WIOA-TAA Co-Enrollment
Staff Training
Session 1 – Overview

Introduction
The purpose of this training is to introduce a newly developed process for co-enrolling customers into Trade Adjustment Assistance (TAA) and Workforce Innovation Opportunity Act (WIOA) programs.

In this first session we provide an overview of:

• Rationale for Co-Enrollment
• Ohio’s Approach
• WIOA and TAA Programmatic Responsibilities

Rationale for Co-Enrollment:

• Complies with TAA Final Rule

For many years the U.S. Department of Labor has promoted co-enrollment of trade-affected workers in WIOA’s Dislocated Worker (DW) program as the best way to ensure their successful re-employment, as well as allowing for more efficient use of public workforce system resources. This has been formalized through TAA Final Rule 20 CFR Part 618, Section 618.325: a State must co-enroll trade affected workers who are eligible for WIOA’s dislocated worker program.

• Expands services to customers

Co-enrollment between the TAA program and WIOA ensures the availability of comprehensive assistance for trade-affected workers and improves the integration of workforce program services.

The TAA program, in general, pays for training and related costs and provides the majority of employment and case management services. As WIOA contributes to this shared, customer-focused strategy, trade-affected workers will also benefit from WIOA’s wide array of services, particularly supportive and post-employment follow-up services.
• Improves outcomes for both TAA and WIOA

Co-enrollment of TAA program participants in the WIOA Dislocated Worker program significantly improves the quality of service to trade-affected workers and improves participant outcomes.

Performance measures:

The following primary indicators of performance are aligned between TAA and WIOA DW programs with the exception of the Effectiveness in Serving Employers Retention measure. This means that the WIOA DW program is evaluated for outcomes on performance indicators attained by TAA program participants who receive TAA funded services, as long as they are determined eligible for the DW program and receive at least one qualifying WIOA DW-funded service.

- Employment Rate – 2nd Quarter After Exit
- Employment Rate – 4th Quarter After Exit
- Median Earnings – 2nd Quarter After Exit
- Credential Attainment
- Measurable Skill Gains
  (Effectiveness in Serving Employers - TAA does not report on this measure)

Based on state data reported to the U.S. Department of Labor between fiscal years 2009 and 2017, TAA participants who are co-enrolled in the dislocated worker program under WIA or WIOA have superior post-program employment results by a consistent margin, in comparison to TAA participants who were not co-enrolled.

Moreover, these data show no adverse impact on outcomes under the dislocated worker program performance as a result of co-enrolling TAA program participants.

Ohio’s Approach

In order to launch co-enrollment in Ohio, several key strategies were identified:

- A pilot project to test the strategy in selected geographic areas;
- A procedure for identifying TAA customers for referral to a local WIOA program;
- Process for co-serving trade-affected dislocated workers; and
- Process for co-exiting them from both TAA and WIOA programs.
Pilot Project:
A pilot project will be used to test the co-enrollment strategy in selected geographic areas, allowing Ohio to design, assess, learn and improve the process. This implementation strategy was developed by a state and local level Co-Enrollment Work Group representing both Trade and WIOA programs.

A Draft Interim Guidance Memo will serve as policy parameters.

- Will be followed by official Co-Enrollment policy.

Participation in the Pilot Project will be limited to specific Local Areas.

- The local workforce development areas that volunteered to develop and pilot the co-enrollment process are Areas 1, 4, 6, 7, 14, 16, 18 and 19.

Co-Enrollment will retroactively begin as of October 1, 2021 upon completion of staff training.

- The pilot will begin with the first Co-Enrollment Referral Report being issued after all training sessions are completed (planned for November 17, 2021).

ODJFS anticipates operating the pilot until March 31, 2022; it will then evaluate whether there is enough information to finalize procedures and guidance.

On a scheduled basis, a Work Group comprised of OWD and Local Area representatives will gather feedback, provide technical assistance, and modify processes as needed.

