

Nebraska Workforce Development Board  
Meeting Minutes  
December 6, 2019, 9a – 12p  
Nebraska Educational Telecommunications (NET)  
(AKA Terry M. Carpenter Telecommunications Center)  
1800 North 33rd Street, Lincoln, Nebraska 68503

Agenda item 1. Call to Order

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Chair Mark Moravec called to order the meeting of the Nebraska Workforce Development Board (the Board) on Dec 6, 2019 at approximately 9a at Nebraska Educational Telecommunications (NET), 1800 North 33<sup>rd</sup> Street, Lincoln, Nebraska.

Agenda item 2. Roll Call

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Lindsey Sullivan called roll and determined that quorum was established.

Members in attendance

- |                          |                       |
|--------------------------|-----------------------|
| 1. Senator Joni Albrecht | 10. James Hanson, Jr. |
| 2. Greg Adams            | 11. Tate Lauer        |
| 3. John Albin            | 12. Susan Martin      |
| 4. Troy Brooks           | 13. Mark Moravec      |
| 5. Brian Deakin          | 14. Kyle J. Nixon     |
| 6. Jason Feldhaus        | 15. Don Nordell       |
| 7. Lindy Foley           | 16. Bradley Schroeder |
| 8. Michael Geary         | 17. Jennifer Sedlacek |
| 9. Allan Hale            | 18. Becky Stitt       |

Members absent

- |                           |                   |
|---------------------------|-------------------|
| 1. Governor Pete Ricketts | 7. Terri Ridder   |
| 2. Kyle Arganbright       | 8. Dannette Smith |
| 3. Elizabeth Babcock      | 9. Carol Swigart  |
| 4. Phil Bakken            | 10. Paul Turman   |
| 5. Gary D. Dixon, Jr.     | 11. Lisa Wilson   |
| 6. Anthony Goins          |                   |

Nebraska Department of Labor (NDOL) Board support staff in attendance

- |   |  |
|---|--|
| 1. Katie Thurber, General Counsel   | 4. Deb Andersen, WIOA Policy Coordinator,<br>Office of Employment & Training                   |
| 2. Erin Cooper, Workforce Services<br>Administrator, Office of Employment &<br>Training | 5. Wendy Sieler, Employment Services<br>Program Specialist, Office of Employment &<br>Training |
| 3. Dawn Carrillo, WIOA Program Analyst,<br>Office of Employment & Training              | 6. Yvette Montes Jung, Staff Assistant I, Office<br>of Employment & Training                   |

### Agenda item 3. Notice of Publication

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Lindsey Sullivan announced that the Notice of Public Meeting was duly published, in accordance with the Nebraska Open Meetings Act, in the Beatrice Daily Sun, Grand Island Independent, Lincoln Journal Star, North Platte Telegraph, Omaha World Herald, and Scottsbluff Star-Herald and on the State of Nebraska Public Meeting Calendar.

### Agenda item 4. Approval of Minutes

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Chair Moravec called the Board's attention to the draft minutes from the last meeting of this Board held on September 13, 2019, which were included in the Board Members' meeting packets as Handout 1. The minutes were also emailed to Members of the Board on December 4, 2019. Chair Moravec asked if the Members had additions or corrections to the minutes. No additions or corrections were provided.

Chair Moravec opened the floor for public comment on the draft minutes. No public comments were made. Vice Chair Bradley Schroeder motioned to approve the minutes of the September 13, 2019 meeting of the Board and Michael Geary seconded the motion. Members of the Board in attendance voted on the motion by voice vote. The vote carried unanimously.

Chair Moravec reminded the Board that agendas, minutes, and packets provided during meetings of the Board are available on Board's webpage, which is accessible at <https://dol.nebraska.gov/EmploymentAndTraining/LCRWP/WIOA/NWDB>.

### Agenda item 5. Old business

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#### a. 2019 – 2020 Meeting Locations

Chair Moravec addressed the Board regarding the 2019 – 2020 meeting locations. During the September meeting, the Board agreed to hold the meetings at the Bennett Public Library in Downtown Lincoln. Following the September meeting, it was determined that location would not work due to facility restrictions against early access to the space for meeting set up. Chair Moravec called the Members' attention to Handout 2, a list of the proposed alternate locations. It was proposed that three of the four 2019 – 2020 meetings would be held at the NET facility with the June 2020 meeting being held at the Administrative Services Building at 16th and K Streets.

Chair Moravec asked if there were concerns with the alternative locations. No concerns were voiced. Becky Stitt motioned to approve the alternative locations and Senator Joni Albrecht seconded the motion. Members of the Board in attendance voted on the motion by voice vote. The vote carried unanimously.

#### b. WIOA Update

Chair Moravec introduced Deb Andersen, who provided the Board with an update on the Workforce Innovation and Opportunity Act (WIOA) Annual Statewide Performance Report Narrative for Program Year 2018. Deb called the Board's attention to Handout 3, a copy of the narrative and provided the Board with a quick overview of the purposes of the narrative and its contents. Deb advised the Board that the Board's Evaluation and Review Subcommittee would be evaluating the narrative and providing the Board with a report on its evaluation during the March meeting of the Board. Deb also mentioned that Scott Hunzeker would be providing

additional information on the Subcommittee's plans for the review during his Subcommittee report.

Next, Chair Moravec introduced Erin Cooper, who provided the Board with an update on a recent Federal review of Nebraska's Rapid Response Services. Erin called the Board's attention to Handout 4, an overview of the outcome of the Federal review. Before taking the Board through the overview, Erin explained that the purpose of Rapid Response Services is to promote economic recovery and vitality by developing an ongoing, comprehensive approach to identifying, planning for, responding to layoffs and dislocations, and preventing or minimizing their impacts on workers, businesses, and communities.

### c. Subcommittee Roles and Responsibilities

The last item of old business was subcommittee roles and responsibilities.

Chair Moravec reminded the Board that WIOA places more emphasis on the active involvement of state workforce development boards in their respective workforce development systems. He continued by further reminding the Board that the Board's Subcommittees were restructured in February 2019 in response to that increased emphasis. He stated that restructuring does not seem to be working based on the concerns mentioned during the September meeting and concerns raised again during the past week. Chair Moravec continued by saying that during the September meeting of the Board it was agreed that a meeting would be scheduled for him and Vice Chair Brad Schroeder to meet with the Subcommittee chairs to discuss roles and responsibilities. Instead, it was decided to have an open discussion among all Board members about the required functions of the Board as a whole and how the Board wants to handle its fulfillment of those functions. Chair Moravec directed the Board's attention to Handout 5, a listing of the required functions of all state workforce development boards. After allowing time for review of the information in Handout 5, Chair Moravec asked Board Members if they feel the Board's Subcommittees necessary in order to fulfill the responsibilities listed in Handout 5 and opened the floor for discussion.

Senator Joni Albrecht asked how the Board would know what its responsibilities are without Subcommittees and what the Subcommittees have done to date. She went on to say that she appreciates hearing the Subcommittee reports during each meeting of the Board. Chair Moravec remarked, saying that was a good question and asked in response if the duties of the Board would be dealt with by the Board during its quarterly meetings in the absence of Subcommittees. Deb Andersen indicated that approach would be an option.

Michael Geary, chair of the Strategy and Innovation Subcommittee, stated that his Subcommittee has experienced issues getting together for various reasons. Setting that aside, Michael stated that he is not sure that the members of the Board's Subcommittees are clear on their respective responsibilities. Michael commented on the characteristics of the Subcommittee reports that have been given during past meetings, that some have been very detailed while others have been very general in nature. Michael went on to say that if he were organizing his business for effectiveness, he is not sure that he would sub-optimize its talent into subcommittees in the way that the talent among the Members of the Board has been segregated based on the structure of the Board's Subcommittees. Regarding the Board's Subcommittees, Michael indicated that he would instead have the full Board identify top priorities, fully engaging the intellectual horsepower of the entire Board. The full Board would work on those priorities until it becomes necessary to have working groups take over in order to move things forward. Michael stated that having subcommittees that work exclusively on a fixed set of the Board's duties does not make the best use of the full Board's knowledge, fragments that knowledge, and does not allow the best ideas

to come forward. Michael acknowledged that there needs to be some mechanism that allows matters to be addressed at a very deep level by working groups with the top priorities identified by the full Board.

James Hanson, Jr. provided comments and started by acknowledging the mindshare that is lost by having the Subcommittees but went on to say that Board Members were appointed to the Subcommittees because of specific interests and strengths that they may have. James indicated his biggest concern with not having the Subcommittees is how to get the entire Board to participate in some of the things that need to be done. He stated that some of the required functions of the Board are functions he does not want to deal with because he does not have strengths in those functional areas. James went on to say that he would much rather have Board Members who have strengths in those functional areas shepherding activities and reporting to the full Board on those activities. James said that if each of the Board Members is required to participate in fulfillment of every required function he feels the Board would lose the outcomes that are really needed.

Brian Deakin provided comments as well, saying that he appreciates the remarks that had been made, especially those about the difficulty in getting together and meeting. Brian stated that it can be difficult to get full participation in virtual meetings and suggested that some Subcommittee meetings could be held in conjunction with meetings of the full Board, as breakout sessions during Board meetings or meetings that follow the adjournment of Board meetings. Board Members have already committed half a day or more, travelling to and attending Board meetings, so it would be good to capitalize on the fact that Board Members are together. Whether the Board decides to continue with the Subcommittee structure or do something completely different and focus on initiatives, Brian said the Board should take advantage of the time it spends together.

James Hanson, chair of the Policy and Oversight Subcommittee, commented in response stating that it is very important that Subcommittee meetings have intended outcomes. If a Subcommittee is meeting without a planned outcome or deadline, that is a lot different from a Subcommittee that has very specific deadlines. James stated that the Policy and Oversight Subcommittee is overseeing the development of the state plan and has very specific goals and deadlines that must be maintained, requiring the Subcommittee to meet regularly by Webex. James indicated that the Subcommittee has met only once in person (the Subcommittee's first meeting on March 8, 2019.) James concluded by saying that the meeting needs of individual Subcommittees may vary based on their respective responsibilities.

Vice Chair Bradley Schroeder stated that it is important that Subcommittee members are very clear on their individual responsibilities within their Subcommittees. As a business representative on his Subcommittee, Vice Chair Schroeder said that he could act as an advisor, helper, or someone providing input on ideas. Because the Subcommittees comprise a diverse group of individuals representing business, workforce, education, and partner agencies, Vice Chair Schroeder said that it is important that each Subcommittee member understands how their individual role fits in with those of other Subcommittee members. Vice Chair Schroeder stated that each Subcommittee member's areas of expertise should be clearly understood by other Subcommittee members. He also said that the Subcommittee members should know and understand what they are working toward at all times and what is expected of each member as they do so.

Chair Moravec asked if the Board Members feel that the Board's current Subcommittees are necessary; or could they be narrowed down, having the full Board focus on two or three top priorities, as Michael Geary suggested.

Brian Deakin responded, saying he is not certain it is an “either or” situation, that a blend of the two approaches might make sense. He suggested that a structured Subcommittee might be needed to address certain Board functions that require a systematic approach; and for the Board’s functions that are more nebulous, the Board could organize around initiatives, identifying those initiatives, establishing ad hoc task forces to move things to completion, and disbanding those task forces upon completion of their respective initiatives.

Chair Moravec then asked if there is a way to refine the structure of the Subcommittees to make them more effective.

James Hanson, Jr. responded saying a task-oriented and project-driven focus is key. Using the activities of the Policy and Oversight Subcommittee as an example, James stated that the activities of Subcommittee are currently very structured because of activities relating to the state plan and timelines associated with its development and submission. James indicated that the activities of Subcommittee will change in focus and be less structured once the state plan is submitted and subsequently approved. James also indicated that the Subcommittee has a list of activities that it must complete. James went on to say that in the absence of Subcommittees he is concerned that a subset of Board Members would be tasked with accomplishing the majority of the Board’s responsibilities and experience burnout over time. James said he feels that having established Subcommittees with defined areas of responsibility would prevent that burnout. He also said that each Subcommittee could function in the manner that best suits its overall responsibilities and current focus.

Troy Brooks commented saying he likes the idea of holding Subcommittee meetings on the same day as Board meetings and possibly having breakout groups that come back and report to the full Board. Troy stated that at his company they had subcommittees that were organized to address specific issues and met on a regular basis. The subcommittees continued to meet regularly after the issues had been resolved, did not really know why they were continuing to meet, and were no longer effective. Management decided that the subcommittees did not need to continue meeting once they had resolved the issues at hand. When new issues arise, subcommittees are reactivated to address those issues. This approach frees up teammates to participate on other subcommittees and they avoid burnout resulting from attending regular meetings that are held without purpose.

Chair Moravec commented on the roles and responsibilities of Subcommittee chairs, referring to concerns raised by Terri Ridder. Terri indicated that she was unsure of her responsibilities as chair of the Evaluation and Review Subcommittee. Chair Moravec asked Deb Andersen if she had additional comment on the concerns raised by Terri.

Deb acknowledged that the nature of the Board’s required functions varies, with some being calendar based while others are not, which has led to confusion for some Subcommittee chairs. Deb pointed out that some of the Board’s responsibilities are technical in nature and driven by Federally established timelines, such as the Policy and Oversight Subcommittee’s responsibilities relating to state plan development and submission. Deb indicated that other responsibilities of the Board could be considered open-ended, such as the Strategy and Innovation Subcommittee’s responsibilities relating to career pathways. Deb stated that while there are no Federally established timelines relating to the Board’s involvement with career pathways there is a requirement that the Board be involved with the development of strategies that support career pathways. Deb mentioned that Federal reviewers asked about the Board’s efforts regarding career pathways during the Federal review conducted in May 2019. Deb went on to say there are career pathways activities occurring across the state but the Board is not currently involved.

Michael Geary advised the Board that he and Deb Andersen had a conversation about career pathways a week prior to the Board meeting. He said that he had told Deb that he felt that some of the most productive work coming out of the Board had occurred in relation to career pathways and the Nebraska Career Education Model developed by the Nebraska Department of Education. Michael related a personal experience with career pathways. Michael's son told him that he did not want to go to college. Instead, he wanted to be a firefighter. His son's high school counselor walked his son through the career pathways model, which result in his son's dual enrollment in high school and community college coursework. Michael commented that if Federal reviewers feel that career pathways isn't a strong enough focus of the Board that the Board's previous work on career pathways is certainly something the Board could revisit. Michael concluded by saying that if the Board were to look at the people who should be consuming the Board's past work on career pathways, or byproducts of that work, it is very likely that positive stories would be found out in the field.

Chair Moravec commented in response saying that there are currently some very effective career pathways programs in the state. He commented further that the Board does not need to reinvent the wheel. Blueprint Nebraska, for example, is an initiative started by the University of Nebraska that includes a career pathways focus and works toward some of the end goals of this Board. Chair Moravec went on to say he feels the Board would be most effective if it combined its efforts with the efforts of other entities or initiatives. He suggested the Board connect with successful career pathways programs across the state, find out what they are doing, get updates from those programs, and try to tie it all together to eliminate silos that exist due to a lack of communication or awareness.

Senator Joni Albrecht responded to Chair Moravec's comments. She mentioned several groups, initiatives, and collaborations across the state that focus on workforce and workforce development issues, including the Nebraska Legislature's workforce development task team, the Aksarben Foundation, and Blueprint Nebraska. Senator Albrecht said there are 18 groups across the state with which the Board can coordinate and collaborate to fulfill its responsibilities, including career pathways. Senator Albrecht also said that she feels the groups are coming together the way they should and need to and are recognizing that they have to do something to maximize their efforts. She said the Board should be knowledgeable of the efforts of those groups if the Board is required support career pathways. Senator Albrecht stated that when she thinks about the Board's Subcommittees and their close work with the Nebraska Departments of Economic Development and Labor that representatives from the Departments should be attending the meetings of those groups to learn about the efforts of the groups, share information about the efforts of the Departments, and report back to the Board.

Chair Moravec suggested that representatives of the groups and initiatives mentioned by Senator Albrecht be invited to speak to the Board once or twice a year to learn about their efforts and to give the Board an opportunity to offer the Board's support and involvement in those efforts.

Kyle Nixon responded saying he thinks that is a good idea. Kyle indicated that he chaired one of the Blueprint Nebraska industry councils, the Manufacturing Industry Council. He said that he is aware of the workforce development activities mentioned by Senator Albrecht. During Blueprint Nebraska meetings and Manufacturing Industry Council meetings, workforce development was a major focus of discussions, as is the case at many other meetings he has attended. Kyle said that workforce development is on everyone's mind. Kyle also said that he feels we are far from all coming together. Kyle said there are numerous successful workforce development initiatives, many of which overlap. Kyle also said that a huge part of what the Board can do is figuring out how to bring those activities together.

