

**LOCAL READINESS and TECHNICAL ASSISTANCE CONSULTATION TOOL**  
**Workforce Innovation and Opportunities Act Implementation**

**KAUAI COUNTY – K AEO/KWIB COMMENTS**

**ERIC NORDMEIER/WDD**

**Local WIB:** PEGGY GRANDA/PAXEN (SEE COLOR CODED)

**Consultation Date:** 09/25/2014

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Questions	Readiness Comments/Notes	Practices and Examples
<b>Local Governance</b>		
How will local leadership shift/select new Board members?	The Board ensures that the mandates are followed.	Annual updates and nominations for officers are done. Assurances on all mandated partners are on the board, length of terms taken, etc.. Review of By-laws and constitution done regularly.
How long has Board been in existence, and how ready is it to assume new functions outlined in WIOA? <i>e.g. sector partnerships, incumbent worker training and transitional jobs, co-location with partners, infrastructure cost-sharing, pay-for-performance contracting</i>	3 Board has been in existence since 1998.	Board must review the new WIOA law and updates. Training may be needed to speed actions needed for WIOA.
How does the Board identify and engage employers and employer associations from key industry sectors, and to what extent are strategies tailored to local and regional economies?	1 Board is constantly looking at various venues in the community where support services could be used: job fairs, small business fairs, economic development forums, seminars and business symposiums to name a few.	7 job driven aspects are followed according to the WIA. Seven aspects have not changed. Kauai County would like to continually meet with other Hawaiian Counties to share information and ideas on services and types of support programs available.
To what extent has the Board formed partnerships with key industries to adequately carry out the job-driven aspects of WIOA?	1 Through the mandated core partnerships committee.	The committee members meet regularly to discuss types of services and needs that develop that need to be addressed by the group. During that time issues are resolved that benefit the community.
How is the Board supporting coordination and planning between core programs?	1 Consortium Partners Committee	Committee meets with other services providers in the community to discuss current needs that may develop. The group tries to resolve issues as it arises.
How does the Board disseminate and build on proven or promising practices?	3 Examples?	Participation at job fairs, small business fairs, business symposiums, business forums, etc.
How does the Board promote the effective use of technology to manage, deliver and maximize the efficient use of its programs?	3 Examples?	Laptops are used for training and education at Job Fairs and any and all training sessions.
To what extent has the Board reviewed its administrative and budget controls to identify adjustments needed to implement provisions of WIOA?	3 Examples? Policies need to be constantly reviewed.	Board reviews quarterly information on common measure and outcomes, Budget is reviewed yearly as well as activities associated.

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How has the Board reviewed its staffing and contractor staffing levels to identify adjustments needed to implement provisions of WIOA?	2	Examples?	Ongoing oversight and monitoring and a yearly evaluation is given to service providers.
To what extent will outstanding audit findings or monitoring issues affect the Board's ability to implement provisions of the WIOA, as applicable?	3	Examples? If there are other ways to help with this issue we would like some technical assistance.	Transparency in receiving information is important for all board members.
<b>Local Performance Accountability</b>			
How is the Board aligning technology and data systems across the core programs, and where might there be support needed from the State?	4	Technical difficulties continue with the HireNetHawaii system.	Constant support services are needed across the State.
How will this alignment support customer activities that include TANF, Voc Rehab, and Adult Basic Education programs?	4	Technical Assistance should build on discussions on what is needed locally.	
To what extent does the Board have adequate MIS for collecting, sharing and reporting cross-program information - especially costs of training services?	3	More information and training needed.	
How well positioned is the Board to implement the required outcome measures?	1-2	Board is will to make needed adjustments.	Some technical assistance may be needed.
What indicators and/or system measures beyond those mandated by the statute has the Board implemented or considered? Any assessment of effectiveness of its employer services?	1	Meet requirement. Created Rubrics for presentation information.	Rubric scoring done by board members upon being presented the different program activities.
How prepared is the Board to develop the required Eligible Training providers Performance Reports?	3	Examples? Technical assistance needed.	The ETP contract ends yearly in December. At that time the participants must sign a letter of agreement to continue into the next year again. New WIOA will start on July 1 <sup>st</sup> 2015. New ETP providers would have to be informed of any new changes.
<b>Local One Stop System</b>			

