



Professional Development

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2023 Self-Assessment Revisions and Guide

November 29, 2023



Agenda

Drew Thomason

- Self Assessment Overview
 - Objectives
 - Relationship to the 2023 Service Integration Policy revision
 - Background
 - Updates
 - Instructions
 - Web Presence
 - Timeline
- Questions
- Contact Information

Compliance Documents Relationship to Each Other

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CHAPTER 4: OPERATING SYSTEMS AND POLICIES

This chapter provides an overview of all the operating systems and policies within the Local Workforce Innovation Areas (LWIAs). LWIAs must incorporate key documents into the plan that describe the one-stop delivery system and the services that are provided by the workforce partners. LWIAs are required to provide information and analysis regarding the challenges and opportunities that are associated with the local operating system and policies.

- A. Coordination of Planning Requirements: The plan will incorporate the Memorandum of Understanding and Service Integration Action Plan. As part of this plan, the LWIA will complete a Service Integration Self-Assessment of its progress on service integration. A copy of the documentation associated with the self-assessment process will be submitted as an appendix to this plan. Additionally, this plan must include the following statements in this chapter:
1. *The Local Workforce Innovation Area (enter number) Memorandum of Understanding provides a description of the one-stop delivery system, and other information that is essential to the establishment and operation of effective local workforce development systems as required by the WIOA Rule (20 CFR Part 678.705). The Memorandum of Understanding and any subsequent modifications is incorporated by reference into this plan.*
 2. *The Local Workforce Innovation Area (enter number) Service Integration Self-Assessment Tool provides a description of how local workforce partners will align and coordinate services as required by the State of Illinois Service Integration Policy (WIOA Policy Chapter 1, Section 13). The Service Integration Self-Assessment Tool, and any subsequent modifications, are incorporated by reference into this plan.*



Self-Assessment Objectives

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- Engaging local WIOA partners in exchanging actions the area is taking to operationalize service integration.
- Capturing examples, useful ideas, and suggestions from the partners' conversation that will inform action planning and contribute to the identification of state improvement opportunities.
- Convey a vision of complete service integration.
- Demonstrate how the Illinois service integration.



Self-Assessment and the Service Integration Policy

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- The updated Service Integration Policy contains:
 - 7 Goals
 - Each Goal contains Local Application Points
- The updated Self-Assessment and Guide mirrors the policy goals and application points.
- Local areas will be asked to detail their progress on each of the policy's application points within each goal.

Self-Assessment Background and Revision Information

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Background

- The 2019 Self-Assessment was created to evaluate local areas' level of service integration. "At the heart of the Illinois service integration policy and this self-assessment is the integration continuum. This model recognizes five stages of service integration that range from isolation to full program and service integration"
- The 2019 Self-Assessment utilized WINTAC Continuum for Service Integration in which partners determined their level of integration.

Revision

- Using a template similar to the 2019 Self-Assessment, the revisions focus on identifying an area's progress toward the application points of each Service Integration Goals and Outcomes.
- The revision ties together 3 main documents of the 2019 Self-Assessment Process into one document to streamline the assessment process.
- The revised self-assessment also lets the completer indicate if they need Technical Assistance in specific areas.

2019 Self-Assessment Contents

- **Appendix A: IWIB Service Integration Policy**
- **Appendix B: Illinois Service Integration Self-Assessment Guidelines**
- **Appendix C: Schedule of Planning Events for Service Integration Self-Assessment**
- **Appendix D: Partners List**
- **Appendix E: Pre-Meeting Participant Information**
- **Appendix F: Sample Integration Continuum Meeting Agenda**
- **Appendix G: Small Group Participant Form**
- **Appendix H: Small Group Facilitator Form**
- **Appendix I: OPTIONAL Summary of Service Integration Partner Self-Assessments**
- **Appendix J: Template: Next Steps Action Planning Tool**
- **Appendix K: Service Integration Self-Assessment Identifying Information**

Changes to the Self-Assessment

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2023 Self-Assessment Guide

- A. Appendix A: IWIB Service Integration Policy
- B. Appendix B: Schedule of Planning Events
- C. Appendix C: Partners List
- D. Appendix D: Service Integration Self-Assessment

Created from updating and revising the below 2019 Appendices

- Appendix B: Illinois Service Integration Self-Assessment Guidelines
- Appendix G: Small Group Participant Form (Fillable Form)
- Appendix J: Template: Next Steps Action Planning Tool
- Appendix K: Service Integration Self-Assessment Identifying Information

Self-Assessment Process

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Step 1: Gather all LWIA partners and community stakeholders, such as employers, to meet and conduct the service integration self-assessment (Appendix D) to:

- Ascertain the level of integration for each of the thirty (30) application points;
- Identify specific tactics that will be used to address each application point;
- Name which partner(s) or organization(s) will be responsible for those tactics and if anyone else should be involved;
- Outline the expected outcomes of the identified strategies;
- Establish the timeline for the expected outcomes to be achieved;
- Determine if any partners have questions and the need for technical assistance;
- Develop consensus around which goals and activities should be priorities for the LWIA and
- Agree on the priority actions needed to move the needle on the most strategically important service integration goals.