Lindy Foley mentioned the Nebraska Partner Council, which includes in its membership representatives of the WIOA core partners and state-level representatives of some of required one-stop partners. Those partners are responsible for workforce-related initiatives across the state. Lindy stated that while the Subcommittees include representatives from the Council in their appointed membership the Council feels that more could be done to connect the work of the Council with the work of the Board. Lindy suggested that the Council be invited to report to the Board, in general, and to the Subcommittees regarding Subcommittee-specific topics.

Chair Moravec commented that he felt the Board had identified one of its first goals, establishing connections with and among existing workforce-focused groups and initiatives. Chair Moravec also said that he felt that implementation of this goal might be appropriately assigned to the Strategy and Innovation Subcommittee. Chair Moravec asked if there were additional workforce-focused groups or initiatives not yet discussed about which the Board should be aware.

- Senator Albrecht mentioned the State and Local Chambers Of Commerce, colleges, and labor unions.
- Kyle Nixon reiterated the involvement of the State Chamber of Commerce in workforce development and that its involvement continues to increase.
- Susan Martin mentioned a task force on workforce development issues headed by Nebraska Senator Kate Bolz, which includes Blueprint Nebraska, community colleges, the University of Nebraska, and labor unions and organizations.

Senator Albrecht stated that she feels the Board needs to share information on its activities with the public to insure that it is known that the Board is resource.

Brian Deakin mentioned sector partnerships in Nebraska. Brian said that as the central Nebraska sector partnership worked to establish the partnership they found that many groups and individuals had been working for more than a decade to address workforce issues but not in a connected manner. Brian also said that one of the responsibilities of the Board is to promote one-stop shopping. Brian said further that he sees a lot of good work on workforce issues but much of it is duplicative. There are different groups and organizations doing the same thing but not talking to each other. In its effort to connect the dots, Brian said the Board could take a draconian approach and say that all workforce development efforts must approved by the Board. Alternatively, the Board could investigate, learn what is happening, and invite folks to collaborate. Brian suggested that the Board, as one of its goals, work to align existing groups and initiatives in order to eliminate duplication of effort. Brian said he believes that if the Board brings these groups together it would be much more effective in meeting its responsibilities and making a difference across the state.

Chair Moravec agreed with Brian's comments regarding duplication of effort across groups and initiatives, as well as communities. Chair Moravec also agreed that the Board should be working to bring everyone together and align workforce development initiatives and activities across the state to minimize the duplication. He said that Blueprint Nebraska probably has one of the largest groups of leaders across the state and would be a good group with which to coordinate first. He also said it is incumbent upon the Board to coordinate with Blueprint Nebraska and share information.

James Hanson, Jr. commented that the Board had not yet discussed the involvement of the local workforce development areas. James said that the local areas need to be involved, that their efforts filter up to success at the state level. He pointed out that the local areas serve as liaisons between the Board and local communities.

Kyle Nixon commented, saying he hears the same idea at many meetings—it is important to bring everyone together and align workforce development initiatives and activities across the state to minimize duplication of effort—so it is apparent that everybody wants this.

Brian Deakin agreed with Kyle and said the same question is always raised at meetings: Who should take the lead? Brian said that the Board could be the entity that brings everyone together and that doing so would fulfill its mandate if the Board acts as a clearinghouse and works to connect groups and initiatives by areas of focus.

Jason Feldhaus asked for clarification as to whether the Board's Subcommittees would be retained. Jason commented on Brian's suggestion that Subcommittee meetings be held in conjunction with meetings of the Board, that he agreed with that approach but felt that the Board's discussions resulted in additional work for the Board. Jason asked if the additional work would be facilitated by the Subcommittees.

Chairman Moravec responded saying he felt the work discussed falls under the purview of the Strategy and Innovation Subcommittee and asked if the Subcommittee agreed with that statement. The Subcommittee agreed. Chairman Moravec then asked if the Policy and Oversight Subcommittee and Evaluation and Review Subcommittee felt that their responsibilities are well defined. The general response from the Policy and Oversight Subcommittee was that its responsibilities are well understood. The Evaluation and Review Subcommittee indicated that its responsibilities are not well understood. Based on the responses of the Subcommittees, Chairman Moravec asked if there should be only two Subcommittees, rather than three, and asked if a motion was needed to that end.

James Hanson, Jr. asked if an outcome on the issue was needed that day.

Chairman Moravec reminded the Board that the purpose of the discussion on the roles and responsibilities of the Board's Subcommittees was to receive input from Members of the Board regarding their roles and responsibilities, including the roles and responsibilities of the chairs of the Subcommittees, and purpose needs to be the Board's focus. Chair Moravec called on Board Member Commissioner John Albin, asking if he agreed.

Commissioner Albin said that he agreed but did not feel an outcome would be achieved that day. He suggested that Board think about the role it wants NDOL to have in the work of the Board. Years ago the work of the Board was performed by NDOL with rubber-stamp approval by the Board. Commissioner Albin said the current iteration of the Board's work structure falls at the other end of the spectrum, with the Board coming up with innovations and NDOL executing. Commissioner Albin also said that he thinks the greatest successes will come from somewhere in the middle. Commissioner Albin acknowledged that each Board Member likely has ideas about how Nebraska's workforce system should operate. He reminded the Board that the idea under WIOA, and WIA before that, is to push decisions out to the business community, with the business community acting as leaders. It is important that the Board not lose sight of that idea. Commissioner Albin also acknowledged that the Board's current work structure probably pushes too much to the business side considering each Board member's responsibilities outside of the Board. As it evolves, the Board should determine how NDOL staff can best serve the Subcommittees and make the Board most effective in the process. Commissioner Albin said he thinks NDOL staff can do almost anything the Board needs them to do, but the Board needs to come up with a better strategy on how to best utilize NDOL staff in a way that makes the Board most effective and ensures the best use of the Board's time.

Chair Moravec concluded discussions by saying Deb Andersen would work to get a representative from Blueprint Nebraska to present to the Board. He also said that a meeting with Subcommittee chairs might be held regarding Subcommittee structure.

## Agenda item 6. New business

### a. Subcommittee Reports

The next order of new business was subcommittee reports.

- *Evaluation and Review Subcommittee*

The report for the Evaluation and Review Subcommittee was provided by Subcommittee Member Scott Hunzeker. Scott advised the Board that the Subcommittee would be meeting prior to the next meeting of the Board regarding review of the WIOA Annual Statewide Performance Report Narrative for Program Year 2018.<sup>1</sup> The Subcommittee will report to the Board on its review at the March meeting of the Board.

- *Policy and Oversight Subcommittee*

Subcommittee Chair James Hanson, Jr. provided the report for the Policy and Oversight Subcommittee. James advised the Board that the Subcommittee continued work on the State Plan Strategy Workshop. The workshop was scheduled for and held on October 29, 2019:

- 160 workforce system shareholders invited
- 68 individuals registered
- 59 attended

James stated that a summary report on the information collected during the workshop would be provided by email to the Board and all individuals invited to and attending the workshop. James said comments on the report could be sent to Deb Andersen by email.

Following the workshop, a workshop-evaluation form was sent to all attendees. The response rate to the evaluation request was low, with only 10 responses received from the 59 attendees. Responses received were positive and supportive of the purpose and outcomes of the workshop, as well as the facilitators' conduct of the workshop. A sample of the workshop evaluation form, along with a summary of the responses is included to the workshop summary report.

A debriefing session was held after the workshop with the workshop facilitators, the Policy and Oversight Subcommittee, and the state plan partners. During the debriefing, one of the workshop facilitators, Dr. Marjorie Kostelnik, described in general terms an evaluation methodology that could be used for development of state plan content. Following the debriefing, Dr. Kostelnik offered to meet with the Policy and Oversight Subcommittee and state plan partners to discuss in detail the components of and use of that methodology and would do so at no cost. James indicated that the Subcommittee and state plan partners would be meeting with Dr. Kostelnik on December 11, 2019.

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<sup>1</sup> The narrative is accessible at <https://dol.nebraska.gov/webdocs/getfile/5f7f3553-0007-42bd-8fb6-03036370ac2c>.

James concluded by recognizing Board Member Phil Bakken for his offer of resources toward the conduct of State Plan Strategy Workshop, which would not have been the success it was without Phil's support of the purposes of this Board.

- *Strategy and Innovation Subcommittee*

Subcommittee Chair Michael Geary provided the report for the Strategy and Innovation Subcommittee. Michael advised the Board that the Subcommittee would be meeting during the week of January 13, 2020 with representatives of Nebraska's Homeless Continua of Care to hear discussion on the Continua's request that the Board enter into a memorandum of understanding with the Continua.

- b. *Member Updates*

Chair Moravec asked Members of the Board for updates on their respective industries or organizations and local workforce development area activities for the Members who also serve on local workforce development boards. Members of the Board provided updates as requested.

#### Agenda item 7. Public Comment

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Chair Moravec opened the floor for public comment. No public comments were made.

#### Agenda item 8. Next Meeting – Date and Time

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Chair Moravec reminded the Members of the Board that the next meeting of the Board is scheduled for March 6, 2019 from 9a to 12p and will be held at Nebraska Educational Telecommunications (NET), 1800 North 33<sup>rd</sup> Street, Lincoln, Nebraska. If the date or time of the meeting changes, Members of the Board would be notified by email. Members of the public may confirm the dates and times of the meetings of the Board by checking the Upcoming Meeting section of the Board's webpage. The Board's webpage is accessible at <https://dol.nebraska.gov/EmploymentAndTraining/LCRWP/WIOA/NWDB>.

#### Agenda item 9. Adjournment

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Chair Moravec asked for a motion to adjourn the meeting. Jason Feldhaus motioned that the meeting be adjourned, and Brian Deakin seconded the motion. Members of the Board in attendance voted by voice vote on the motion, which carried unanimously. The meeting adjourned at approximately 11a.



# Nebraska Workforce Development Board

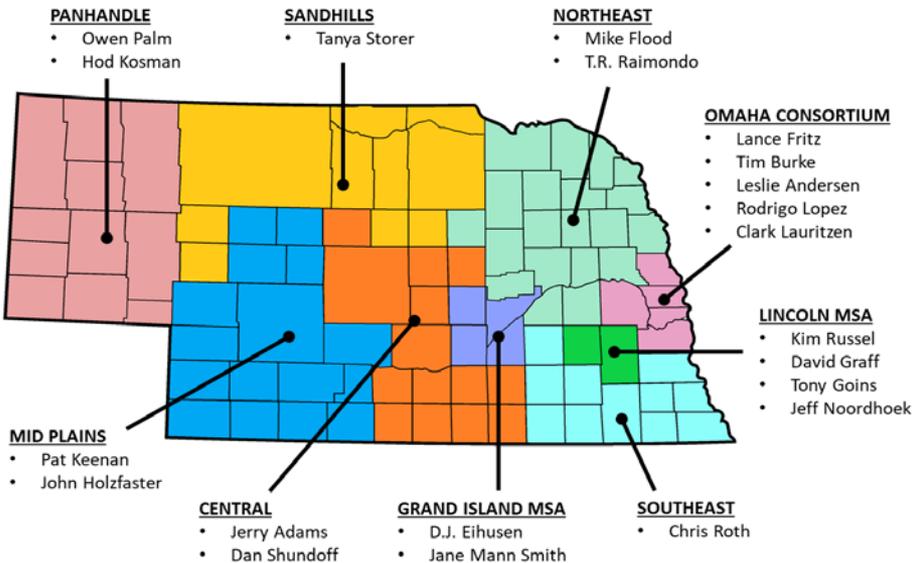
March 6, 2020

# GROWING THE GOOD LIFE



Blueprint Nebraska is a 501c3, envisioned by Hank Bounds and Governor Pete Ricketts.

Leadership consists of a 21-member Steering Committee, led by Co-Chairs Lance Fritz and Owen Palm.



Sixteen original teams were steered by leaders from across the state to support the research- and opinion-based study.

60+

EVENTS

320

ADVISORS (INCLUDING AN ADVISORY COUNCIL AND INDUSTRY COUNCILS)

2,000

PARTICIPANTS

275

COUNCIL MEMBERS WITH SECTOR EXPERTISE

30

REGIONS

60

POTENTIAL INITIATIVES IDENTIFIED

5,000

LOCAL RESPONDENTS

# PEOPLE. LAND. LOCATION.

These assets have always provided the foundation for Nebraska's success. Today, challenges, especially people-related challenges, threaten our ability to sustain this success. That's why business, community and economic development leaders have come together to create **Blueprint Nebraska**, a strategic plan to continue "growing the good life" for all Nebraskans in the years to come.

## PEOPLE

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- Pragmatism, work ethic and ingenuity
- Strong educational systems
- Durable workforce
- Strong, resilient communities

## LAND

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- Unmatched natural resources and geography
- Robust agricultural economy
- Strong and efficient agricultural production rates

## LOCATION

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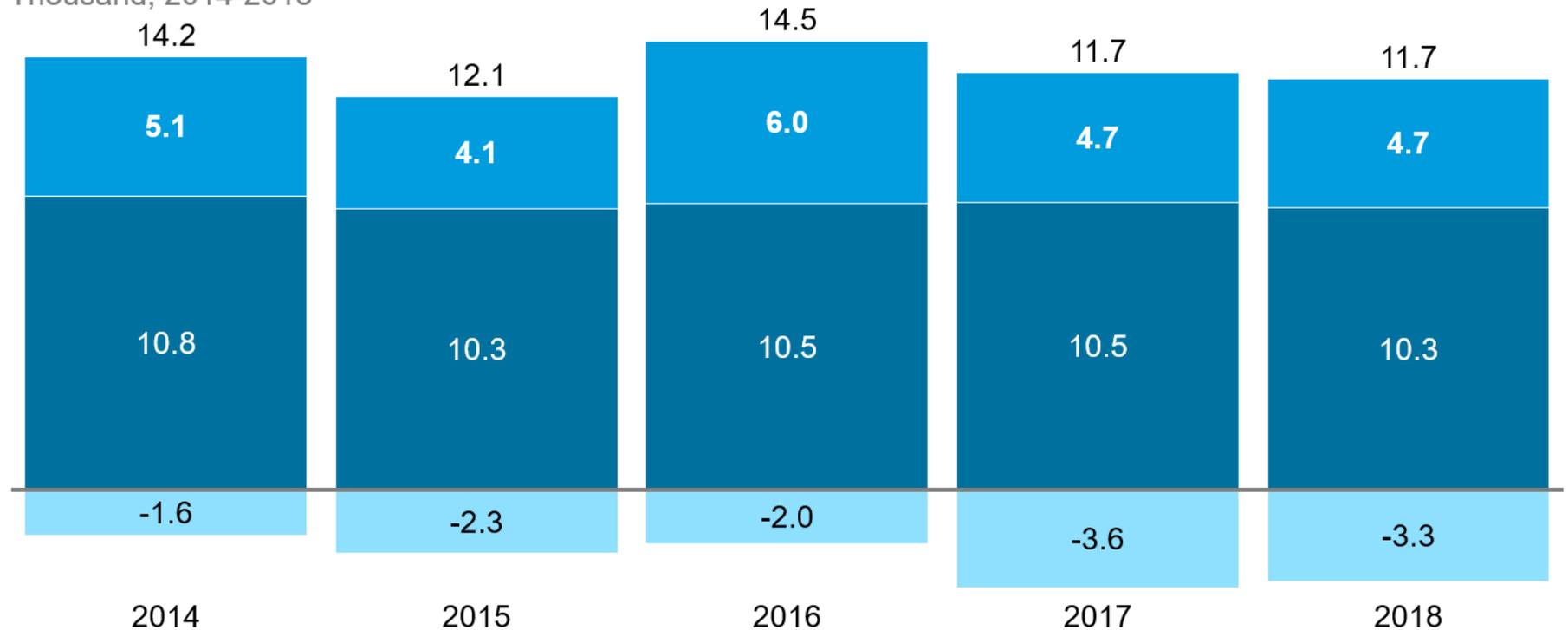
- Natural business hub for country
- Strong transportation network
- Proper infrastructure design, condition, and funding

