

Program Specific Requirements for the Wagner-Peyser Act Program

Program-Specific Requirements for Wagner-Peyser Program (Employment Services)

All program-specific requirements provided for the WIOA core programs in this section must be addressed for either a Unified or Combined State Plan.

a. Employment Service Professional Staff Development.

1. Describe how the State will utilize professional development activities for Employment Service staff to ensure staff is able to provide high quality services to both jobseekers and employers.

In an effort to provide high quality services to both job seekers and employers, professional development training sessions will be provided to Employment Service staff as it relates to workshop presentations, public speaking, resume writing and critiquing, interview skills, networking, career exploration and use of related assessment instruments, and the use of social media for job seeking and outreach purposes. To maintain these skills, periodic refresher training sessions will be required of and provided to staff performing employment services. Future internal certification based on industry standards and Agency policies and procedures is currently under discussion and development. In addition, state-sponsored professional development opportunities via the Illinois Department of Employment Security (IDES), the Department of Commerce and Economic Opportunity (Commerce) and Department of Human Services (DHS) are also made available to Employment Service staff.

2. Describe strategies developed to support training and awareness across core programs and the Unemployment Insurance (UI) program, and the training provided for Employment Services and WIOA staff on identification of UI eligibility issues and referral to UI staff for adjudication.

The strategies that will be developed to support training and awareness across core program partners will be a collaborative effort. This collaboration among the core and required partners will include the provision of training and general knowledge of each core and required program by the appropriate partner, related to their respective services, as offered in the comprehensive one-stop centers or at other locations. Effective methods of communication will be established to provide all staff with updates to programs and services offered by the core and required partners. Employment Service staff are currently trained to identify UI eligibility issues and refer those issues to UI staff for adjudication when required. Training the Employment Services staff on identifying UI issues and the referral process has been provided in person, and the training modules are maintained and accessible on the agency's internal website. Refresher training sessions will be provided to staff performing employment services, and updates to the UI program will be shared as they occur. Similar methods of training will be provided for other required partners under WIOA, through live and pre-recorded webinars, job aids, and in-person training sessions as needed.

b. Explain how the State will provide information and meaningful assistance to individuals requesting assistance in filing a claim for unemployment compensation through One-Stop centers, as required by WIOA as a career service.

Meaningful assistance to individuals requesting guidance in filing a claim for unemployment compensation through the comprehensive one-stop center will be provided by the Employment Service staff located in the one-stop center. These staff members have existing knowledge of the UI program and claim-filing process. Direct linkage consisting of on-demand, real time access to additional agency staff will also be available, in those one-stop centers lacking full time UI staff, to assist with claim-specific inquiries. Information about the UI program will be provided by the staff individually and during group informational workshops and supplemented via brochures (or other forms of written communication,) in addition to messaging on a common system that will be utilized by all core program partners.

c. Describe the state's strategy for providing reemployment assistance to Unemployment Insurance claimants and other unemployed individuals.

Strategies that are utilized to provide reemployment assistance include requiring UI claimants to register with the Labor Exchange (LE) system as an eligibility requirement for benefits; referring individuals to meet with an Employment Service staff member to register with the LE system immediately after filing a UI claim in-person; making available a reemployment self-assessment tool that will allow job seekers to respond to specific questions to assess the level of assistance required to obtain employment; conducting reemployment workshops for profiled individuals and other targeted populations in collaboration with local partners; providing one-on-one assistance to develop individual reemployment plans; increasing and improving messaging/communications related to employment services opportunities when individuals file claims via the website or call center; matching qualified job seekers with employers' recruiting needs; utilizing electronic notification of available job openings; and making referrals for training or retraining on in-demand skills.

d. Describe how the State will use W-P funds to support UI claimants, and the communication between W-P and UI, as appropriate, including the following:

1. Coordination of and provision of labor exchange services for UI claimants as required by the Wagner-Peyser Act;

Coordination between Wagner-Peyser and Unemployment Insurance programs begins with the requirement that all UI claimants register with the employment services system to fulfill the UI eligibility requirement. As a result of the UI claimants being registered in the employment services system, the employment services staff will be able to target this population and provide labor exchange services by requesting the claimant to report in-person to conduct reemployment assessments for job placement and training needs. Contacts to claimants will be made via phone notification systems, e-mail blasts and/or individual and mass mailings.

2. Registration of UI claimants with the State's employment service if required by State law;

Section 500A of the Illinois Unemployment Insurance Act states: An unemployed individual shall be eligible to receive benefits with respect to any week only if the Director finds that: He [or she] has registered for work at and thereafter has continued to report at an employment office in accordance with such regulations as the Director may prescribe, except that the Director may, by regulation, waive or alter either or both of the requirements of this subsection as to individuals attached to regular jobs, and as to such other types of cases or situations with respect to which he [or she] finds that compliance with such requirements would be oppressive or inconsistent with the purposes of this Act, provided that no such regulation shall conflict with Section 400 of this Act. A process is established in which an eligibility issue will automatically be created after a designated amount of time for those individuals who fail to fully register with employment services after filing an initial claim for benefits.

3. Administration of the work test for the State unemployment compensation system, including making eligibility assessments (for referral to UI adjudication, if needed), and providing job finding and placement services for UI claimants; and

UI claimants who are determined eligible for benefits will be referred to employment services upon completion of filing an unemployment claim. The population of UI claimants that is identified through the profiling program will be required to participate in the reemployment workshop. Failure to report to the workshop and participate as required will be documented in the employment service system, which will trigger the posting of an adjudication issue in the UI benefits system. If an eligibility issue arises while providing employment services, the case will be referred to the UI staff for immediate resolution, resolved by the employment service staff member, or posted and scheduled for resolution on a different date and time.

