



AB #20-07  
Effective Date: July 23, 2020

### ACTION BULLETIN

**TO:** All Alameda County Workforce Development Board (ACWDB) Workforce Innovation and Opportunity Act (WIOA) Providers

**DATE:** July 23, 2020

**SUBJECT:** **Modified Local Plan Guidance – Service Delivery to Job Seekers with Disabilities**

### PURPOSE OF BULLETIN:

This Action Bulletin provides guidance for delivering services to job seekers with disabilities in alignment with state policies and ACWDB's Modified Local Plan to achieve Competitive Integrated Employment.

### REFERENCES:

- California Competitive Integrated Employment [Blueprint for Change](#)
- California Workforce Development Board [Policy Brief](#): Background and Resource Guide for Increasing Competitive Integrated Employment (CIE) Opportunities in California
- Workforce Innovation and Opportunity Act (Public Law 113-128) Section 108
- Title 20 Code of Federal Regulations (CFR) Section 679.310
- Workforce Services Directive 18-01 – Regional and Local Plans PY 17-21- Two Year Modifications
- [ACWDB's Two-Year Modified Plan](#)
- [AB 20-02 - Modified Local Plan Implementation](#)

### BACKGROUND:

Local Workforce Development Boards (LWDBs) are required to modify their Four-Year Local Plans every two years in compliance with the Workforce Innovation and Opportunity Act (WIOA). ACWDB's Two-Year Modified Local Plan emphasizes

partnering with stakeholders to close service gaps and improve employment and training outcomes for target groups referenced in [AB 20-02 - Modified Local Plan Implementation](#).

Modified Local Plan implementation was planned to begin between April 1, 2020 and June 30, 2020 (the last quarter or Program Year 2019/2020), but shifted slightly due to the pandemic, bringing our start in this new program (July 2020). To begin implementation efforts, ACWDB staff issued [AB 20-02](#), requiring all service providers to submit a Co-Enrollment Action Plan (CEAP) template to glean existing efforts and future plans to serve new target groups. This Action Bulletin provides guidance for implementing strategies for serving people with disabilities.

### **WHAT IS COMPETITIVE INTEGRATED EMPLOYMENT?**

Competitive Integrated Employment (CIE) is an inclusion strategy, supported by federal and state laws, in response to long-standing inequalities resulting in less than favorable employment outcomes for people with disabilities. CIE attempts to ensure that people with disabilities have access to fair wages (at least minimum wages), integrated work settings, and job advancement opportunities as would people without disabilities.

State partners have called on the local workforce system to play a role in establishing CIE opportunities for people with intellectual disabilities/developmental disabilities (ID/DD). Some of the prioritized roles for the local workforce system: providing transition services for youth, helping to promote business engagement, and establishing service coordination with partners that lead to CIE opportunities for people with ID/DD.

### **ACTION:**

#### **All Providers**

Providers should have an understanding of CIE concepts by reading this [policy brief](#), and working with new disability stakeholders and partners (more information on those partners below) to identify disability awareness trainings to attend to ensure access to service for people with disabilities. ACWDB staff will also share these opportunities with providers as appropriate. It is also pertinent that all providers review "[Suddenly Virtual-Accessibility in a Virtual Environment](#)" and be prepared to adopt these tips into virtual platforms to ensure that people with disabilities have access to online materials.

In addition to these actions, all providers must review sections below that pertain to them for provider-specific actions and then add these additional strategies into their existing CEAP templates. CEAP will serve as a roadmap for implementing Modified Local Plan strategies. Providers should submit written updates in their monthly narrative reports that speak to CIE strategies and services, attendance at new partner meetings, and plans to attend disability awareness trainings.

### **WIOA Youth/Young Adult Service Providers**

ACWDB's Modified Local Plan emphasizes alignment with the Local Partnership Agreement (LPA), developed by the Regional Center of the East Bay, Department of Rehabilitation (DOR), and Local Education Agencies (LEA) in Alameda County. The LPA identifies core partners, outlines DOR and RCEB services and articulates referral processes for students ages 16-21. Youth Providers will be prepared to do the following:

1. Attend quarterly LPA meetings on a rotating basis in partnership and coordination with other WIOA Youth/Young Adult Providers to build service level traction and promote CIE through co-enrollment when possible;
2. Orient or update LPA stakeholders about WIOA Youth/Young Adult services;
3. Share information with LPA members about services when appropriate;
4. Collaborate with LPA stakeholders (including [WorkAbility](#) Coordinators), to develop co-enrollment and career pathway-aligned CIE opportunities; and,
5. Submit updates about this partnership as needed or requested from ACWDB staff.

ACWDB staff will help to coordinate providers' schedule initially to ensure that WIOA Youth/Young Adult Providers are properly introduced to the larger LPA group. ACWDB staff will send an email regarding a new schedule and additional details about attending forthcoming LPA meetings as soon as possible.

### **WIOA Career Services Providers**

WIOA Career Services Providers (CSPs) should be prepared to align with ACWDB's Modified Local Plan, by building broader traction with disability stakeholders who serve individuals with ID/DD to promote CIE opportunities in partnership with [HIREABLE](#) (formerly the East Bay Employment Taskforce). Specifically:

1. Attend monthly HIREABLE member meetings on a rotating basis in partnership and coordination with other CSPs;
2. Orient or update HIREABLE members about CSP services and SWN partner services when appropriate;
3. Collaborate with HIREABLE members to develop co-enrollment strategies in line with Industry Sector and Occupational Framework opportunities; and,
4. Submit updates about this partnership as needed or requested from ACWDB staff.

ACWDB staff will help to coordinate providers' schedule initially to ensure that CSPs are properly introduced to the larger HIREABLE group. ACWDB staff will send an email regarding a new schedule and additional details about attending forthcoming HIREABLE meetings as soon as possible.

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