



1021 Kingsway Drive, Suite 1
Cape Girardeau, MO 63701

www.job4you.org

Phone: 573.334.0990, Relay 711
Fax: 573.334.0335

April 27, 2022

Dr. Mardy Leathers, Director Office of
Workforce Development
P.O. Box 1087
Jefferson City, MO 65102-1087

Re: Southeast Region 2020-2024 Plan Modifications (2-year)

Dr. Leathers,

The Workforce Development Board of Southeast Missouri submits a request for modifications to the WIOA Plan 2020-2024 (OWD Issuance 15-2021).

Respectfully,

Tammy Tankersley President/COO

Verifying that this document has been made available to the board for review, please find attached the Plan Modifications for the Workforce Investment Board of Southeast Missouri.

Garry Nelson

CLEO Signature

Garry Nelson

PRINT NAME

4/27/2022
Date

TJ Greninger

LWDB Chair Signature

Thomas J. Greninger

PRINT NAME

4/22/2022
Date

Tammy Tankersley

LWDB Staff Director Signature

Tammy Tankersley

PRINT NAME

4/22/2022
Date

Southeast Workforce Development Board
Local Plan 2020-2024, 2-Year Plan Modification

PUBLIC NOTICE

The Workforce Development Board of Southeast Missouri, Southeast Region, serving 13 counties in Southeast Missouri, is preparing a plan modification pursuant to the Workforce Innovation and Opportunity Act (WIOA) Public Law 113 – 128, Section 133(b) (4). Please note the current plan can be viewed at www.job4you.org/resources for comparison purposes. The WIOA plan modification reflects the following changes:

Section 4, Local Workforce Development Board’s Strategies:

- B. Employer Engagement information - updated to reflect new employer engagement strategies.
- C. Business Needs Assessment information - updated to reflect current business needs.
- E. Coordination with Economic development - changed for current Southeast Staff members and current coordination efforts.
- F. Outreach to Job Seekers and Businesses - updated the job title of the Southeast Business Representative to reflect current title. And addition of jobs.mo.gov app reference.
- G. Access – Improvements to Physical and Programmatic Accessibility – changed the Cape Girardeau Job Center from a satellite location to an affiliate location. Updated youth services being available in all counties for the Southeast Region. Inserted addition of plans for outreach to be implemented in the future with the removal of focusing on the budget and expenditure percentage rates. Last bullet point for Tagline and Babel Notice was added to the list for improving physical and programmatic access.
- H. Customer Service Training – References to the required trainings at orientation were updated to a simpler statement of training new staff on necessary policies, procedures, EO information, and Assistive technology in their assigned office. Update for program training to begin on the second day of employment instead of the first as previously listed. Reference to EO Desk Aid was removed as it is outdated and no longer relevant. The last bullet was added to state that Staff are trained on the Case Management System so they are able to fill in the appropriate elements for all participants, these elements begin on the first day of enrollment and continue throughout their one-year of follow-up after exiting the program.
- I. Assessments – Wording was changed to state customers are given information on assessments they can take in the job center opposed to stating all customers are given assessments. Additional wording was included to state the assessment will depend on age, eligibility, and needs of the customer. Specialized assessments were updated to include CompTIA and Coursera.
- K. Outcome measures assessment, monitoring and management - The last sentence that stated the goal is to monitor 100% of all enrollments in every program was removed. OWD Issuance reference was updated to current Sub-State and Data Element Validation Issuances.

Section 6, Economic Analysis:

- Updated all charts and narratives to reflect more current information.

The Southeast Workforce Development Board is an Equal Opportunity Program/Employer.
Auxiliary Aids and Services are available upon request.
This information can be translated into another language if requested.
Esta información se puede traducir a otro idioma si se solicita.

Southeast Workforce Development Board

Local Plan 2020-2024, 2-Year Plan Modification

Section 7, Labor Market Analysis:

- Updated all charts and narratives to reflect more current information, including changes from the COVID-19 Pandemic.

Plan Section 8, Workforce Analysis:

- Updated all charts and narratives to reflect more current information, including changes from the COVID-19 Pandemic.

Plan Section 9, Workforce Development, Education, and Training Activities Analysis

- Updated title of Business Services Representative for the Southeast WDB.

Plan Section 11, Local Facility and Information:

- Updated Attachment 1 information and locations, office sites.

Plan Section 12 Local Facility and Information:

- Updated Attachment 2 & 3 information, One-Stop Partners, MOU/IFA.
-

Plan Section 13, Sub-State Monitoring:

- Updated OWD Issuance number and Sub-State Policy Attachment 4. Policy was revised during Plan mod 3 & 4 of original 2020 plan.

Plan Section 14, Local Workforce Development System:

- A. Updated verbiage to show Job Center staff are working with both WIOA and SkillUp programs instead of having separate staff members for each program. This allows a seamless service delivery and reduces the need for a participant to meet with several staff members within the Job Center. Youth Case Manager information was updated to show they rotate into each of the 4 job centers, this allows them to have outside offices and/or deliver mobile services.