4. Provision of referrals to and application assistance for training and education programs and resources.

Wagner-Peyser staff at the Illinois Department of Employment Security (IDES) are charged with increasing community awareness about education, workforce and economic development programs through in-person and outreach services such as job fairs, community events, onsite recruitments, resource linkage and presentations.

Individuals that may require additional assistance with his/her reemployment efforts may be identified through various means including the UI profiling program; in-person contact at a comprehensive one-stop location; contact by phone; or through an automated self-assessment process for UI claimants. The self-assessment process will allow individuals to complete a series of questions related to his/her efforts to obtain employment. The response to each question will be associated with a specific score. Upon completing the assessment, a total score will be provided, which will prompt the system to recommend various employment service options including referrals to training or literacy programs; presenting for a reemployment workshop; or participating in one of the online employment related tutorials.

It is through these methods that the targeted individuals will participate in the development of an Individual Reemployment Plan, with assistance from the Wagner-Peyser staff. The development of an Individual Reemployment Plan will assist in identifying the existence of any barriers to obtaining and maintaining meaningful employment. The barriers identified in the plan will be the basis in which the individual is referred to additional services that will assist with reemployment efforts including, but not limited to, workshops that focus on specific employment needs, job training, adult education or literacy programs, trade assistance, veteran outreach services, youth services, career pathways or vocational rehabilitation services.

e. Agricultural Outreach Plan (AOP). Each State agency must develop an AOP every four years as part of the Unified or Combined State Plan required under sections 102 or 103 of WIOA. The AOP must include--

1. Assessment of Need

Provide an assessment of the unique needs of farmworkers in the area based on past and projected agricultural and farmworker activity in the State. Such needs may include but are not limited to: employment, training, and housing.

IDES' four-year AOP will run from 2016 through 2019 as required by 20 CFR Subpart B. 653.107. In PY 16, IDES will provide Wagner-Peyser services to migrant workers and employers of migrant seasonal farm workers (MSFW). Illinois will ensure the full range of employment, training and educational services are available and equivalent services provided to non-MSFW's in compliance with WIOA sections 102 as a lead agency with unified partners in implementation for the vision and goals agreed upon with workforce development activities. The MSFW program will continue efforts to strengthen its working relationships with MSFWs and employers so that each better understands how IllinoisJobLink, Illinois' internet-based Labor Exchange System, can be of assistance to both by delivering the full range of Labor Exchange services via an outreach program designed to locate, contact and inform migrant and seasonal farmworkers about the rights and services available to them. The agency will ensure that MSFWs are offered the same range of employment services, benefits and protections that are provided to non-MSFWs including information on jobs, registration assistance, referral to a qualified job, vocational counseling, testing and job training referral services. To ensure statewide compliance, the agency will make every effort to meet the Equity Indicators of Compliance as well as the Minimum Service Level Indicators.

Agricultural Activity and Projections

A 2015 study of agriculture in Illinois showed agriculture is a critical component of Illinois' overall economic well-being, contributing about \$120.9 billion of total economic output - more than several other Illinois industries, including the financial, transportation and construction industries

The study, commissioned by the Illinois Livestock Development Group (ILDG) with cooperation from Illinois Corn Marketing Board (ICMB), Illinois Farm Bureau (IFB), and Illinois Soybean Association (ISA), was conducted by Decision Innovation Solutions (DIS) of Urbandale, Iowa. The analysis is based on a combination of datasets from the United States Department of Agriculture (USDA) 2012 Census of Agriculture and the IMPLAN modeling system. <http://www.agcensus.usda.gov/Publications/2012/>

The report showed farming provides the base for a variety of agriculture industries, including food processing and the manufacture of farm machinery, chemicals and fertilizer. Taking those jobs into account means that in 2012, production agriculture and ag-related industries accounted for 432,831 jobs, or about 1 in every 17 jobs

in Illinois. Crop farming is a significant part of agriculture's economic contribution. Statewide output attributed to crop production and further processing is more than \$56.7 billion and is responsible for 197,353 jobs.

- 24 of Illinois' counties derive at least one third of their total output from agriculture and agriculture-related industries.
- 12 of Illinois' counties derive at least one fifth of their total jobs from agriculture and agriculture-related industries.

Illinois Agriculture According to the USDA/NASS State Overview, Illinois is currently ranked the 2nd state in the nation for:

- Corn for grain
- Soybeans for beans
- Value of Sales by Commodity Group (\$1000): grains, oilseeds, dry beans, dry peas

Illinois is also ranked in the top five states for:

- Market Value of Agriculture Products Sold: Crops, including nursery and greenhouse
- Hogs and Pigs Sold
- Hogs and Pigs Inventory

These rankings demonstrate the importance of Illinois agriculture to help feed, clothe, and fuel those beyond Illinois and U.S. borders.

According to the 2012 Census of Agriculture, there were 75,087 farms in Illinois. This was a decrease from 76,860 farms in 2007. The average size of an Illinois farm in 2012 was 359 acres, which was 11 acres more than an average Illinois farm in 2007.

