



AB #20-02
Effective Immediately

ACTION BULLETIN

TO: All Alameda County Workforce Development Board (ACWDB) Workforce Innovation and Opportunity Act (WIOA), Title I Contracted Service Providers

DATE: January 24, 2020

SUBJECT: Modified Local Plan Implementation

PURPOSE OF BULLETIN:

The purpose of this Bulletin is to deliver guidance to Alameda County Workforce Development Board's (ACWDB's) contracted service providers regarding their role in the implementation of ACWDB's Two-Year Modified Local Plan (Modified Plan). All providers are contractually required to contribute to the implementation of ACWDB's Modified Plan, therefore Action Bulletin 20-02 provides guidance for that purpose.

REFERENCES:

- Workforce Innovation and Opportunity Act (Public Law 113-128) Section 108
- Title 20 Code of Federal Regulations (CFR) Section 679.310
- Workforce Services Directive 18-01 – Regional and Local Plans PY 17-21- Two Year Modifications
- [ACWDB's Modified Plan](#)

BACKGROUND:

Local Workforce Development Boards (LWDBs) are required by law to develop a four-year local plan and to subsequently modify it mid-point (two-years) with guidance from the California Workforce Development Board (State Board). In late fall 2018, ACWDB staff led an effort to

develop ACWDB's Modified Plan, facilitating and managing required public meetings, gathering feedback from stakeholders, working with new local plan partners, writing, and creating the Modified Plan. ACWDB's Modified Local Plan was approved by ACWDB members (March 14, 2019), the State Board (June 19, 2019), and the County of Alameda Board of Supervisors (July 23, 2019).

ACWDB's Modified Plan emphasizes closing service gaps and improving employment and training outcomes for the following target groups, and in collaboration with the following partners:

- CalFresh Employment and Training participants in partnership with the Alameda County Social Services Agency's (ACSSA) Workforce and Benefits Administration (WBA) department;
- Refugee and asylee populations in partnership with ACSSA's WBA department;
- Department of Child Support Services (DCSS) clients in partnership with the DCSS; and;
- People with disabilities in partnership with the Department of Rehabilitation and Regional Center of the East Bay.

ACWDB staff have met with new partners to fine-tune workforce development strategies for new target groups. The Modified Plan strategies must now be implemented in partnership with ACWDB's contracted service providers, new partners, and other stakeholders. AB 20-02 lays the groundwork for implementing the strategies set-forth in ACWDB's Modified Plan.

GUIDANCE:

The Co-Enrollment Action Plan (CEAP) is central to implementing ACWDB's Modified Plan. The CEAP represents ACWDB's providers' commitment to work with ACWDB staff and required partners to intentionally serve new target groups. To guide that process, ACWDB staff created a CEAP Template to accomplish two goals. Firstly, the CEAP Template attempts to collect information from providers regarding current, present, and future plans to intentionally serve new target groups. Secondly, the CEAP Template delivers specific guidance and some procedures for working with new partners to serve new target groups.

All providers must review the CEAP Template, prepare responses, and submit them to ACWDB staff using the CEAP Template. There is a CEAP template for Adult/Dislocated Worker Providers and one for WIOA Youth Service Providers. The CEAP Templates can be found at: <https://www.acwdb.org/wioa-program-policies.page>.

SUBMISSION REQUIREMENTS:

Completed CEAP templates are due on February 24, 2020 by 3pm to ACWDB staff. WIOA Adult/Dislocated Worker Providers are to e-submit their documents to [David Dias](#) and WIOA Youth Services providers are to e-submit their documents to [Deidra Perry](#). All providers must also cc [Latoya Reed](#) on submissions.

INFORMATION AND INQUIRIES:

Inquiries regarding AB 20-02 may be directed to Latoya Reed, Management Analyst at (510) 259-3833 or by email at latoya.reed@acgov.org.

ATTACHMENTS:

Attachment 1 – AB 20-02 CEAP Template – AJCC/Career Services Providers

Attachment 2 – AB 20-02 CEAP Template – Youth Service Providers

Attachments can be found at: <https://www.acwdb.org/wioa-program-policies.page>