# Economic Signals: Low ranking of net domestic migration

■ International migration ■ Births - deaths ■ Domestic migration

## Population change

Thousand, 2014-2018

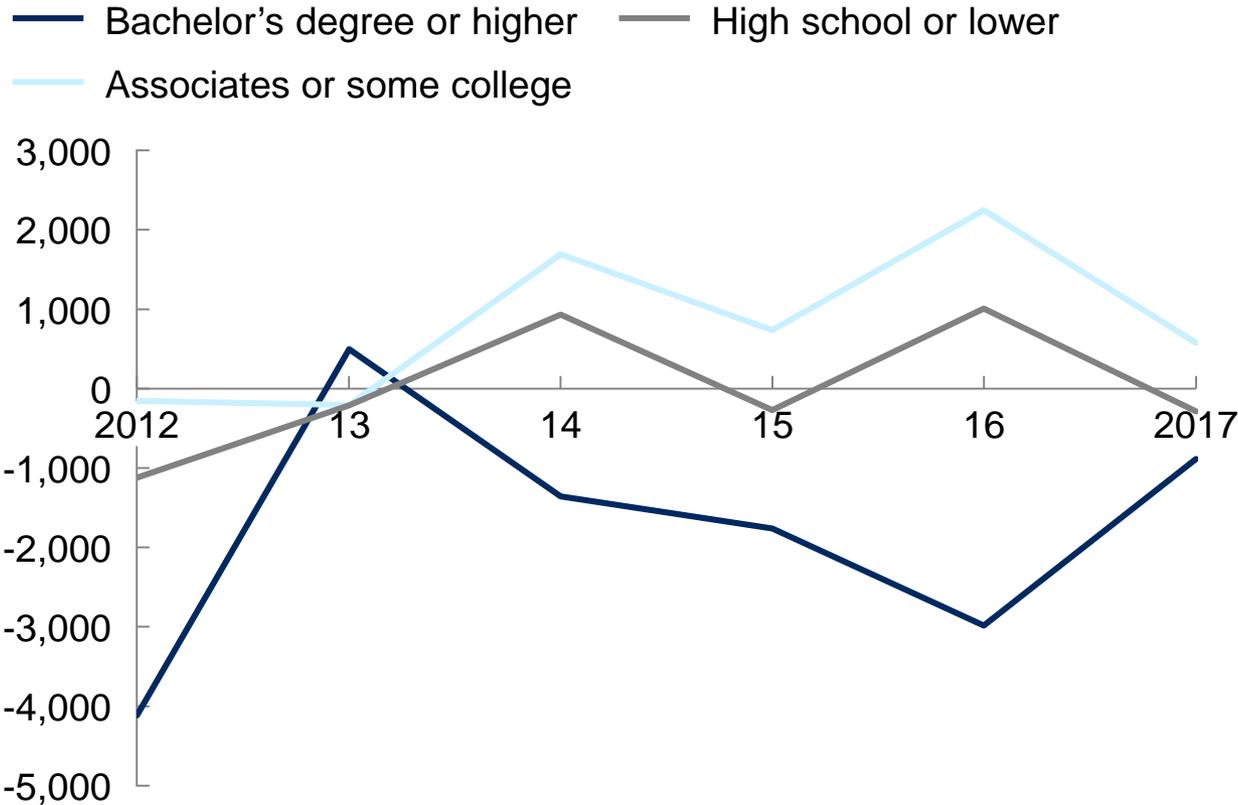


**Nebraska ranked #33 nationally in 2018 net domestic migration**

# Economic Signals: Significant outmigration of college graduates

## Net domestic migration by educational attainment in Nebraska

Population age 25 years and over, #



### Aggregate net migration, #, 2012-17

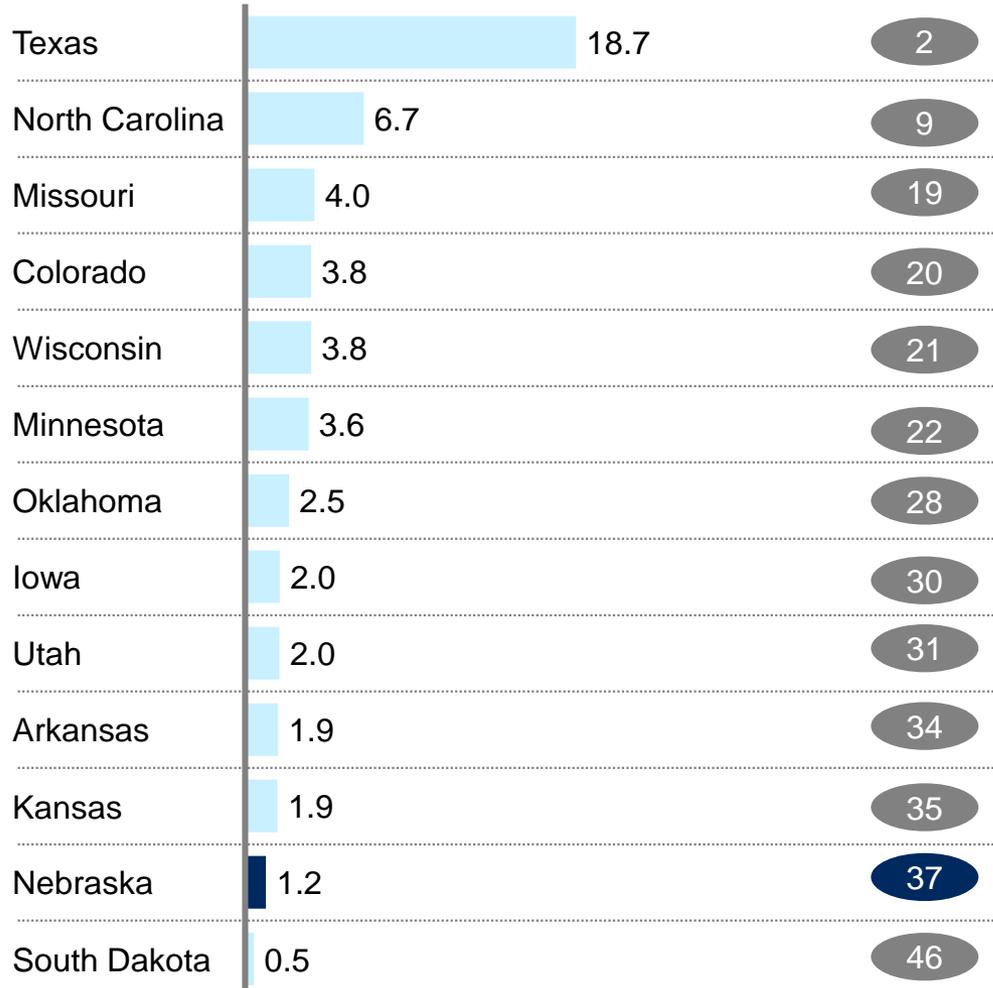
High School or lower	46
Some college or Associate's	4,887
Bachelor's or higher	-10,610
<b>Total</b>	<b>-5,677</b>

# Economic Signals: Small working age population with low growth

## Working age population (15-64)

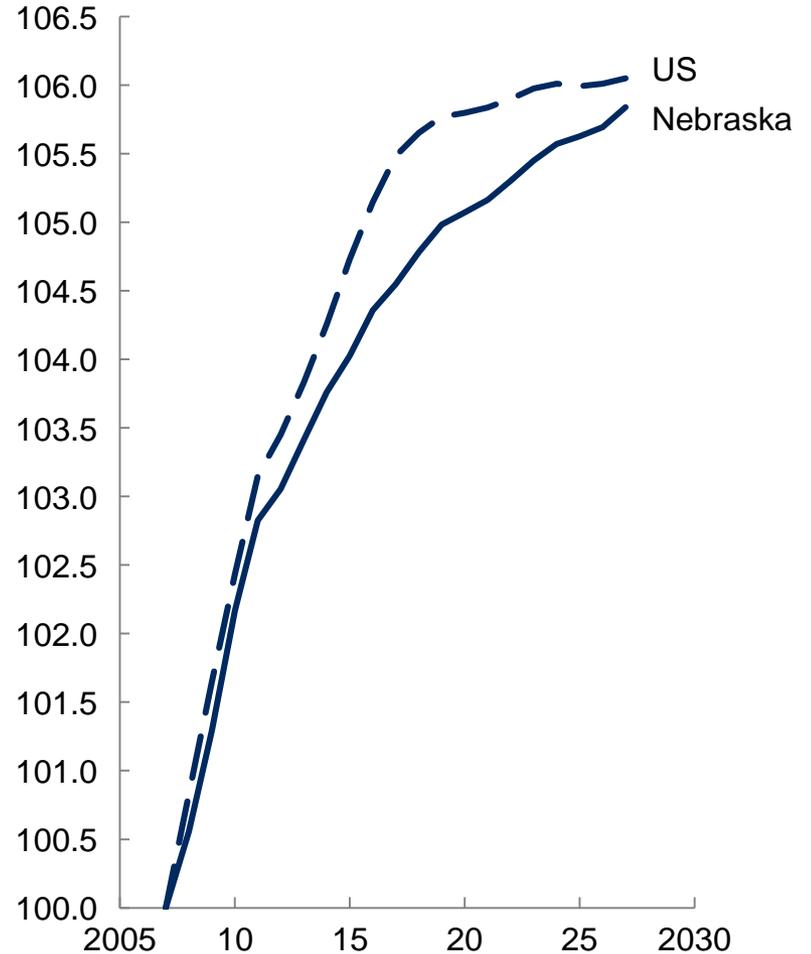
Million, 2017

US rank



## Working age population (15-64) over time

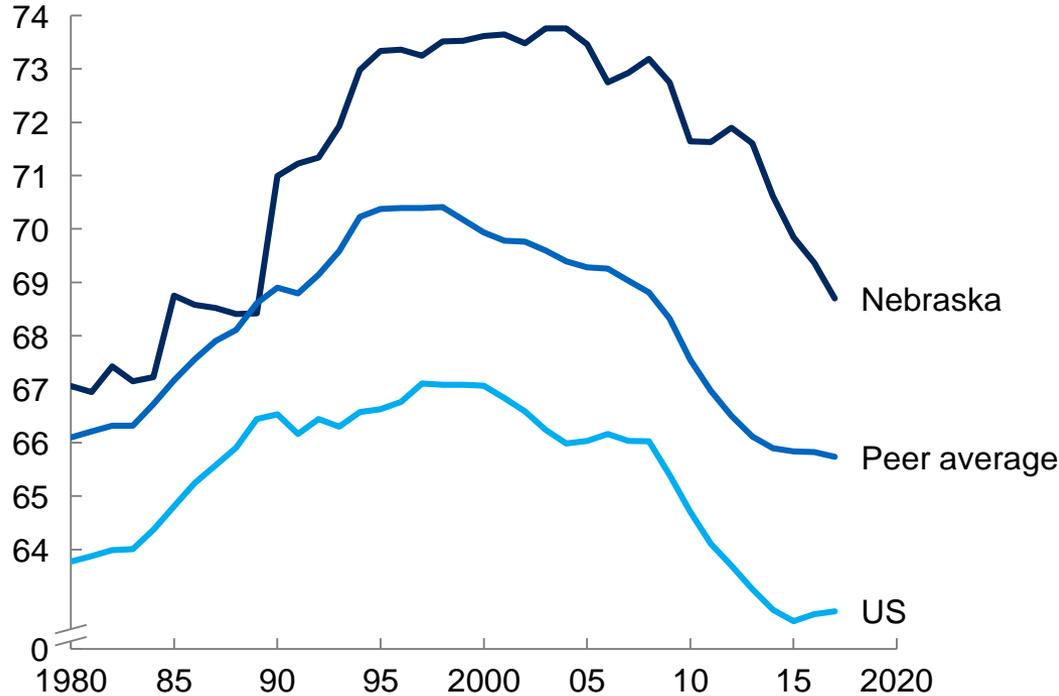
Indexed to 2007



# Economic Signals: High labor force participation rate

## Labor force participation rate

%, 1980-2017



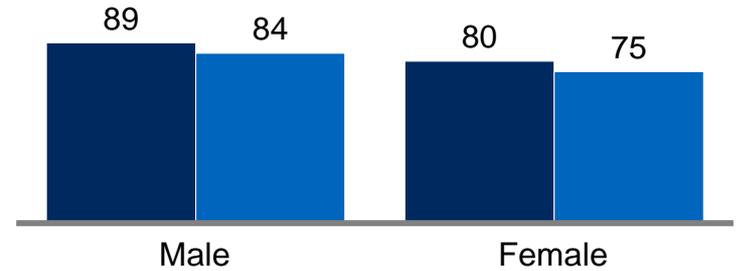
- Nebraska's labor force participation rate for women is higher than in peer states
- Less-educated people (with less than a high school diploma) participate in the labor force at a much higher rate in Nebraska than in peer states

## Labor force participation rate by various characteristics

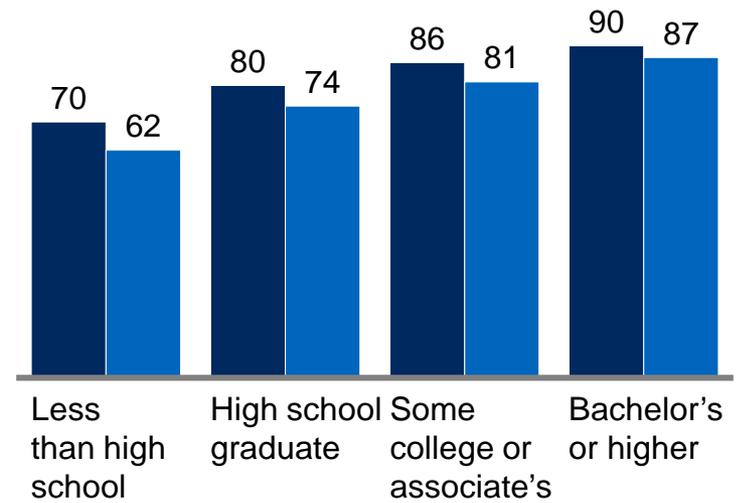
%, 2017

■ Nebraska  
■ Peers<sup>1</sup>

### Gender, ages 25-64



### Educational attainment, ages 20-64



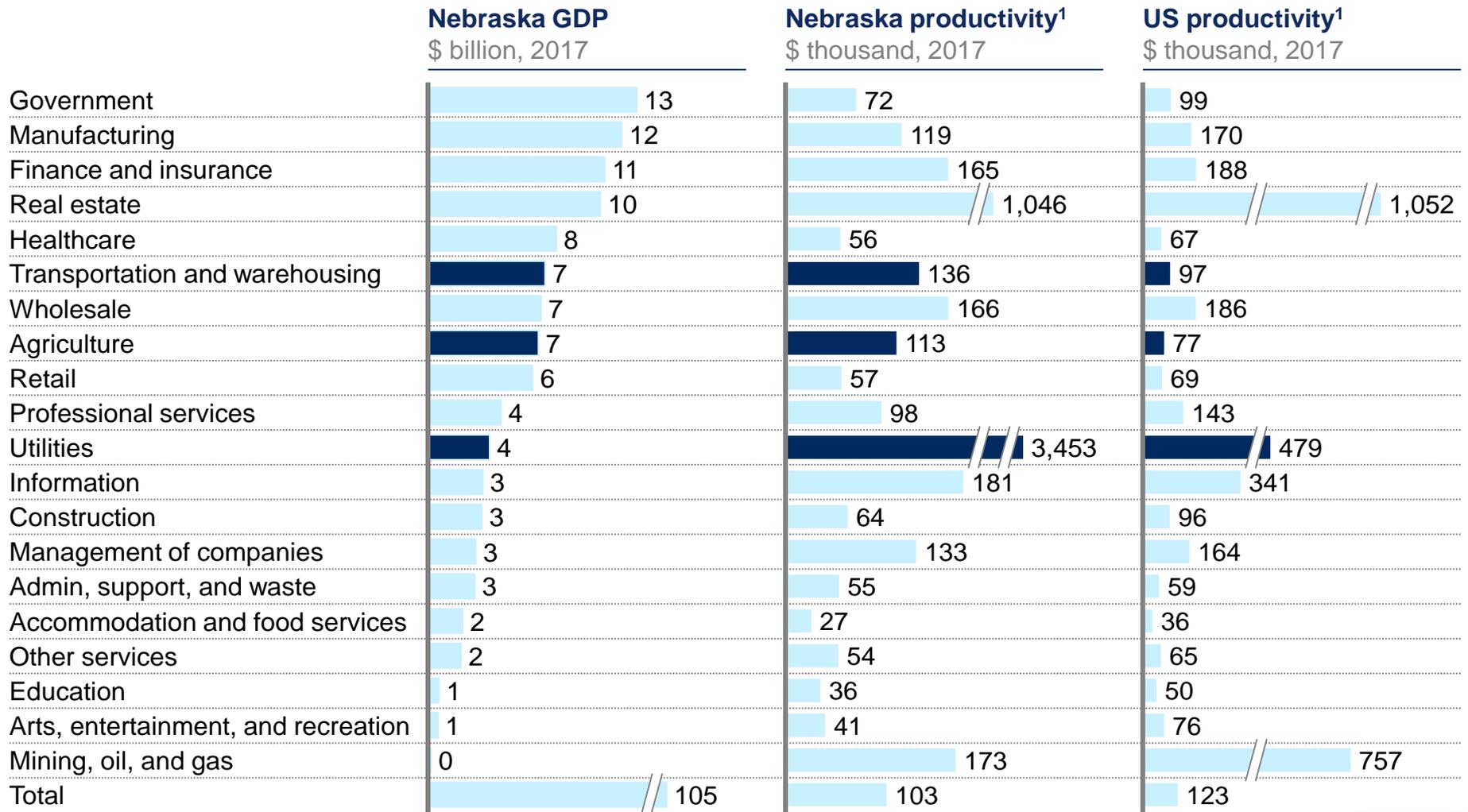
<sup>1</sup> Arkansas, Colorado, Iowa, Kansas, Minnesota, Missouri, North Carolina, Oklahoma, South Dakota, Texas, Utah, Wisconsin, Nebraska,

