

**Coosa Valley Regional Development Center (RDC)
Workforce Development Unit
Northwest Georgia Fact Sheet**

What is the purpose of the Workforce Development Unit?

Coosa Valley Regional Development Center (RDC) was designated grant sub-recipient, fiscal agent / administrative agent for the Workforce Investment Act (WIA) by the Coosa Valley / North Georgia Council of Chief Elected Officials (CCEO). This designation encompasses the fifteen (15) counties that make up Service Delivery Region 1 in Northwest Georgia. The counties include Bartow, Catoosa, Chattooga, Dade, Fannin, Floyd, Gilmer, Gordon, Haralson, Murray, Paulding, Pickens, Polk, Walker, and Whitfield.

Coosa Valley RDC is responsible for the budgetary process and for requesting, receiving, distributing, and accounting for all WIA funds for the Northwest Georgia Workforce Investment Board (WIB). It also accepts liability for all aspects of the program including any repayment of disallowed costs as described in the Memorandum of Agreement. The Workforce Development Unit in conjunction with the Fiscal Unit is responsible for carrying out the necessary functions to operate the WIA activities.

What are the responsibilities of the Workforce Development Unit?

The responsibilities of the Workforce Development Unit include, but are not limited to:

- Planning, developing, maintaining, and administering the Plan;
- Developing Request for Proposals, negotiating, and contracting for services to be provided under the Plan;
- Developing and implementing the Individual Training Account (ITA) system;
- Fiscal and program monitoring and evaluation of ITA's, supportive services, and training contracts;
- Coordinating WIA services and initiatives with appropriate local, State, and federal programs and with the initiatives of the Private Sector and Economic Development Organizations;
- Establishing linkages with other local boards to ensure effective and cost-efficient delivery of workforce development services;
- Analyzing current and projected employment and skill needs of businesses and the projected needs of industries and businesses that communities are working to attract and convey the information to the WIB, CCEOs, Contractors, and other workforce development organizations, as applicable; and
- Participate as a partner in the operation of the Northwest Georgia One-Stop system.

What is the Workforce Investment Board?

Workforce Investment Boards (WIBs) were established in 1998 under the Workforce Investment Act (WIA). The boards carry out planning responsibilities required by the State in accordance with WIA. WIB members are appointed by the local Council of Chief Elected Officials.

What is the Youth Council?

Youth Councils are required under WIA to provide expertise in youth policy for the local board. The Youth Council assists in planning local youth training policies, enlarging the communities' view of the youth's employment and training system, works with organizations that serve youth, and looks at issues that could have an impact upon the success of youth in the labor market.

What is the Council of Chief Elected Officials?

The Council of Chief Elected Officials has authorized its Executive Committee to carry out any and all duties and responsibilities required of the Elected Officials of the Coosa Valley / North Georgia Area. The Executive Committee of the CEO consists of fifteen (15) members, one from each of the region's counties, who are elected officials selected by majority vote. The CCEO's duties include: approving / disapproving the WIA Plan, concurring with the WIB's WIA contracts, appointing members to the WIB, concurring with the appointments made by the WIB to the Youth Council, designating the Operator of the one-stop system.

What is a One Stop?

WIA mandates the creation of a One-Stop Service Delivery System at the local level for the delivery of workforce development services. The Act includes a list of required federally funded programs that must be accessible through the System and encourages the inclusion of other partner agencies and organizations. One-Stop Centers (i.e., physical sites) are the major mechanisms for delivering workforce development services in the One-Stop System.

Where are the One-Stop Centers in Northwest Georgia?

All of the Department of Labor (DOL) Career Centers and Technical Colleges in our region are associate One-Stop Centers. Blue Ridge DOL Career Center, Dalton DOL Career Center, and West Central Technical College are the region's three comprehensive (full-service) one-stop center. Specialized sites are located at Coosa Valley RDC (Rome), Rehabilitative Services (Dalton, Dallas, LaFayette, and Rome) and all fifteen Family and Children Services Offices in our region. A Youth One-Stop Center is located at Northwestern Technical College

Who are the Operators for the One-Stop System?

The consortia include Coosa Valley RDC, Georgia Department of Labor (DOL.), Family & Children Services (DFACS), Rehabilitation Services (DRS.), and the Georgia Department of Technical and Adult Education (DTAE).

What training services are offered by WIA for Adults and Dislocated Workers?

WIA offers a wide variety of classroom training programs for adults (ages 18 and older) and Dislocated Workers through the Individual Training Account (ITA). The programs with whom the WIB has ITA agreements are listed, along with contact information on the CareerDepot.org web site.

WIA offers on-the-job training (OJT) for individuals who are 22 or older or are Dislocated workers who want to earn a pay check while being trained. The WIA OJT Coordinator helps an individual find an employer who agrees to train and will continue to employ the person if he or she successfully learns all of the skills necessary to do the job. OJT Coordinators are located at the Department of Labor Career. In addition, Mercy Senior Care operates a WIA OJT program for adults ages 50 and older. Their contact information is also listed on the web site.

What supportive services are available for Adults and Dislocated Workers?

Some of the basic services that are available are stipends for transportation, childcare, and dependent care.

Who is eligible for Adult and Dislocated Worker WIA Services?

The individual must be at least 18 years old for the Adult and Dislocated Worker Program. Additional priorities for service may be applied if the area is encountering limited funding. To be considered a Dislocated Worker, the individual must provide documentation from one of the following categories: terminated/laid off, eligible for Unemployment Insurance and unlikely to return to previous industry or occupation; permanent closure/substantial layoff; general announcement of closure; formerly self-employed/currently unemployed; displaced homemaker. Both adults and Dislocated Workers must also provide documentation of Social Security number, citizenship/eligibility to work, and Selective Service compliance (where applicable). Individuals must also have received at least one core and one intensive service and still not have been able to find employment.

What training services are offered for youth?

The Workforce Development Program contracts with a variety of training providers throughout the 15-county region to provide youth training services. The program design has ten general services that are available to youth. An overview of the ten that are offered includes tutoring, alternative secondary school service, summer employment opportunities, work experience, occupational skills training, leadership development opportunity,

supportive services, adult mentoring, follow-up services, comprehensive guidance, and counseling. The names and contact information of the Youth Training Providers are listed on the web site.

What supportive services are available for youth participants?

Some of the basic services that might be available are stipends for transportation, childcare, and dependent care for out-of-school youth.

Who is eligible for Youth Services?

Youth ages 14 - 21 that are economically disadvantaged and have one of the following barriers to employment are eligible for WIA services: school dropout, basic skills deficient, behind one grade level in school, offender, homeless or runaway, pregnant or a parent, or needs assistance to complete an educational program or to secure and hold a job.

Where is the Workforce Development Unit Office Located?

Coosa Valley RDC, P.O. Box 1793, Rome, GA 30162 - 706.295.6485; 800.332.1965; 706.802.5567 Fax

Where can I find additional information?

More information is available at www.CareerDepot.org, www.YouthSuccessAcademy.org, and www.cvrdc.org.