

Dislocated Worker, Adult Career Pathways, and Trade Adjustment Assistance Program Updates

MAWB Job Seeker Services Meeting, February 24, 2021

Adult Programs Communication

- Partner Express monthly newsletter – email deed.taa@state.mn.us if you would like to subscribe

Federal Grant Submission:

- Retaining Employment and Talent After Injury/Illness Network (RETAIN) Phase II grant application was submitted on Feb. 16, 2021 for \$19.8M over 4 years.
- RETAIN demonstration project tests the impact of early intervention strategies on the stay at work/return to work outcomes of workers who have recently incurred a new injury or illness, or who recently experienced an exacerbation of an existing injury/illness that affects their ability to work.

Staffing:

- TAA, ACP open roles
- Additional MMB waiver forms/longer hiring process

Areas of Substantial Unemployment (ASUs):

- Oriane Casale, Director, Labor Market Information (LMI) will be available to present on ASUs in March.

Dislocated Worker and Federal Adult Programs

Minnesota Job Skills Partnership Board (MJSP) meeting:

- Scheduled for [March 8, 2021, 10:45AM – 3:00PM](#); open to the public.

WIOA Adult, WIOA DW and State DW:

- PY19 Funding will expire on 6/30/21
 - Submit any modification requests by May 31st to allow the team time to process.
 - Submit any transfer requests by April 30th to allow the team time to process.

Monthly Financial Status Report (FSR) / Monthly Reimbursement Payment Request (RPR):

- Due 20 days after month end. For example, the June RPR (June 30 end date) is due July 20.
- Report accrued monthly expenditures.
- A monthly RPR/FSR is required even if no funds were expended.

Quarterly Progress Report (QPR):

- Due 30 days after quarter end. For example, the Quarter 1 report (September 30 end date) is due October 30.

Areas of Substantial Unemployment (ASU) Data:

- Labor Market Information (LMI) Office has provided the ASUs identified for PY 2021.

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- This year we have 680 tracks in ASUs and 96,000 unemployed in these tracks. This is an improvement over last year when we had 214 ASU tracks and 24,600 unemployed in these tracks.
- Every WSA/WDA has at least one qualifying area, which is better than last year when 6 did not.

Q2 Performance Reports

- See attached reports

Adult Career Pathways Programs

Legislative Direct Appropriation Grants/ Competitive Grants SFY20/21

State Legislators have begun meeting. The ACP team is watching it closely as the final budget will determine SFY22-23 program budgets. We expect that RFPs will be released summer 2021.

The ACP Team encourages providers to suggest ways to shift from provision of services in person to provision of remote services. Please contact your Program Coordinator to discuss suggestions on how you may deliver traditional in-person activities through an on-line service model and remain in line with your approved contract.

SNAP E&T 50/50

DEED has contracted with a total of eight SNAP E&T 50% Reimbursement Grantees for SFY21. This program offers 50% reimbursement (up to \$200,000 this year) on expenses already incurred through ACP's Pathways to Prosperity and Mn Family Resiliency Partnership programs.

Workforce One Tips

Workforce One User Guide

The ACP team is working to update the ACP Workforce One Guide to reflect updates and changes to programs in the past two years. Stay tuned for the updated guide to be ready soon!

Guidance on Workforce One use

Case notes must provide a complete, accurate, and concise explanation of frequency and type of contact with participants, as well as services provided, and the outcomes associated with those services. Case notes should be entered at minimum, once every 30 days (MN Family Resiliency Partnership: once every 60 days).

Enrollment summary/Preliminary case notes are required and must include:

- Participant current situation; including skills, barriers to gaining employment (i.e. lack of certification/training, unstable housing, dependent care, transportation), work history, current work situation (employer name, title, wage, number of hours worked per week), family status, justification for enrollment,
- Participant goals; including goals from IEP, steps participant will work towards to achieve those goals, and how training program will assist in meeting those goals
- Support Services and/or Referrals that program will provide to participants to assist in achieving employment goals

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Case notes within WF1 should be limited to information pertinent to the program being enrolled. While health concerns may be relevant to a participant's progress, sensitive information within WF1 case notes should be limited and addressed vaguely.

ACP Operations Guide

ACP's [Operations Guide](#) is now available from [the ACP home page](#). The Guide documents current practices for ACP. The ACP Team meets monthly to discuss suggested additions, updates, modifications, and other changes to the guide and update as necessary. The Guide is intended to be a living document and will be updated as procedures evolve. It does NOT include [measures implemented in response to COVID-19](#), which are listed separately.

ACP Team Message to Grantees

ACP will continue to conduct monitoring during this time. ACP monitors will conduct monitoring visits via Teams, Zoom or other electronic or telephonic mechanisms. If you have a grant or grants due for monitoring, a monitor will contact you to schedule a date and time for a virtual meeting and to request that documents be completed and/or collected and sent electronically.

Grantees are strongly encouraged to utilize Workforce One's Electronic Document Storage (EDS) to upload and maintain participant enrollment and eligibility documents, IEPs, support service documentation, and any other related documents. This will assist the monitor in the remote process and prevent additional requests to Grantees for information during this time and in the future.

Trade Adjustment Assistance (TAA)

Upcoming Events

- Crystal Nickles, TAA's Outreach and Support Specialist, has accepted a position with the Department of Transportation. Crystal's work is vast and you likely interacted with her if you called or emailed the general phone/email. **Crystal's last day with TAA is March 2.**
- Minnesota TAA is being highlighted as part of a **national webinar on work-based learning**. Margaret "Meg" Odanga and Claudette Parchment-Roehrich from Minnesota TAA will share best practices for On-the-Job Training (OJT). CMJTS partnered with TAA to discuss best practices they've incorporated. Everyone is invited to the webinar: Tuesday, March 16, 2021 1:00 PM - 2:30 PM CT. You can register at this link <https://taa.workforcegps.org/sitecore/content/global/events/2021/02/09/18/07/Work-Based-Learning-State-Best-Practices>
- Department of Labor (DOL) is hosting a **virtual TAA/DW/Rapid Response Region V Roundtable**: March 2021
- Minnesota TAA will host **virtual Roundtables for Dislocated Worker Counselors April 13-15, 2021**. This is the anticipated schedule:

Tuesday, April 13

- 10:00am-11:00am: [Final Rule](#) implementation
- 1:00pm-2:00pm: *TAA overview

Wednesday, April 14

- 10:00am-11:00am: Waivers and TRA
- 1:00pm-2:00pm: *Training applications, Labor Market Information (LMI)

Thursday, April 15

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- 10:00am-11:00am: “Other” training topics (*school justification, Training Progress Reports, Computers, Tools, *Transportation, TAA/DW/customer roles, etc.)
- 1:00pm-2:00pm: OJT, *Job Search Allowance, *Relocation Allowance

*Changes to existing process expected from [Final Rule](#)

Tax time

While **only Unemployment/TRA and RTAA are taxable income for TAA customers**, some students may receive a 1098-T from their training institution. The national TAA office indicates, “The training provider is to report the total cost of the program in Box 1 and Box 5. These amounts should, in nearly all cases should be identical. As such, the amounts would cancel each other out. This would mean the participant is not able to claim any relevant tax credits when filing. It also means the filing individual would not report the amount as excessive income.”

Petitions

- TAA/Rapid Response staff are researching two (2) companies for possible trade-impacted layoffs
- Pending Department of Labor (DOL) determination: four (4) petitions
- Certified: TESCOM (a wholly owned subsidiary of Emerson Electric Co), Elk River
- Denied: Wayzata Home Products, Edina