



Department of
Job and Family Services

John R. Kasich, Governor
Cynthia C. Dungey, Director

DATE: May 8, 2015
TO: Chief Elected Officials
FROM: Cynthia C. Dungey, Director
RE: Designation of Workforce Development Areas

Recently, the Ohio Department of Job and Family Services (ODJFS) received a request from the County Commissioners Association of Ohio (CCAO) to extend the deadline for local workforce development area designation applications. We appreciate your attention to this important decision that impacts services to the citizens in your respective jurisdictions.

Local workforce development area designation is the cornerstone of the Workforce Innovation and Opportunity Act (WIOA) governance implementation. There are many activities which completion is contingent on the designation decision. Local workforce development areas must be designated so that regions can be identified; workforce development boards can be selected; one-stop operators and service providers can be procured; and one-stop memorandum of understanding can be developed. The U.S. Department of Labor (USDOL) has set expectations to the States as to when these activities must be completed. Therefore, any delay in designating workforce development areas may impact the local areas' ability to complete these activities and proceed with WIOA implementation.

Therefore, in review of CCAO's request, certain portions of the designation request process may be delayed to assist you in the completion of the application as well as to assist the State in the process to approve designations. The following portions of the application continue to be due by May 29, 2015:

- Step 1 – Point of Contact
- Step 2 – Participating Counties
- Step 3 – Local Workforce Development Area Designation Criteria
- Step 4 – Assurance that the resolution is included in a scheduled meeting agenda as needed to secure approval by the established deadline

The signatures of the local elected officials and the approvals of the proposed workforce development areas (e.g., board or council resolution or vote) are the portions of the designation request which will be delayed. These two steps are due by June 12, 2015.

The application, JFS 00512 – Workforce Development Area Designation Application, may be found at <https://jfs.ohio.gov/owd/WIOA/index.stm> or <http://www.odjfs.state.oh.us/forms/inter.asp>. Designation applications should be e-mailed to OWDPOLICY@jfs.ohio.gov.

If you have any questions, please contact John Weber at (614) 466-9494 or e-mail at John.Weber@jfs.ohio.gov.

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