Advancements in technology at both the farm and agribusiness levels have led to a steady decline in the share of employment devoted to the production and conversion of commodities grown in the State of Illinois. However, while the share of employment directly related to agriculture has decreased over time, the value of agriculture continues to increase, illustrating a long-standing continuous change in the structure of Illinois agriculture. <http://www.decision-innovation.com/economic-impact/case-study--illinois-agricultural-economic-contribution/>

Corn and soybeans dominate Illinois production of primary agricultural commodities. Because of Illinois' large share of the nation's totals in these categories, what happens in Illinois regarding production and yield from year to year can have implications for the nation as a whole.

Major Crop Activity

Seed and Grain companies; hog farms; Pumpkin and horseradish farms are the primary industries for employment needs. Other industries with smaller workforce remain in fruit and vegetable farms. While Illinois is considered a seasonal state, crop activity begins in April and ends in early December.

The University of Illinois Extension Service; Summary of Illinois Specialty Growers Association reports the following schedule of crops and seasons for Illinois:
<http://web.extension.illinois.edu/state/agriculture/index.php>

Asparagus (April to June) Strawberries (Late May to Early June) Apricots and Cherries (June to July)
Blueberries (June to August) Beans, Broccoli, Brussels Sprouts, Cauliflower and Peas (June to October) Fresh Herbs (June to October) Raspberries (June to November) Summer Apples, Blackberries, Peaches, Nectarines (July to August) Beets, Corn, Cucumbers, Pickles & Plums (July to September) Peppers and Tomatoes (July to October) Thorn-less Blackberries (August) Grapes, Muskmelons and Watermelons (August and September)

Eggplants and Greens (August and November) Turnips (September to November) Fall Winter Apples (September to November) Pumpkins, Squash and Gourds (November to December)

A. An assessment of the agricultural activity in the State means: 1) identifying the top five labor-intensive crops, the months of heavy activity, and the geographic area of prime activity; 2) Summarize the agricultural employers' needs in the State (i.e. are they predominantly hiring local or foreign workers, are they expressing that there is a scarcity in the agricultural workforce); and 3) Identifying any economic, natural, or other factors that are affecting agriculture in the State or any projected factors that will affect agriculture in the State.

According to USDA NASS apples, peaches, pumpkins, sweet corn and green beans are Illinois' top five labor-intensive crops.

http://www.agcensus.usda.gov/Publications/2012/Full_Report/Volume_1,_Chapter_1_State_Level/Illinois/st17_1_038_038.pdf

2) Summarize the agricultural employers' needs in the State (i.e. are they predominantly hiring local or foreign workers, are they expressing that there is a scarcity in the agricultural workforce); and

The following is from FARM Illinois's 2015 Report: A Food and Agricultural Roadmap for Illinois found here: http://farmillinois.org/wp-content/uploads/2015/06/FARM-IL-Report-2015_FULL_vF3.pdf

Overcoming entrenched challenges, a rising global population, evolving diets, increasing incidence of diet-related diseases, and climate change which threatens to disrupt the global and local food supply chains will continue to add stress on Illinois' natural resources and its food and agriculture system. The state's mature infrastructure has been hampered by underinvestment and poor coordination, which threatens to restrict the flow of Illinois' food and agriculture products to market. And the low visibility of Illinois' food and agriculture sector is a major obstacle to expansion in existing and new markets, both at home and abroad.

Illinois to succeed in the years ahead, several barriers must be recognized and removed. A lack of coordination in the food and agriculture system, particularly between Chicago and statewide food and agriculture interests, impedes the state's ability to unlock the full potential of its assets. The state's current business climate and an absence of policies to promote qualified individuals with companies looking to hire. Several workforce development assets exist, but coordination is key. The state should raise awareness of employment opportunities in the food and agriculture system and increase the availability of education and training programs. Illinois Pathways, for instance, includes information on courses and careers in food, agriculture, and natural resources.

The state should also make a more concerted effort to support programs that engage nontraditional farmers - including women, refugees, veterans, the formerly incarcerated, and early- to mid-career professionals seeking occupation changes - in food and agriculture professional development and training activities. Community colleges across the state, including in Lake and McHenry counties, administer programs that have proved effective in helping these groups find meaningful work in a sector that sorely needs them. Independent organizations such as Growing Home, located in the Englewood neighborhood of Chicago, also offer a model for helping individuals with employment barriers develop the skills they need to pursue careers across the food and agriculture system, from urban growing facilities to wholesalers to restaurants.

While much of the agriculture workforce resides in the United States, the demand for labor exceeds supply, and immigrants are important contributors to this workforce. Food and agriculture jobs in Illinois offer immigrants significant economic opportunities, yet the current H-2A visa system is inadequate and unreliable, hindering crop and livestock farmers in their efforts to find, retain, and maintain an adequate, legal, and cost-competitive labor supply. Immigration reform that streamlines the visa application system and workers' ability to secure multiyear visas would help farmers secure adequate labor during harvest and throughout the season while providing greater security to immigrant workers. To prevent exploitation of migrant and other farm workers, it is essential that federal and state authorities commit to strong enforcement of wage, safety, and health regulations.

Farm Labor Contractors (FLC) who recruit and employ farmworkers are targeted for employer services along with compliance of state and federal regulations. There are 38 FLC's in Illinois known to have recruited and employed farm labor. Approximately 900 migrants were employed by FLC'S in 2015, in addition to approximately 300 direct hires by Ag employers

IDES anticipates that the number of migrants hired by FLC's will remain consistent with prior years in areas where staff provided outreach. Outreach staff will be assigned to areas with the collaboration of the IMC NFJP who assisted 6,000+ migrants in their PY14 year.

