

WIOA Quick Start Action Planner

State Leadership and Governance

Under WIOA, states have the leading role in the transformation of the public workforce system into one that is integrated, streamlined, and expands opportunities for job seekers, workers, and businesses. States should ensure they are ready for WIOA implementation by July 1, 2015 by taking action now; developing a strategic vision; focusing on continuous improvement and customer-centered service; implementing a strong, partnership-focused board; and working towards the development of a comprehensive Unified or Combined State Plan.

Please rate to what extent you agree with the following statements related to state leadership and governance activities in preparation for WIOA implementation.

1 = Not at all | 2 = Making progress but a long way to go | 3 = Have some of this, sometimes | 4 = Yes, in place now | 5 = Not only in place but we are excelling

Section 1	State Workforce Board Membership	Rating (Choose One)					Notes
	<i>Is your State Board membership aligned with WIOA State Board requirements which go into effect on July 1, 2015?</i>	1	2	3	4	5	
	1. The Governor has appointed a State Board which either complies with the new WIOA membership requirements, or meets the criteria for a grandfathered board, prior to July 1, 2015.	1	2	3	4	5	
	2. A carefully designed appointment process has been established to identify the right leaders, appointed by appropriate authority, representative of diverse geographic areas, and the categories of Legislative, Business, Workforce, and Others.	1	2	3	4	5	
	3. Appointees represent leaders throughout the state whose expertise and knowledge enhance the boards' development of business-driven, customer-centered strategies and policies.	1	2	3	4	5	



4. The structure of the State Board’s membership and operations positions the board to carry out all the new required functions contained in WIOA.	1	2	3	4	5	
5. The State Board ensures mandatory partner programs, as well as other partner programs and activities identified for the combined state plan, who are not directly represented on the board have opportunities to provide input as part of the state planning and implementation process.	1	2	3	4	5	

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Section 2	Leadership and Strategic Vision Development <i>Is your state positioned to develop and implement a strategic vision for a comprehensive and integrated workforce system?</i>	<i>Rating (Choose One)</i> 1 – 2 – 3 – 4 – 5					Notes
6.	There is a system-wide strategic plan across all core and mandatory program partners to implement your state’s transformative vision which sets clear expectations for how the vision will be implemented.	1	2	3	4	5	
7.	The state’s strategic vision and state plan is fully supported by the Governor, the State Board, and the state cabinet agencies responsible for implementation of WIOA.	1	2	3	4	5	
8.	The workforce system has all core and mandatory one-stop partners at the table supporting development and implementation of the state’s one-stop policies and processes, service delivery design, and infrastructure and certification criteria.	1	2	3	4	5	



<p>9. Comprehensive and inclusive engagement of the full array of workforce system partners – including, but not limited, to community-based organizations, education at all levels, employer and worker advocate organizations, and training and service delivery providers – is planned and implemented to ensure that the state’s planning process includes meaningful participation of all stakeholders.</p>	1	2	3	4	5	
<p>10. The state has a customer engagement strategy that breaks down barriers to accessing workforce development services for all job seekers and employer customers.</p>	1	2	3	4	5	
<p>11. The state aligns workforce development strategies with regional economic development strategies, and those strategies support industry sectors in regions throughout the state.</p>	1	2	3	4	5	
<p>12. The state has identified regions after consultation with the Local Boards and chief elected officials.</p>	1	2	3	4	5	

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<p>Section 3</p>	<p>State Board Preparedness</p> <p><i>Are your State Board and state leadership positioned to support the activities of a transformative, comprehensive workforce development plan which implements the state’s WIOA vision and strategic goals?</i></p>	<p><i>Rating (Choose One)</i></p> <p>1 – 2 – 3 – 4 – 5</p>					<p><i>Notes</i></p>
<p>13. The State Board fully engages workforce system stakeholders (including Local Boards, chief elected officials, core and mandatory program partners, and other programs) in plan development, spurring innovation and service delivery excellence.</p>		1	2	3	4	5	



14. The State Board has implemented customer-centered policies to assist partners with one-stop service integration, increasing coordination of programs and resources.	1	2	3	4	5	
15. The State Board, in partnership with Local Boards and key stakeholders, has developed sector-based strategies which address skills gaps and respond to the talent needs of employers in targeted sectors.	1	2	3	4	5	
16. The State Board, in collaboration with workforce development, human and social services, and education partners, has implemented a statewide career pathway strategy that aligns employment, training, education and supportive services for under-skilled persons to increase demand skills and recognized post-secondary credentials.	1	2	3	4	5	
17. The State Board, in collaboration with employers has developed work-based learning opportunities with employers (such as on-the-job training, internships, Registered Apprenticeships) and these are offered statewide as training paths to skilled employment.	1	2	3	4	5	

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Section 4

System Capacity and Continuous Improvement

Is your state prepared to develop and implement system capacity building and continuous improvement activities for the workforce system?

