

## WorkSource Information Notice (WIN)

Employment System Administration and Policy

Policy-related |  Fiscal |  Performance |  Q&A |  Other

Number: WIN 0067

Date: March 13, 2015

Expiration Date: N/A

**TO:** Workforce Development System Partners

**FROM:** Gary Kamimura, Workforce Policy Director

**SUBJECT:** Revision to WorkSource System Policy 1009 regarding veterans point of entry

### **Purpose:**

To communicate Revision 2 to WorkSource System Policy 1009 to resolve a U.S. Department of Labor (DOL) finding against the state related to non-compliance with veterans priority of service policies regarding point of entry requirements.

### **Action Required:**

Workforce Development Councils (WDCs) and their contractors, as well as Employment Security Regional Directors, must distribute this guidance broadly throughout the system to ensure that staff and partners in the WorkSource system are familiar with its content and requirements.

### **Content:**

WCDD, WDCs and other program operators must implement processes for the “qualified” programs they administer to identify veterans and eligible spouses who physically or virtually access services at the point of entry so they can learn about and take full advantage of veterans priority and to indicate whether they are entitled to priority of service. In addition to allowing applicants to claim entitlement to priority, applicants claiming priority are to be given a menu of programs and services to which the entitlement applies, and eligibility requirements for those programs.

Point of entry is defined as the point of contact with the one-stop system, either in-person or virtually, whether or not a service is provided. It may include reception at the front-end of a WorkSource Center, as part of a program-specific application process, or any other method by which veterans and eligible spouses express an interest in receiving services, either in-person or virtually. It cannot only be at initial registration as not all veterans and eligible spouses who touch the one-stop system reach that point.

### **References:**

## 2013 DOLETA Data Element Validation Report for Washington State

### **Website:**

[http://www.wa.gov/esd/1stop/policies/state\\_guidance.htm](http://www.wa.gov/esd/1stop/policies/state_guidance.htm)

### **Direct Inquiries To:**

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### **Attachments:**

None