

Oklahoma's 4-Year Regional Plan

Planning Region: _____

Local Areas Within the Planning Region

Signatures for the Regional Plan

Include signatures on the signature page of **all** of the local workforce development board chairpersons, local workforce development board directors, and the local chief elected officials for all the workforce development areas within the region. The State will not approve a regional plan and attached local plans if all required signatures are not included. Please add/remove signature access as needed for the number of local areas in your region.

By signing the regional plan, all signatories attest that:

1. They submit this plan on behalf of the region and the local areas within that region;
2. The planning was done with leaders throughout the region and represents the collective thinking of those regional representatives;
3. The information contained herein is true and accurate to the best of their knowledge;
4. The regional plan and accompanying local plans represent the local workforce development boards' efforts to maximize resources available under Title I of the Workforce Innovation and Opportunity Act and to coordinate these resources with other State and Local programs in the planning region;
5. They will operate the local system in accordance with the regional plan, their respective local area plan, and applicable federal and state laws, regulations, policies and rules; and,
6. All assurances have been met.

Local Area A: Area Name

WDB CLEO Typed/Printed Name: _____

Signature _____ Date _____

WDB Chair Typed/Printed Name: _____

Signature _____ Date _____

Executive Director Typed/Printed Name: _____

Signature _____ Date _____

Local Area B: Area Name

WDB CLEO Typed/Printed Name: _____

Signature _____ Date _____

WDB Chair Typed/Printed Name: _____

Signature _____ Date _____

Executive Director Typed/Printed Name: _____

Signature _____ Date _____

Local Area C: Area Name

WDB CLEO Typed/Printed Name: _____

Signature _____ Date _____

WDB Chair Typed/Printed Name: _____

Signature _____ Date _____

Executive Director Typed/Printed Name: _____

Signature _____ Date _____

Executive Summary

For consideration, please prepare a document not to exceed 2 pages that synthesizes the context and strategies developed in the regional plan. This should include: a brief overview of regional data; measurable goals and baseline metrics (when available); and planned workforce strategies.

Submission guidelines:

Submit one (1) signed PDF of the final plan. Supporting documents may be linked or included through an additional link such as Dropbox.

Regional Plan Sections & Questions

A. Regional Workforce Development System Vision

1. Define and describe the shared vision of the workforce development planning region. Include identified short or long-term regional goals.

B. Regional Data Analysis

1. Provide an analysis of the regional economic conditions, including:
 - a. Existing and emerging in-demand industry sectors and occupations; and,
 - b. Employment needs of employers in existing and emerging in-demand industry sectors and occupations.
2. Provide an analysis of the knowledge and skills needed to meet the employment needs of the employers in the region, including employment needs in in-demand industry sectors and occupations.
3. Provide an analysis of the regional workforce, including current labor force employment and unemployment data, information on labor market trends, and the educational and skill levels of the workforce, including individuals with barriers to employment.
4. Provide an analysis of workforce development activities that indicates how the planning region's service delivery system is prepared to meet the community's workforce development needs. **Please include the Regional SWOT Analysis.**
 - a. Describe the strengths and weaknesses of the regional workforce development activities.
 - b. Describe the alignment of the regional education and training programs with the employment needs of regional employers.

- c. Describe the region's capacity to provide the workforce development activities to address the education and skill needs of the workforce, including individuals with barriers to employment.
 - d. Describe the region's capacity to meet the employment needs of employers.
5. Based on the analysis above, describe the region's key workforce development issues, and possible solutions to be implemented within the region, to reach the region's economic and workforce development oriented vision and strategic goals.

C. Description of Regional Strategies

1. Briefly describe the activities and steps taken to develop this regional plan.
2. Describe the shared regional strategy to align available resources among **the required, and any additional, partners** within a planning region.
3. Describe how the planning region, with the collaboration of the local workforce development boards, will support the goals and strategies identified in Oklahoma's Unified State Plan.
4. Describe the development and implementation of joint regional service strategies for common requirements and policies for:
 - a. Work-based learning/training (customized training, incumbent worker training, Registered Apprenticeship, and on-the-job training);
 - b. Training services using individual training accounts in a mutual manner. Include copies of any cooperative service delivery agreements; and
 - c. Referral and co-enrollment processes and procedures.
5. Describe the development and implementation of joint regional services strategies for career pathways. List the career pathways, and, for each, describe:
 - a. The phase of development (conceptual, in initial implementation, being sustained, or, expanding)
 - b. Workforce Demand (need) – Describe the business workforce need being addressed by the strategy. Indicate the industry(s) and