SOURCE: Moody's; US Bureau of Labor Statistics (BLS); US Census

# Economic Signals: Productivity is below national levels in most sectors

■ Nebraska is more productive than US

## Productivity by sector



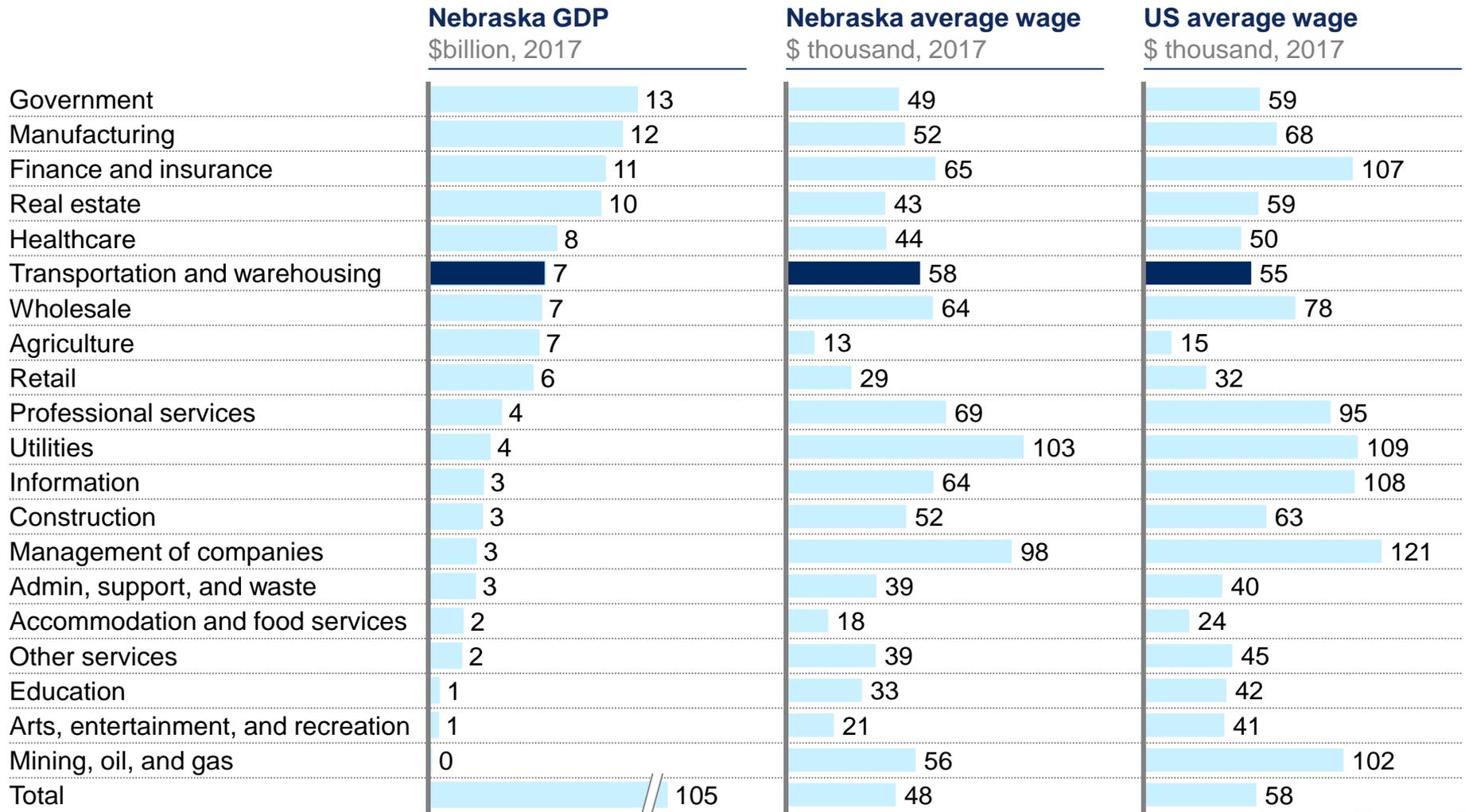
<sup>1</sup> Measured as GDP per worker

SOURCE: US Bureau of Economic Analysis (BEA); US Bureau of Labor Statistics (BLS)

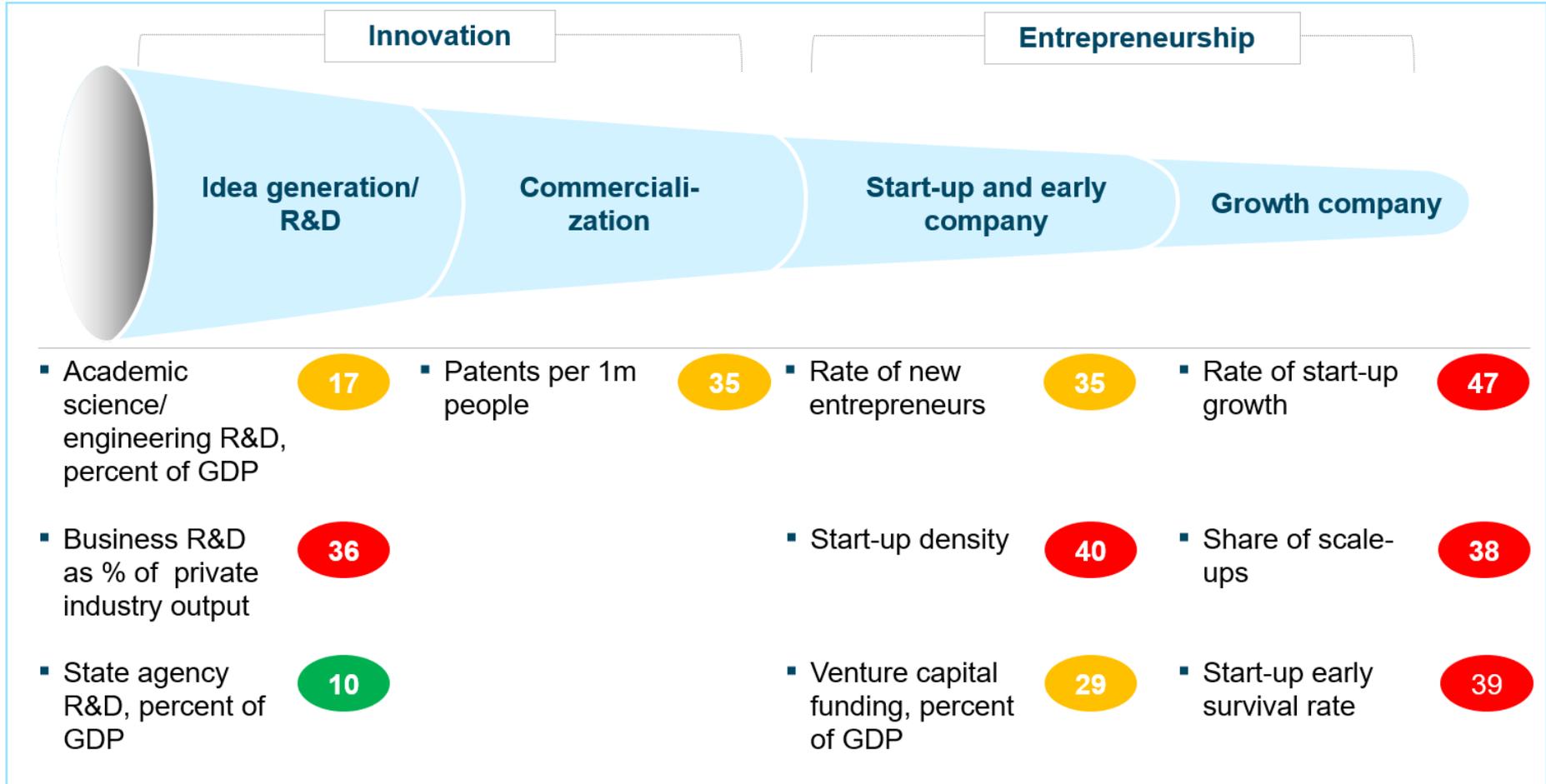
# Economic Signals: Wages are typically lower than national levels

■ Nebraska has higher wages than US

## Productivity by sector



# Economic Signals: R&D drives innovation and entrepreneurship



SOURCE: Kauffman Foundation, "Indicators of Entrepreneurship," 2017; National Science Foundation, "Science & Engineering Indicators 2018," 2018

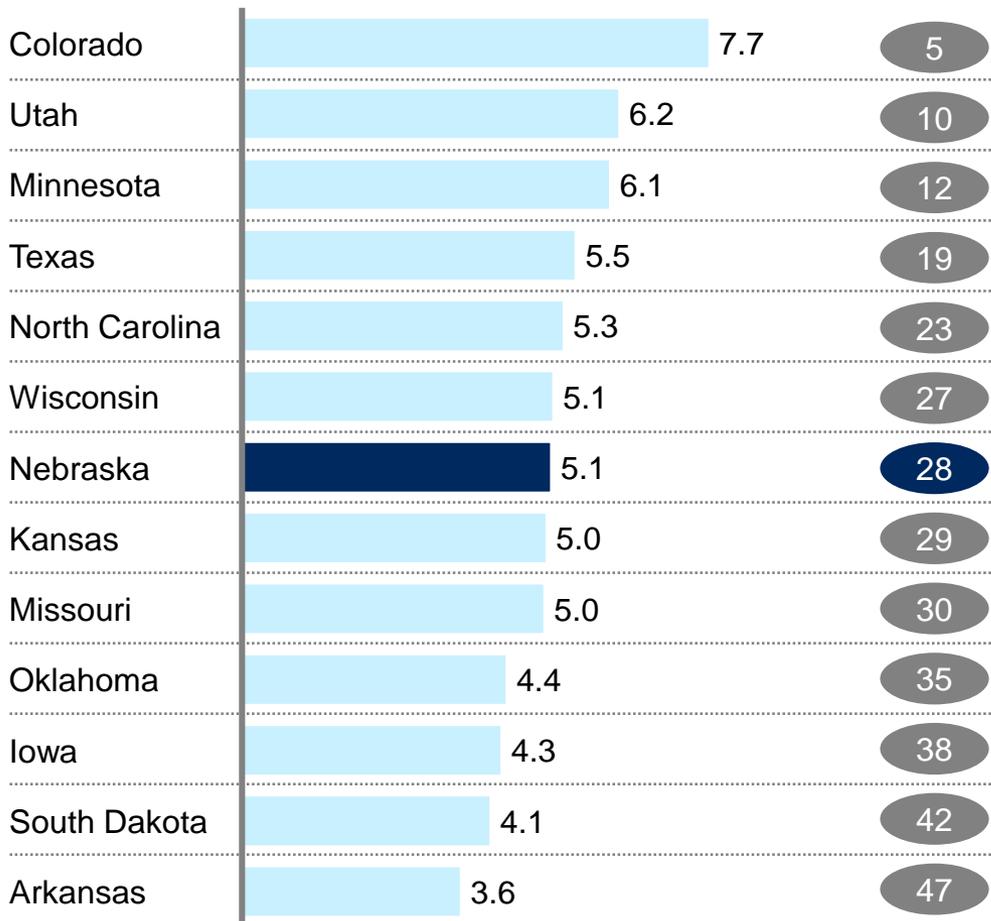
# Economic Signals: Low proportion of graduates are in STEM fields of study

## Talent production

### Share of STEM workers

% workers, 2017

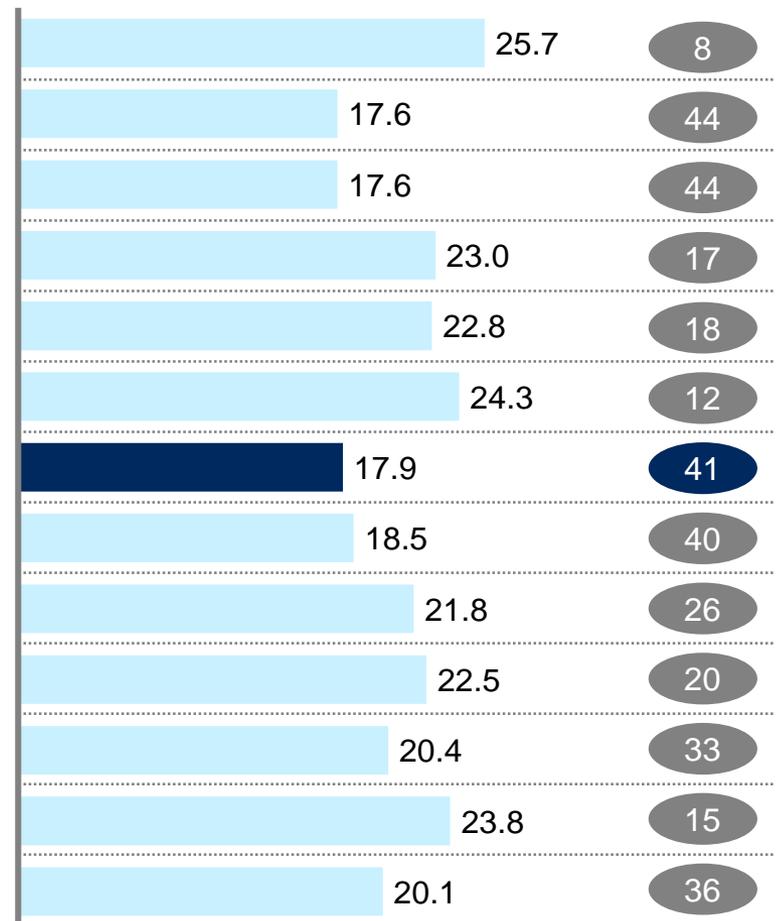
US rank



### Share of STEM graduates

% graduates, 2017

US rank



1 All institutions, Bachelor's and Master's degrees

SOURCE: National Center for Education Statistics; Economic Modeling Specialists International (EMSI)



## Growth Themes: People, Places, Government and Sectors



**Growing our most promising industry sectors** by developing high-wage, high-growth industries and boosting innovation.



**Powering our economy with people** by retaining residents, attracting new Nebraskans and tapping our universities to equip people with high-demand skills.



**Reimagining and connecting our places** with vibrant and livable rural communities and metropolitan areas.



**Building a simpler, more efficient and effective government** that helps make Nebraska one of the simplest, most cost-effective places to live. Work, raise a family and start or grow a business.





