



Workforce Innovation and Opportunity Act (WIOA) Title I Guidance Letter

Subject: [Local Plan Modifications \(Program Year 2018\)](#)

Number/Reference: [n/a](#)

Review Date: [5/9/2018](#)

Revision # [Original](#)

Overview

The purpose of this document is to provide guidance to local workforce development boards (WDBs) regarding the requirement at 20 CFR 679.580 (b) for local areas to review their local plans “at the end of the first 2-year period of the 4-year local plan” and “prepare and submit modifications to the local plan to reflect changes.”

General Information

[House Bill 3437](#) was passed by the legislature and signed by Governor Kate Brown on June 14, 2017. It became effective October 6, 2017. The purpose is to improve the statewide approach to effective and integrated workforce development. In part, the bill requires that Oregon’s Workforce and Talent Development Board (WTDB) create a single, unified Workforce and Talent Development Plan every biennium in collaboration with key industries and State workforce stakeholders. Oregon’s vision is that the Workforce and Talent Development Plan be the culmination of a fully integrated series of plans including:

- Oregon Talent Assessment – Business and industry’s determination of in-demand occupations and skills and talent gaps and trends.
- WTDB Strategic Plan – Goals, strategies, and priorities for the workforce system based on the Oregon Talent Assessment and proven programs and services.
- Workforce and Talent Development Plan – Single, unified state operational plan guided by the WTDB Strategic Plan and including the results of the Oregon Talent Assessment. This will also serve as the Oregon Workforce System State Plan required by the US Department of Labor (DOL).

These efforts will then provide state priorities and strategies for Local WDB Plans, ensuring they become local strategic and operational plans guided by a combination of the Workforce and Talent Development Plan and priorities specific to each respective local area.

Implications

- The development and inclusion of the Oregon Talent Assessment and the WTDB Strategic Plan to the Workforce and Talent Development Plan will result in one or more plan modifications for Oregon’s State Plan.
- As the State Plan is modified and becomes the Workforce and Talent Development Plan, local/regional plans will be modified accordingly.
- Local WDBs will be required to submit additional local plan modifications in 2018-19 to align with the efforts of the WTDB.

While these future efforts do not supersede the need for local areas to review existing local plans and submit modifications as required, Local WDBs should consider these upcoming efforts and revisions

when drafting and submitting any modifications to existing local plans. Local areas may want to focus on compliance-related components of local plans until the WTDB releases additional information.

Action(s)

Each Local WDB, in partnership with the appropriate chief elected officials, must review the area's local plan and prepare and submit modifications to the local plan to reflect changes:

- (1) In labor market and economic conditions; and
- (2) Any factor that affects the implementation of the local plan, including but not limited to:
 - (i) Significant changes in local economic conditions;
 - (ii) Changes in the financing available to support WIOA title I and partner provided WIOA services;
 - (iii) Changes to the Local WDB structure; and
 - (iv) The need to revise strategies to meet local performance goals.

Local WDBs must comply with the *Local Plan Modification Submission Procedure* (Attachment A) included with this guidance.

The Office of Workforce Investments will work in consultation with the Governor and the WTDB to review all local plan modification documents. Reviews may result in requests for additional information or denials.

Oregon has 90 days to approve or deny a local plan modification. If the plan modification is not denied within this window, the modification is considered approved.

Contact

For more information, please contact HECC_OWI_workforce_policy@oregon.gov

Attachments/Additional Resources

Attachment A – Local Plan Modification Submission Procedure

References

- 20 CFR 679.580
- US DOL Training and Employment Notice (TEN) 21-16