



Monitoring and Management

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PROCUREMENT

- ❑ Missouri has it's own procurement process in addition to the DOL procurement requirements.
- ❑ Similarly, Local Workforce Investment Boards, in turn have their own policy.
- ❑ Missouri Policy is :
....the commissioner of administration shall authorize the Division to directly negotiate with and contract for job training and related services with administrative entities designated pursuant to the requirements of the Workforce Investment Act and any subsequent amendments and any other agencies or entities which may be designated to administer job training
- ❑ OJT Policy is:
To encourage local workforce regions to develop local protocol and processes..... However while protocol and policies are important, it is recommended to not incorporate unnecessary and cumbersome processes.



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Missouri's OJT Monitoring Guidelines to Program Operator's (WIB's)

- Monitoring is the responsibility of the program operator.
- The duty may be assigned to another designated entity or individual.
- The on-site monitoring of OJT trainees, employers and other subcontractors is required and will include participant training and corresponding employer payroll records.
- Division of Workforce Development (DWD) will monitor for program compliance through Toolbox (state data collection program), monitoring and during the Regions' annual Continuous Improvement Review.
- https://worksmart.ded.mo.gov/index.cfm?frpath=documents/view_items.cfm?MenuID=5113andCategoryID=1andSubCategoryID=16



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MISSOURI FINANCIAL REPORTING

- ❑ OJT is reported as a program cost on the monthly Financial Online Contract Progress Report (CPR) submitted by the Regions.

- ❑ Additionally, OJT is reported as a line item on the separate reporting tool provided by Financial Management on a quarterly basis. Program compliance is reviewed and included as part of the sub-state monitoring report.



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Sampling of Urban OJT Employers:

OJT participants can be Dislocated Scientists
laid off from Pfizer

Sigma Aldrich

<http://www.sigmaaldrich.com/united-states.html>

Phycal

http://www.phycal.com/closer_look.html



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Sampling of OJT Rural Employers:

Hardwood Flooring of Birch Tree, Missouri

Shannon County population - 8361

Birch Tree, MO Population – 619

Missouri Median Wage - \$46,867

Birch Tree Median Wage - \$18,247

We would consider funding this OJT opportunity at \$9.50 per hour.



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Didn't See it Coming!

Fiscal

Regions may answer to a different fiscal department.

- Funding must be approved through “legislation” or “city ordinance” which may take several weeks.

Missouri Office of Administration requires ALL contracts with Missouri complete E-verify notarized documentation.

Missouri has General Revenue funded training that may also offer OJT.



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Didn't see it coming!

- OJT funding sources
 1. Regular NEG's
 2. Regular Formula Funds
 3. Discretionary Funds
 4. OJT/NEG
 5. TRA

- Appropriate Funding Sources
For accurate reporting to DOL

- Train staff and monitor enrollments
Use spreadsheet to keep track of funding



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