Step 2: LWIBs must:

- Review and evaluate the completed service integration self-assessment and
- Utilize the discussions during the self-assessment process to frame the vision in the regional and local plans.

Submission

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- The local Service Integration Self-Assessment describes how local workforce partners will align and coordinate services as required by the State of Illinois Service Integration Policy (WIOA Policy Chapter 1, Section 13).
- Any subsequent modifications and the results of the Service Integration Self-Assessment are to be incorporated into local planning.
- A copy of the documentation associated with the self-assessment process must be submitted as an appendix to the plan.

Self-Assessment Web Presence

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Webpage: Illinois workNet Local and Regional Planning Page

- [Linked here](#)

2024 WIOA REGIONAL AND LOCAL PLANNING

[Back to Implementation Guide](#)

For information and resources to help address questions and concerns related to WIOA Operations under COVID-19 protocols visit the [WIOA Implementation Workforce Professionals COVID-19 Web Page](#).

The federal Workforce Innovation and Opportunity Act (WIOA) requires the creation of comprehensive regional and local workforce development strategic plans for the period of July 1, 2020 through June 30, 2024.

This page is the official source of information on Illinois WIOA Regional and Local planning. Individuals and organizations interested in the planning process will find:

- Regional and Local Planning Guidance
- WIOA Services locator
- The Illinois Sector Strategies Framework
- Regional Data Packets
- The online Plan/MOU Dashboard that indicates the plan status while in the review process and, once approved, the means to view, search and download regional and local plans.
- FAQs

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the Governor to reach agreement on local levels of performance for each of the primary indicators of performance for WIOA Title I Programs (Adult, Dislocated Worker and Youth) for each two-year planning cycle. Policy and guidance regarding the local negotiation process, including planning and submission of expected levels of performance can be found in the following documents:

- [WIOA Policy 3.4 General Requirements for Negotiation of Local Performance Goals](#)
- [WIOA Notice 20-NOT-01, Change 2 - Local Performance Goals Negotiations \(Attached to WIOA Policy 3.4\)](#)
- [WIOA PY20-21 Scorecards and Historical Rankings](#)
- [WIOA Performance Comparison Tool](#)
- [WIOA Program Year PY2022-2023 Local Performance Negotiations - Q&A](#)
- [August 17, 2022 Quarterly Performance Office Hours](#)
 - [Agenda](#)
 - [PowerPoint](#)
 - [Recording](#)

Service Integration

- [Service Integration and Self-Assessment Guide Page](#)

General Contacts

For general questions about the data packets, census data, etc.

- [US Census Bureau](#)
- [Andy Blanke, MPA](#)
- [Research Specialist, NIU Center for Governmental Studies](#)
- blanke1@niu.edu
- 815-753-1569

For more detailed questions about IDES data, forecasts, etc.

- [Marty Johnson, MBA](#)
- [Manager, IDES Workforce Analysis & Dissemination division](#)
- Marty.Johnson2@illinois.gov
- 217-557-1869

IDES Regional Contacts

- [Regions 1, 2, and 3](#)
 - [Logan Taira, MS](#)
 - [Labor Market Economist, Economic Information & Analysis Division](#)
 - 217-558-1237
 - Logan.taira@illinois.gov
- [Regions 4, 5, 6, and 10](#)
 - [Tom Austin, MA, MBA](#)

Timeline

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**November/
December**

- Review Updated Regional and Local Planning Guidelines
- Review Updated Service Integration Policy
- Send message out to all agencies/stakeholders regarding the self-assessment process
- Complete logistics for LWIA service integration meeting
- Identify leadership, management, front line staff to participate
- Send meeting information

**December/
January**

- a. Hold LWIA service integration meeting
 - Complete self-assessment as a group
 - Set priorities and do action planning as a group
- b. Circulate draft self-assessment to LWIB members and one-stop partners for review and comment
- c. Utilize outcomes and discussions to frame content for the regional and local plans

January

- a. Review comments and amend self-assessment
- b. Incorporate into the local and regional planning documents

February

- a. Regional and local plan posted for public comment period not to last more than 30 days

March

- a. Regional and local plan approved by Local Board and submitted to the Governor

Questions



For questions about the Self-Assessment Guide, Regional/Local Planning:

- Drew Thomason, drewt@kebcpa.com

For technical questions regarding the Self-Assessment or Self-Assessment Guide:

- Sarah Blalock, smlalo@ilstu.edu
- Lora Dhom, Lora.Dhom@illinois.gov