

Mass Workforce Issuance

Workforce Issuance No. 06-68

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: October 17, 2006

Subject: **Massachusetts Medicaid Infrastructure and Comprehensive Employment Opportunities Grant (MICEO)**

Purpose: To notify Local Workforce Investment Boards, One-Stop Career Center Operators and local workforce investment partners of a survey to be conducted with specified workforce investment staff with respect to developing a Train-the-Trainer curriculum for statewide implementation in conjunction with the terms of an Interagency Service Agreement (ISA) between the Division of Career Services (DCS) and the Institute for Community Inclusion (ICI).

Background: DCS has been awarded a Massachusetts Medicaid Infrastructure and Comprehensive Employment Opportunities Grant from the Institute for Community Inclusion (ICI). The grant award aims to expand the utilization of core employment services at the local career center level by individuals with disabilities. Under the terms of the grant DCS will develop a Train-the-Trainer curriculum that will specifically support the efforts of the Commonwealth's One-Stop Career Center system staff to meet the goal of broader inclusion of individuals with disabilities as part of the system's customer base.

The guidelines for the grant specifically call for DCS to develop a Train-the-Trainer program to improve job placement outcomes for this underserved population. The Train-the-Trainer model will provide education and training to the following staff: Disability Program Navigators (DPNs), Business Service Representatives (BSRs) and New Perspectives (NP) staff.

As part of the curriculum development process, a staff survey (see attachment) has been developed in order to both identify community needs and to assess staff knowledge pertaining to more effectively servicing the target population. Information provided from the survey will be analyzed to determine the specific curriculum content.

Action

Required: All Disability Program Navigators (DPNs), Business Service Representatives (BSRs) and New Perspectives (NP) field staff complete the attached survey. Please ensure the above listed field staff complete the survey and return via email to Pat Bruno at pbruno@detma.org no later than November 3, 2006.

Inquiries: Please direct all inquiries to Rosemary Graham at rgraham@detma.org. Please reference this Issuance number with your inquiry.