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What level of program alignment for core programs exists to meet the WIOA Requirements for integrated planning and service delivery?	1	Meet requirements.	The Executive committee and the core services Consortium committee member meet at monthly/bimonthly regular meetings to discuss any issues and current needs in the community that may need to be resolved. At the one stop we are aligned with the core programs we currently manage: WIA Adult and Dislocated Worker programs. We also manage the following programs: Federal Bonding, Work Opportunity Tax Credit, Senior Community Service Employment Program, The Hire Net Hawai'i (HNH) – Hawai'i's virtual job seekers registration and job search operating system, this is also used for employers to post their employment opportunities, search resumes to locate prospective employees, verification of unemployment insurance claimant registration on the HNH, National Emergency Grant Dislocated Worker Training program, Volunteer Internship program, on-the-job training programs, The one stop also works with Kaua'i Community College and other eligible training providers to promote and enroll eligible participants in the respective programs i.e WIA to send them to training. Provide priority of service to eligible Veterans and Dependents. We have a Public Safety Grant that has an Employment Service Specialist assigned to work directly with exoffenders in the one stop. Although at another physical location a WDD Staff member assists with those collecting benefits through the supplemental nutrition assistance programs and another staff member with the First to Work program participants. Both refer to the one stop center to
How ready is the Board and its one-stop system for the level of business services and employer engagement activities contemplated in the WIOA?	1-2	Board – has an MOU agreement with Consortium Committee members.	One Stop Agreement is current being reviewed for consistency. The one stop has been working with employers and has provided one on one service including outreach to their place of business to provide information and assistance. We also provide Rapid Response when employers notify of layoffs. We also assist employers post employment opportunities and assist in identifying prospective employees. We provide space for employers to conduct interview and job fairs in the one stop.
How does/will the Board and/or one-stop operator ensure that the partners equitably contribute to infrastructure costs of the center(s)?	1-2	Board – has an MOU agreement with Consortium Committee members	One Stop Agreement is current being reviewed for consistency.

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How will the role of TANF as a one-stop partner be introduced or expanded? To what extent might there be coordination issues?	1-2	Board – has an MOU agreement with Consortium Committee members	One Stop Agreement is current being reviewed for consistency. The one stop has been working with employers and has provided one on one service including outreaching to their place of business to provide information and assistance. We also provide Rapid Response when employers notify of layoffs. We also assist employers post employment opportunities and assist in identifying prospective employees. We provide space for employers to conduct interview and job fairs in the one stop.
How are any one-stop center co-location issues being addressed? Any accessibility issues?	1-2	Board – has an MOU agreement with Consortium Committee members. A new RFP is on the table for discussion.	All collaboration partners share in formation. The One Stop Center is a primary navigator in the community.
What is the one-stop system capacity to support integrated intake, case management and reporting systems across the key programs?	1-2	Island agencies are too small	Information is shared and referrals are given to participants in need.
How available is LMI to customers and staff in an easily accessible and user-friendly format?	1-4	Difficulty in receiving local information.	HireNetHawaii system breaks down regularly. Technical difficulties need to be reduced in order to provide an easily accessible and user friendly format. Computers have icons with some of the popular LMI sites such as HIWI, Onetonline, and many more.
<b>Adult and Dislocated Worker Formula Programs</b>			
How will local service strategies support career pathways to middle class jobs?	1-2	Island is too small. Jobs are economically driven on the island.	Collaboration work with the Department of Education CTE Coordinator, McKinley Community School for Adults and the Local Community College aid in the processes as the board participates in school career development activities, ie.: Senior Projects/Presentations, College Career Days, Career Speakers, Internships and Externships, etc. Provide access through eligible training providers for those not qualified and counseling for all to ensure these individuals are aware of the career pathways to employment.
How engaged is the Board or one-stop operator(s) in sector strategies or career pathways policy work?	1-2	Island is too small. Jobs are economically driven on the island.	Collaboration work with the Department of Education CTE Coordinator, McKinley Community School for Adults and the Local Community College aid in the processes as the board participates in school career development activities, ie.: Senior Projects/Presentations, College Career Days, Career Speakers, Internships and Externships, etc.
How will the Board make work-based learning - including OJT and registered apprenticeship - a key element in its workforce strategy?	2-3	Island is too small. Jobs are economically driven on the island. From past experiences, OJT and apprenticeships may work however, sometimes can hinder.	Collaboration work with the Department of Education CTE Coordinator, McKinley Community School for Adults and the Local Community College aid in the processes as the board participates in school career development activities, ie.: Senior Projects/Presentations, College Career Days, Career Speakers, Internships and Externships, etc.

