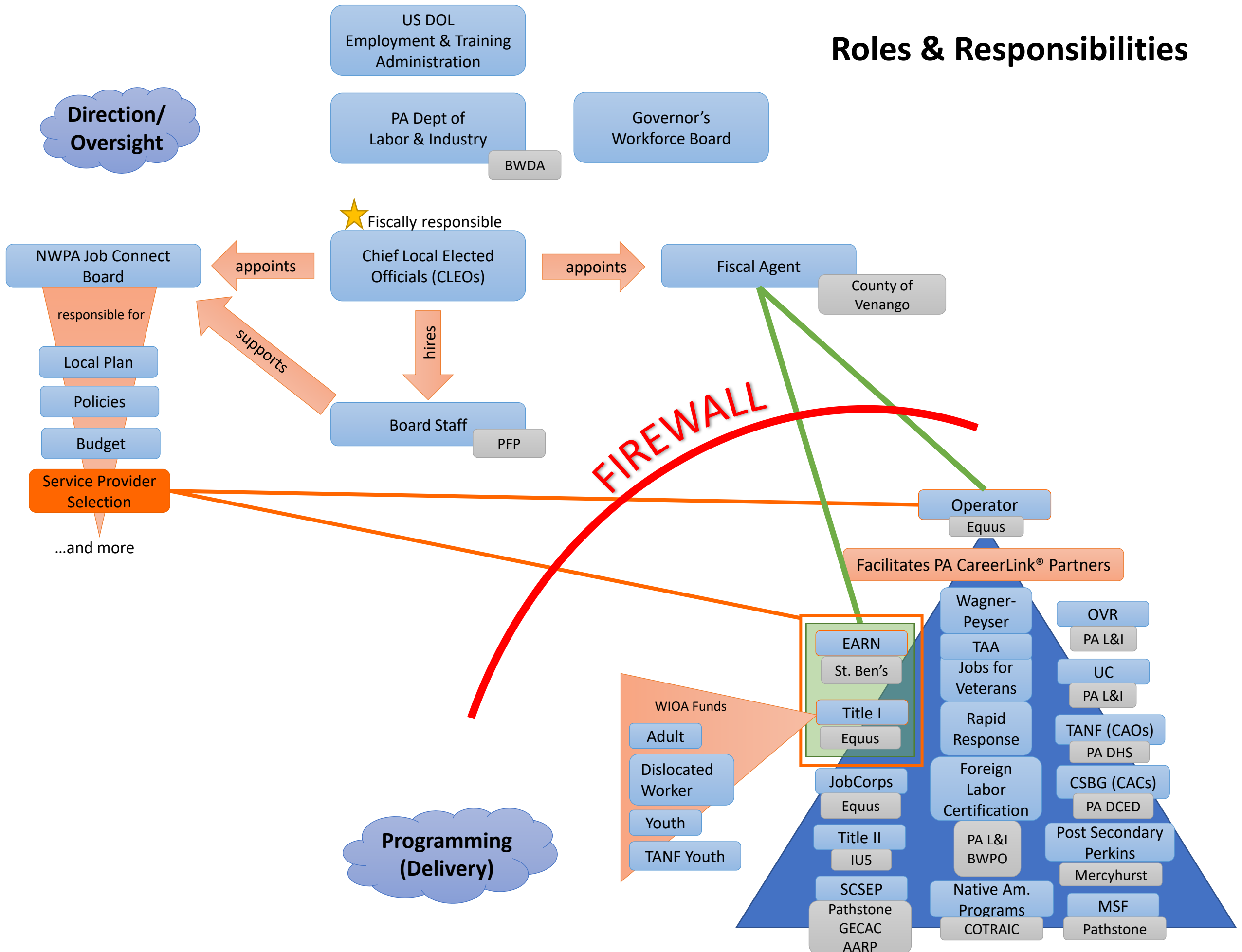


Roles & Responsibilities



Direction/Oversight: US DOL

Employment & Training Administration

Federal Level Legislation – Workforce Innovation & Opportunity Act (2014)

