

Overview of Training Services for Adults Merced County One-Stop System

Individuals utilizing the one-stop system, are evaluated to determine whether or not they are in need of training and if they possess the skills and qualifications needed to participate successfully in the training program of their choice. All job seekers are eligible for *core* services through the One-Stop. Core services may entail an *initial assessment*, which consists of a brief interview to determine the individual's skill levels, aptitudes, interests and supportive services needs. Job search and placement assistance, labor-market information are all available through core services. If the individual is unable to find employment using core services, they may become eligible for more *intensive* services.

Intensive services entail a full assessment of the individual's educational background, work history, current skills and abilities, credentials, licenses, and other job qualifications. All barriers to employment (lack of transportation, educational limitation, language barrier, child-care problem, police record, etc.) must be identified. A written Individual Employment Plan is developed, based on test scores, the individual's work and educational history, their barriers, and supportive services needs. The employment plan sets goals to overcome the barriers and to reach the employment objective, either through training or other services (vocational assessment results should support the individual's choice of training for approval to be granted).

Individual Training Accounts

Under the Workforce Investment Act (WIA), participants who meet the eligibility requirements for intensive services but are not able to obtain employment through these services, may elect to select training that will improve their opportunity for employment by using an Individual Training Account (ITA).

An ITA provides for occupational classroom training through vendors who have been evaluated, approved and placed on the State's approved Eligible Training Provider List (ETPL). The training must lead to a certificate, a competency or skill recognized by employers, or a training regimen that provides individuals with additional skills or competencies generally recognized by employers.

The Merced County Workforce Investment Board reserves the right to make exceptions to this policy, on a case by case basis, should individual circumstances warrant exception (see entry below).

Exceptions to ITAs

Under certain limited circumstances, the Workforce Investment Act allows exceptions to the ITA (Section 663.4380).

Contracts for services may be used instead of ITAs under the following circumstances:

When the Local Board determines that there are an insufficient number of eligible providers in the local area to accomplish the purpose of an identified training need in the local area.

Based on this exception, the Local WIB voted to exempt the following three programs:

Licensed Vocational Nurse

The Licensed Vocational Nursing program comprises three semesters of combined classroom and clinical work on campus and at affiliated health care facilities. Those who complete the program successfully are eligible for the National Licensure Examination.

Registered Nursing Program

The Registered Nursing Program comprises four semesters (must have specific pre-requisites) and is designed to prepare individuals into competent, professional nurses. Program graduates are qualified to take the National Council Licensure Examination for Registered Nurses (NCLEX-RN). Successful candidates can also earn an Associate in Science Degree on completion of required educational and competency requirements.

Building Trades Pre-Apprentice Program

The Building Trades Pre-Apprentice Program is twelve weeks long and prepares participants for various types of skilled trades, relevant to today's construction industry. The program consists of both hands-on experience and classroom instruction. The curriculum covers everything from framing to cement work to hazardous materials handling.

Other Available Training

Training services may be made available to employed and unemployed adults and dislocated workers who meet the eligibility requirements for intensive services and have received at least one intensive service and have been determined to be unable to obtain or retain employment through such services.

The types of training services made available through PITD under the Workforce Investment Act shall include (Non-ITA):

- Skill Upgrading and Retraining includes training courses that build upon the individual's existing skills: Both the unemployed and incumbent workers may only require a refresher course, a short-termed computer class, or a specific licensing requirement in order to acquire or retain employment (determined on a case-by-case basis).
- Customized Training Programs: Programs that combine workplace training with related instruction, such as customized training is usually conducted with a commitment by an employer or group of employers to employ an individual upon successful completion of the training. It is basically On-the-Job training, but is not limited to a specific duration of time, however it is limited to the *appropriate amount of time needed for the trainee to learn the occupational proficiently*.
- On-the-Job Training: Training by an employer which provides skills and/or knowledge that are essential to the full and adequate performance of the job. When an employer is interested in hiring but is reluctant to do so due to the expense of training a new person an OJT contract can be written which provides up to 50% of the hourly wages of the trainee for a limited duration.
- Work Experience: Training provided by a public-sector employer for specific job training and/or skills. Training is limited to those individuals who do not currently possess the skills needed to do the job proficiently. The work experience must qualify the trainee for employment in that particular field. Wages earned by the trainee (usually minimum wage) are paid in full by WIA grant funds.
- Entrepreneurial Training: Provides training for business start-up. The program is designed to educate program participants in the fundamentals of successful entrepreneurship.
- Adult Education and Literacy Activities: Include, but are not limited to those activities which provide the individual with the necessary skills to read, write, and understand the English language in order to become employable.