

Existing Local Areas
Application for Initial Local Workforce Development Area Designation

This application will serve as your request for Local Workforce Development Area initial designation for Program Years (PYs) 2015 (July 1, 2015 – June 30, 2016) and 2016 (July 1, 2016 – June 30, 2017) under the Workforce Innovation and Opportunity Act (WIOA).

Name of LWDA County of Kauai, Office of Economic Development
 Mailing Address 4444 Rice St. Suite 200
 City, State, ZIP Lihue, Kauai, Hawaii 96766

Date of Submission _____
 Contact Person Kaeo Bradford
 Contact Person's Phone Number (808) 241-4950

By signing this application the Local Workforce Development Board chairperson and Chief Local Elected Official certifies that during Program Years (PYs) 2012 (July 1, 2012 – June 30, 2013) and 2013 (July 1, 2013 – June 30, 2014):

1. a. The LWDA has *performed successfully*.

Yes No

Performed successful means met or exceeded negotiated levels of performance for PY 2012 (07/01/12 – 06/30/13) and PY 2013 (07/01/13 – 06/30/14) and has not failed any individual measure for the same period for the two (2) consecutive years of PY 2012 and PY 2013. For youth measures, must have met or exceeded five (5) of seven (7) measures in PY 2012; and two (2) of three (3) measures in PY 2013.

1. b. If 1. a. is No, the LWDA is operating under a performance improvement plan approved by the State.

Yes No

2. The LWDA has *sustained fiscal integrity*:

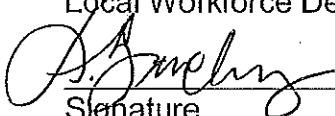
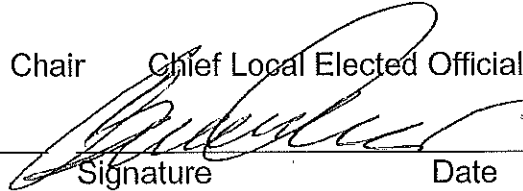
Yes No

"Fiscal Integrity" means it has not been found in violation of one or more of the following:

- a. **Formal determination of significant finding(s)** from audits, evaluations, or other reviews conducted by State or local governmental agencies or the United States Department of Labor identifying issues of fiscal integrity or misexpended funds due to the willful disregard or failure to comply with WIA requirements.
- b. **Gross negligence** - defined as a conscious and voluntary disregard of the need to use reasonable care, which is likely to cause foreseeable grave injury or harm to persons, property, or both.
- c. **Failure to observe accepted standards of administration** – defined as adherence to the applicable uniform administrative requirements set forth in Title 29 Code of Federal Regulations (CFR) Parts 95 and 97, appropriate Office of Management and Budget circulars or rules, WIA regulations, and State guidance.

3. The LWDA has the Federal and non-Federal resources necessary to effectively administer activities under subtitle B and other applicable provisions of this Act, including whether the areas have the appropriate education and training providers, such as institutions of higher education and area career and technical education schools.

Yes No

Local Workforce Development Board Chair	Chief Local Elected Official
	
7/29/15	7/27/15
Signature	Date

Leialoha Sanchez, KWDB Chair
Name Title

Bernard P. Carvalho, Mayor County of Kauai
Name Title

Approved

Disapproved

Signature Date

David Y. Ige Governor, State of Hawaii
Name Title

Comments: _____

Kaua`i Workforce Development Board & County of Kaua`i Performance Improvement Plan

Below are steps being taken to ensure Kaua`i WIOA Program Success:

Key Focus of Improvement Plan

- “Entered Employment Rate (EER) for Adults” during PY12 and PY13 program years were not met in part due to low jobs availability during the recession. However, in the beginning of 2014 and currently in 2015, Kaua`i is now inundated with the rise of jobs in the community so the EER is expected to improve in PY 15. Administrator will require WIOA staff member to review and determine what happened to participants in each quarter of PY14. Corrective actions will be decided on the results of this review once it is known why goals were not met in two out of four quarters. Because there usually is a one year delay period before the data starts showing any improvement, we will review changes and corrective actions taken for continued success of the program on a quarterly basis.

Monitoring Data

- Administrator is committed to meet monthly with service providers to review and analyze data and to discuss recommendations and improvements. After analyzing data, if additional training is needed it will be provided to service providers to help improve their performance.
- Monthly & quarterly follow-up by KWDB Board and Consortium committee with Administrator to review and analyze data and discuss whether progress is being made toward achieving the goal.

Contractor Training, Webinars & Review for Understanding

- GeoSol Webinar 05/20/15, in data reporting. Helped to improve the WIOA Administrator’s understanding and performance of data collected. The information will be shared with local WDD staff with monthly follow up to ensure success of adult program.
- Webinar: GeoSol: WIOA & VOS, Reviewing New Case management Functionality (6/29/15). Viewed by Administrator helped to improve her understanding and performance for Adult program. Administrator suggests viewing all training webinars with branch manager and WIOA- WDD branch staff. Updated data input training and follow up review need close monthly monitoring during PY15.

