

## WORKFORCE POLICY BULLETIN

WPB #:02-08

**SUBJECT:**

- ADMIN
- PLANNING
- MARKETING
- EEO/AA
- FISCAL
- OPERATIONS
- RAPID RESPONSE

**SPECIAL FILING: X**

**DATE:** February 5, 2008

**TO:** Contra Costa One-Stop Operator Consortium  
**ATTN:** Operational Management

**FROM:** Bob Lanter, Executive Director Workforce Development Board

**SUBJECT:** Addendum to Policies Governing ITAs and OJTs

The purpose of this Workforce Policy Bulletin is to issue this Workforce Investment Area's Policy addendum to WAB#04-03, Policies Governing ITAs and OJTs. The present policy addresses duration and limits for ITAs and OJTs. The addendum addresses market rate, and any additional factors to consider in final determination on issuance of ITAs.

This policy addresses changes to the UI code: UC Code section 14230 (a) (5), Section 14206 (h), and in WIA 134(d) 4(A) (iii) and 20 CFR Section 663.310(c).

### Policy

It is the policy of the Workforce Development Board of Contra Costa County (WDB) that it will review training vendors costs yearly to determine if any specific vendor is charging a rate that exceeds the regional average (market rate) for that specific type and duration of training. Should there be more than a 10% deviation from the mean equivalent training vendor cost in the region, the Board will publish a list that would require prior approval consistent with the policy referenced in #1, WAB # 04-03.

It is expected that training will be in demand occupations as defined by review of labor market data that indicates there are available jobs in the occupation being considered. Should there be little or no local or regional demand but significant demand outside the local area and region, and should the participant be willing and likely to relocate, training and related services may be offered.

The Board has adopted a Sector Strategy in working with local business. Future discussions may include the consideration of targeting some training funding to support high wage, high grown and demand occupations within our region. However, at this time, the Board has not set up additional factors for consideration in making a final decision on individual training accounts. Rather, **the Board has empowered its Operator to review in partnership with the customer, labor market demand as well as individual stated career goals in making the final decision to allocate training funds.**

If you have any questions regarding this bulletin, please contact Jennifer Mitchell at 925-646-5630.

Cc: Stephen Baiter, administrator, Contra Costa One Stop Consortium, *EASTBAY Works*  
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