

WorkSource Information Notice (WIN)

Employment System Administration and Policy

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

Number: WIN 0072

Date: November 16, 2015

Expiration Date: N/A

TO: Workforce Development System Partners

FROM: Gary Kamimura, Workforce Policy Director

SUBJECT: Service Changes and Implementation of WIOA Services in SKIES Prior to WIT Go-Live

Purpose:

To communicate the definitions of six new Workforce Innovation and Opportunity Act (WIOA) Title I services and how to track these services in the Services, Knowledge and Information Exchange System (SKIES) prior to the launch of the new WorkSource Integrated Technology (WIT) system and to communicate two service deactivations.

Action Required:

Each Local Workforce Development Board (LWDB) must create six new WIOA local services in SKIES and educate all staff serving job seekers on the definitions of the services and how to enter them into SKIES.

LWDBs and their contractors, as well as ESD 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.

Content:

WIOA expanded the types of services the WorkSource system can provide to job seekers. As a result, six new WIOA services were identified and defined and two current services were deactivated.

Approaching the launch of the WIT system, the level of effort to integrate new services into SKIES and automating the migration of these services into WIT was determined to be cost ineffective. Yet there remains a need to track these services for federal reporting, so the new services will be implemented in SKIES as local services rather than statewide services.

The services must be created in all 12 workforce development areas as local services by local SKIES administrators (see [Attachment A](#) for exact service naming conventions). A report will be generated to document that these new services were delivered in SKIES, facilitating the manual entry of the services into WIT for federal reporting. The new local services in SKIES will not be picked up for federal reporting and therefore will not extend exit.

The six new services, their definitions, type of WIA or WIOA service (Core or Basic, Intensive or Individualized, Training), and how they will be included in federal reporting, as well as the two services to be deactivated are reflected in [Attachment A](#). The column labelled “Action Details for WIOA” provides reasons as to why new WIOA services were created as well as why some were deactivated.

Deactivation of the two services will occur this coming weekend.

References:

Public Law 113-128, Workforce Innovation and Opportunity Act of 2014

Website:

http://www.wa.gov/esd/1stop/policies/state_guidance.htm

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Attachments:

[Attachment A](#) – New Local WIOA Services to be Created in SKIES Prior to WIT Go-Live

Attachment A

Action	Statewide Service ID	WIA / WIOA Type *	Service Description	Business Definitions for Services in SKIES	Action Details for WIOA	Triggers/Extends W-P & WIOA Participation	Performance Participants: LERS	WIASRD/TAPR (with Program Enrollment)	Duration Service
<u>CREATE LOCAL SERVICE</u>	N/A	INTENSIVE / INDIVIDUALIZED	CAREER AND VOCATIONAL COUNSELING	After case managed participants have their barriers to employment evaluated and an IEP developed staff will assist participants in planning career or vocational paths, preparing for the job market, and identifying or creating steps that lead to employment. Expected outcome is to help participants identify, define and verbalize their career goals, overcome obstacles through WorkSource or other partner's services, and articulate ones skills and accomplishments. This service can be delivered one-on-one or in a group setting.	Section 134(c)(2)(A)(xii) (III) Section 134(c)(2)(A)(xii) (IV) Section 134(c)(2)(A)(xii) (V) Veteran staff will be directed to use this service instead of the deactivated Vets Case Management Services	Y	Y	Y	N
<u>CREATE LOCAL SERVICE</u>	N/A	CORE / BASIC	FINANCIAL AID ELIGIBILITY	Assistance in establishing financial aid assistance eligibility for training and education programs not funded under WIOA.	Section 134(c)(2)(A)(xi)	Y	Y	Y	N
<u>CREATE LOCAL SERVICE</u>	N/A	INTENSIVE / INDIVIDUALIZED	FINANCIAL LITERACY	For youth, adults and dislocated workers: Supporting the ability of participants to create household budgets; initiate savings plans; make informed financial decisions about education, retirement, homeownership, wealth building, or other savings goals; effectively manage spending, credit and debit; understand, evaluate, and compare financial products, services, and opportunities; and increase awareness of the availability of credit reports and scores in obtaining credit and their effect on credit terms.	Section 134(c)(2)(A)(xii) (IX) Section 129(c)(2)(K)	Y	Y	Y	N

<u>CREATE LOCAL SERVICE</u>	N/A	CORE / BASIC	MEANINGFUL UNEMPLOYMENT ASSISTANCE	Provision of information and assistance regarding filing claims under UI programs by staff who are properly trained in UI claims, filing, and/or the acceptance of information necessary to file a claim by answering questions, providing advice, or making decisions that could affect a claimant's eligibility. May be provided in-person at a one-stop or by phone.	Deactivated Unemployment Assistance TEGL 3-15, page 3 under Labor Exchange Services	Y	Y	Y	N
Deactivation by ITBI	404	N/A	UNEMPLOYMENT ASSISTANCE	A program under which individuals who are unemployed through no fault of their own are paid weekly benefits based upon their past wages in employment covered by state or federal Unemployment Compensation laws. Provides UI information general in nature and assist in submitting information (i.e.: fax, phone).	Created Meaningful Unemployment Assistance as the WIA service definition did not meet WIOA expectations; services must go beyond faxing or referring to a Claims Center. Furthermore, WIOA states that staff providing the new service must be properly trained in UI matters and be able to answer questions and assist in filing claims for claimants that require additional assistance. 678.430(a)(10) TEGL 3-15 Section 134(c)(2)(A)(x)	N/A			
<u>CREATE LOCAL SERVICE</u>	N/A	TRAINING	PAID AND UNPAID WORK EXPERIENCE WITH ACADEMIC / EDUCATION COMPONENT (YOUTH ONLY)	Paid and unpaid work experiences that have as a component academic and occupational education, which may include: (i) summer employment opportunities and other employment opportunities available throughout the school year; (ii) pre-apprenticeship programs; (iii) internships and job shadowing; and (iv) on-the-job training opportunities.	Section 129(c)(2)(C)	Y	Y	Y	Y

<u>CREATE LOCAL SERVICE</u>	N/A	INTENSIVE / INDIVIDUALIZED	YOUTH GUIDANCE AND COUNSELING	Additional support for youth includes activities such as comprehensive guidance and counseling, including drug and alcohol abuse counseling, and referrals to counseling, as appropriate to the needs of the individual youth.	Section 129(c)(2)(J) Deactivated 252 - Youth Additional Support for Youth Services	Y	Y	Y	N
Deactivation by ITBI	252	N/A	YOUTH ADDITIONAL SUPPORT FOR YOUTH SERVICES	Includes, but not limited to, (a) adult mentoring for a duration of at least twelve months that may occur both during and after program participation or (b) comprehensive guidance and counseling, including drug and alcohol abuse counseling, as well as referrals to counseling, as appropriate to the needs of the individual youth. (WIASRD, Appendix A, Item No. 347.)	WIOA does not cite mentoring as a part of this service; hence creation of the new Youth Guidance and Counseling service.	N/A			

* WIA type (core, intensive, training) will be reflected in SKIES; WIOA type (basic, individualized, training) will be reflected in WIT.

Note: The last four columns in Attachment A reflect how the services will be used for federal reporting once WIT goes live.