Local offices that have MSFW activity in their service areas are required to operate an Outreach Program to contact agricultural and food processing employers and offer labor recruitment assistance via Illinois Job Link (IJL) or the Agricultural Recruiting System (ARS).

B. An assessment of the unique needs of farmworkers means summarizing Migrant and Seasonal Farm Worker (MSFW) characteristics (including if they are predominantly from certain countries, what language(s) they speak, the approximate number of MSFWs in the State during peak season and during low season, and whether they tend to be migrant, seasonal, or year-round farmworkers). This information must take into account data supplied by WIOA Section 167 National Farmworker Jobs Program (NFJP) grantees, other MSFW organizations, employer organizations, and State and/or Federal agency data sources such as the U.S. Department of Agriculture and the U.S. Department of Labor (DOL) Employment and Training Administration.

IMC NFJP field staff projected that there will be 20,800 migrant and seasonal farmworkers in the next program year. It is expected that the numbers of migrant farmworkers will be declining in the next few years; more H2A workers are being used by Illinois growers. Generally, the age distribution is projected to be: 15% under 21, 59% including ages 22—44, 20% including ages 45 - 54, and 6% over 55. Male is 71% and female 29%. More than 75% have not finished high school. The majority of Illinois farmworkers speak Spanish and have Hispanic/Latino roots primarily from Florida, Texas, California and Mexico. Growing are seasonal farmworkers from other racial and ethnic groups. Non U.S. Countries and Languages Central American countries (including Guatemala) with various languages, e.g. Spanish, Indian dialect (quiché, mam) Guatemala - Spanish (see above) Haiti - Creole, Spanish, English Mexico - Spanish West African countries with several languages High Season - approximate statewide % /varies by regional area 60% Migrant 40% Seasonal Low Season - approximate statewide % /varies by regional area 20% Migrant 80% Seasonal To IMC's knowledge "year round farmworkers" would be farmhands so we do not have information about them. 3) Identifying any economic, natural, or other factors that are affecting agriculture in the State or any projected factors that will affect agriculture in the State.

Adding to the complex, fluid environment, climate change threatens to disrupt the global and local food supply chains. All of these factors will contribute to a dramatic and sustained increase of agricultural exports of all kinds - including commodities and processed foods - to global markets. http://farmillinois.org/wp-content/uploads/2015/06/FARM-IL-Report-2015_FULL_vF3.pdf Executive Summary

2. Outreach Activities

The local offices outreach activities must be designed to meet the needs of MSFWs in the State and to locate and contact MSFWs who are not being reached through normal intake activities. Describe the State agency's proposed strategies for:

A. Contacting farmworkers who are not being reached by the normal intake activities conducted by the employment service offices.

The Illinois Department of Employment Security (Employment Security) will conduct outreach services to farmworkers through designated agency outreach staff stationed in four high volume offices. To assist with outreach efforts, Employment Security is currently hiring up to six bi-lingual individuals in these high-volume offices to assist Spanish-speaking consumers. Other public and private community service agencies and migrant and seasonal farm worker groups will also provide outreach services in cooperation with Employment Security. Employment Security will continue to identify pertinent groups, organizations and associations

involved with the agricultural community to establish new alliances, such as the Workforce Innovation and Opportunity Act (WIOA) 167 National Farmworker Jobs Program (NFJP) grantee, the Illinois Migrant Council (IMC NFJP), Illinois Farm Bureau, Legal Aid Foundation, Illinois Department of Human Services (DHS), Community Health Partnership and faith-based organizations. We will discuss ways to reach Agriculture employers and inform them of Employment Security employer services, the Agricultural Recruitment Service (ARS) and the Migrant and Seasonal Farm Workers (MSFW) employment service complaint system through Employment Security's Business Services Team. These event presentations, workshops and other communication means supported by updated technical advancements, will be utilized whenever and wherever possible.

Other activities to assist with contacting farmworkers who are not being reached by normal intake activities conducted by employment service offices include:

- The development of increased literature and media outreach targeted to the agricultural community through an MSFW informational packet for workers and employers summarizing available resources. The IllinoisJobLink.com database systems allows for a variety of language options.
- Strengthening of relationships with Occupational Safety and Health Administration (OSHA), U.S. Department of Justice, Environmental Protection Agency (EPA), Center for Disease Control (CDC) and Health & Human Services, as they relate to MSFWs and other agricultural workers.
- Establishment of networks and structured communication with these groups, organizations and associations to help to identify ongoing needs and services. Additionally, meetings to realize a joint effort with others to locate and assist MSFWs will be attended within the limits of available resources.
- The establishment of a more visible MSFW State Monitor Advocate internet presence, through the development of a new website titled Agricultural Employers, Outreach, Migrant Seasonal Farm Worker Program, Foreign Labor: H-2A & H-2B. In addition to the basic role, items such as agricultural related materials for the worker and employer, links and location of centers and agency/community resources, complaint process, safety and other informational items are now displayed in one convenient location.
- Providing more extensive training to Employment Security and partner staffs in One-Stops to better identify MSFWs, their needs and service requirements, and providing informational material to those MSFWs, employers and organizations in their counties served.
- Target community-based business and events in MSFW communities (i.e. shopping center, Wal-Marts, laundromats, churches, restaurants, etc.) to reach MSFWs with informational materials.