HIRENETHAWAII

- Attended DLIR Workshop with WIOA contractors: AP, DWP, and YP to review GeoSol Solutions HNH programs (April 29-30, 2015). Both WDD Branch Manager and WIOA Administrator attended. This workshop helped to improve understanding and

- performance of the Adult Program and how the data is organized and inputted into the system. Branch Manager is responsible for training WDD branch staff on new procedures used in system. Administrator will ensure training procedures were successful through the monitoring of WIOA participants' data quarterly.
- Attended HNH -Common Measures Training Workshop for Youth By Rae Ordinado, DLIR IT Splt. (PY14, 2nd Quarter). This workshop helped to improve understanding and performance of the Adult Program and how the data is organized and inputted into the system. Discussed with local branch manager that the DLIR-WDD Adult program staff person at the Kauai Branch should have access to immediate training with GEOSOL IT Specialist to meet the goals for 2015. Administrator will check to see that data was recorded and inputted accurately.

Actions Taken to Improve Performance

- Increased collaboration with community partners to assist in recruitment of Adult participants (TANF, DVR, KCC students in Career Pathways). WIOA Branch Staff will provide the community with more Job Fairs into 2016.
- Staff will be required to report results of follow-up on the participant's job search efforts and the job referrals he or she received. Staff will also report on whether more participants were hired as a result of lifestyle and job seeking coaching. Information should be turned in quarterly for each cohort and compiled yearly.
- To ensure that corrective actions were taken, the data input and performance outcomes will be reviewed and discussed quarterly with the Branch Manager.
- Work with the local community college to review Job Market and training needed in the community at least quarterly.
- Seek continuous access and availability of training and WIOA information for contractors via email, webinars and other means of communication to help improve performance.

Approved

Disapproved


Signature

08/14/15
Date

Elaine Young
Name

Administrator, Workforce Development Div.
Title

Comments: Kaua'i County's Performance Improvement Plan is approved as revised on July 29, 2015.

Kauai County
Levels of Performance PY 2014 (7/1/2014-6/30/15) 4th Quarter, Preliminary

Common Measure	GPRA Level	State Negotiated Perf. Level	Actual Perf. Level	% of Negotiated Level	Rating	80% of Goal	Difference from Goal
WIA Adult							
Entered Employment Rate	62.50%	65.00%	42.9%	65.94%	Not Met	52.00%	-9.14%
Employment Retention Rate	82.10%	86.00%	84.00%	97.67%	Met	68.80%	15.20%
Average Earnings	\$13,945	\$12,200	\$14,625	119.88%	Exceeded	\$9,760	\$4,865

Kauai County
Levels of Performance PY 2014 (7/1/2014-6/30/15) 3rd Quarter

Common Measure	GPRA Level	State Negotiated Perf. Level	Actual Perf. Level	% of Negotiated Level	Rating	80% of Goal	Difference from Goal
WIA Adult							
Entered Employment Rate	62.50%	65.00%	54.2%	83.34%	Met	52.00%	2.17%
Employment Retention Rate	82.10%	86.00%	83.3%	96.90%	Met	68.80%	14.53%
Average Earnings	\$13,945	\$12,200	\$11,922	97.72%	Met	\$9,760	\$2,162

Kauai County
Levels of Performance PY 2014 (7/1/2014-6/30/15) 2nd Quarter

Common Measure	GPRA Level	State Negotiated Perf. Level	Actual Perf. Level	% of Negotiated Level	Rating	80% of Goal	Difference from Goal
WIA Adult							
Entered Employment Rate	62.50%	65.00%	51.9%	79.77%	Not Met	52.00%	-0.15%
Employment Retention Rate	82.10%	86.00%	80.0%	93.02%	Met	68.80%	11.20%
Average Earnings	\$13,945	\$12,200	\$11,156	91.44%	Met	\$9,760	\$1,396

Kauai County
Levels of Performance PY 2014 (7/1/2014-6/30/15) 1st Quarter

Common Measure	GPRA Level	State Negotiated Perf. Level	Actual Perf. Level	% of Negotiated Level	Rating	80% of Goal	Difference from Goal
WIA Adult							
Entered Employment Rate	62.50%	65.00%	46.2%	71.00%	Not Met	52.00%	-5.85%
Employment Retention Rate	82.10%	86.00%	73.7%	85.67%	Met	68.80%	4.88%
Average Earnings	\$13,945	\$12,200	\$12,823	105.11%	Exceeded	\$9,760	\$3,063

Kauai County
Levels of Performance PY 2013 (7/1/2013-6/30/14) 4th Quarter

Common Measure	GPRA Level	State Negotiated Perf. Level	Actual Perf. Level	% of Negotiated Level	Rating	80% of Goal	Difference from Goal
WIA Adult							
Entered Employment Rate	59.80%	71.00%	45.00%	63.38%	Not Met	56.80%	-11.80%
Employment Retention Rate	80.90%	86.00%	69.00%	80.23%	Met	68.80%	0.20%
Average Earnings	\$14,149	\$11,100	\$12,286	110.68%	Exceeded	\$8,880	\$3,406