

## **Memorandum of Understanding Agreement**

This memorandum of understanding is between the following parties as it pertains to the Workforce Innovation and Opportunity Act: Adult Education, Office of Adult Learning and Rehabilitation Services, as part of the Missouri Department of Elementary and Secondary Education; Vocational Rehabilitation, Office of Adult Learning and Rehabilitation Services, as part of the Missouri Department of Elementary and Secondary Education; Division of Workforce Development, as a part of the Missouri Department of Economic Development; Division of Employment Security, as a part of Department of Labor and Industrial Relations; Rehabilitation Services for the Blind, Family Support Division, as a part of Missouri Department of Social Services; and Temporary Assistance for Needy Families, as part of the Family Support Division, Missouri Department of Social Services; each as represented by their designated representatives and contacts.

(hereafter, collectively referred to as the “Partners”)

### **WHEREAS:**

### **BACKGROUND**

On July 22, 2014, President Obama signed the Workforce Innovation and Opportunity Act (WIOA) (Pub. L. 113-128), comprehensive legislation that reforms and modernizes the public workforce system. It reaffirms the role of the public workforce system, and brings together and enhances several key employment, education, and training programs. WIOA provides resources, services, and leadership tools for the workforce system that improves employer prospects for success in the global marketplace by helping individuals find good jobs, stay employed and advance their skills. It ensures that the workforce system operates as a comprehensive, integrated and streamlined system to provide pathways to prosperity for those it serves and continuously improves the quality and performance of its services.

### **PURPOSE**

The partners will establish a collaborative framework encouraging cooperation, collaboration, communication, policy and technical guidance and governance to assist the efficient and effective participation in the WIOA implementation in Missouri.

The individual partners will continue to have statutory responsibilities relating to the administration of their respective programs outside of, and not contained in, WIOA.

The partners will collaborate to identify effective services for efficient consistent customer service delivery.

**ROLES, RESPONSIBILITIES AND GOVERNANCE STRUCTURE**

Missouri has established a WIOA Implementation Steering Committee composed of the leadership of the primary partners. The Steering Committee has participated and developed this MOU to serve as guidance to staff of the local Workforce Development Boards. The committee has established four work groups as follows: 1) Administrative; 2) Service Design and Delivery; 3) Employer Engagement; and 4) Technology, Data and Outcomes. Attachment A shows the responsibilities for each work group.

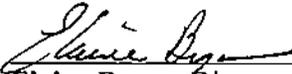
**DURATION**

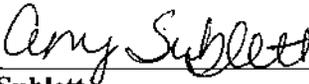
This agreement will begin upon May 5, 2015 and continue until all partners, decide in writing, to cancel the terms of the MOU.

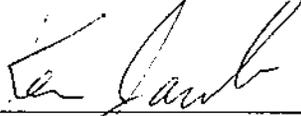
**Party Representative Signatures**

Each of the undersigned individuals represents and warrants that he or she is expressly and duly authorized to execute this MOU and to legally bind each Agency as set forth in this MOU.

  
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**Jeanne Loyd, Ed.D.**, Assistant Date  
 Commissioner, Office of Adult  
 Learning and Rehabilitation Services,  
 Missouri Department of Elementary  
 and Secondary Education

  
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**Elaine Bryan**, Director Date  
 Adult Education and Literacy  
 Office of Adult Learning and  
 Rehabilitation Services, Missouri Department  
 of Elementary and Secondary Education

  
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**Amy Sublett** Date  
 Director, Missouri Division of Workforce  
 Development

  
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**Ken Jacob** Date  
 Acting Director, Missouri Division of  
 Employment Security

  
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**Brian Kinkade** Date  
 Director  
 Missouri Department of Social Services

  
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**Julie Gibson** Date  
 Designated Principal Assistant  
 Family Support Division, Missouri Department  
 of Social Services

## Attachment 1

### **Administrative:**

- Core partner identification & designation
- Core Partners Interagency Agreement (Local MOUs)
- Agreements and MOUs with other Agencies/Institutions
- Dispute/Complaint Resolution
- Confidentiality Policies
- Cost Allocation
- Resource Sharing
- Cross Training and Technical Assistance
- Region & Local Area Designations (mapping)
- Equal Opportunity
- State/local planning
- Labor Market Information
- Integrated policies and guidance

### **Service Design and Delivery:**

- Referral & follow-up
- Common intake and enrollment
- Assessment and Evaluation
- Internships, Apprenticeships, Trial Work Experience, OJT
- Education and Training
- Programmatic Requirements
- Transition and Youth
- Assistive Technology Services
- Products & Services for all customers (including online tools)

### **Employer Engagement:**

- Services to Employers
- Sector Strategies/Career Pathways

### **Technology, Data and Outcomes:**

- IT System for Core Programs
- Confidentiality
- Data Sharing
- Data Fields
- Data Collection Points
- Common Measures
- Closure and Exit
- Performance Verification