

STATE OF MONTANA
WIOA COMBINED PLAN 2016- 2019

Draft Annotated Outline

I. Strategic Planning Elements

A. Economic and Labor Market Analyses

This is where you will include your LMI information. In particular, focus on economic conditions in the state and analysis of current workforce, labor market trends and the educational and skill levels of the workforce, including individuals with disabilities.

B. Analysis of Workforce Development Activities

Discussion of state workforce system's ability to meet the needs of the state's workforce and employers. This section would describe the current capacity of the system, and additional steps that will be taken, where needed, to enhance the system's capacity to meet customers' needs.

C. State Vision and Goals

What is Montana's vision of success for the workforce system and its plan partners?
How will the state workforce system assess its overall effectiveness?

You may wish to refer to the write-up provided: Thoughts for Strategic Vision

D. Strategy for Program Alignment

Discuss mechanisms Montana has put in place for alignment across programs, such as SWIB committees, the planning committees, cabinet-level meetings of agency heads, etc. Any recent – or planned – actions that will further integration of key workforce services for job seekers or employers could be included here.

II. Operational Planning Elements

A. Alignment of Activities to be Funded

In this section you might enumerate the programs and partners included in the plan (e.g., WIOA Title I, Wagner-Peyser, UI, Veterans, Vocational Rehabilitation, Adult Education and Literacy, TANF and SNAP employment and training programs, MSFWs, Tribal/Native American program services, etc.). Discuss how workforce services provided by these programs will be coordinated and aligned at the local service delivery level to fully meet customers' needs and to avoid duplication. Efforts to

streamline/combine/develop integrated systems across funding streams could be discussed, along with economies of scale achieved (integrated data systems, cross-membership of boards, etc.).

B. Alignment with Additional Activities

Discuss how the programs covered by the plan align and coordinate with (or will in the future align and coordinate with) other key employment, training, education and human services provided in the state. Here you could talk about, for example, alignment of WIOA, the Job Service and apprenticeship programs with the community/technical college system; coordination of WIOA services with Job Corps, SCSEP, etc.

C. Strategies to Provide Comprehensive, High-Quality Services

Discussion of coordination, especially across the core WIOA activities. Focus, where possible, on a comprehensive continuum of services to meet the needs of job seekers. Include a discussion of coordinating supportive services by leveraging appropriate partner fund sources to ensure customer success.

D. Engagement of Community/Technical Colleges

A deeper discussion of how community/technical colleges and secondary career and technical schools partner with programs included in the plan. WIOA occupational training would be one common type of engagement; how else do the workforce system, VR, and adult education collaborate with secondary and post-secondary technical education? Describe any coordinated efforts such as apprenticeship, career pathways, sector strategies and others. While the discussion should address both job seekers and employers, include specific efforts to make it easier for job seekers to attain recognized post-secondary credentials that are industry-recognized, portable and stackable.

E. Coordination with Economic Development Strategies

Describe how workforce and economic development strategies are aligned in Montana. May involve personnel working together, joint activities to determine and address the needs of employers, sector strategy initiatives, etc.

III. State Operating Systems and Policies

A. State Workforce Board

Enumerate the composition of the board. How is the board organizationally attached to the workforce system and other partners included in the Combined Plan? What is the role of the SWIB Director and how does he participate with the workforce system at the management level?

B. Program Assessment

Discussion of federally-required performance measures across the core programs, and any additional performance indicators that have been established by, or are being planned at, the state level.

See WIOA Sec. 116(b) for a description of measures and programs to include.

Insert a placeholder for actual performance levels on each federal measure (adults and youth) that Montana will propose for PY16.

Also discuss plans Montana may have for State Adjusted Levels of Performance. Describe analyses of past two years' performance and any plans to strengthen outcomes, where applicable.

If any of your partners in the Combined Plan (TANF, SNAP, SCSEP, etc.) can add a couple of sentences about their measures and how their performance will be assessed in light of the whole workforce system, that would be valuable to include here.

C. Distribution of Funds

Describe how Montana distributes funding throughout the state for the core programs. Given that the core programs span multiple state agencies, are there any bodies at the state level (other than the State Legislature) that consider alignment of funds across the agencies or programs? Might be cabinet officials in conjunction with the Governor, the SWIB or others.

D. Alignment of Workforce Intelligence

How do the Department of Labor and Industry (DLI), Human Services, Education and other state agencies share and align labor market information, Unemployment Insurance wage records and education data to maximize outcomes for individuals? Could include a discussion of tracking customer outcomes from one part of the system to the next (e.g. from an individual becoming unemployed, to receiving Job Service assistance, to post-secondary enrollment and completion, to employment) if this type of model fits Montana.

Also include in this section a discussion of data privacy and safeguards. Ensure VR and adult literacy data limitations are included in the discussion.

E. Veterans Priority of Service

Describe state policies that Job Centers follow for priority of service (POS). Is there anything in place for POS for VR or Adult Education and Literacy? (Note: I realize these are not necessarily the federal policies of these programs, but if Montana has done any coordination in this regard it would be worth mentioning.)

F. Accessibility of the One-Stop System

Describe how Job Centers comply with ADA requirements – physical and programmatic accessibility, accommodations provided, assistive technology available to customers, etc. Describe staff training to ensure compliance. If VR helps Job Centers with training on assistive technology, best practices for serving individuals with disabilities, etc., be sure to include that information.

IV. Program-Specific Requirements

A. State Policies and Guidance for the Workforce Development System

Discuss policies and guidance DLI provides to Job Center staff, especially with regard to the use of WIOA funds and any state funds that are used for workforce investment activities. Could mention policy manuals, forms of training, etc.

B. Local Workforce Areas

Indicate that Montana is a single-area state, and describe how policy decisions come from the State Workforce Board and DLI (and the other core partners) to the Job Centers and other service delivery sites.

C. Youth Activities

The WIOA planning guidance is looking for a discussion about how local WIBs determine which youth providers to fund. Determine how to adapt this concept to your situation; you could discuss Montana's criteria and process for identifying quality youth providers. Include a discussion of how youth providers' ability to meet performance measures is taken into account.

D. Adult Education and Literacy

See WIOA Sec. 102(D)(ii) provisions regarding this program. Your Adult Education partner should be able to draft this information. Some of the information needed may already be included in the Individuals with Barriers committee write-up.

E. Vocational Rehabilitation

Section 102(D)(iii) provisions – your VR partner should be able to draft this information.

F. Wagner-Peyser

Discuss any aspects of Wagner-Peyser activities not already addressed through earlier discussions. This could be the place to talk about linkages between Unemployment Insurance and Wagner-Peyser (automated services or messaging to customers; use of social media to hasten reemployment; Rapid Response activities, etc.), or VR-Wagner-Peyser coordination, or others.

G. Migrant and Seasonal Farmworker Activities

H. Tribal and Native American Workforce Programs

I. Cross-Program Coordination

Talk in this section about how the State Workforce Board's/Governor's vision for an integrated system (across the core programs and others in the plan) is manifested in program actions. Examples might include: functional teams; integrated data bases or other forms of data linkages; cross-program staff training; single point of contact or coordinated database for employer services; integrated customer registration system; single sign-on; etc.

J. Joint Planning and Coordination

Similar to "I" above, but pulling in the other partners included in the Combined Plan. Talk about the multi-program nature of the four plan committees; if this work has or will result in new levels of coordination or integration, be sure to describe them.

V. Assurances

Note that, in addition to the assurances listed in WIOA Sec. 102(b)(2)(E), there is one additional assurance for Combined Plans, described in Sec. 103(b)(3)(B).