# Growing Our Most Promising Industry Sectors

## How can focus sectors help shape and prioritize economic development activities?

- **Focuses incentives on priority sectors** and helps drive more effective incentives
- **Helps guide infrastructure investments** (e.g., stable electricity for semiconductor manufacturing)
- Helps **target workforce programs** into key growth sectors (e.g., cybersecurity skills training for emerging cyber market)
- Increases chances of **building clusters** that lead to long-term competitiveness
- Allows economic development agencies to **build sector expertise** (e.g., go-to-market teams)
- Helps share **clear messaging** and priorities for business attraction strategies (e.g., pitch materials)

## Examples of how other states use sector-focus for economic development.



**South Carolina:** Focus on automotive manufacturing helps guide incentives to plants and workforce programs



**New York:** Capital Region focus on nanotechnology has established new industry sector driving quality jobs



**Massachusetts:** Capital Program provides grants for capital projects that support the life sciences ecosystem

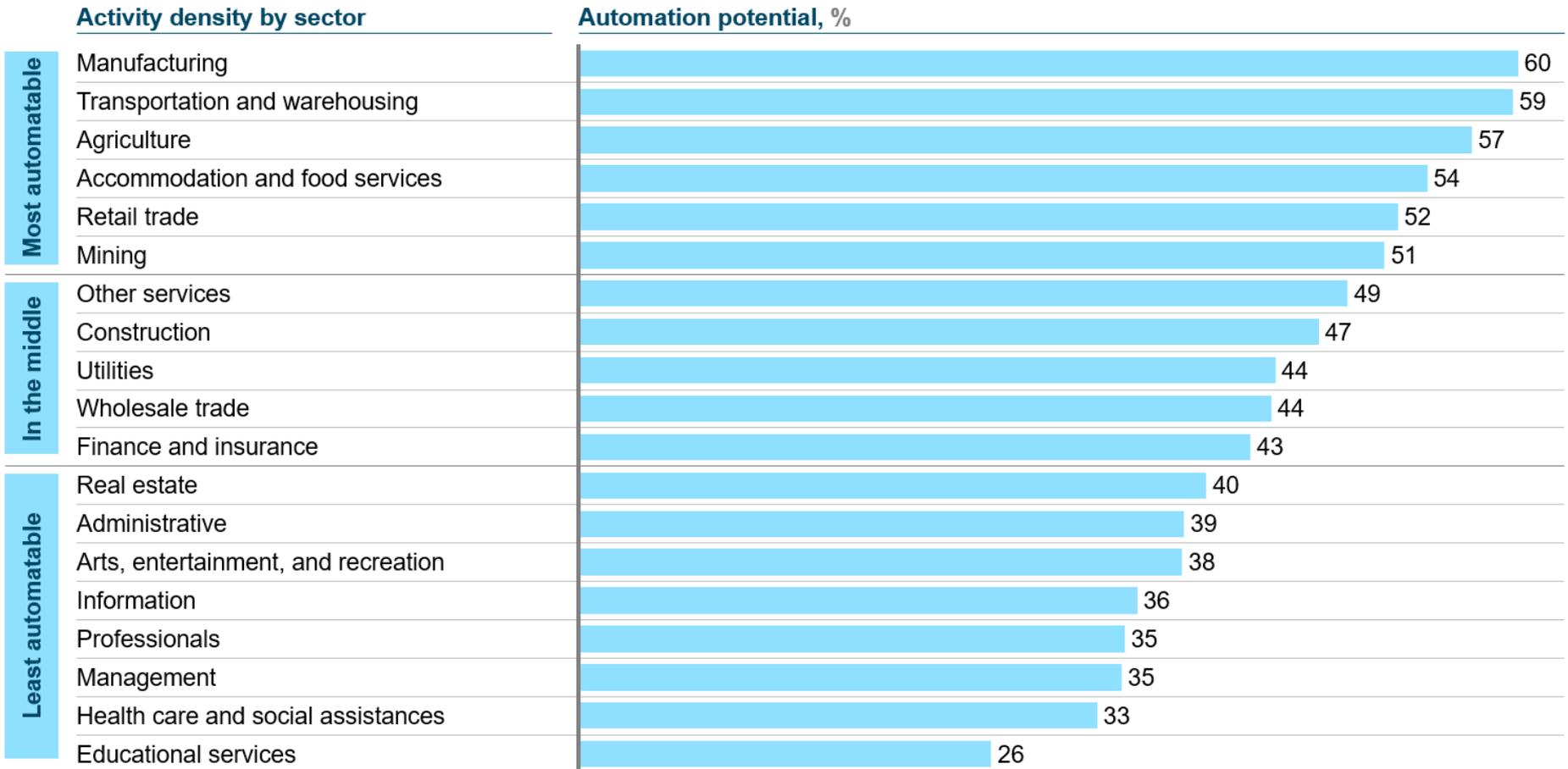


**Ohio:** Prioritized nine industries, invested in them, and managed to turn around their performance



# Nebraska's Potential for Growing Industry Sectors

## Automation potential in US industries



# Innovation and Productivity

	Innovation industries	All other sectors
 <b>Productivity growth</b> Annual growth since 1980	2.7%	1.4%
 <b>Worker earnings and productivity</b> 2015	\$95,000 \$214,000	\$53,000 \$108,000
 <b>Engineers and patents</b> Share of U.S. total	80%	20%
 <b>Exports</b> Share of U.S. total	60%	40%
 <b>Multiplier effect</b> Additional domestic jobs created	3-5	1

- Nebraska lags in value of output per year, but not because of worker effort.
- Nebraska can improve productivity with increased R&D investment and automation.
- Innovation and productivity is vital to wage growth, quality of life and economic growth.





# Powering Our Economy With People

## Scale public-private partnerships to create customized workforce solutions

- Identify high-demand skills and priority sectors for recruitment
- Strengthen education partnerships
- Create employer concierge
- Create opportunities for underemployed and underempl

## Revolutionize educational segments to be more collaborative and effective

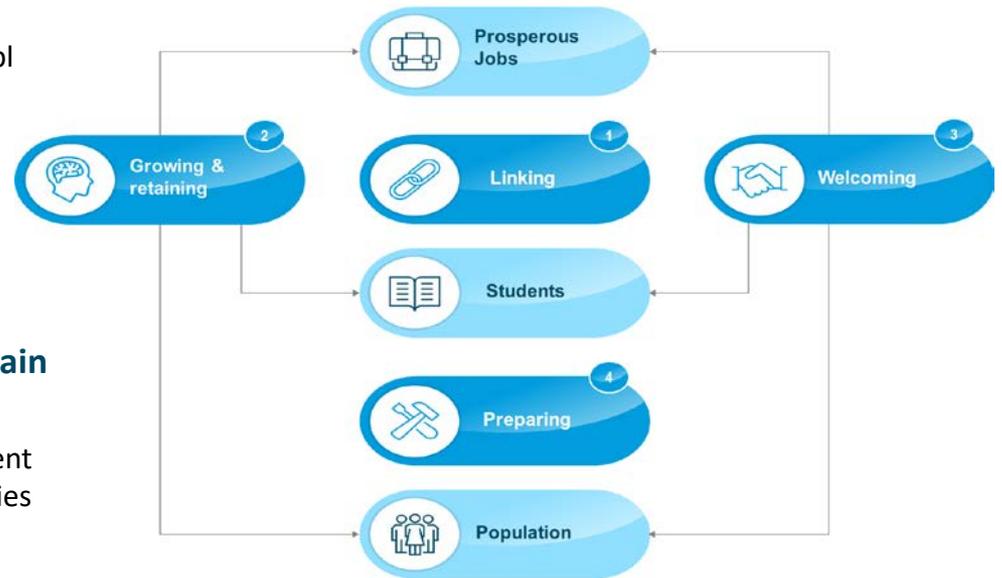
- Collaborate across all educational segments
- Scale-up STEM
- Optimize education governance and funding

## Promote diversity and inclusion to attract and retain talent and unify communities

- Develop sibling communities and leadership development
- Commit to equity and inclusion in high-need communities
- Facilitate broader socio-economic inclusion
- Encourage and allow private sector leadership

## Launch a “choose Nebraska” campaign

- Build a brand that is inclusive and welcoming to both internal and external audiences
- Launch and aggressive recruitment and retention campaign





# Reimagining And Connecting Our Places

## Increase rural broadband access

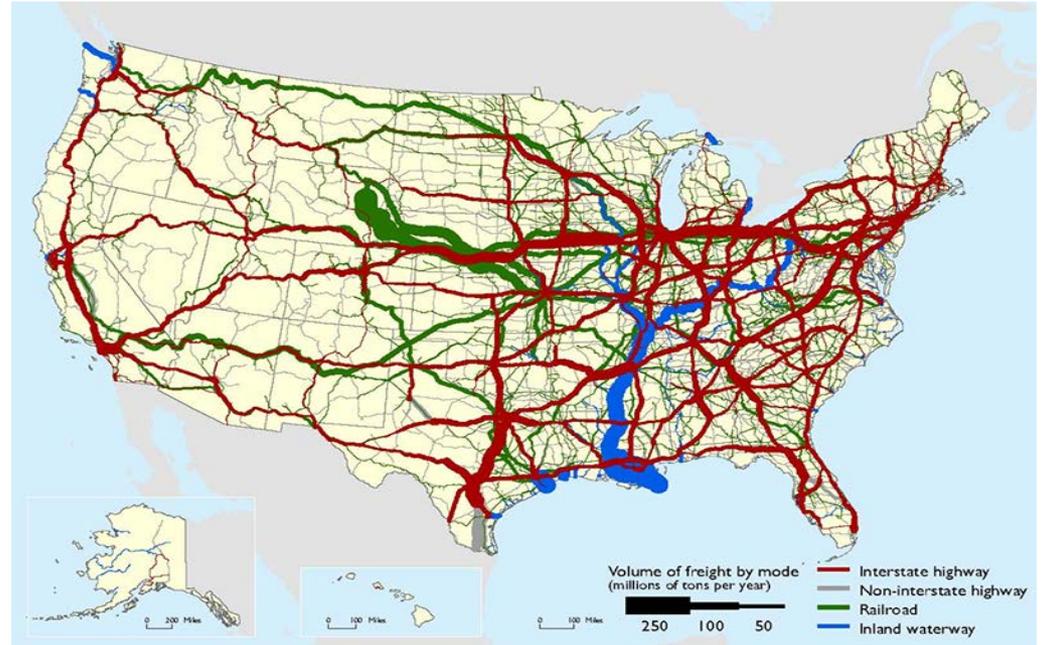
- Quantify opportunity and determine priority
- Build business case for investment and sources
- Identify and remove barriers to success

## Expand transportation connectivity

- Develop leading logistics centers and industrial parks
- Create models for next-generation public transit for mid-sized cities

## Available and affordable housing

- Scale resources by establishing regional partnerships
- Strengthen housing incentives and funding options
- Leverage opportunity zones
- Explore techniques to make land use and housing development more affordable



## Rejuvenate our communities, town centers and meeting places

- Community-driven models that consider densification models, industry clusters, use of anchor institutions
- Develop partnerships to increase art, entertainment and recreation
- Emphasize full-life health care as critical element of community vitality





# Build A Simpler, More Efficient Government

## Realign Nebraska's tax structure to promote statewide economic growth and prosperity

- Commission a nonpartisan study to reconsider tax policy
- Introduce a clean-sheet tax program

## Optimize Nebraska's incentives strategy

- Set clear vision and strategy focusing on target sectors
- Set measurable, specific targets
- Increase transparency in evaluation
- Use non-financial incentives where possible

## Improve business climate and citizen experience

- Expand revenues while reducing tax burden with enhanced analytics and compliance
- Re-evaluate structure of government, removing duplication and creating efficiencies through merger activities
- Government digitization





# Potential Impact of Accomplishing Our Aspirations

	Peer rank today (x/9) <sup>1</sup>	Today	2030 rank (x/9) <sup>1</sup>	2030	Potential impact <sup>2</sup>
1 Overall job growth	#5	0.5% annualized	#1	0.7% annualized	25,000 additional jobs in 2030
2 Quality of life	#4	Ranked #4 among peers and #11 nationally	#1	Ranked #1 among peers and #3 nationally	One of top 3 best places to live in the country
3 Growth of 18-34 year-old population	#2	0.7% annualized	#1	1.4% annualized	43,000 additional 18-34 year-old population by 2030
4 Cost-of-living adjusted median income growth	#7	1.3% annualized	#1	2.7% annualized	\$15,000 in additional median annual income in 2030
5 R&D, % of GDP	#6	0.9% of GDP	#1	2.5% of GDP	\$200 million in additional R&D per year

<sup>1</sup> Peer states include: Iowa, Kansas, Minnesota, Missouri, North Dakota, Oklahoma, South Dakota, Wisconsin

<sup>2</sup> Additional beyond projections





Join our journey and stay  
informed by visiting:

**[Blueprint-Nebraska.org](https://www.blueprint-nebraska.org)**



# PY18 WIOA Annual Statewide Performance Narrative Report

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Evaluation & Review Subcommittee

March 6, 2020

# Overview

“

The report provides information on Nebraska's progress towards meeting its strategic vision and goals for workforce development as related to WIOA Title I (Youth, Adult, Dislocated Worker) and Title III (Wagner-Peyser Employment Services) programs.

”

- Program Year 2018 took place from July 1, 2018 to June 30, 2019
- The E&R Subcommittee has reviewed the report
- **Overall, Nebraska performed well during Program Year 2018**

# Areas of Concern

“

Customer satisfaction outreach activities were not a strong point.

Evaluation and research requirements were unmet.

Co-enrollment of Trade Adjustment Act (TAA) participants into Title I adult or dislocated worker programs was a challenge.

”

# Highlights

“

Performance of Title I Youth, Adult, and Dislocated Worker programs at the state-level is much better than originally thought.

”

# Highlights

“

Expansion of Registered Apprenticeship programs continues to grow.

Jobs for American's Graduates (JAG) is another successful initiative in Nebraska.

Layoff aversion strategy for Ariens Company and FAST Global Solutions in Auburn was a big success.

”



## Handout 4

A proud partner of the  
americanjobcenter  
network

# Combined State Plan for Nebraska's Workforce System, 2020 – 2024

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## Plan development manual

January 8, 2020

<b>Section I. Message to state plan partners</b> .....	<b>4</b>
(a) Who develops the state plan? .....	4
(b) What was provided with this manual as supplemental information? .....	5
(c) What have we done so far? .....	5
(d) What will the plan partners do next? .....	6
(e) What does this manual tell you? .....	6
<b>Section II. Timelines</b> .....	<b>7</b>
(a) Submission .....	7
(b) Approval .....	7
(c) Late submission .....	7
(d) State plan timelines .....	7
<i>Table 1. State plan timelines</i> .....	8
<b>Section III. Roles and responsibilities</b> .....	<b>9</b>
(a) Policy and Oversight Subcommittee .....	9
(b) Evaluation and Review Subcommittee .....	9
(c) Plan partners .....	9
(1) <i>All plan partners</i> .....	9
(2) <i>Individual plan partners</i> .....	10
<b>Section IV. Development method for “creative” content</b> .....	<b>10</b>
(a) Phase One – Definition and design .....	11
<i>Step 1 – Proposal development</i> .....	11
<i>Step 2 – Proposal compilation</i> .....	12
<i>Step 3 – In-person review and assessment of initial proposals for internal consistency</i> .....	12
<i>Step 4 – In-person review/ assessment of revised proposals for external consistency</i> .....	13
<i>Step 5 – In-person assessment of revised proposals for risks to success</i> .....	13
<i>Step 6 – In-person selection of proposals to be advanced to Phase Two</i> .....	13
(b) Phase Two – Installation .....	13
<i>Step 1 – Establish targeted outcomes</i> .....	13
<i>Step 2 – Final stage of planning</i> .....	14
(c) Phase Three – Interim products .....	14
(d) Phase Four – Established products .....	15
(e) Phase Five – Program Efficacy .....	15
<b>Section V. Development method for “technical” content</b> .....	<b>15</b>
<b>Section VI. State plan content requirements</b> .....	<b>16</b>
(a) State plan section I. WIOA state plan type – NDOL – <b>EASILY COMPLETED</b> .....	16
(b) State plan section II. Strategic planning elements – plan partners as indicated – <b>PARTIALLY COMPLETE</b> .....	17
(1) <i>Section II.a.1.A. Economic analysis – all plan partners – DONE</i> .....	17
(2) <i>Section II.a.1.B. Workforce analysis – all plan partners – DONE</i> .....	17
(3) <i>Section II.a.2.A-C. Workforce development, education, and training activities analysis – all plan partners – NOT STARTED</i> .....	17
(4) <i>Section II.b.1. Strategic vision – all plan partners – NOT STARTED</i> .....	18
(5) <i>Section II.b.2. Goals for achieving strategic vision – all plan partners – NOT STARTED</i> .....	18
(6) <i>Section II.b.3. Expected levels of performance – core partners only – NOT STARTED</i> .....	18
(7) <i>Section II.b.4. Assessment – all plan partners – NOT STARTED</i> .....	18
(8) <i>Section II.c. Strategies for achieving strategic vision and goals – all plan partners – NOT STARTED</i> .....	18
(c) State plan section III. Operational planning elements – plan partners as indicated – <b>NOT STARTED</b> .....	18
(1) <i>Section III.a.1. State board functions – NDOL only – NOT STARTED</i> .....	19
(2) <i>Section III.a.2.A.-I. Implementation of state strategies – plan partners as identified – NOT STARTED</i> .....	19
(3) <i>Section III.b.1. State operating systems – all plan partners – NOT STARTED</i> .....	19
(4) <i>Section III.b.2. State policies – all plan partners – NOT STARTED</i> .....	19
(5) <i>Section III.b.3.A. State agency organization – all plan partners – NOT STARTED</i> .....	20
(6) <i>Section III.b.3.B. State board – NDOL only – NOT STARTED</i> .....	20
(7) <i>Section III.b.4.A. Assessment of core partner programs – all plan partners – NOT STARTED</i> .....	20

(8) Section III.b.4.B. Assessment of one-stop delivery system programs – all plan partners – NOT STARTED.....	20
(9) Section III.b.4.C. Previous assessment results – all plan partners – NOT STARTED .....	20
(10) Section III.b.4.C. Evaluation – all plan partners – NOT STARTED.....	20
(11) Section III.b.5.A. Distribution of funds for Title I programs – NDOL only – NOT STARTED.....	21
(12) Section III.b.5.B. Distribution of funds for Title II programs – Adult Education only – NOT STARTED.....	21
(13) Section III.b.5.C. Distribution of funds for Title IV programs – Nebraska VR Program and Nebraska Commission for the Blind and Visually Impaired only – NOT STARTED.....	21
(14) Section III.b.6.A. Program data alignment and integration – core partners only – NOT STARTED.....	21
(15) Section III.b.6.B. Assessment of participants’ post-program success – core partners only – NOT STARTED.....	22
(16) Section III.b.6.C. Use of Unemployment Insurance (UI) wage record data – core partners only – NOT STARTED.....	22
(17) Section III.b.6.D. Privacy safeguards – all plan partners – NOT STARTED.....	22
(18) Section III.b.7 – Priority of service for Veterans – NDOL only – NOT STARTED.....	23
(19) Section III.b.8. Accessibility of the one-stop delivery system for individuals with disabilities – all plan partners – NOT STARTED .....	23
(20) Section III.b.9. Accessibility of the one-stop delivery system for individuals who are English language learners – all plan partners – NOT STARTED .....	23
(d) State plan section IV. Coordination with state plan programs – NDOL only – NOT STARTED.....	23
(e) State plan section V. Common assurances for core programs – NDOL only – NOT STARTED .....	24
(f) State plan sections VI and VII. Program-specific requirements for core partners and other plan partners – individual partners – NOT STARTED.....	24

## Section I. Message to state plan partners

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The state plan is Nebraska's four-year action plan for development, alignment, and integration of the state's workforce system partners and programs. The state plan provides the *framework* for achievement of Nebraska's strategic vision for its workforce system, the goals and strategies for achieving that vision, as well as operational implementation of the state's vision, goals, and strategies. Under WIOA,<sup>1</sup> state plans are intended to:<sup>2</sup>

- strategically align and coordinate plan partner and other workforce system programs;
- direct investments in economic, education, and training programs to focus on providing relevant education and training to ensure that:
  - individuals, including youth and individuals with barriers to employment, have the skills needed to compete in the job market; and
  - employers have a ready supply of skilled workers;
- consistently apply strategies for job-driven training across plan partner programs; and
- enable economic, education, and workforce system partners to build a skilled workforce through innovation in and alignment of employment, training, and education programs.