- occupations being represented, how the need was determined, and the occupational skills to be addressed.
- c. Relevance – Indicate the connection between the demand and the priority(ies) for the region.
 - d. Strategy – Identify the sector partners and the role of each.
 - e. Funding – Describe available resources that will support the strategy.
 - f. Unfunded Critical Elements – Identify any critical elements for the identified strategy that must be done for the success of the strategy that cannot be met with available resources. This may include: the expansion of an existing strategy, in any phase, from one LWDA to others in the region; the need to procure new training vendors; planning sessions involving multiple partners; training of One-Stop staff; and development of regional data collection systems.
6. Describe the coordination of economic and workforce development within the region including:
- a. Current economic development organizations engaged in regional planning;
 - b. Education and training providers involved with economic development;
 - c. Current businesses involved with economic development organizations; and,
 - d. Targeted businesses from emerging sectors/industries.
7. Describe the development and implementation of joint regional services strategies for industry sector partnerships/strategies. List the industry sector partnerships and, for each, describe:
- a. The phase of development (conceptual, in initial implementation, being sustained, or, expanding)
 - b. Workforce Demand (need) – Describe the business workforce need being addressed by the strategy. Indicate the industry(s) being represented, how the need was determined, the occupational skills to be developed, the number of jobs being addressed, and the timeframe(s) associated with the need.
 - c. Relevance – Indicate the connection between the demand and the priority(ies) for the region.
 - d. Strategy – Identify the sector partners and the role of each.
 - e. Funding – Describe available resources that will support the strategy.
 - f. Unfunded Critical Elements – Identify any critical elements for the identified strategy that must be done for the success of the strategy that cannot be met with available resources. This may include: the expansion of an existing strategy, in any phase, from one LWDA to

others in the region; the need to procure new training vendors; planning sessions involving multiple partners; training of One-Stop staff; and development of regional data collection systems.

8. Describe efforts that have taken place or anticipated efforts to assess the need for and establish regional services strategies, including the use of cooperative service delivery agreements. In addition, describe the strategies and services that will be used to:
 - a. Engage employers in workforce development programs, including small employers and employers in in-demand industry sectors and occupations;
 - b. Provide business services to employers;
 - c. Manage regional rapid response activities;
 - d. Incorporate relevant secondary and post-secondary education programs and activities within the one-stop delivery system;
 - e. Incorporate within the one-stop delivery system the adult education and literacy activities under WIOA Title II, including the review of applications submitted under Title II;
 - f. Incorporate within the one-stop delivery system the provisions of vocational rehabilitation services under Title IV;
 - g. Strengthen linkages between the one stop delivery system and unemployment insurance programs; and,
 - h. Ensure priority for program services will be given to individuals with high barriers to employment.
9. Describe how administrative cost arrangements have been coordinated, including pooling funds for administrative costs, as appropriate.
10. Describe the coordination amongst the planning region for the provision of transportation, including:
 - a. An outline of transportation issues related to workforce development and ways the region will address identified needs. This may include a map of the regional commuting patterns.
 - b. Whether the provision of transportation services can be enhanced, and if so, how.
 - c. What organizations currently provide, or could provide transportation services
 - d. An established process to promote coordination of transportation supportive services delivery.
 - e. If the region has determined regional coordination of transportation not to be appropriate for the planning region at this time, discuss how that determination was made.

11. Describe the coordination amongst the planning region for the provision of other appropriate supportive services in the planning region, including:
 - a. A copy of the Job Seeker Wrap Around Services Service Matrix
 - b. Whether the provision of supportive services could be enhanced, and if so, how.
 - c. What organizations currently provide or could provide supportive services.
 - d. Establishing a process to promote coordination of supportive services delivery.
 - e. If the region has determined regional coordination of support services not to be appropriate for the planning region at this time, discuss how that determination was made.

12. Describe the process to develop, and, the finalized agreement concerning how the region will collectively negotiate and reach agreement with the Governor on local levels of performance for, and report on, the performance accountability measure described in WIOA Section 106(c) for local areas or the planning region.

13. The process the planning region undertook to provide input to the development of the plan, and, a 30 day public comment period of the regional plan, prior to submission.