

# OPERATIONALIZING CO-ENROLLMENT: STATE TEAM ACTION PLAN

<div style="background-color: #003366; color: white; padding: 5px; display: inline-block;"><b>Vision for Co-enrollment</b></div> We will...facilitate co-enrollment across WIOA partners by cross training staff using a customer-centered approach for the delivery of services using an integrated data system designed for co-management of shared customer progress through multiple partner programs, and where outcome data drives state and local development of co-enrollment policies.				
<b>WHAT DO WE WANT TO DO?</b> <i>Strategies, approaches, models</i>	<b>HOW WILL WE GET THERE?</b> <i>Specific action steps</i>	<b>HOW LONG WILL IT TAKE?</b> <i>Assign a time</i>	<b>WHO IS RESPONSIBLE?</b> <i>Person or organization accountable</i>	<b>HOW WILL WE KNOW WE ARE SUCCESSFUL?</b> <i>Measure?</i>
<b>Think SMART:</b> <i>Specific (simple, sensible, significant). Measurable (meaningful, outcome-based). Achievable (agreed, attainable, assignable). Relevant (reasonable, realistic and resourced, results-based). Time-bound (time-based, time limited, time/cost limited)</i>				
1. Enhance cross-training efforts across WIOA Partners.	<ul style="list-style-type: none"> <li>Follow-up on effectiveness of current cross-training efforts, i.e., establish baseline to determine increase in knowledge, surveys, etc.</li> <li>Establish “library” of cross-trainings for new staff, i.e., electronic, virtual, etc.,</li> <li>Incorporate career pathway framework as part of Partner cross-training modules.</li> </ul>	January 2019	All Partners	<ul style="list-style-type: none"> <li>Increase in meaningful referrals</li> <li>Increase in program enrollments</li> <li>Increased staff knowledge about Partner program services</li> <li>Increase in integrated service delivery models reflected in the local MOUs</li> </ul>
2. Implement Workforce Connect as the tool to facilitate co-enrollment across Partners.	<ul style="list-style-type: none"> <li>Continued meetings with DCS Integrated Systems Workgroup</li> <li>Partner agreement on shared customer data elements for common registration</li> <li>Roll out of Workforce Connect across Partner program staff</li> </ul>	June 2019	All Partners	<ul style="list-style-type: none"> <li>Increase of shared data on customer activity</li> <li>Ability to co-case management shared customers</li> <li>Increase in meaningful referrals</li> <li>Longitudinal data informs development of co-enrollment policies</li> </ul>

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<p>3. Develop a map of WIOA Partner programs to better inform staff of resources available to support customer-centered delivery of services.</p>	<ul style="list-style-type: none"> <li>• Partner agencies will submit a description of program services and eligibility criteria.</li> <li>• Program Map assembled and distributed to field staff.</li> </ul>	<p>June 2018</p>	<p>All Partners</p>	<ul style="list-style-type: none"> <li>• Increase in meaningful referrals</li> <li>• Increase in program enrollments</li> <li>• Increased staff knowledge about Partner program services</li> <li>• Increase in integrated service delivery models reflected in the local MOUs</li> </ul>
<p>4. Guidance on Co-Enrollments</p>	<ul style="list-style-type: none"> <li>• Develop guidance on how WIOA promotes alignment of services across Partner programs to support co-enrollment.</li> <li>• Continue to develop guidance on operationalizing co-enrollments between Partner programs.</li> </ul>	<p>June 2018 and on going</p>	<p>All Partners</p>	<ul style="list-style-type: none"> <li>• Increase co-enrollments across Partner programs.</li> <li>• Increased placements in employment and education.</li> </ul>
<p>5. Ensure state and local Partners have the opportunity to stay engaged on all things WIOA and receive technical assistance for implementation of WIOA.</p>	<ul style="list-style-type: none"> <li>• Regular local MOUs meetings to discuss integrated service delivery strategies.</li> <li>• Annual meetings to bring state and local staff together for peer-to-peer sharing of best practices.</li> </ul>	<p>On Going</p>	<p>All Partners</p>	<ul style="list-style-type: none"> <li>• Increased staff knowledge about state plan goals and strategies to improve employment outcomes for job seekers and business.</li> <li>• Increased delivery of high quality services.</li> </ul>