### (a) Who develops the state plan?

The plan partners are responsible for development of the state plan, along with the Policy and Oversight Subcommittee of the Nebraska Workforce Development Board.

The partner programs that are *required* to participate in Nebraska's state plan, often referred to as *core programs*, are the programs authorized under four titles of the Workforce Innovation and Opportunity Act of 2014 (WIOA):<sup>2</sup>

- Title I: youth, adult, and dislocated worker programs, administered in Nebraska at the state level by the Nebraska Department of Labor (NDOL);
- Title II: Adult Education and Family Literacy Act programs, administered in Nebraska at the state level by the Nebraska Department of Education;
- Title III: Wagner-Peyser Employment Service, administered in Nebraska at the state level by NDOL; and
- Title IV: vocational rehabilitation programs, administered at the state level by:
  - Nebraska Vocational Rehabilitation Program, a division of the Nebraska Department of Education; and
  - Nebraska Commission for the Blind and Visually Impaired.

Under WIOA, 11 additional workforce-system partner programs are permitted to participate in a state plan.<sup>3</sup> Six of those partner programs operating in Nebraska are participating:

- Jobs for Veterans State Grant, administered at the state level by NDOL;
- Senior Community Service Employment Program, administered at the state level by the Nebraska Department of Health and Human Services;
- Supplemental Nutrition Assistance Program, administered at the state level by the Nebraska Department of Health and Human Services;

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<sup>1</sup> WIOA refers to the Workforce Innovation and Opportunity Act of 2014.

<sup>2</sup> WIOA Sec. 102(a)

<sup>3</sup> WIOA Sec. 103(a)(2)

- Temporary Assistance for Needy Families program, administered at the state level by the Nebraska Department of Health and Human Services; and
- Trade Assistance Act program, administered at the state level by NDOL;
- Unemployment Insurance, administered at the state level by NDOL.

For the 2016 – 2020 state plan, counting each individual partner program, Nebraska had 12 state plan partners, which was then one of the top six highest plan-partner participation rates in the nation. With the addition of Nebraska's SNAP partner, it is likely that Nebraska will again have one of the top plan-partner participation rates. Nebraska's high plan-partner participation rate is a testimony to the collaborative spirit of Nebraska's workforce system partners, especially when considering the number of workforce system shareholders that participated in the State Plan Strategy Workshop on October 29, 2019. (Workshop participation rates are provided in the summary report for the workshop.)

(b) What was provided with this manual as supplemental information?

The summary report for the State Plan Strategy Workshop was provided by email with this manual as supplemental information.

An updated version of the current draft of the state plan was also by email with this manual.

- The first draft of the plan was provided to you July 2019.
- The second draft (provided with this email) includes revisions relating specifically to the content required for SNAP (Supplemental Nutrition Assistance Program). SNAP is participating in the state plan as a partner for the first time.
- Instructions for preparing for the two-day plan development meeting.

(c) What have we done so far?

During March 2019, a template for the 2020 – 2024 state plan was created using the instructions provided in the state plan portal regarding content required for all state plans. That template was provided to the Policy and Oversight Subcommittee. This was done to acquaint the Subcommittee with content requirements for the state plan.

During July 2019, the template was used to create the first draft of the 2020 – 2024 state plan, which was provided by email to you at that time, with section I.a.1.A-B completed by NDOL.

On October 29, 2019, the Nebraska Workforce Development Board hosted the *Strategy Workshop: 2020 – 2024 State Plan for Nebraska's Workforce System*, on behalf of Governor Pete Ricketts and the plan partners. The purpose of the workshop was to obtain input from Nebraska's workforce system shareholders. That input is intended for use by the plan partners during development of the 2020 – 2024 state plan.

On December 16, 2019, a summary report on the outcome of the Strategy Workshop was provided by email to 160 workforce system shareholders, including the:

- Nebraska Workforce Development Board;
- plan partners;
- Greater Lincoln Workforce Development Board;
- Greater Nebraska Workforce Development Board; and
- Greater Omaha Workforce Development Board.

On December 23, 2019, a draft of this manual was provided to you by email.

On January 8, 2020, the current draft of the plan was provided to you by email.

(d) What will the plan partners do next?

NDOL will rely heavily on all plan partners for active involvement in the development of the state plan. Plan partners will develop and submit the state plan based on the timelines, roles and responsibilities, methods, and content requirements, all of which is described in this manual.

(e) What does this manual tell you?

This manual tells you what you need to know and do during development of the state plan. It is important that you share this manual, along with the workshop summary, with the individuals you involve in development of your program's contributions to the state plan. You should also share the current draft of the state plan.

As you read this manual and the workshop summary report, it is important that you remember that the state plan is a *plan* for the future. It is not meant to be *report* on the past activities of the plan partners.

While it is possible that some of the information in Nebraska's currently approved state plan<sup>4</sup> may be appropriate for use in the 2020 – 2024 state plan, you must not assume that we can “copy and paste.”

This is a brief list of the information provided in this manual:

- timelines ([Section II](#));
- roles and responsibilities of the Policy and Oversight and Evaluation and Review Subcommittees and plan partners ([Section III](#));
- development method for “creative” content ([Section IV](#));
- development method for “technical” content; ([Section V](#)); and
- state plan content requirements ([Section VI](#)).

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<sup>4</sup> If you want to review the current state plan, which is the Federally approved 2018 modification of the 2016 – 2020 state plan, it is accessible at <https://dol.nebraska.gov/webdocs/getfile/4e63487b-716f-4ff5-93f9-47fe35e79b24>.

## Section II. Timelines

---

Timelines for development of Nebraska's state plan are now *extremely short*. It is essential that all plan partners commit to the timelines provided below and commit the resources needed to meet Federally established timelines.

### (a) Submission

WIOA Sec. 102(c)(1)(B) requires that state plans be submitted no later than 120 days prior to the end of the four-year period covered by the preceding state plan. Nebraska's current state plan ends June 30, 2020. Technically, this means that Nebraska's 2020 – 2024 state plan must be submitted by March 2, 2020. (Read the [Late submission](#) section below and review [Table 1](#) for additional information).

### (b) Approval

Under WIOA Sec. 102(c)(2)(B), state plans are subject to the approval of the Secretaries of Education and Labor, as well as the Commissioner of the Rehabilitation Services Administration for the program-specific sections that apply to Nebraska's vocational rehabilitation programs.

A state plan is considered approved at the end of the 90-day period that begins on the day the plan is submitted, *unless* the Secretary of Education or Secretary of Labor provides a written determination during that 90-day period indicating that the plan is inconsistent with the requirements established for state plans under WIOA Secs. 102 and 103 or the provisions that authorize the core programs.

### (c) Late submission

The state plan may be submitted after March 2, 2020. It is important, however, to remember that any plan submitted after April 1, 2020 may not be reviewed and approved by July 1, 2020, which is the date that Federal funding is available to core partner programs under law. For this reason, it is *extremely important* that the plan partners adhere to the timelines provided below to ensure core partners' ability to access funding. This is especially important for the Title I youth, adult, and dislocated worker programs administered at the state level by NDOL, because the funding allotted to NDOL is then allocated to local workforce development boards for local-level implementation of Title I youth, adult, and dislocated worker programs. Any delay in the availability of funds to local workforce development boards beyond July 1, 2020 would be significantly detrimental to implementation of those programs, not to mention the operation of American Job Centers in their respective local workforce development areas. Such a delay may also significantly affect other plan partner programs and required one-stop partners.

### (d) State plan timelines

Because we are *extremely behind* on development of the state plan, the general timelines provided Table 1 are based on an April 1, 2020 submission date, which **MUST** be met.

**Table 1. State plan timelines**

Date	Who	What
December 23, 2019 – January 24, 2020	individual partners	<ul style="list-style-type: none"> <li>plan partners request and gain access to the state plan portal<sup>5</sup></li> <li>develop and draft program-specific content for sections VI and VII of the state plan</li> </ul>
January 6 – 24, 2020	all partners	<ul style="list-style-type: none"> <li>develop and draft content for sections II–IV of the state plan</li> </ul>
January 16 – 17, 2020	all plan partners	<ul style="list-style-type: none"> <li>in-person meetings to discuss and make decisions on content for sections II – IV the state plan</li> </ul>
January 26, 2020 ( <i>no later than</i> )	all plan partners	<ul style="list-style-type: none"> <li>send content to Deb Andersen at <a href="mailto:deb.andersen@nebraska.gov">deb.andersen@nebraska.gov</a>, using the template provided on January 8, 2020</li> <li>Deb compiles all content into a single accessible document for publication</li> </ul>
January 30, 2020	Deb Andersen	<ul style="list-style-type: none"> <li>publish the entirety of the proposed state plan</li> <li>publish statewide notice requesting public comment on the proposed state plan, to be sent to the WIOA policy mailbox at <a href="mailto:ndol.wioa_policy@nebraska.gov">ndol.wioa_policy@nebraska.gov</a></li> </ul>
January 30, 2020	---	<ul style="list-style-type: none"> <li>public comment period begins</li> </ul>
January 30 – February 29, 2020	Deb Andersen	<ul style="list-style-type: none"> <li>compile public comments submitted to the WIOA policy mailbox</li> </ul>
January 31, 2020 <sup>6</sup>	Nebraska VR Program	<ul style="list-style-type: none"> <li>publish statewide notice of public hearing</li> </ul>
Week of February 10, 2020	all partners	<ul style="list-style-type: none"> <li>public hearing is held</li> <li>during hearing, plan partners collect and compile comments into a single Microsoft Word document and send to Deb Andersen at <a href="mailto:deb.andersen@nebraska.gov">deb.andersen@nebraska.gov</a></li> </ul>
February 29, 2020	---	<ul style="list-style-type: none"> <li>public comment period ends</li> </ul>
March 2, 2020	Deb Andersen	<ul style="list-style-type: none"> <li>compile all public comments and provide to plan partners by email</li> </ul>
March 2–6, 2020	all partners	<ul style="list-style-type: none"> <li>evaluate compilation of public comments received by email and during the public hearing and, if appropriate, revise proposed plan based on evaluation of comments</li> </ul>
March 7–31, 2020	all partners	<ul style="list-style-type: none"> <li>input plan content into state plan portal<sup>7</sup></li> <li>individual partners submit (mark as complete) program-specific sections of plan</li> </ul>
April 1, 2020	John Albin	<ul style="list-style-type: none"> <li>submit entire plan</li> </ul>

<sup>5</sup> Access to the state plan portal may be provided as early as mid-January 2020. If you haven't done so already, you should immediately request access to the portal for your program.

<sup>6</sup> Plan partners need to select a specific date for the public hearing.

<sup>7</sup> Once you have access, you do not need to wait to begin inputting program-specific content for your program into the portal. If public comments are received that call for revision of your section(s), you can replace the content in the portal with the revised content.

### Section III. Roles and responsibilities

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#### (a) Policy and Oversight Subcommittee

The Policy and Oversight Subcommittee is responsible for facilitating and supporting plan partners' development of the state plan, including providing feedback on the policy-related content identified in [Section VI\(c\)\(4\)](#) of this manual.

#### (b) Evaluation and Review Subcommittee

The Evaluation and Review Subcommittee is responsible for supporting plan partners' development of the state plan, including providing feedback on methods for assessing and evaluating workforce system programs, as identified in [Section VI\(c\)\(7\) – \(10\)](#) of this manual.

#### (c) Plan partners

Subsections (1) and (2) below provide lists of what plan partners need to do during state plan development to meet timelines.

Wherever you see “using the current draft of the state plan as a template,” that means that you need to provide the required content within that template.

Timelines relating to the responsibilities described in subsections (1) and (2) are provided in [Table 1](#) above.

##### *(1) All plan partners*

All plan partners are responsible for:

- active involvement in the development of the state plan;
- developing content for the all-partner sections of the plan identified in [Section VI\(a\)-\(d\)](#) of this manual;
- deciding who will draft (write) content for the all-partner sections of the plan identified in [Section VI\(a\)-\(d\)](#) of this manual;
- using the current draft of the state plan as a template, provide the all-partner content to Deb Andersen by email ([deb.andersen@nebraska.gov](mailto:deb.andersen@nebraska.gov)) for inclusion in the draft state plan that will be published for public comment;
- providing a public comment period of no less than 30 days for the proposed plan (read note below);
- participating in the public hearing to ensure subject matter experts are available to respond to comments provided and questions asked during the hearing; and
- collecting comments during the public hearing, compiling those comments in one single Microsoft Word document, and sending that document to Deb Andersen by email for incorporation into the list of public comments received by email.

Note: Title IV vocational rehabilitation programs are required to provide a 45-day public comment period on their program-specific sections of the plan.

## (2) Individual plan partners

As an individual plan partner, you are responsible for:

- requesting and obtaining access to the state plan portal for your program-specific state plan section(s);
- developing and drafting content for your program-specific section(s) identified in [Section VI\(f\)](#) of this manual;
- using the current draft of the state plan as a template, provide your program-specific content to Deb Andersen by email for inclusion in the draft state plan that will be published for public comment; and
- inputting your program-specific content into the state plan portal.

In addition to these overall responsibilities, the following plan partners have additional specific responsibilities.

- Adult Education is responsible for inputting content into the state plan portal for section III.b.5.B of the plan as identified in [Section VI\(c\)\(12\)](#) of this manual regarding distribution of funds for Title II programs.
- Nebraska VR Program *and* the Nebraska Commission for the Blind and Visually Impaired are responsible for inputting content into the state plan portal for section III.b.5.C of the plan as identified in [Section VI\(c\)\(13\)](#) of this manual regarding distribution of funds for Title IV programs.
- Nebraska VR Program is responsible for public hearing logistics, including publication of the statewide notice of public hearing.
- NDOL is responsible for:
  - inputting content into the state plan portal for section III.b.5.A of the plan as identified in [Section VI\(c\)\(11\)](#) of this manual regarding distribution of funds for Title I programs;
  - compiling all state plan content into a single accessible document for publication;
  - publishing the draft state plan on the NDOL public website;
  - publishing the notice requesting public comment on the draft state plan;
  - compiling public comments submitted to the WIOA policy mailbox;
  - incorporating public comments received during the public hearing into the list of comments received by email;
  - emailing the comprehensive list of public comments to plan partners and subcommittee members for consideration; and
  - inputting content into the state plan portal for sections I – V of the state plan, *excluding* content identified in [Section VI\(c\)\(12\)-\(13\)](#) of this manual regarding distribution of funds for Title II and IV partner programs.

## **Section IV. Development method for “creative” content**

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The methodology provided and explained by Dr. Marjorie Kostelnik, the Provus Discrepancy Model, is the method plan partners will use to develop content for the sections of the plan that require “creative” content, rather than technical content. The creative-content sections include the following 10 sections described in [Section VI](#) of this manual:

1. [State plan section II.a.2.A-C. Workforce development, education, and training activities analysis – all plan partners](#)
2. [State plan section II.b.1. Strategic vision](#)
3. [State plan section II.b.2. Goals for achieving strategic vision](#)
4. [State plan section II.b.4. Assessment](#)
5. [State plan section II.c. Strategies for achieving strategic vision and goals](#)
6. [State plan section III.a.2.A.-I. Implementation of state strategies](#)
7. [State plan section III.b.4.A. Assessment of core partner programs](#)
8. [State plan section III.b.4.B. Assessment of one-stop delivery system partner programs](#)
9. [State plan section III.b.4.C. Evaluation](#)
10. [State plan section III.b.6.B. Assessment of participants' post-program success – core partners only](#)

The five phases of this recommended methodology are described in subsections (a) through (e) below. Phases One and Two apply to development of the state plan. While Phases Three through Five apply to implementation of the state plan once approved, they are relevant to the development of the state plan because they support its implementation and will be used to assess the effectiveness of Nebraska's workforce system.