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How do local service strategies address the needs of long-term unemployed individuals?	1-2	Disseminating information on Education and re-training is made available to those in need by local community college and one Stop as well as other core providers.	Core services providers meet regularly. The one stop staff provide counseling assistance and guidance for those who are long termed unemployed. There are programs such as NEG DWT and the NEG Job Driven programs to assist these individuals with covering the training cost to obtain credentials, certifications, training to improve their chances to obtain employment in the local job market demands.
What services are available to low-skilled customers?	1-2	Disseminating information on Education and re-training is made available to those in need by local community college and one Stop as well as other core providers.	Core services providers meet regularly. One on one counseling, assistance and training as needed also enrolling in eligible training programs through with an eligible training provider
How prepared is the Board or one-stop operator(s) to ensure that frontline staffs have adequate skills to assist diverse customers - including TANF and people w/disabilities - with job training and placement?	3-4	All One Stop Operators, Core Service providers and board members would need training.	All One Stop Operators, Core Service providers and board members would need training immediately. Provide local in-office training and external training as needed. Another type of training is hands on training which includes receiving feedback from internal and external review of the employees work performance.
<b>Youth Formula Program</b>			
How do local youth service strategies support career pathways to middle class jobs?	1	Service Provider Paxen does outreach with local high schools and their counselors in order to engage students. <b>Work Readiness classes are designed to be hands on and mimic real life work experience with achievement rewarded with incentives paid.</b>	Reports and follow up by Kauai Paxen service provider. See additional information. <b>Work Readiness classes are set up to practice "upskilling" by starting with the basics. Identifying Career Interests and Goals by assessment, creating a work ethic with accountability for attendance and performance, using Effective Employee, Employment Essentials and Working Basics to build job skills, and using the Work Experience Program and partnership with Adult WIA, Wai'ale'ale Project, Ho'owaiwai, and KCC to provide training opportunities.</b>
How ready is the Board to successfully target at least 20% of Youth formula funds on work-based training activities?	1-2	Reports and follow up by Kauai Paxen service provider. See additional information.	Service Provider Paxen does outreach with local high schools and their counselors in order to engage students.

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How ready is the Board to adjust service strategies to ensure 75% of Youth formula resources are used to successfully serve out-of-school youth?	1-3  Reports and follow up by Kauai Paxen service provider. See additional information. May have some difficulty. Students want to be treated as "Adults." Some TA may be needed.  <b>This is easily changed. The program has always had the most demand for OS youth and until recent years we served only a small amount of IS in the summer. The increased OS population will most likely affect our attainment (diploma) measure.</b>	Service Provider Paxen does outreach with local high schools and their counselors in order to engage students.
How will the Board's increased emphasis on services to out-of-school youth impact partnerships with schools and other youth service providers?	1-2  Reports and follow up by Kauai Paxen service provider. See additional information. <b>I believe we would have the full support of the schools because the population of youth who are not attending/performing impacts and troubles the schools greatly. This population ends up dropping out and we "employ" them in the About Face Program.</b>	Board follows up on GED, OJT, internships, Externships, and Mentoring programs to help students. Work in collaboration with other businesses in community including Chamber of Commerce members.
<b>Partnerships</b>		
How well does the Board broker and leverage coordination among the core program agencies and key stakeholders?	1	Board tries to resolve issues as soon as possible.
To what extent are adequate information-sharing agreements in place among core programs/agencies (WIA Adult, DW, Youth, NEG, DVR, ABE), other partner programs, and training/service providers? Issues?	1-3	May needed TA.
What one-stop partnerships are currently in place, and where might there be issues to address? How does each partner contribute to the system?	1-2	MOU is currently being reviewed locally for efficiencies.
What strategy does the Board have around regional planning and coordination? With which entities will it be jointly planning?	1-2	WDC Quarterly Meetings with State-wide representation. Other examples?
How will the Board partner with and incorporate Adult Education and Literacy into the regional planning process and local program design?	3-4	Examples?
How will the Board work with Voc Rehab and local education agencies around coordination of pre-employment transition services?	1-2	State DVR Office manager is part of the Board and is also a Core Service Provider on the Consortium Committee.
<b>Waivers</b>		

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For current waivers in place, how might they impact the Board's WIOA implementation – and Is the Board prepared to track the effectiveness of any continued or new waivers?	1-2	Not applicable. No waivers known to be in place.	Board would continue to track the effectiveness, and to monitor and evaluate the implementation process.
What additional waivers has the Board identified to facilitate stronger WIOA implementation?	1-2	Not applicable.	Board would continue to monitor and evaluate the implementation process.
<b>Miscellaneous</b>			
Is there anything not addressed above that ETA should know about the local area's preparedness to transition from WIA to WIOA?	2-4	Technical Assistance is needed. More training for all board members and One Stop Operators/Staff and service providers.	
What barriers does the Board see as potential challenges to implementation?	2-4	Understanding ALL the legal issues regarding the transition to WIOA. Technical Assistance is needed. More training for all board members and One Stop Operators/Staff and service providers.	