B. Providing technical assistance to outreach workers. Technical assistance must include trainings, conferences, additional resources, and increased collaboration with other organizations on topics such as one-stop center services (i.e. availability of referrals to training, supportive services, and career services, as well as specific employment opportunities), the employment service complaint system, information on the other organizations serving MSFWs in the area, and a basic summary of farmworker rights, including their rights with respect to the terms and conditions of employment.

The WIOA coalescing of many state and federal agencies into one location will allow for all migrant organizations including agricultural employers the opportunity to train those governmental agencies of all which is provided for farmworkers; referrals to training, farmworker rights, employment contracts, career services, health care, and the employment service complaint system to name a few. This opportunity will simultaneously allow all migrant organizations the opportunity to be trained on all the governmental services offered at one-stops; Unemployment Insurance and UI eligibility issues, TANF, SNAP and Career Pathways to name a few. The scheduling of these training opportunities will exist and be planned for pre and post season.

IDES will continue to build relationships with organizations that provide services for migrant and seasonal farmworkers such as the WIOA 167 NFJP grantee the Illinois Migrant Council (IMC NFJP), Illinois Farm Bureau, Legal Aid Foundation, Illinois Department of Human Services (DHS), Community Health Partnership and faith-based organizations to name a few. We will discuss ways to reach Ag employers and inform them of IDES employer services, the Agricultural Recruitment Service (ARS) and the MSFW employment service

complaint system. through IDES' Business Services Team. The Business Services Team will be describing the positive results the Agricultural Recruitment System has brought Ag employers in an effort to increase its publicity. These event presentations, workshops and other communication means supported by updated technical advancements as they occur will be utilized when possible.

C. Increasing outreach worker training and awareness across core programs including the Unemployment Insurance (UI) program and the training on identification of UI eligibility issues.

The WIOA coalescing of many state and federal agencies into one location will allow for all migrant organizations including agricultural employers the opportunity to train those governmental agencies of all which is provided for farmworkers; referrals to training, farmworker rights, employment contracts, career services, health care, and the employment service complaint system to name a few. This opportunity will simultaneously allow all migrant organizations the opportunity to be trained on all the governmental services offered at one-stops; Unemployment Insurance and UI eligibility issues, TANF, SNAP and Career Pathways to name a few. The scheduling of these training opportunities will exist and be planned for pre and post season.

D. Providing State merit staff outreach workers professional development activities to ensure they are able to provide high quality services to both jobseekers and employers.

To be prepared annually by representatives of the Monitor Advocate MSFW Program and the IMC NFJP is a schedule for quarterly meetings, which may be in person, by telephone or webinar, except for one meeting which will be a joint program coordination session to be held during Illinois' agricultural season. Meeting logistics will be determined and facilitated by the IDES MSFW Program and coordinated with IMC NFJP. The annual joint program coordination session agenda will cover updated staff contacts for both programs; updated procedures for mutual referrals of farmworkers for IDES and IMC services; programmatic clarifications including DOL farmworker eligibility guidance; collaboration with IDES offices for MSFW services; the local comprehensive one-stop system and the IDES Illinois Job Link system; cross training when appropriate; and relevant information referenced in the ETA/DOL Training and Employment Guidance Letter No. 8-17.

E. Coordinating outreach efforts with NFJP grantees as well as with public and private community service agencies and MSFW groups.

IDES will continue to build relationships with organizations that provide services for migrant and seasonal farmworkers such as the WIOA 167 NFJP grantee the Illinois Migrant Council (IMC NFJP), Illinois Farm Bureau, Legal Aid Foundation, Illinois Department of Human Services (DHS), Community Health Partnership and faith-based organizations to name a few. We will discuss ways to reach Ag employers and inform them of IDES employer services, the Agricultural Recruitment Service (ARS) and the MSFW employment service complaint system through IDES' Business Services Team. The Business Services Team will be describing the positive results the Agricultural Recruitment System has brought Ag employers in an effort to increase its publicity. These event presentations, workshops and other communication means supported by updated technical advancements as they occur will be utilized when possible.

Illinois Association of Agencies and Community Organizations for Migrant Advocacy (IAACOMA): IDES and IAACOMA met to discuss the upcoming growing season, to inform the AOP and address any concerns held by either organization. IDES agreed to offer participation in IAACOMA's upcoming conference in May 2016. IDES seeks to have staff and invite community members, employers, service providers and farmworkers to join us at the conference. These individuals will be those who normally would not attend or know of the IAACOMA goals to create change by educating community members on MSFW issues. Agenda's typically include Migrant Housing; Health Issues; Education needs; Safety in the Fields/Chemical exposure; and policy reform. Participating organizations include: IL Dept. of Public Health, OSHA Wage and Hour, Community Health Partners, Legal Assistance Foundation, Housing Action of Illinois, schools and employer staff are present. IDES staff has presented at IAACOMA's workshops and currently has one IAACOMA board member.

3. Services provided to farmworkers and agricultural employers through the one-stop delivery system.

Describe the State agency's proposed strategies for:

A. Providing the full range of employment and training services to the agricultural community, both farmworkers and agricultural employers, through the one-stop delivery system. This includes:

- i. How career and training services required under WIOA Title I will be provided to MSFWs through the one-stop centers;**
- ii. How the State serves agricultural employers and how it intends to improve such services.**

The WIOA coalescing of many state and federal agencies into one location will allow for all migrant organizations including agricultural employers the opportunity to train those governmental agencies of all which is provided for farmworkers; referrals to training, farmworker rights, employment contracts, career services, health care, and the employment service complaint system to name a few. This opportunity will simultaneously allow all migrant organizations the opportunity to be trained on all the governmental services offered at One-Stops; Unemployment Insurance and UI eligibility issues, TANF, SNAP and Career Pathways to name a few. The scheduling of these training opportunities will exist and be planned for pre and post season.

