

Training and TA Plan DRAFT—Updated May 2021

Topic	Details	Audience	Trainers/SMEs	Suggested Timeline	Priority Level	Method	MAWB Lead	Notes/Status
Legislative Advocacy Training	Variety of topics related to state and federal advocacy.	All staff and partners	Workforce SMEs—Trainer NAWB, NSC, previous director panel	Winter 2020-2021	High	Webinar series	Legislative Committee	COMPLETED—Speaker Series Winter 2020/2021
Equity Speaker Series	Speaker series on a variety of topics related to DEI and Minnesota’s racial disparities	All staff and partners	SMEs	Summer 2021	High	Webinar series	Jeanna/Becky Volunteers?	Planning phase, identifying topics and speakers
Communications Training	CareerForce Communications resources	All staff and partners	DEED Comm Staff	Spring 2021		Webinar	Ling	COMPLETED—April 2021
WF1 Funding Streams	What they need to be tied to and how they need to be entered into WF1	Local area staff/partners	DEED—Annie T., ETP Staff		High	In-person with remote participation optional	Deb	This topic is unclear given the uncertainty around the policy.
Performance Measures	Clear explanation of how/why current goals are determined	All staff/partners	ETA		High	In-person with remote participation optional	Jinny	UPDATE--ETA did two performance webinars this spring—does this meet the need?
Fiscal staff training	Fiscal policies for grantees	Local area directors, fiscal staff	DEED, Experienced local fiscal staff	Fall 2021	High	Webinar	Deb	DEED will provide in the fall
Incumbent worker training and OJTs	Best practices in areas that are doing this well, how to engage employers in this work, relevant policies and procedures	Local area directors, staff	CMJTS	Late summer/early fall	Medium	Sharing at MAWB Committees		COMPLETED—Fall 2020

Best practices in youth work experience	Share best practices on youth work experiences (engaging employers, ensuring success?) overview of policies and procedures	Local area directors, youth staff	DEED Youth Team, local Directors	Fall/Winter	Medium	Webinar	Ask directors	
ETPL	ETPL vs. OHE role for Licensing/Registration/Exemption determination. Training Provider process to apply to be on ETPL. Clarification on Licensed, Registered, and Exemption with OHE. Required file documentation for training vendors who are exempt. Program expectations for self-study/self-paced training curriculums. WIOA Certified vs. Non-WIOA Certified on ETPL.	Local area staff	DEED, Office of High Ed	Summer/Fall 2020	Medium	Webinar		UPDATE-- Christen Pentek presented at Feb Ops. Determine if more training is needed.
DEED policies that also require a local policy	Ensure clarity on what DEED policies require local area policy	Local boards	DEED		Low	Written guidance provided		
MFIP employment services best practices	Share best practices and innovative ideas used by MFIP Employment Services		MFIP staff		Low	Sharing at MAWB Committees		
Case-Manager Training	MAWB is interested in revisiting the Case Manager training that was historically sponsored by DEED and DHS in previous years. This could be looked at from a WIOA alignment perspective	All Case management staff	Case management SMEs	2022	Medium— While it is a high priority for MAWB we realize this a heavier lift	In-person training		
Additional Topics: Would like to check with DEED monitors on topics they feel training/TA is needed on.								