The expectation is that each plan partner thoroughly read the descriptions of each of the phases to prepare for development of content for the state plan prior to the meeting that will be held on January 16 -17, 2020.

#### (a) Phase One – Definition and design

##### ***Step 1 – Proposal development***

Draft your proposals for content for individual sections of the state plan, answering this question:

- What is the proposal you are making for inclusion in the new state plan?

Example. Draft a proposal for a strategic vision statement for the state plan.

##### *Step 1 notes*

- Instructions for drafting proposals for the creative content sections were provided to you by email with this manual.
- During phase one, each plan partner independently works on their proposals.
- Each proposal should be short and concise...just a couple of sentences.
- A proposal does not need to be “new.” A proposal could be an enhanced version of something that exists or an entirely new idea.

Whenever possible, proposals for the state plan sections listed above should be based on the information collected during the State Plan Strategy Workshop, the summary report for which was provided by email with this manual.

- Note: The focus of the workshop did not address content requirements for all sections of the state plan.

## **Step 2 – Proposal compilation**

Send your proposals to Deb Andersen ([deb.andersen@nebraska.gov](mailto:deb.andersen@nebraska.gov)) for compilation in preparation for Step 3 activities.

### *Step 2 notes*

- To maximize partners' time during Step 3, Deb Andersen will compile all proposals for each of the creative-content sections.

## **Step 3 – In-person review and assessment of initial proposals for internal consistency**

During Step 3, plan partners review initial drafts of all proposals and assess individual proposals for **internal consistency**, answering the questions listed below with this global goal in mind: *We need to experience success.*

- How well do the individual proposals support intended purposes of the state plan as required under the Workforce Innovation and Opportunity Act (described at the top of [Section I](#) of this manual)?
- How do the individual proposals complement or support each other?
- What gaps do you see in the proposals?
- Where do they overlap?
- Will gaps and/or overlaps strengthen or weaken the state plan?
- How do the proposals relate to and work within existing internal (program) strategies and structures?

Following review of the proposals, plan partners revise initial proposals and narrow the proposal list in line with observations.

### *Step 3 notes*

- Work on this critical step will take place during the January 16 – 17, 2020 meeting.
- In general, plan partners should focus on what can be accomplished during the first two years of the four-year state plan.
- When evaluating proposals relating specifically to state plan goals and strategies, plan partners should narrow the proposals down to *two to five* goals and only a *few* strategies that feed into and support the goals, asking this question:
  - What can be accomplished during the first two years of the four-year state plan?
- When evaluating proposals relating specifically to state plan goals and strategies, plan partners should remember:
  - goals = outcomes; and
  - strategies = processes.
- Individual proposals will also be reviewed and assessed for **external consistency** during Step 4.

#### ***Step 4 – In-person review/ assessment of revised proposals for external consistency***

During Step 4, plan partners review the revised, narrowed proposal list and assess individual proposals for **external consistency**, answering this question:

- How do the proposals relate to the purposes of the state plan?

##### *Step 4 notes*

- Work on this critical step will take place during the January 16 – 17, 2020 meeting.
- During Step 4, plan partners consider the strategies and structures of non-plan partners and how those strategies and structures may impact:
  - goals and strategies proposed by plan partners for inclusion in the state plan; and
  - structures of plan partner programs.

#### ***Step 5 – In-person assessment of revised proposals for risks to success***

During Step 5, all plan partners assess the revised proposals for risk, answering this question:

- Will the gains justify the disruptions required to enact the individual proposals?

##### *Step 5 notes*

- Risk is an important factor to consider when vetting individual proposals.
- Plan partners should think about their “sticky wickets” when assessing risk.

#### ***Step 6 – In-person selection of proposals to be advanced to Phase Two***

During Step 6, plan partners further revise and narrow the list of proposals and select the proposals to be advanced to Phase Two.

### (b) Phase Two – Installation

#### ***Step 1 – Establish targeted outcomes***

During Step 1 of Phase Two, plan partners establish targeted outcomes for their selected proposals.

##### *Step 1 notes*

- A targeted outcome is a specific goal the plan partners choose to achieve.
- Targeted outcomes may include objectives for clients of plan partner programs or the plan partner programs themselves.
- Targeted outcomes are refined during Step 2.

## Step 2 – Final stage of planning

During Step 2, plan partners identify the four factors of a targeted outcome. The four factors of a targeted outcome are:

- identification of proposed inputs:
  - resources that will go toward meeting a targeted outcome, such as funding, staffing, or access to facilities;
- identification of proposed processes (i.e., strategies):
  - activities carried out to meet a targeted outcome, such as counseling sessions, transporting clients to and from employer sites, conducting certain workshops or classes, etc.;
- identification of proposed outcomes (i.e., goals):
  - matching to those identified in Step 1 but moving to identification of what constitutes success; and
- identification of the measures and data to be used to assess and evaluate inputs, processes, and outcomes as plan partners move into Phase Three for the targeted outcome.

As the plan partners, work on this step, Table 2 (or something similar) should be used during the life of the targeted outcome. Ongoing tracking of intended inputs, processes, and outcomes compared to actual inputs, processes, and outcomes provides information needed during Phase Three.

Table 2. Targeted outcome: <insert name>

Intended	Actual
Inputs: <insert list of intended inputs>	Inputs: <insert list of actual inputs>
Processes: <insert list of intended processes>	Processes: <insert list of actual processes>
Outcomes: <insert list of intended outcomes>	Outcomes: <insert list of actual outcomes>

### Step 2 note

- This is the single most important thing plan partners do in relation to each selected proposal!

### (c) Phase Three – Interim products

During Phase 3, plan partners conduct a four-step evaluation of an initiative (an *installed* proposal) based on the established targeted outcome. This occurs at the end of the first year of state plan implementation. This is the evaluation process.

1. Compare intended standards for inputs, processes, and outcomes with the actual inputs, processes, and outcomes achieved to date.
2. Then, evaluate the extent to which the intended inputs and processes are actually occurring.
  - a. Example: A program is expected to supply daily transportation to teens so they are able to attend vocational programs. The reality is that transportation is erratic, occurring only twice a week.
  - b. Example: The intent was to graduate 20 teens per year. The reality is that during the first year the graduation rate was already at 25 teens.

3. Next, based on the data that plan partners are collecting, the plan partners refine processes, outcomes, and measurements.
4. Lastly, plan partners refine intended standards.
  - a. Example: Plan partners determine that standards for teen graduation rates should be raised going forward.

*Phase 3 note*

- Activities under this phase occur during state plan implementation.

(d) Phase Four – Established products

During Phase Four, plan partners again evaluate each initiative (each *installed* proposal), using the four steps listed in Phase Three. Activities under this phase occur more than once, at agreed upon intervals during the life of an initiative based on a targeted outcome, perhaps annually, but no less frequently than the mid-point of the initiative and again within six months of the end-date of the initiative.

*Phase Four note*

- Phase Four provides the basis for the 2024 – 2028 state plan.

(e) Phase Five – Program Efficacy

The focus of Phase Five activities is *success*. During this phase, plan partners:

- continue to collect data on an initiative (an *installed* proposal) and refine initiative practices and measurements in order to achieve the greatest return on investment;
- begin to identify which inputs, processes, and outcomes:
  - need to be maintained; and
  - which can be considered complete;
- determine the new inputs, processes, and outcomes that could be developed to build on state plan accomplishments, greater understandings, and new demands.

## **Section V. Development method for “technical” content**

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The method plan partners will use to develop content for the sections of the plan that require technical content is straightforward and practical: Plan partners collect and provide the required technical information. The technical-content sections include the following sections described in [Section VI](#) of this manual. Each link identifies the partner or partners that are responsible for developing the technical content.

1. [State plan section II.b.3. Expected levels of performance – core partners only](#)
2. [State plan section III.a.1. State board functions – NDOL only](#)
3. [State plan section III.b.1. State operating systems – all plan partners](#)

4. [State plan section III.b.2. State policies – all plan partners](#)
5. [State plan section III.b.3.A. State agency organization – all plan partners](#)
6. [State plan section III.b.3.B. State board – NDOL only](#)
7. [State plan section III.b.5.A. Distribution of funds for Title I programs – NDOL only](#)
8. [State plan section III.b.5.B. Distribution of funds for Title II programs – Adult Education only](#)
9. [State plan section III.b.5.C. Distribution of funds for Title IV programs – Nebraska VR Program and Nebraska Commission for the Blind and Visually Impaired only](#)
10. [State plan section III.b.6.A. Program data alignment and integration – core partners only](#)
11. [State plan section III.b.6.C. Use of Unemployment Insurance \(UI\) wage record data – core partners](#)
12. [State plan section III.b.6.D. Privacy safeguards – all plan partners](#)
13. [State plan section III.b.7 – Priority of service for Veterans – NDOL only](#)
14. [State plan section III.b.8. Accessibility of the one-stop delivery system for individuals with disabilities – all plan partners](#)
15. [State plan section III.b.9. Accessibility of the one-stop delivery system for Individuals who are English Language Learners](#)
16. [State plan section IV. Coordination with state plan programs – NDOL only](#)
17. [State plan section V. Common assurances for core programs – NDOL only](#)

State plan sections VI and VII, as indicated in [Section VI\(f\)](#) of this manual, are the program-specific sections for core partner programs and other plan partner programs. You are responsible for developing and drafting the content for your program-specific section(s).

## **Section VI. State plan content requirements**

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Plan partners are collectively responsible for the content required sections I – V of the state plan. The following subsections of this section provide brief summaries of what is required, what has been done, and what is not done. The subsection *titles* identify the:

- state plan section or subsection;
- responsible partner or partners; and
- **completion status of the section or subsection.**

As mentioned above, state plan sections VI and VII are the program-specific sections for core partner programs and other plan partner programs. You are responsible for developing and drafting the content for your program-specific section(s).

### **(a) State plan section I. WIOA state plan type – NDOL – EASILY COMPLETED**

The state is required to identify the partners participating in the plan. All that is required for this section is an indication of “yes” or “no” for each potential partner.

Once the state plan portal is opened for 2020 – 2024 state plans, NDOL is responsible for identifying the participating plan partners.

(b) State plan section II. Strategic planning elements – plan partners as indicated – **PARTIALLY COMPLETE**

The state plan must include a Strategic Planning Elements section that analyzes the state's current economic environment and identifies the state's overall vision for its workforce development system.

The required elements in this section allow the state to develop data-driven goals for preparing an educated and skilled workforce and to identify successful strategies for aligning workforce development programs to support economic growth.

Unless otherwise noted in the subsection titles below, responsibility for development of Strategic Planning Elements content applies to all plan partners.

(1) *Section II.a.1.A. Economic analysis – all plan partners – **DONE***

In section II.a.1.A of the state plan, plan partners are required to include an analysis of the economic conditions and trends in the state, including sub-state regions and any specific economic areas identified by the state. The analysis must address existing and emerging industry sectors and occupations in the state and the employment needs of Nebraska's employers.

NDOL has completed this section of the plan. Comments or questions on this section should be sent to Deb Andersen at [deb.andersen@nebraska.gov](mailto:deb.andersen@nebraska.gov).

(2) *Section II.a.1.B. Workforce analysis – all plan partners – **DONE***

In section II.a.1.B of the state plan, plan partners are required to include an analysis of Nebraska's current workforce, including individuals with barriers to employment. The analysis must address employment and unemployment data, labor market trends, workforce education and skill levels, and skills gaps.

NDOL has completed this section of the plan. Comments or questions on this section should be sent to Deb Andersen at [deb.andersen@nebraska.gov](mailto:deb.andersen@nebraska.gov).

(3) *Section II.a.2.A-C. Workforce development, education, and training activities analysis – all plan partners – **NOT STARTED***

In section II.a.2 of the state plan, plan partners are required to provide an analysis of the state's current workforce development, education, and training activities. The analysis must address the state's workforce development activities; strengths and weaknesses of the workforce development activities; and state workforce development capacity.

(4) *Section II.b.1. Strategic vision – all plan partners – **NOT STARTED***

In section II.b.1 of the state plan, plan partners are required to define the state's strategic vision for its workforce system.

(5) *Section II.b.2. Goals for achieving strategic vision – all plan partners – **NOT STARTED***

In section II.b.2 of the state plan, plan partners are required to define the state's goals for achieving its strategic vision.

(6) *Section II.b.3. Expected levels of performance – core partners only – **NOT STARTED***

In section II.b.3 of the state plan, core partners are required to include their expected levels of performance relating to the performance accountability measures, which are based on primary indicators of performance described in WIOA Sec. 116(b)(2)(A).

(7) *Section II.b.4. Assessment – all plan partners – **NOT STARTED***

In section II.b.4 of the state plan, plan partners are required to describe how the state will:

- assess the overall effectiveness of Nebraska's workforce system in relation to the strategic vision and goals stated in section II.b.1-2; and
- use the results of this assessment and other feedback to make continuous or quality improvements.

(8) *Section II.c. Strategies for achieving strategic vision and goals – all plan partners – **NOT STARTED***

In section II.c of the state plan, plan partners must include the strategies the state will implement to achieve its strategic vision and goals. The strategies must:

- take into account the state's economic, workforce, and workforce development, education and training activities analyses provided by the plan partners in section II.a.1-2 of the state plan; and
- address implementation of industry or sector partnerships relating to in-demand industry sectors and occupations and career pathways, including Registered Apprenticeship.

(c) State plan section III. Operational planning elements – plan partners as indicated – **NOT STARTED**

The state plan must include an Operational Planning Elements section that supports the state's strategies and the system-wide vision described in section II.c of the state plan.

(1) *Section III.a.1. State board functions – NDOL only – **NOT STARTED***

NDOL will describe how the state board will implement its functions required under WIOA Sec. 101(d), providing a description of the board's operational structures and decision-making processes to ensure such functions are carried out.

Once the state plan portal is opened for 2020 – 2024 state plans, NDOL will complete this section.

(2) *Section III.a.2.A.-I. Implementation of state strategies – plan partners as identified – **NOT STARTED***

Plan partners must describe how the lead state agencies with responsibility for the administration of partner programs included in this plan will implement the state's strategies identified in section II.c. of the state plan template. This must include descriptions of:

- core program activities to implement the state's strategy – *core partners only*;
- alignment with activities outside the plan strategy – *core partners only*;
- coordination, alignment and provision of services to individuals – *all partners*;
- coordination, alignment, and provision of services to employers – *all partners*;
- partner engagement with educational institutions – *all partners*;
- partner engagement with other education and training providers – *all partners*;
- leveraging resources to increase educational access – *all partners*;
- leveraging resources to increase educational access – *all partners*; and
- coordinating with economic development strategies – *all partners*.

(3) *Section III.b.1. State operating systems – all plan partners – **NOT STARTED***

Plan partners must describe the state's operating systems that support implementation of the strategies identified in section II.c of the state plan. The description must include descriptions of:

- state operating systems that support coordinated implementation of state strategies (labor market information systems, data systems, communication systems, case-management systems, job banks, etc.); and
- data-collection and reporting processes used for all plan partner programs and activities, including those present in one-stop centers.

(4) *Section III.b.2. State policies – all plan partners – **NOT STARTED***

Plan partners must include descriptions of policies that support implementation of the strategies identified in section II.c of the state plan, such as policies on co-enrollment and universal (common) intake, where appropriate. In addition, plan partners must include guidelines for state-administered one-stop partner programs' contributions to local one-stop delivery systems.

(5) *Section III.b.3.A. State agency organization – all plan partners – **NOT STARTED***

All plan partners must describe their organizational structure and delivery systems at state and local levels and provide related organizational charts.

(6) *Section III.b.3.B. State board – NDOL only – **NOT STARTED***

NDOL is responsible for providing a description of the state board that includes a membership roster and board activities that assist the board in carrying out state board functions effectively.

Once the state plan portal is opened for 2020 – 2024 state plans, NDOL will complete this section.

(7) *Section III.b.4.A. Assessment of core partner programs – all plan partners – **NOT STARTED***

Plan partners are required to describe how the *core programs* will be assessed each year based on state performance accountability measures described in WIOA Sec. 116(b) of WIOA. This assessment must include the quality, effectiveness, and improvement of programs broken down by local area or provider. The state assessments should take into account local and regional planning goals [of local workforce development boards as described in their respective regional and local plans].

