



# **COMMUNITY AND SENIOR SERVICES**

## **WIA OPERATIONS DIVISION**

Thursday, April 1, 2010

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# SUMMARY OF COMMON PROGRAMMATIC FINDINGS



# LOOKING AHEAD FY2010

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## Strategies

- Common Q&A
- Directives and Bulletins
- Training schedules
- Workgroups
- Future Plans

# Q&A

worksourcecalifornia.com – Workforce Community – Q & A



The screenshot shows the WorkSource California website. The header includes the logo "WorkSource CALIFORNIA" and "L.A. County Workforce Investment Board". The navigation menu has "HOME", "WORKSOURCE CENTERS", "GENERAL INFORMATION", and "CONTACT US". Below the navigation are four images: a group of professionals, a group of people sitting together, a person with a cane, and two women sitting at a desk. To the right of these images is the text "Substaining Economic Health of the Region". On the left side, there is a vertical menu with "Calendar Of Events", "About WIA", "Workforce Investment Boards", and "WorkSource Partners". The main content area features the title "Workforce Investment Act Questions and Answers" in green. Below the title is a paragraph: "The question and answer forum is geared towards our service providers and partners seeking policy and program clarification and not intended for the general public. Service providers and partners may send their questions to: [WIAQA@css.lacounty.gov](mailto:WIAQA@css.lacounty.gov)". Below this paragraph is the text "Following are subject-matter categories to help you find the appropriate response:" followed by a bulleted list of categories: "Auditor Controller (A-C)", "Compliance", "Eligibility", "Fiscal", "Program", and "JTA / MIS".

**WorkSource**  
CALIFORNIA  
L.A. County Workforce Investment Board

HOME WORKSOURCE CENTERS GENERAL INFORMATION CONTACT US

Substaining Economic Health of the Region

Calendar Of Events  
About WIA  
Workforce Investment Boards  
WorkSource Partners

## Workforce Investment Act Questions and Answers

The question and answer forum is geared towards our service providers and partners seeking policy and program clarification and not intended for the general public. Service providers and partners may send their questions to: [WIAQA@css.lacounty.gov](mailto:WIAQA@css.lacounty.gov)

Following are subject-matter categories to help you find the appropriate response:

- [Auditor Controller \(A-C\)](#)
- [Compliance](#)
- [Eligibility](#)
- [Fiscal](#)
- [Program](#)
- [JTA / MIS](#)

# DIRECTIVES & BULLETINS

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## Recent Directives Topics

- Proper Testing Procedures for CASAS
- Individual Service Strategy (ISS)
- Due Diligence
- Selective Service Registration

**What is the Difference? Where can they be found?**

[www.worksourcecalifornia.com](http://www.worksourcecalifornia.com)

Upcoming Related Training

# DIRECTIVES & BULLETINS

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## Recent Directives - Proper Testing Procedures for CASAS

Directive: YD10-02

Date: 03/20/10

Subject: Proper Testing Procedures for Comprehensive Adult Student Assessment System (CASAS)

There are three separate and distinct types of CASAS tests that is used to measure gains in literacy and numeracy:

- ✓ CASAS Appraisal Test
- ✓ CASAS Pre-test
- ✓ CASAS Post-tests

# DIRECTIVES & BULLETINS

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## Recent Directives - Individual Service Strategy (ISS)

Directive: WIA YD10-01  
Date: 02/09/10  
Subject: Individual Service Strategy and Individual Eligibility Determination

### Timeline for Individual Service Strategy (ISS)

An ISS is provided only *after a determination of eligibility* is established and the participant is enrolled in the program.

# DIRECTIVES & BULLETINS

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## Recent Directives - Due Diligence

Directive:       ARRA/WIA D09-22  
Date:             12/17/09  
Subject:         Due Diligence Requirements for Use of  
                    Applicant Statements

This Directive provides guidance to WIA contractors on efforts that constitute “due diligence” in the use of applicant statements to substantiate the eligibility of youth to participate in the County’s WIA Youth Programs.

# DIRECTIVES & BULLETINS

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## Recent Directives - Selective Service Registration

