



### Introduction

Since October, two major guiding documents have been developed in partnership with State-level partners on the Interagency Work Group and local partners on the Task Advisory Groups (TAGs) and the Illinois Workforce Partnership. Draft **Governor's Guidelines** for negotiating local memoranda of understandings (MOUs) and infrastructure costs have been developed with significant and substantive feedback from the Interagency Work Group and the TAGs for Governance and Operations. Draft **criteria and procedures for certifying comprehensive one-stop centers** have also been developed with feedback from the Interagency Work Group, TAGs and the Illinois Workforce Partnership. The feedback resulted in a few clarifying points about major concepts of the Governor's Guidelines, which are summarized below:

- **"Direct linkage requirement"** – Each required partner's specific plans for utilizing technology to serve customers will continue to be incorporated into the WIOA Service Matrix included with the Governor's Guidelines. The actual commitments regarding the delivery of services via technology will be spelled out in local MOUs.
- **MOUs** – MOU negotiations can be complex as community college districts, adult education providers, and other required partner service areas cross into multiple LWIAs. The Illinois Community College Board (ICCB) is currently developing guidance for community colleges and Adult Education providers in MOU negotiations.
- **Infrastructure costs** – Infrastructure costs include all non-personnel costs of a center. In addition to negotiating a share of the infrastructure costs that each required partner will contribute to support the local workforce delivery system, each required partner must pay into a statewide infrastructure fund that will only be used when local areas cannot agree on their local infrastructure budgets. In the State infrastructure funding mechanisms, each partner's proportionate share will be based on the number of FTEs providing services in the center. An FTE is considered an FTE regardless of whether services are provided on-site or off-site via direct linkage technology.

Final drafts of the Governor's Guidelines and the comprehensive one-stop center certification criteria and procedures will be presented to the full Illinois Workforce Innovation Board (IWIB) at its December 8, 2015 meeting.

### Joint Training Webinars

**A series of joint training webinars will be held December 14-16 on the Governor's Guidelines** to help local boards and required partners negotiate memoranda of understandings (MOUs) and infrastructure costs.

There will be six webinars total. All webinars will be held at 10 a.m. and 2 p.m. each day.

- [The first four webinars on December 14 and 15](#) will be open to staff of state-level partners who will be involved in MOU negotiations, as well as to service providers or contractors of State-level partners.
- [The 10 a.m. webinar on December 16](#) will be dedicated to the Chicago Cook Workforce Partnership (LWIA 7).
- [The 2 p.m. webinar on December 16](#) will be dedicated to Local Board Chairs and Chief Elected Officials (CEOs).

Email invitations will be distributed the week of November 30. Advance registration is required.



### Unified State Plan for Illinois

Recently, the U.S. Department of Labor (DOL) hosted a webinar providing an update on submission of Unified State Plans under WIOA. Prior to the webinar, DOL and the U.S. Department of Education (ED) released the [State Plan Information Collection Request \(ICR\)](#) for public comment in August. The webinar discussed the ICR comment process as well as the expectations from the federal agencies on the development of the Unified State Plan. Comments are currently under review and the target date for final publication of the ICR is winter.

DOL and ED intend to publish joint guidance on Unified State Plans to include:

- Vision for planning
- Instructions on Unified State Plan submission process
- Deadline for submission
- Announcement of final Unified State Plan information collection
- Key planning reminders

In Illinois, the regional planning process will support the drafting of the **Unified State Plan**. WIOA requires the Unified State Plan to include specific elements such as strategic, operational, and programmatic requirements. A Unified State Plan must also include statewide economic and labor market data, State strategic visions and goals, and programmatic information from the four core programs, including the alignment of programs. A team of State-level core partners will convene to address the required elements.

The Unified State Plan is due to DOL and ED by March 3, 2016. DOL and ED have created an online portal for submission of Unified State Plans. More information regarding the portal is forthcoming from the federal agencies.

Minimally, the Unified State Plan must explain the process of regional planning, although it will not have to provide the actual regional plans. Regional plans must still be in place by July 1, 2016.

For more information regarding Unified State Plans, the DOL webinar PowerPoint presentation is available at the following link:  
<https://www.workforce3one.org/view/2001531335290495163/info>

### WIOA Wednesday Webinars

The Illinois Department of Commerce and Economic Opportunity continues to conduct regular informational and interactive webinars entitled "WIOA Wednesday Webinars." The webinars are open to anyone and can be accessed through the following:

#### **Webinar URL:**

<http://siuccwd.adobeconnect.com/wioaworks/>

#### **Audio Options:**

- Use computer speakers, with chat and/or computer microphone.
- Call 866-821-1611 (no passcode required).

#### **Webinar archives:**

All webinars are recorded and available on the WIOA Implementation Portal:  
<https://www2.illinoisworknet.com/WIOA/Outreach/Pages/WIOA-Implementation.aspx>

#### **To receive email notices about upcoming webinars:**

Email your name, affiliation and email address to Kristi Jones at KEB:  
[kristij@kebcpa.com](mailto:kristij@kebcpa.com)

### Regional and Local Planning Efforts

Maier & Maier will conduct daylong **Regional Planning Meetings** throughout the State. These planning meetings are for partners from the economic development, education and workforce areas who offer a regional perspective, as well as for business representatives who are champions of local partner programs. The focus of these sessions is to begin to identify the needs of businesses for skilled workers and develop strategies to best meet these needs with a focus on the diverse populations living in the region. Each session will be from 10 a.m.-5 p.m.

- Southern Region – December 9 at Effingham Performance Center
- Central Region – December 10 at Illinois State University, Brown Ballroom
- Northern Region – December 11 at Moraine Valley Community College

In January 2016, regional teams will reconvene for a State summit to prioritize short- and long-term goals that will form the basis for regional plans that will influence the State's Unified Plan.

### Upcoming Calendar of Events

For more information on upcoming events, visit the WIOA Implementation Calendar at [Outreach Toolkit WIOA Implementation](#).

Date	Event	Time
Dec. 2	Interagency Workgroup Meeting	1 p.m.-3 p.m.
Dec. 2	WIOA Wednesday Webinar*	10 a.m.-11 a.m.
Dec. 8	Illinois Workforce Innovation Board Meeting	3 p.m.-5p.m.
Dec. 9-11	Regional Planning Meetings	10 a.m.-5 p.m. each day
Dec.14-16	Joint Training Session Webinars	10 a.m. and 2 p.m.

\*Due to regional planning meetings, joint training webinars and holidays in December, there will be no WIOA Wednesday Webinars from December 9-30. We anticipate reconvening the WIOA Wednesday Webinars in January 2016 and welcome your suggestions for topics. Please email your ideas to Kristi Jones at [kristij@kebcpa.com](mailto:kristij@kebcpa.com).

### Core Program Partner Contacts

The following individuals may be contacted with questions about implementation efforts for each of the core program partners under WIOA:

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