

Mass Workforce Issuance

Workforce Issuance No. 06-08

Policy Information

To: Chief Elected Officials
Workforce Investment Board Chairs
Workforce Investment Board Directors
Title I Administrators
Career Center Directors
Title I Fiscal Officers
DCS Associate Directors
DCS Field Managers

cc: WIA State Partners

From: Susan V. Lawler, Director
Division of Career Services

Date: February 13, 2006

Subject: **Division of Career Services Organizational Changes**

Purpose: To notify Local Workforce Investment Boards, Chief Elected Officials, One-Stop Career Center Operators and local workforce development partners of organizational changes within the Division of Career Services (DCS).

Background: The Department of Workforce Development (DWD) and DCS are cognizant of the need to continually reassess organizational and operational efficiencies and productivity. To that end DCS has implemented a functional realignment of its business units effective February 1, 2006.

I believe this new departmental alignment (described below) will result in a more clearly identifiable articulation of the functions that DWD and DCS maintain to ensure the ongoing integrity and objective oversight of the Commonwealth's workforce development system.

DCS Business Units and Unit Heads

Resource Development/Policy/Finance – David Manning

Primary responsibility for administrative and fiscal management of DCS grants and revenue streams including planning; contract negotiations; and policy and budget development.

System Management and Oversight – Alice Sweeney

Primary responsibility for programmatic and operational management of grants operated through the One-Stop Career Center system.

Information and Performance Reporting – Dawn McElaney

Primary responsibility for the development and management of reporting systems and documents (including LMI), data management and supportive technologies for DWD/DCS and the One-Stop Career Center system.

Central Program Operations – Rosemary Graham

Primary responsibility for programs operated centrally on behalf of the workforce development system.

Field Operations – Louise Meyer

Primary responsibility for the direct provision of employment and training services by DCS within the One-Stop Career Centers.

Workforce Training Fund – Jane Kadlubkiewicz

Primary responsibility for three Workforce Training Fund grant programs: General Program, Express Program, and Hiring Incentive Training Grant Program.

All restructuring and transition activities are expected to be completed no later than July 1, 2006. Discussion of the changes will take place at the Partners' Meeting scheduled for March 22. An organizational chart is attached.

Action

Required: Please ensure that all appropriate staff are provided a copy of this issuance and attached chart.

Effective: Immediately

Inquiries: Please email all questions to Rosemary Chandler at rhandler@detma.org. Also, indicate Issuance number and description.