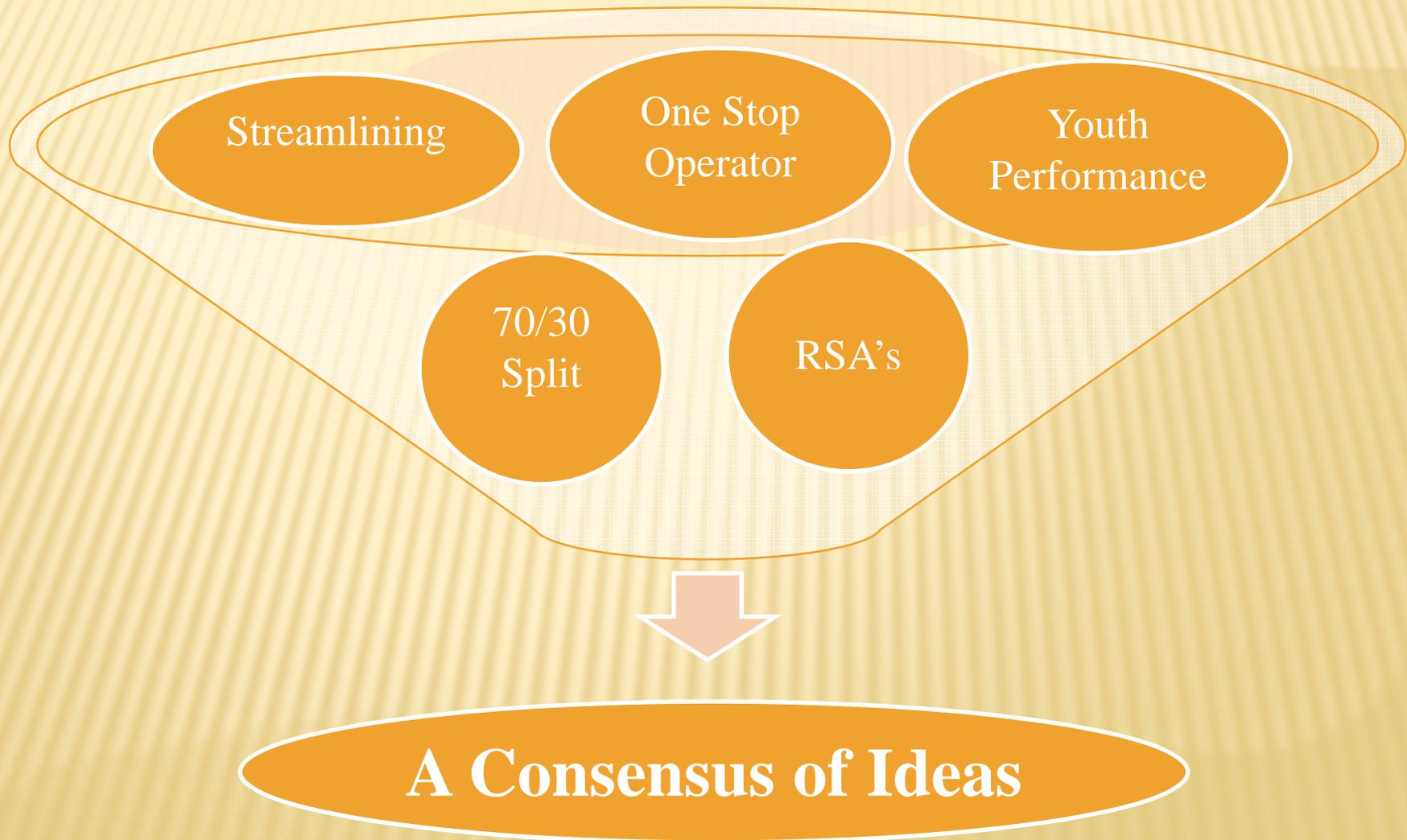
Directive: WIAD09-23  
Date: 12/30/09  
Subject: Selective Service Registration

Proof of compliance with the MSSA must be verified **prior to enrollment** and kept as part of the case file. In addition, measures shall be set in place to ensure that **youth turning 18 during program participation** also register for Selective Service within 30 days after their 18<sup>th</sup> birthday.

# TRAINING SCHEDULE

Training Category	Date	Time	Topic of Training Session	Location	Trainer
Administrative	Thursday, April 01, 2010	9:00 am - 12:00 pm	Auditor-Controller Common Findings	Los Angeles County Community and Senior Services 3175 W. 6th St., Los Angeles, CA 90020 1st Floor Boardroom, Room 106	Los Angeles County Auditor-Controller
Case Management	Tuesday, April 06, 2010	1:30 pm - 3:30 pm	Common Measures - Literacy & Numeracy	MAOF 972 S. Goodrich Blvd. Commerce, CA 90022	Bradley Olufs Wonderlic, Inc.
Fiscal	Wednesday, April 07, 2010	9:00 am - 4:00 pm	Cash Management	Webinar	Los Angeles County, CSS Finance Management Division
Skills Development	Wednesday, April 21, 2010	9:00 am - 4:00 pm	Presentation Skills I	Los Angeles County Community and Senior Services 3175 W. 6th St., Los Angeles, CA 90020 1st Floor Boardroom, Room 105	State of California Workforce Services Division Capacity Building Unit
Administrative	Tuesday, April 27, 2010	9:00 am - 4:00 pm	Contracts Compliance Training	Webinar	Los Angeles County, CSS Compliance Division

# WORKGROUPS



# FUTURE PLANS

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- ❑ Technological Advances
  - SYEP Web Application
    - ✓ Modifications and Future Up-Grades
    - ✓ Electronic SYEP Application
    - ✓ System Up-grades
- ❑ Electronic Training Modules
  - Purpose and Intent
- ❑ Reports
  - Automation