IDES will ensure that MSFWs are offered the same range of employment services, benefits and protections as those provided to non-MSFWs at all One-Stops. Staff assisted services for job referral include:

- Assisting job seekers in completing full, quality registrations and resumes in IllinoisJobLink.com
- Provide technical assistance through IDES Outreach staff, including trainings, conferences, comprehensive Q&A workshops, supportive services and career services as well as specific employment opportunities.
- Collaboration with other organizations and the services each one of them provides
- Provide training on our labor exchange service, IllinoisJobLink.com (IJL), and improve job matches by identifying job preferences and complete work history.
- Provide a basic summary of Farmworkers Rights.
- Provide Spanish and English-speaking personnel to assist in awareness across core programs including Unemployment Insurance (UI) and identification of UI eligibility issues as well as assistance in filing a claim for unemployment compensation.
- Providing employer outreach workers and local office job seeker staff with professional development training to ensure they are able to provide high quality services to both employers and job seekers.
- Coordinating outreach efforts with the workforce development and health departments of the NFJP grantee, IMC as well as with public and private community service agencies and MSFW groups.

IDES will coordinate its annual outreach strategies with IMC's Workforce Development for WIOA employment and training, related assistance and supportive services to MSFW families. As described earlier, shared information to improve outreach strategies will include updated staff contacts for both programs; updated procedures for mutual referrals of farmworkers for IDES and IMC services; programmatic clarifications including DOL farmworker eligibility guidance; collaboration with IDES offices for MSFW services, the local comprehensive one-stop system, and the IDES Illinois Job Link system; and cross training when appropriate.

Currently, Champaign and Peoria local offices are designated by USDOL as Illinois' MSFW significant offices. A comprehensive level of MSFW services will be provided at all comprehensive one-stops including but not limited to, access to information about workplace safety and rights, career guidance and referrals to training opportunities.

Referrals to Supportive Services

Outreach staff will make mutual referrals to service providers year-round as this is not a seasonal activity. IMC is the NFJP grantee for the State of Illinois with a significant focus on workforce development services for MSFW. IDES outreach staff will coordinate with the IMC workforce development staff for NFJP services for MSFW. As a supportive service to workforce development for MSFW, IDES outreach staff may coordinate

with the IMC Health Department about health education of MSFW for workplace protection, heat stress prevention, and pesticide safety when resources are available.

Monitor Advocate Services

A full-time State Monitor Advocate (SMA) (temporarily vacant) provides “qualitatively equivalent and quantitatively proportionate” to the services provided to other Illinois jobseekers. Essentially MSFWs should receive all workforce development services, benefits and protections on an equitable and non-discriminatory basis, including guidance, testing, job development, training and referral. The SMA:

- Ensures equitable services for farmworkers
- Manages the Employment Service and Employment-related Law Complaint System
- Implements and sustains farmworker outreach
- Provides farmworkers notification of available employment services and workers’ rights
- Facilitates the Agricultural Job Order Clearance Process Sustaining the Monitor Advocate System, ensuring services provided are in accordance with WIOA Required State Core Partners for Wagner-Peyser, including the MSFW Program
- Under WIOA, aligns MSFW eligibility criteria and services with the NFJP
- Consults with various divisions of the agency to ensure accurate reporting of MSFW data.
- Prepares and implements operating instructions including Policy and Procedures relating to MSFWs
- Prepares for and participates in Federal reviews
- Prepares and updates AOP annually as required
- Identifies statewide opportunities for recruitment of MSFW
- Monitors and reports on the Employment Complaint System, processes MSFW complaints as needed
- Participates at membership organizations, which serve the Ag community
- Maintains communication with Outreach staff and management and addresses issues as they arise
- Serves as Advocate to improve services for MSFWs within the employment service system
- Manages the timeliness of field checks, housing inspections, employer visits and complaint processes
- Meets with farmworker groups and employers to promote the use of Employment Service.
- Conducts field visits to working and living locations of MSFWs.
- Coordinates with WIOA NFJP staff and participates in outreach and recruitment events.

Wagner-Peyser Act Services Provided to MSFWs

- Employment information on IllinoisJobLink.com
- IJL Multilingual options
- Referral to Job Openings
- Job Seeker Skills and Resume Preparation
- Filing any and all complaints
- Job Development
- Assessment Interview
- Referrals to Supportive Services and Staff Assisted Services
- Information on Employment and Training Opportunities
- Labor Market Information
- WOTC Tax Credit Program information and certification of eligible applicants.
- Bi-lingual Spanish Speaking staff and Limited English Proficiency Service
- Information on the Employment Service Complaint System
- Trained Complaint Specialists
- Re Employment Service Program (RESP, ex-offender services)
- Career Guidance
- Job Fairs

ii. How the State serves agricultural employers and how it intends to improve such services.

Outreach staff will continue to monitor FLC's licensing coordinating with the Illinois Department of Labor for their expertise and support on FLC registration with the state. We anticipate agricultural employer registrations will increase in PY 16 with the added support of Business Services Team. The Business Services Team works directly with employers and employer organizations such as local chambers of commerce to inform employers of IDES employer services. The Business Services Team will assist with registering agricultural employers and entering their staff assisted or self-serve job orders.