Plan Section 18, Chief Elected Official

- Updated Attachment 5, Membership Roster

Plan Section 20, Local Workforce Development Board Membership

- Updated the OWD Issuance to reflect current guidance. Attachment 6, updated of committees and certification letter.

Plan Section 26, Planning Budget Summaries

- Updated years for budgets from 2020/2021 to 2021/2022
- Updated Attachment 5 information, Planning Budget PY2021 FY2022

The Southeast Workforce Development Board is an Equal Opportunity Program/Employer.
Auxiliary Aids and Services are available upon request.
This information can be translated into another language if requested.
Esta información se puede traducir a otro idioma si se solicita.

Southeast Workforce Development Board

Local Plan 2020-2024, 2-Year Plan Modification

Plan Section 27, Complaint and Grievance Policy/EEO Policy

- Updated information, Attachment 12 C&G/EEO

Plan Section 28, Planning Process and Partners:

- Added statement regarding the Plan Modification being taken to the board.

Plan Section 29, Performance Negotiations:

- Updated to current year and current performance negotiated goals

Plan Section 32, Supportive Services Policy

- Updated Attachment 13, Supportive Services

Plan Sections 35, Youth – Eligibility

- Updated Attachment 16, OSY/INY Needs Additional Assistance

Plan Section 36, Youth – Out-of-School

- Updated information to match policy on Attachment 16

Plan Section 37, Youth - In-School

- Updated information to match policy on Attachment 16

Needs additional assistance updated, WIOA attestation and source documentation for NAA element updated

Plan Section 41, Basic Skills Assessment (Testing) Policy

- Updated Attachment 19, BSD Testing

Plan 42, Individual Training Accounts:

- Added information for DOL In-School Youth tuition waiver

Plan Section 43, Individuals with Disabilities

- Updated information Attachment 21, Disability Accessibility Policy

Plan Section 44, Limited Proficiency

- Updated to current OWD Issuance
- Updated information Attachment 22, Limited English Proficiency

Plan Section 45, Co-enrollment

- Updated to current OWD Issuance
- Updated information Attachment 23, Integration of Services Policy

The Southeast Workforce Development Board is an Equal Opportunity Program/Employer.
Auxiliary Aids and Services are available upon request.
This information can be translated into another language if requested.
Esta información se puede traducir a otro idioma si se solicita.

Southeast Workforce Development Board

Local Plan 2020-2024, 2-Year Plan Modification

Plan Section 49,

- Updated to current OWD Issuance

Plan Section 50, Follow-up:

- Updated to current OWD Issuance

Plan Section 55, Credential Attainment:

- Updated to include information on MIRC's
- Changed release of information signed at enrollment to when needed-part of the lowering enrollment time process. Statement of not all schools requiring this

Plan Section 56, ETT/Layoff Aversion:

- Updated to current OWD Issuance

Plan Section 59, Youth Activities

- D. Changed monitoring statement from during the first and second quarter to program year quarters based on updated sub-state issuance. Findings and monitoring are presented to the entire board, removed statement of presented to youth committee only. Removed NGCC reference. Added monitoring for compliance with any other contracted grant requirements. Information on Data Element Validation, Equal Opportunity Monitoring, and Subcontractor or One-stop operator monitoring requirements based on OWD sub-state policy was added.
- E. changed reference to the 14 youth elements previously listed in the report instead of listing them all again in this section
- F. information was updated to reflect current youth case manager integrated into the job center and the updated information for permanent youth offices promoting mobile youth services. Changed Summer Jobs League to updated title Jobs League through family support division.
- G. removed information repeated in section f. added the process flow for youth enrollments. Required assessment, in school/out of school determination, creating employment plan with labor market information, participants have many different options for services and their service plan will be based on their needs, barriers, and skills. Co-enrollment is encouraged when needed, exit process and follow-up
- H. procedures for serving youth that are most in need. Updated statement that a referral to partner agencies when appropriate or when WIOA cannot help all areas needed into the beginning paragraph and removed the repetitive sentence from the other paragraphs in this section. Added assistance to address Youth Foster Care participants
- I. removed repeat information that was listed in H. added current outreach information including a list of current partnerships staff have established and use.

The Southeast Workforce Development Board is an Equal Opportunity Program/Employer.
Auxiliary Aids and Services are available upon request.
This information can be translated into another language if requested.
Esta información se puede traducir a otro idioma si se solicita.

Southeast Workforce Development Board
Local Plan 2020-2024, 2-Year Plan Modification

Plan Section 62, Employer engagement

- Removed reference to October 2019
- Updated Business Representative for SE WDB title

Plan Section 63, services to meet the workforce needs of employers

- Added information on services for employers, organizations, and community partners. As well as, coordination with education agencies and outreach goals.

Plan Section 70, Trade Adjustment Assistance

- Updated to current OWD Issuance

The Southeast Workforce Development Board is an Equal Opportunity Program/Employer.
Auxiliary Aids and Services are available upon request.
This information can be translated into another language if requested.
Esta información se puede traducir a otro idioma si se solicita.