- Provides guidance to states for oversight and service delivery in accordance with the Act
- Provides funding to states

Direction/Oversight: Pennsylvania

Dept of Labor & Industry, Bureau of Workforce Development Administration (BWDA)

Oversight: Accountable to US DOL, ETA

- Provides State Policy and Guidance for implementing and monitoring local workforce programs
- Charged with monitoring local areas for compliance with policies and regulations (program and fiscal)
- Provides technical assistance to local areas
- Provides funding to local areas for WIOA programming

Direction/Oversight: Northwest Workforce Development Area, Chief Local Elected Officials (CLEOs)

Oversight: All participating counties (6) are liable and accountable for workforce grant funds to PA L&I, BWDA

- Appoints a Fiscal Agent
- Signs Local Agreements
- NWPA Job Connect Board Membership
- Review NWPA Job Connect recommendations for final approval (policies, Plans, provider selection, budget)
- Serves as board for Partners for Performance (entity that employs NWPA Job Connect staff)

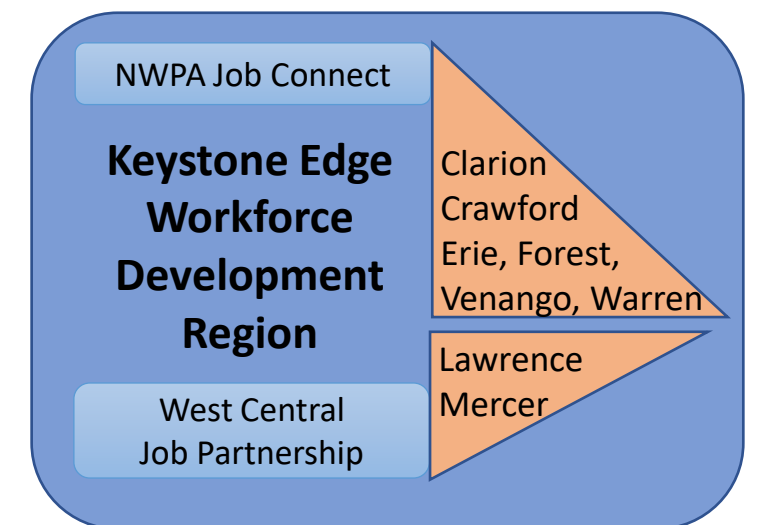
Direction/Oversight: Northwest Workforce Development Area, NWPA Job Connect Board

Oversight: Accountable with CLEOs to PA L&I, BWDA

- Recommend approval to CLEOs
 - Policies, Plans, Budget, Service Provider Selection (Title I, Operator, EARN)
- Program Provision – Service Delivery, Sites, Mobile Service Delivery, Accessibility
- Oversight (Title I, Operator, EARN)
- Negotiation of Local Performance Accountability Measures

Direction/Oversight: Northwest Workforce Development Area, NWPA Job Connect Board *(continued)*

- Convening, Brokering, Leveraging
- Workforce Research & Labor Market Analysis
- Employer Engagement
- Career Pathways Development
- Proven & Promising Practices
- Technology
- Coordination with Education Providers



Direction/Oversight: Northwest Workforce Development Area, Board Staff

Accountable to Partners for Performance (CLEOs), NWPA Job Connect Board, PA L&I:BWDA

- Serves as administrative entity to implement the mission and vision of the NWPA Job Connect board and the CLEOs
- Ensures Service Provision (Title I, Operator, EARN) on behalf of the board
- Conducts local monitoring
- Provides programmatic oversight and compliance for programming

Prohibited from providing services and programmatic management.

Does not receive funds.