Wagner-Peyser Act Services Provided to Agricultural Employers

- Agricultural Recruitment System (Local, Intrastate, Interstate)
- Housing Inspections
- Information and assistance on the Foreign Labor Certification process
- Farm Labor Contractor applications and information
- IllinoisJobLink.com self-serve or staff assisted job orders and recruitment
- Information and Referral to agencies offering programs or services benefiting the business community
- WOTC Tax Credit Program information and certification of applicants
- Informational Meetings Unemployment Insurance, Wage/Hour, Migrant Law, Worker's Compensation, OSHA and Migrant Camp licensing, etc.
- Labor Market Information
- Job Fairs
- Local offices offer Conference room for recruitment purposes
- Field Checks and Visits
- Participate at New Employee Orientation meetings

B. Marketing the employment service complaint system to farmworkers and other farmworker advocacy groups.

IDES will continue to build relationships with organizations that provide services for migrant and seasonal farmworkers such as the WIOA 167 NFJP grantee the Illinois Migrant Council (IMC NFJP), Illinois Farm Bureau, Legal Aid Foundation, Illinois Department of Human Services (DHS), Community Health Partnership and faith-based organizations to name a few. We will discuss ways to reach agricultural employers and inform them of IDES employer services, the Agricultural Recruitment Service (ARS) and the MSFW employment service complaint system through IDES' Business Services Team. The Business Services Team will be describing the positive results the Agricultural Recruitment System has brought agricultural employers in an effort to increase its publicity. These event presentations, workshops and other communication means supported by updated technical advancements as they occur will be utilized when possible.

C. Marketing the Agricultural Recruitment System to agricultural employers and how it intends to improve such publicity.

A goal for PY 16 is for IDES to strengthen employer relationships by increasing employer outreach targeting top agricultural employers based on the number of hired employees. Outreach staff will train and encourage the use of the Agricultural Recruitment System and IllinoisJobLink.com to recruit and post job openings. In addition, employers will be advised on staff assisted services offered such as on-site hiring and recruiting events that include local training providers and workforce partners.

An increase in self-service registrations is highly feasible through the use of IllinoisJobLink.com. IllinoisJobLink.com employs a translator for multiple languages including Spanish. While Spanish Self-Service User Guides are available the most common method of completing registrations and enrollments is through staff assisted services. We seek to dramatically increase registrations in the field using our laptops and air-cards to cut down on paperwork and data entry.

A completed IllinoisJobLink.com account offers clients a personalized home page where MSFWs are able to manage a job search, create or upload a résumé, and maintain his/her job seeker profile. Key words are used to

search jobs and the job orders allow for self-referrals. Outreach staff assists in job referrals, follow-up and job readiness.

Monitoring staff activity is also an easier task through IllinoisJobLink.com as we are able to review MIC, 9002A, and many other data reports daily, weekly, monthly and quarterly. Data is available by user, local office, regionally and statewide.

4. Other Requirements

A. Collaboration

Describe any collaborative agreements the state workforce agency (SWA) has with other MSFW service providers including NFJP grantees and other service providers. Describe how the SWA intends to build upon/increase collaboration with existing partners and in establishing new partners over the next four years (including any approximate timelines for establishing agreements or building upon existing agreements).

In addition to the quarterly meetings with NFJP representatives, the IDES Migrant and Seasonal Farmworker (MSFW) Program will coordinate at the local level with IMC NFJP staff for outreach and recruitment activities. The intention is for IDES MSFW staff and IMC NFJP field staff to meet informally to prepare for the arrival and locations of migrant farmworkers, update locations of seasonal farmworkers, prepare outreach activities for the duration of the migration and agricultural season, review anticipated employment and training related assistance and supportive services needs of migrant and seasonal farmworkers, and identify available resources to meet their needs. Staff may schedule tentative dates to coordinate outreach activities, and communicate with local entities for referrals to meet farmworker needs.

To be prepared annually by representatives of the Monitor Advocate MSFW Program and the IMC NFJP is a schedule for quarterly meetings, which may be in person, by telephone or webinar, except for one meeting which will be a joint program coordination session to be held during Illinois' agricultural season. Meeting logistics will be determined and facilitated by the IDES MSFW Program and coordinated with IMC NFJP. The annual joint program coordination session agenda will cover updated staff contacts for both programs; updated procedures for mutual referrals of farmworkers for IDES and IMC services; programmatic clarifications including DOL farmworker eligibility guidance; collaboration with IDES offices for MSFW services; the local comprehensive one-stop system and the IDES Illinois Job Link system; cross training when appropriate; and relevant information referenced in the ETA/DOL Training and Employment Guidance Letter No. 8-17.

IDES and IMC representatives from the Workforce Development Department plan to conduct discussions about alignment of the WIOA Title III MSFW Program and the WIOA Title 1-D NFJP activities and coordination between the two programs and quarterly meetings, one of which will include the joint program coordination session which has not taken place under WIOA. They also collaborated on a presentation about the two programs given at the State Regional Planning Summit held February 23—24, 2016 which was prepared for a wide range of Illinois Local Workforce Innovation Area representatives, partners and stakeholders.

IMC will be glad to offer comments when a Memorandum of Understanding (MOU) is updated from the most recent draft prepared by IDES in PY 16, and shared with IMC NFJP for comments at that time.