(8) *Section III.b.4.B. Assessment of one-stop delivery system programs – all plan partners – **NOT STARTED***

Plan partners are required to describe how other one-stop delivery system partner program services and plan partner program services will be assessed each year. The assessments should take into account local and regional planning goals [of local workforce development boards as described in their respective regional and local plans].

(9) *Section III.b.4.C. Previous assessment results – all plan partners – **NOT STARTED***

Plan partners are required to provide the results of assessments of the effectiveness of the core programs and other one-stop delivery system partner programs and plan partner programs during the preceding two-year period (i.e., July 1, 2018 – June 30, 2020). In addition, the plan partners are required to describe how they are adapting their state-plan strategies based on these assessments.

(10) *Section III.b.4.C. Evaluation – all plan partners – **NOT STARTED***

Plan partners are required to describe how the:

- state will conduct evaluations and research projects on activities conducted under the core programs;

- projects will be coordinated with, and designed in conjunction with, state and local boards and with state agencies responsible for the administration of the core programs; and
- projects will be coordinated with the evaluations provided for by the Secretary of Labor and the Secretary of Education under WIOA.

(11) *Section III.b.5.A. Distribution of funds for Title I programs – NDOL only – **NOT STARTED***

NDOL is required to provide a description of the written policies that establish NDOL's methods and factors used to distribute funds to local areas for:

- Title I youth activities in accordance with WIOA Sec. 128(b)(2) or (b)(3);
- Title I adult and training activities in accordance with WIOA Sec. 133(b)(2) or (b)(3); and
- Title I dislocated worker employment and training activities in accordance with WIOA Sec. 133(b)(2) and the assigned data and weighted factors.

Once the state plan portal is opened for 2020 – 2024 state plans, NDOL will complete this section.

(12) *Section III.b.5.B. Distribution of funds for Title II programs – Adult Education only – **NOT STARTED***

Adult Education is required to provide a description of how it will:

- award multi-year grants or contracts on a competitive basis to eligible providers in the state, including how it will establish that eligible providers are organizations of demonstrated effectiveness; and
- ensure direct and equitable access to all eligible providers to apply and compete for funds and how it will ensure that it is using the same grant or contract announcement and application procedure for all eligible providers.

(13) *Section III.b.5.C. Distribution of funds for Title IV programs – Nebraska VR Program and Nebraska Commission for the Blind and Visually Impaired only – **NOT STARTED***

The Nebraska VR Program and the Nebraska Commission for the Blind and Visually Impaired are required to provide a description of the factors used to determine the distribution of funds among the two VR agencies.

(14) *Section III.b.6.A. Program data alignment and integration – core partners only – **NOT STARTED***

The core partners must:

- describe their plans, along with the state board, to align and integrate available workforce and education data systems for:
  - the core programs;

- unemployment insurance programs;
- education through postsecondary education, and:
- to the extent possible, other state plan partner programs;
- NOTE. Plans for integrating data systems should include the state's goals for achieving integration and any progress to date.
- describe their plans to make management information systems for the core programs interoperable to maximize the efficient exchange of common data elements to support assessment and evaluation;
- describe their plans to integrate data systems to facilitate streamlined intake and service delivery to track participation across all programs included in this plan;
- explain how the state board will assist the governor in aligning technology and data systems across required one-stop partner programs (including design and implementation of common intake, data collection, etc.) and how such alignment will improve service delivery to individuals, including unemployed individuals; and
- describe their plans to develop and produce the reports required under WIOA Sec. 116(d)(2) regarding the performance accountability system.

Planning note from the state plan portal: States should be aware that WIOA Sec. 116(i)(1) requires the core programs, local workforce development boards, and chief elected officials for local workforce development areas to establish and operate a fiscal and management accountability information systems based on guidelines established by the Secretaries of Labor and Education. States should begin laying the groundwork for these fiscal and management accountability requirements, recognizing that adjustments to meet the elements above may provide opportunity or have impact on such a fiscal and management accountability system.

*(15) Section III.b.6.B. Assessment of participants' post-program success – core partners only – **NOT STARTED***

Core partners are required to provide a description of how they will use the workforce development system to assess the progress of participants who are exiting from the core programs in entering, persisting in, and completing postsecondary education or entering or remaining in employment. States may choose to set additional indicators of performance.

*(16) Section III.b.6.C. Use of Unemployment Insurance (UI) wage record data – core partners only – **NOT STARTED***

Core partners are required to explain how they will meet requirements relating to their utilization of quarterly UI wage records for performance accountability, evaluations, and as a source for workforce and labor market information, consistent with Federal and state laws.

*(17) Section III.b.6.D. Privacy safeguards – all plan partners – **NOT STARTED***

Plan partners are required to describe the privacy safeguards incorporated in the state's workforce development system, including safeguards required by Section 444 of the General Education Provisions Act (20 USC 1232g) [e.g., FERPA] and other applicable Federal laws.

(18) *Section III.b.7 – Priority of service for Veterans – NDOL only – **NOT STARTED***

NDOL is required to describe how NDOL will implement and monitor the priority of service provisions for Veterans in accordance with the requirements of the Jobs for Veterans Act, codified at section 4215 of 38 USC, which applies to all employment and training programs funded in whole or in part by the US Department of Labor.

NDOL should also describe the referral process for Veterans determined to have a significant barrier to employment in order to be eligible to receive services from the Jobs for Veterans State Grants (JVSG) program's Disabled Veterans' Outreach Program (DVOP) specialist.

Once the state plan portal is opened for 2020 – 2024 state plans, NDOL will complete this section.

(19) *Section III.b.8. Accessibility of the one-stop delivery system for individuals with disabilities – all plan partners – **NOT STARTED***

Plan partners are required to describe how the one-stop delivery system (including one-stop center operators and the one-stop delivery system partners) will comply with the requirements of WIOA Sec. 188 and applicable provisions of the Americans with Disabilities Act of 1990 (42 USC 12101 et seq.) with regard to the physical and programmatic accessibility of facilities, programs, services, technology, and materials for individuals with disabilities. This must also include a description of compliance achieved through providing staff training and support for addressing the needs of individuals with disabilities.

In addition, NDOL is required to describe NDOL's one-stop center certification policy, particularly the accessibility criteria.

(20) *Section III.b.9. Accessibility of the one-stop delivery system for individuals who are English language learners – all plan partners – **NOT STARTED***

Plan partners are required to describe how the one-stop delivery system (including one-stop center operators and the one-stop delivery system partners) will ensure that each one-stop center is able to meet the needs of English language learners, such as through established procedures, staff training, resources, and other materials.

(d) State plan section IV. Coordination with state plan programs – NDOL only – **NOT STARTED**

Plan partners are required to describe the methods used for joint planning and coordination among the core programs and with the required one-stop partner programs and other programs and activities included in the state plan.

Once the state plan portal is opened for 2020 – 2024 state plans, NDOL will complete this section.

(e) State plan section V. Common assurances for core programs – NDOL only – **NOT STARTED**

Core partners are required to provide common assurances. All that is required for this section is an indication of “yes” or “no” for each assurance.

Once the state plan portal is opened for 2020 – 2024 state plans, NDOL will complete this section.

(f) State plan sections VI and VII. Program-specific requirements for core partners and other plan partners – individual partners – **NOT STARTED**

Each plan partner is required to provide program-specific content for their respective program(s).

**Coordinated Entry – Housing and Workforce Engagement Partner**

**Memorandum of Understanding**

Between

Metro Area Continuum of Care for the Homeless – Homeless Coordinated Entry System

and

Heartland Workforce Solutions

This memorandum of Understanding (MOU) sets forth the terms and understanding between the Metro Area Continuum of Care for the Homeless Coordinated Entry System (MACCH CES) and Heartland Workforce Solutions (HWS) acting to engage the homeless and those at risk of homelessness in workforce opportunities through Coordinated Entry for Omaha and Council Bluffs Continuum of Care.

MACCH CES as developed by the Continuum of Care (CoC) provides ready access to the entire homeless services system for any individual presenting as homeless within Douglas and Sarpy counties in Nebraska and Pottawattamie county in Iowa; provides a standardized assessment of the homeless person's vulnerability and needs; provides for a rapid and effective provision or referral to needs services and resources to end their homelessness. The MACCH CES Policies and Procedures is the guiding document for all aspects of the MACCH CES.

**Purpose**

The purpose of this MOU is to assure commitment to and understanding of the roles and responsibilities as set forth in the MACCH CES Policies and Procedures.

By agreeing to serve as a Housing and Workforce Engagement Partner within the Continuum of Care, Heartland Workforce Solutions agrees to:

**Role of Housing and Workforce Engagement Partners**

A person or family experiencing homelessness in Omaha and Council Bluffs will gain access to the full array of homeless services and resources within the Continuum of Care by presenting at a public or non-public access agency. Housing and Workforce Engagement Partners, either directly or through at least one partner Public Access Point will collaborate in making referrals to the MACCH CES within the Homeless Management Information System (HMIS) database.

## Responsibilities of Housing and Workforce Engagement Partners

1. Heartland Workforce Solutions will give priority to receive workforce engagement services. Individuals within the MACCH CES may be the best candidates for co-enrollment in homeless assistance and workforce opportunities.
2. Housing and Workforce Engagement Partners will obtain appropriate and specified Coordinated Entry releases of information from individuals and families presenting as homeless or risk of homelessness, as specified in the MACCH Policies and Procedures, in order to be referred to a MACCH CES Access Point.
3. Housing and Workforce Engagement Partners may make a “warm hand-off” to another Continuum of Care (CoC) partner agency if they determine that the individual/family would be best served by another agency, as specified in the MACCH CES Policies and Procedures.

## Reporting

MACCH as the Coordinated Entry Entity will evaluate the assessment and referral process on an ongoing basis. A formal evaluation will be performed at a minimum of one time per year by MACCH as the lead entity for the MACCH CES.

## Duration

This MOU is at-will and may be modified by mutual consent of the authorized officials with the Housing and Workforce Engagement Partner and the Coordinated Entry Lead Entity. This MOU shall become effective upon signature by the authorized officials from the Coordinated Entry Lead Entity and the Housing and Workforce Engagement Partner and will remain in effect until modified or terminated by either of the parties by mutual consent.



9/26/19

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**Heartland Workforce Solutions**

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**Date**

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**Metro Area Continuum of Care for the Homeless**

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**Date**

**MEMORANDUM OF UNDERSTANDING  
BETWEEN  
THE GREATER NEBRASKA WORKFORCE DEVELOPMENT BOARD  
AND  
THE UNIVERSITY OF NEBRASKA-LINCOLN,  
CENTER ON CHILDREN, FAMILIES & THE LAW**

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**Regarding Coordinated Entry**

THIS MEMORANDUM OF UNDERSTANDING (MOU) is entered into on January 1, 2020 between the Greater Nebraska Workforce Development Board (GNWDB), and the University of Nebraska-Lincoln through the Center on Children, Families and the Law (UNL-CCFL).

WHEREAS, UNL-CCFL administers the Homeless Management Information System (HMIS), which serves to organize and provide housing services for individuals experiencing homelessness;

WHEREAS, GNWDB targets outreach regarding workforce opportunities to Nebraskans who face barriers to employment, including but not limited to, the homeless and those at risk of homelessness; and

WHEREAS, UNL-CCFL and GNWDB have agreed to cooperate in prioritizing access to employment or training programs (as appropriate) for the homeless and those at risk of homelessness. The parties wish to formally memorialize such cooperation in this MOU.

NOW, THEREFORE, IT IS AGREED:

**I - Responsibilities of the Parties**

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The parties agree to cooperate as follows:

- A. In the provision of services to individuals who are homeless, or at risk of homelessness, identify opportunities for such individuals to receive services from the other party, and where appropriate and in compliance with applicable program and confidentiality requirements, provide referrals to the other party.
- B. Review and evaluate the assessment and referral process, and coordinate to ensure effective delivery of services.

**II - Term of MOU**

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- A. This MOU is effective January 1, 2020 through June 30, 2020.
- B. This MOU may be amended or extended upon written agreement of the parties.
- C. This MOU will terminate upon mutual, written agreement by the parties to terminate.

### III - Funding / Payment

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There is no exchange of funding under this MOU.

### IV - Applicable Law

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- A. Parties to this MOU will conform with all existing and applicable city and county ordinances, resolutions, state laws, federal laws, and all existing and applicable rules and regulations. In particular, GNWDB agrees to comply with the Workforce Innovation and Opportunity Act (WIOA) and WIOA's implementing regulations, and all provisions contained in the State of Nebraska WIOA Policies and Greater Nebraska WIOA Policies.
- B. Nebraska law will govern the terms and performance under this MOU.

### V - Points of Contact

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- A. The parties designate the following individuals as their Points of Contact (POC) under this MOU:

<b>GNWDB:</b>	
Lisa Wilson, GNWDB Chair 600 E. Francis Street, Ste. 9 North Platte, NE 69101	Telephone: 308.221.6959 E-Mail: <a href="mailto:ndol.greaternebraska@nebraska.gov">ndol.greaternebraska@nebraska.gov</a>
<b>UNL-CCFL:</b>	
Denise K. Packard, Coordinated Entry Mgr. 206 S. 13 <sup>th</sup> Street, Ste. 1000 Lincoln, NE 68588-0227	Telephone: 402.472.8386 E-Mail: <a href="mailto:dpackard4@unl.edu">dpackard4@unl.edu</a>

- B. POC's do not have the authority to amend this MOU unless the POC is the signatory to this MOU.

### VI - E-Verify Statement

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GNWDB and UNL-CCFL are required and hereby agree to use a federal immigration verification system to determine the work eligibility status of new employees physically performing services within the State of Nebraska. For purposes of this MOU, federal immigration verification system means the electronic verification of the work authorization program authorized by the Illegal Immigration Reform and Immigrant Responsibility Act of 1996, 8 U.S.C. 1324a, known as the E-Verify Program, or an equivalent federal program designated by the United States Department of Homeland Security or other federal agency authorized to verify the work eligibility status of a newly hired employee.

### VII - Public Record Statement

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This document is a public record.

### **VIII - Debarment, Suspension or Declared Ineligible**

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GNWDB and UNL-CCFL both certify that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any federal department or agency. It is each party's affirmative duty to notify the other party if it or any of its principals is sanctioned or debarred. Both parties acknowledge that suspension or debarment is cause for termination.

### **IX - Staffing**

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- A. This MOU does not create an employment relationship or establish other employment-related rights.
- B. Personnel of GNWDB are not and will not be considered employees of UNL-CCFL, nor will they be under the supervision of UNL-CCFL. UNL-CCFL has no obligation to provide any wages, benefits, insurance or other employment-related coverage for the employees, representatives, guests, or invitees of GNWDB.
- C. Personnel of UNL-CCFL are not and will not be considered employees of GNWDB, nor will they be under the supervision of GNWDB. GNWDB has no obligation to provide any wages, benefits, insurance or other employment-related coverage for the employees, representatives, guests, or invitees of UNL-CCFL.

*[signature page to follow]*

**X - Signatures**

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IN WITNESS WHEREOF, the parties hereto have executed this Agreement, each duly authorized to do so, effective the day and year of the signature by the parties.

\_\_\_\_\_  
Date

\_\_\_\_\_  
LISA WILSON, Chair  
Greater Nebraska Workforce Development Board

\_\_\_\_\_  
Date

\_\_\_\_\_  
PAMELA LANCASTER, Chair  
Greater Nebraska Chief Elected Officials Board

\_\_\_\_\_  
Date

\_\_\_\_\_  
JEFFREY CHAMBERS, Project Director  
University of Nebraska – Lincoln – Center for Children,  
Family & the Law

REVIEWED AND APPROVED:

\_\_\_\_\_  
JOHN H. ALBIN, Commissioner  
Nebraska Department of Labor

\_\_\_\_\_  
Date

\_\_\_\_\_  
KIM SCHREINER, Controller  
Nebraska Department of Labor

\_\_\_\_\_  
Date

\_\_\_\_\_  
MARYANNE BRADFIELD,  
Deputy Commissioner for Reemployment  
Nebraska Department of Labor

\_\_\_\_\_  
Date

\_\_\_\_\_  
KATIE S. THURBER, General Counsel  
and Interim UI Benefits Director  
Nebraska Department of Labor

\_\_\_\_\_  
Date



Are you or your organization doing something amazing for Nebraska’s workforce?

If the answer is yes, the Nebraska Workforce Development Board wants to know more!

What is the name of your organization or initiative?

What is your organization or initiative doing for Nebraska’s workforce?

What is the geographic area served by your organization or initiative?

Who should the Board contact to learn more?

Name \_\_\_\_\_

Phone \_\_\_\_\_

Email address \_\_\_\_\_

Return this completed form by email to [ndol.wioa\\_policy@nebraska.gov](mailto:ndol.wioa_policy@nebraska.gov).

To learn more about the Nebraska Workforce Development Board visit <https://dol.nebraska.gov/EmploymentAndTraining/LCRWP/WIOA/NWDB>.