



CDSS

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ALL COUNTY INFORMATION NOTICE NO. I-16-09

REASON FOR THIS TRANSMITTAL

- State Law Change
- Federal Law or Regulation Change
- Court Order
- Clarification Requested by One or More Counties
- Initiated by CDSS

TO: COUNTY SUPPORT SERVICE PROGRAMS (WELFARE, MENTAL HEALTH, ADP AND HEALTH)

SUBJECT: ONE STOP CAREER CENTER SERVICES (ONE-STOP) SYSTEM

REFERENCE: FEDERAL WORKFORCE INVESTMENT ACT (WIA) OF 1998

The State Interagency Team (SIT) consists of state level representatives from state, federal, and private non-profit funded agencies including social service, child welfare, mental health, drug and alcohol, judicial, education, employment, juvenile justice, and training programs who collaborate to better serve youth, families and adults. One of several SIT goals includes improving access to high wage, high growth employment and training services for youth and adults most in need by improving service integration across workforce and social service programs. Key state partners supporting this goal include the California Department of Social Services, the Employment Development Department (EDD) and the California Workforce Investment Board (CWIB). The purpose of this letter is to inform county support service programs of employment and training services available through the One-Stop System, which is funded in whole or in part by the Federal WIA of 1998.

Navigating California's One-Stop System

There are many ways to locate a Local Workforce Investment Board (Local Boards), One-Stop Center or Youth Service Provider in your local community. The following Internet address will lead you to key starting points in your search.

CALIFORNIA EMPLOYMENT DEVELOPMENT (EDD) WEBSITE:

<http://www.edd.ca.gov/>

- **Find An Office:**
To find an office, from the [EDD Home Page](#), click the [Jobs and Training Overview](#). In the left side column, locate Find an Office and then click onto [One-Stop Career Centers](#) or [EDD Workforce Services Offices](#).
- **Find Youth Services:**
To find Youth Services, from the [EDD Home Page](#) click onto [Jobs and Training Overview](#), then in the *Job Seeker* area, click the hyperlinked text [Learn About Services for Youth](#). To ensure you have the most current information, we suggest you visit your area's [Local Workforce Investment Area/Board Website](#) and search for Youth Services.
- **Find a Local Workforce Investment Board:**
To find Local Workforce Investment Area Offices, from the [EDD Home Page](#) click onto [Jobs and Training Overview](#), then [Workforce Partners](#), and click the hyperlink entitled [Local Workforce Investment Areas \(LWIA\)](#).
- **Obtain Interactive One-Stop Map CD:**
The EDD Labor Market Information Division annually updates these interactive map computer discs, which contain One-Stop Career Centers and affiliates, Community Colleges, Regional Occupational programs and related geographic data. This information is available to you at no cost. All that you need to do it visit www.labormarketinfo.ca.gov and click **Contact LMI**. We suggest you also use the **Career Information** section on this website.

Background

The Federal WIA of 1998 established the One-Stop Career Center as the delivery model for local employment and training services. In this delivery model, various partner agencies provide services or access to services through the One-Stops, including employment service and/or job service, vocational rehabilitation, education and training, adult education and literacy, welfare to work, and community support services, among others. All local workforce investment areas are required to have one comprehensive One-Stop Center that contains representatives from or access to 19 federally mandated service partners. Depending on local need, funding and resource availability, the single comprehensive One-Stop Center may be supplemented by additional service-limited sites and/or technological networks. Each site provides services that reflect the local workforce investment areas' demographic and economic characteristics, and locally available workforce service providers.

Local Boards, in partnership with local elected officials, plan and oversee the local one-stop system with state - EDD and CWIB - and federal oversight. Local Boards

designate One-Stop operators and identify providers of training and youth services, manage performance and help develop the labor market information system.

Additional services such as comprehensive assessments, development of individual employment plans, case management, short-term pre-vocational services, occupational skills training, on-the-job training, entrepreneurial training, skill upgrading, job readiness training, and adult education and literacy activities in conjunction with other training may be provided. If adult funds are limited in a local workforce investment area, recipients of public assistance, veterans and low-income clients may be given priority for services.

Youth Programs

The WIA funded youth programs prepare youth for postsecondary educational opportunities or employment, and strive to link academic and occupational learning. Programs also include tutoring, study skills training and instruction (including dropout prevention) leading to completion of secondary school; alternative school services; mentoring by appropriate adults; paid and unpaid work experience (such as internships and job shadowing); occupational skills training; leadership development; and appropriate supportive services. Youth participants can receive guidance, counseling, and follow-up services for at least one year, as appropriate. Some areas provide summer employment opportunities. The mix of year-round and summer activities is left to local discretion. Youth programs are competitively bid and are typically delivered in the community-by-community based organizations via contractual agreement with the Local Board.

Youth Councils are established as a subgroup of the Local Board and develop parts of the local plan relating to youth, recommend providers of youth services, and coordinate local youth programs and initiatives.

The WIA authorizes several levels of service for transitional age youth, adults and dislocated workers. Adult customers are those job seekers 18 years of age and older. Dislocated workers are those customers who have suffered job loss as a result of a plant closure or work slow down. Services to these individuals are delivered in the One-Stop. Services available include job search and placement assistance, career counseling, labor market information on occupations in demand in the local, regional and national economy and the skill/education requirements of those jobs, initial assessment of employability skills and identification of possible skill deficits, as well as information on in-depth services, which may be available to the individual.

Eligibility for Youth Services

To be eligible for WIA Youth Services a youth must be low-income, and between the ages 14 and 21 years. Youth customers also must face one or more of the following challenges to successful workforce entry: (1) school dropout; (2) basic literacy skills deficiency; (3) homeless, runaway, or foster child; (4) pregnant or a parent; (5) an offender; or (6) need help completing an educational program or securing and holding a job. Income restrictions may be waived for up to five percent of the youth served if they face the barriers to school completion or employment previously listed.

Additional Information about State and Federally Funded California Youth Services

The California State Youth Vision Team, convened by the CWIB, consists of various state and federally funded agencies and community based organizations serving California's youth. Its main purpose is to foster communication, coordination and collaboration at state and local levels among programs that serve California's neediest youth. The team has developed a California Youth Services Matrix to assist in navigating the myriad of youth services to better align resources and coordinate cross-program services to effectively serve youth most in need. Attached in the Internet link below is the matrix that identifies the agency, program, target population, services, funding, access points and eligibility. This is intended as a starting point and, given funding and administrative changes; we suggest you explore each entity's website.

http://www.calwia.org/doc_files/CA%20Govt%20%20Youth%20Services%20Matrix%20Dec08.pdf

Sincerely,

Original Document Signed By:

GREGORY E. ROSE
Deputy Director
Children and Family Services Division