PY 15 outreach activities were conducted to contact potential MSFW job seekers through participation in other MSFW service provider events, as well as throughout the travels for H2A housing inspections.

IDES will continue to build relationships with organizations that provide services for migrant and seasonal farmworkers such as the WIOA NFJP grantee the Illinois Migrant Council (IMC NFJP), Illinois Farm Bureau, Legal Aid Foundation, Illinois Department of Human Services (DHS), Community Health Partnership and faith-based organizations to name a few. We will discuss ways to reach agriculture employers and inform them of IDES employer services, the Agricultural Recruitment Service (ARS) and the MSFW employment service complaint system through IDES' Business Services Team. The Business Services Team will be describing the positive results the Agricultural Recruitment System has brought Ag employers in an effort to increase its

publicity. These event presentations, workshops and other communication means supported by updated technical advancements as they occur will be utilized when possible.

B. Review and Public Comment

In developing the AOP, the SWA must solicit information and suggestions from NFJP grantees, other appropriate MSFW groups, public agencies, agricultural employer organizations, and other interested organizations. In addition, at least 45 calendar days before submitting its final AOP, the SWA must provide a proposed plan to NFJP grantees, public agencies, agricultural employer organizations, and other organizations expressing an interest and allow at least 30 days for review and comment. The SWA must: 1) Consider any comments received in formulating its final proposed AOP; 2) Inform all commenting parties in writing whether their comments have been incorporated and, if not, the reasons therefore; and 3) Transmit the comments and recommendations received and its responses with the submission of the AOP. The AOP must include a statement confirming NFJP grantees, other appropriate MSFW groups, public agencies, agricultural employer organizations and other interested employer organizations have been given an opportunity to comment on the AOP. Include the list of organizations from which information and suggestions were solicited, any comments received, and responses to those comments.

The Agricultural Outreach Plan (AOP) went out for public comment (as a component of the Unified State Plan) for the period of January 25, 2016-February 24, 2016. The plan also was presented to the Illinois Workforce Innovation Board (IWIB) via a webinar on February 10, 2016 and at the Illinois Workforce Innovation Board (IWIB) meeting on February 25, 2016. The IWIB includes NFJP grantees, public agencies, agricultural employer organizations and other organizations. The content of the agricultural outreach plan was discussed at the February 25, 2016 IWIB meeting and recommendations were made. The AOP was modified and changes including comments and editing are incorporated into this draft with the assistance of the Illinois Migrant Council, the NFJP grantee.

C. Data Assessment

Review the previous four years Wagner-Peyser data reports on performance. Note whether the State has been meeting its goals to provide MSFWs quantitatively proportionate services as compared to non-MSFWs. If it has not met these goals, explain why the State believes such goals were not met and how the State intends to improve its provision of services in order to meet such goals.

The data for the previous four years is available at Attachment Y at www.illinoisworknet.com/wioastateplan.

D. Assessment of progress

The plan must include an explanation of what was achieved based on the previous AOP, what was not achieved and an explanation as to why the State believes the goals were not achieved, and how the State intends to remedy the gaps of achievement in the coming year.

Goals for the last AOP (2014 - 2018) were achieved until the summer of 2015. In PY 2015 total MSFW applications were 990. Of these, 44 were referred to employment; 960 received staff assisted services; 591 were referred to supportive services and 583 received career guidance. Due to the mid-season resignations of outreach personnel (for full-time positions in the migrant assistance community), the hasty mid-season retirement of the State Monitor Advocate (for family reasons) and bad weather, we met 4 out of 5 Equity Ratio Indicators, 3 out of 5 Migrant Indicators of Compliance in Part Three with zero in Part Four and one out of seven Minimum Service Level indicators at 4QPY16.

Since June 2017, IDES has hired two additional staff who have been trained to work with the Migrant Seasonal Farm Workers (MSFW) program. The State Monitor Advocate (SMA) and outreach staff will train staff in American Job Centers, via webinar and office visits, regarding how to detect a Migrant Seasonal Farm Worker. IDES will post Notice/Aviso posters for MSFWs on bulletin boards in the comprehensive one-stops. The outreach staff and SMA will conduct outreach in communities and will deliver services to migrant workers. To ensure that IDES counts as many MSFWs in Illinois as possible, Farm Labor Contractors and other community organizations that serve the migrant population will be contacted. The SMA and outreach

staff will deliver services, and will attend MSFW events, health fairs, and community meetings as they pertain to MSFWs in Illinois.

E. State Monitor Advocate

The plan must contain a statement confirming the State Monitor Advocate has reviewed and approved the AOP.

The acting State Monitor Advocate, Patrick Durkin, has reviewed and approves the plan.

Wagner-Peyser Assurances

The State Plan must include assurances that:

1. The Wagner-Peyser Employment Service is co-located with one-stop centers or a plan and timeline has been developed to comply with this requirement within a reasonable amount of time. (sec 121(e)(3)); Yes
2. The State agency is complying with the requirements under 20 CFR 653.111 (State agency staffing requirements) if the State has significant MSFW one-stop centers; Yes
3. If a State Workforce Development Board, department, or agency administers State laws for vocational rehabilitation of persons with disabilities, that board, department, or agency cooperates with the agency that administers Wagner-Peyser services, Adult and Dislocated Worker programs and Youth Programs under Title I; and Yes
4. State agency merit-based public employees provide Wagner-Peyser Act-funded labor exchange activities in accordance with Department of Labor regulations. Yes