

ECONOMIC & WORKFORCE DEVELOPMENT WORKING GROUP

OED Assignments & Deliverables

as of October 11, 2016

ATTACHMENTS

- Att 1 OED Policy on Supportive Services**
- Att 2 DRAFT Marketing Plan to Out of School Youth***
- Att 3 Denver Preferred Training Providers**
- Att 4 OED Staff Assignments (by Industry and Neighborhood)***
- Att 5 OED Policy on Individual Training Accounts (ITAs)**
- Att 6 Protocol for Serving Employers**
- Att 7 Protocol for Serving Jobseekers***
- Att 8 ResCare ACADEMY for Jobseekers**
- Att 9 Explore Your Career In . . .**
- Att 10 Construction Event flyer**
- Att 11 Description of ConnectingColorado***

RESOURCES:

- 1. List of comprehensive resources that are provided by the City or ResCare, for example, day care assistance, financial planning, resume building, training, eye glasses, etc.**

OED's current policy on supportive services through WIOA is Attachment 1.

- 2. List and links to marketing materials to assist job seekers and employers to the comprehensive resources, specifically what is the comprehensive marketing and outreach plans for DWFS and Res Care to provide services to residents?**

The development of focused, measureable marketing plans is ongoing as a key component of the new delivery model. Different audiences dictate specific messaging, calls to action, and communications channels. A draft marketing strategies to recruit one such audience—disconnected youth—is Attachment 2. Several more audience-specific marketing plans will be produced during this 2016-17 year and we will share them as they are finalized and implemented.

- 3. List of partners – Denver Preferred Training Providers (DPTP) – for example, Denver Urban Renewal Authority, Connect Colorado, etc.**

A current copy of the Denver Preferred Provider List is Attachment 3. It is updated regularly and available at denvergov.org/workforce, click on “Find a Trainer.” (DURA and Connecting Colorado are not training providers.)

4. List of the focus industries and/or neighborhoods that have OED staff assigned to them.

See Attachment 4.

5. List of development projects across industries that will require additional employees/recruitment.

The OED Business Development team will provide this list for the November Work Group meeting.

6. Provide policy on Individual Training Accounts (ITAs).

OED’s current policy on Individual Training Accounts through WIOA is Attachment 5.

PROCESS DEVELOPMENT FOLLOW UP:

7. Develop process flow chart for engagement between job seekers and employers. For clarity’s sake, we’ve attached the powerpoint that the Work Group saw in August, “The Employer as Customer.” These slides show the process of engaging with an employer. Meanwhile, the process of serving all adult and youth jobseekers follows a basic five-step protocol:

Referral		Assessment		Enrollment		Training		Employment
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This process is described in more detail in Attachment 7 and certainly warrants more discussion in a future Work Group meeting.

8. Process for identification of skill gaps for job seekers - Identify employment gaps and attach factual numbers to industry needs. ResCare’s process for identifying jobseeker skill gaps is attached as Attachment 8. Employment gaps are identified on an ongoing basis by our economist, Lisa Martinez-Templeton, by reviewing state and federal labor statistics. Attached are examples of how she communicates the projected employment gap and future demand (Explore Your Career In . . . , Attachment 9).

9. Process for recruitment in neighborhoods and early outreach to assure that individuals are trained for positions prior to job openings --assessments, surveys, and

recruitment/outreach. What are the major tools that are needed to ascertain what a community's skill sets are and identify what training is needed to fill jobs?

At present, OED combines this information from the following:

- Labor market information/neighborhood research
- Community needs assessment
- General industry information sessions
- Company specific information and recruitment sessions

As a recent example, see the Attachment 10 about the Construction careers event held in September.

10. Identify sustainable apprenticeship programs.

There are 88 apprenticeship programs in 60 separate occupations in the City and County of Denver. A full list can be found at <http://oa.doleta.gov/bat.cfm>.

11. Develop a process/matrix to track job seekers who are being assisted and outcome to assure that no one falls through gaps, for example, enhanced assistance for challenged job seekers such as ex-offenders.

The statewide database used by all workforce regions to track jobseekers and open positions posted by employers is ConnectingColorado, and it fulfills this function. A written description with more detail appears as Attachment 11.

CONSIDERATIONS & QUESTIONS:

12. What is OED's budget capacity to handle job seeker assistance?

In the Workforce budget year (7/1/16 through 6/30/17), Denver Workforce Services plans to serve:

- 30,000 Wagner Peyser customers
- 581 new WIOA Adult customers + 133 carry-in for a total of 714 WIOA Adults
- 147 new WIOA Dislocated Workers + 79 carry-in for a total of 226 WIOA Dislocated Workers
- 300 new WIOA In School Youth + 62 carry-in for a total of 362 WIOA In School Youth
- 310 new WIOA Out of School Youth + 127 carry-in for a total of 437 WIOA Out of School Youth
- 3300 TANF recipients
- Roughly 300 WIOA Adult and dislocated workers will receive training (ITA or OJT) at an average of \$3000 per participant
- Another 150 will receive retail specific training (ITA or OJT)

13. How can these processes collaborate with Denver's Road Home and other city services to assist with homeless job seekers, for example, designate beds for people who are working?

Our OED Workforce staffer Ken Arellano serves as chair of the DRH Employment Subcommittee. It will make sense to schedule him to talk to the Work Group when your agenda allows.

14. **Schedule various partners to either the Working Group or BIZ Committee for briefings, for example, ResCare updates.**

Our next planned update is with the Business/Workforce Committee on October 12, with our 1Q report. All contractors will be available for questions.