Customer Identification / Referral Method
A key process in co-enrollment is identifying and referring TAA customers to WIOA programs. Important features of this process include:

- 100 percent of TAA-enrolled customers will be referred to WIOA.
- A Co-Enrollment Referral Report that identifies TAA-enrolled customers will automatically be generated from OWCMS on a weekly basis (planned to be issued on Wednesdays).
  - The report will be emailed to WIOA based on the customer’s county of residency; it will be sent to locally designated contact persons.
- A customer can “opt out” if he or she is unable or unwilling to complete the WIOA eligibility documentation or a participating service, or if he has not properly registered for Selective Service.
  - The “opt out” approach means all TAA customers are assumed to be part of co-enrollment unless they take one of the two specific actions above.
  - If a trade-affected worker declines co-enrollment, there is no effect on eligibility for benefits and services under the TAA Program.
Co-Services
Another key process in co-enrollment is shared responsibility for co-serving the customer.

- Generally, TAA will provide employment and case management, training, income support, and job search and relocation allowances.
  - Note: TAA funds will serve as the primary source of Federal assistance to trade-affected workers and TAA funds cannot be used to reimburse when prior costs were paid from another source.
- Generally, WIOA will use the OhioMeansJobs Centers to provide career, training, and supportive services to help re-enter the workforce.

The Co-Services Possibilities List will serve as a communication tool to coordinate WIOA and TAA services so that they are seamless to the customer. This new document helps staff consider the full array of services available through both programs and provides a structured format for communicating about service strategies across the programs.

Co-Exit
An important part of co-enrollment is understanding how customers are exited from TAA and WIOA programs.

- Note that particular services in each program may be closed at any time. However, a customer will only be exited from both programs at the same time. Specifically,
  - Co-enrolled customers will be exited only when no benefits or services have been provided for 90 days under either program.
  - Closure of only WIOA services does not exit the customer from WIOA, nor does closure of only TAA services exit the customer from TAA.
  - Exit of a co-enrolled participant must be done through a coordinated effort between the TAA and WIOA staff to ensure services have been completed for both programs.

Programmatic Responsibilities – WIOA and TAA
There are some co-enrollment responsibilities that apply to both WIOA and TAA programs.

- Each program will be responsible for completing the necessary eligibility documentation required for their specific program.
- Both programs will be required to interact with the customer (i.e., no “contactless” enrollment).
- The Co-Services Possibilities List will be used to identify which services and activities will be provided by each program. It should be updated as needed throughout the customer’s participation to better coordinate and integrate services.
• Staff from WIOA and TAA will use OWCMS case notes and the Co-Services Possibilities List to communicate on an ongoing basis regarding the customer’s services, progress, needs, etc.

Programmatic Responsibilities – TAA
Co-enrollment responsibilities handled by Trade Delivery Professionals (TDPs) include:
• Conduct standard TAA application and enrollment process, including assistance with registration on OhioMeansJobs.com.
• Check the customer’s Selective Service registration status and note it in OWCMS.
• Provide the customer with a general introduction to the WIOA program.

Programmatic Responsibilities – WIOA
Co-enrollment responsibilities handled by WIOA staff include:
• Ask the customer where he or she would like to receive services (i.e., the specific OhioMeansJobs location).
• Gather supplemental information as needed to complete eligibility requirements.
  • For example, WIOA barriers to employment, rights and responsibilities/complaint forms, locally required information, etc.
• Make every effort to provide a participating service to a referred customer within 30 days of receiving the Co-Enrollment Referral Report.
  • Document all efforts to contact the customer (emails, phone calls, etc.) in OWCMS case notes to demonstrate actions taken to promote co-enrollment.

Next Steps
Session 2 Training Scheduled for Next Week – to explore processes and tools more fully.

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Reference Materials

- OWD Draft Interim Guidance Memo
- Co-Enrollment Training Handouts
- Link to 20CFR Part 618 – Note 168.325 refers specifically to TAA and WIOA DW co-enrollment
  https://www.ecfr.gov/cgi-bin/text-idx?node=pt20.3.618&rgn=div5
- Link to USDOL TEGL regarding TAA and WIOA DW co-enrollment
- Link to USDOL guide for overcoming perceived eligibility and service barriers between TAA and WIOA DLW