general public until April 30, 2015 concerning a modification of its five-year Operational Plan. The plan modification may be reviewed in its entirety at WCJP's website www.wcjp.org: under the Workforce Investment Board tab, in the Plans section, click on the West Central WIA Local Plan PY 12 Modification.

Workforce Investment Act (WIA) Title I funded programs are equal opportunity employers/programs and auxiliary aids/services are available upon request to individuals with disabilities.

APPENDIX C

**West Central Job Partnership NW 145
WIA Local Plan PY 2012 – PY 2016
Public Comments Received/Addressed**

0 comments received by mail or electronically by April 30, 2015.

Appendix E

Workforce Development System Organizational Chart