Direction/Oversight: Northwest Workforce Development Area, Fiscal Agent

Accountable to CLEOs, PA L&I:BWDA

- Account for all dollars awarded to the workforce area
- Work with CLEOs and staff to prepare budgets
- Enter into all contracts on behalf of the board
- Respond to all fiscal inquiries made by grant sources, board members, and CLEOs
- Fulfills Right to Know requests
- Prepare and submit to the funding streams all financial data submissions as required
- Has financial oversight of Title I, Operator, and EARN

Programming (Delivery): Operator

Accountable to the NWPA Job Connect Board & CLEOs

- Selected by NWPA Job Connect board/CLEOs through competitive RFP process (contracted separately from Title I and has no operational control over any partner)
- Facilitates cooperation among PA CareerLink® partners in accomplishing successful service delivery to clients
- Works with board staff on continuous improvement of the workforce system
- Coordinates PA CareerLink® Certification with board staff
- Is reviewed by partners

Programming (Delivery): Title I

Accountable to: NWPA Job Connect board/CLEOs

Selected by NWPA Job Connect board/CLEOs through competitive RFP process. Fiscal Services provided by County of Venango. *Current contractor: Equus Workforce Solutions*

Staff serves all PA CareerLink® clients (Adults, Dislocated Workers, Youth – out-of-school and in-school) and facilitates eligibility process and associated services for WIOA clients and employers. Also serves dual enrollment Trade-impacted dislocated workers

Funding for Title I comes from PA Dept of Labor & Industry, through NWPA Job Connect board/CLEOs

Services:

- ITAs for HPOs
- OJTs with Employers
- Supportive Services
- Business Solutions
- Incumbent Worker Training

Programming (Delivery): EARN – Employment, Advancement, and Retention Network

Accountable to: DHS/NWPA Job Connect board/CLEOs

Selected by NWPA Job Connect board/CLEOs through a competitive RFP process. Fiscal Services provided by County of Venango. *Current contractor: St. Benedict Education Center*

Staff serves EARN eligible clients (TANF). Receives referrals from County Assistance Offices

Funding for EARN comes from the PA Department of Human Services and supports the various needs of clients and supports a job first philosophy (180 days)

Programming (Delivery): OVR

Office of Vocational Rehabilitation

Accountable to: PA Department of Labor & Industry. OVR services are provided by Commonwealth employees.

Staff serves only clients with the most severe disabilities (adult & youth) seeking employment and/or training. Other clients with disabilities are referred to other PA CareerLink[®] partners.

Funding: from the PA Department of Labor & Industry

Services:

- Diagnostic Services & Assessment
- Vocational Evaluation
- Training Assistance
- Home & Auto Modifications
- Assistive Technology
- Employer Services
- Accessibility Analysis
- Staffing
- Financial Incentives
- Awareness

[HOME](#)

Required Representative on the NWPA Job Connect Board

Programming (Delivery): Title II Adult Education & Literacy

Accountable to: PA Department of Education. Current contractor is Northwest Tri-County Intermediate Unit (IU5)

Staff serves adults & students age 16 and up, disenrolled from public school with a goal of entering post-secondary training and/or the workplace

Funding: PA Department of Education

Services:

- Basic academic and workplace skills instruction
- Upskilling
- Preparation to pass the GED or HiSET exams needed to earn a PA Commonwealth HSE Diploma
- English language acquisition classes
- Specialized workplace classes for preparing new and advancing incumbent workers

Required Representative on the NWPA Job Connect Board

Programming (Delivery): BWPO – Bureau of Workforce Partnerships & Operations

***Accountable to: PA Department of Labor & Industry.
Services provided by Commonwealth employees***

Staff serves veterans, dislocated workers, adults, and employers

Funding: PA Department of Labor & Industry

Services:

- Title I – Veterans Programs (DVOP & LVER)
- Title III: Wagner-Peyser – job seeker
- Employer Services – Job orders, Labor Market Analysis, Hiring Incentives, Rapid Response/TAA

Required Representative on the NWPA Job Connect Board