Rating (Choose One)

1 – 2 – 3 – 4 – 5

Notes

18. The workforce system has all core and mandatory one-stop partners engaged in supporting development and implementation of the state's one-stop policies and processes, service delivery design, and infrastructure and certification criteria.	1	2	3	4	5	
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19. Staff training is in place to increase the skills and knowledge of all staff in the workforce development system and ensure that they have the skills for their new roles in a transformed system.	1	2	3	4	5	
20. A statewide system for the identification and dissemination of best practices related to meeting the needs of employers, workers and jobseekers is in place and includes all of the program partners.	1	2	3	4	5	
21. The state has objective criteria in place for assessing the effectiveness and continuous improvement of one-stops statewide.	1	2	3	4	5	
22. State policies are in place identifying the appropriate roles and contribution of resources for all required one-stop program partners under WIOA.	1	2	3	4	5	
23. State policies are in place to support effective Local Boards, promote success, and sustain fiscal integrity in order to help Local Boards perform all local activities with measurable effectiveness.	1	2	3	4	5	

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Section 5

System Alignment and Effective Operations

Is your state positioned to make improvements in system alignment and increase the effectiveness of operations?

Rating (Choose One)

1 – 2 – 3 – 4 – 5

Notes

24. The state has the necessary infrastructure in place to manage the eligibility and information requirements of the eligible training providers list under WIOA.						
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<p>25. Statewide strategies are in place for technological improvements focused on increasing customers' digital literacy, increasing access to online services and ensuring that technology-based services are accessible to individuals with disabilities and individuals without private access to technology.</p>	1	2	3	4	5	
<p>26. Integrated data and performance management systems are in place across all WIOA core program partners (Adult, Dislocated Worker, Youth, Wagner-Peyser, Adult Basic Education, and Vocational Rehabilitation) to increase use of common intake and data collection across all program partners, support program management, and maximize the effectiveness of the system for all customers.</p>	1	2	3	4	5	
<p>27. State policies are in place to support all required infrastructure activities, such as resource allocations and reporting for all program activities required under WIOA.</p>	1	2	3	4	5	
<p>28. The state's Labor Market Information system provides real-time and user- friendly, labor market information on a statewide, regional, and local basis.</p>	1	2	3	4	5	

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<p>Section 6</p>	<p>Memorandums of Understanding <i>Is your state prepared to ensure that services provided across the programs in one-stop centers are coordinated and integrated through Memorandums of Understanding (MOUs)?</i></p>	<p><i>Rating (Choose One)</i> 1 – 2 – 3 – 4 – 5</p>					<p><i>Notes</i></p>
<p>29. State agencies have established a MOU to outline methods of collaboration that supports the state's strategic vision.</p>		1	2	3	4	5	
<p>30. The State Board has established policies which provide a framework and support for successful local MOUs.</p>		1	2	3	4	5	



31. To the extent that state programs are required to be part of local MOUs, the state works collaboratively with local partners to provide a meaningful process.	1	2	3	4	5	
32. Services to be provided through the one-stop delivery system are clearly outlined in MOUs.	1	2	3	4	5	
33. How costs of services and operating costs will be funded is identified in MOUs.	1	2	3	4	5	
34. MOUs clearly lay out the methods of referral to individuals between the one-stop operator and one-stop partners for services and activities.	1	2	3	4	5	
35. Duration of the MOU is defined.	1	2	3	4	5	
36. Methods to ensure that the needs of individuals with barriers to employment are clearly addressed in MOUs.	1	2	3	4	5	
37. Procedures for amending and assurances that the MOU will be reviewed at least once every two years are in place.	1	2	3	4	5	

