

Hudson County WIOA Implementation and Service Delivery Design Policy

Background

The US Department of Labor, Employment and Training Administration (ETA) provides a vision for American Job Centers (AJC or One-Stop center) in TEGL 4-15. As stated in WIOA, a primary purpose of public workforce programs is *“to increase, for individuals in the United States, particularly those individuals with barriers to employment, access to and opportunities for the employment, education, training, and support services they need to succeed in the labor market.”* This policy provides guidance to WIOA implementation in Hudson County, New Jersey (the County) and ensures that residents and employers in the County benefit from its workforce development service programs.

Hudson County Workforce Development Board WIOA Implementation Policy

Background

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The Hudson County Workforce Development Board

The Hudson County Workforce Development Board (HCWDB) is the local workforce board in Hudson County, under the Workforce Innovation and Opportunity Act (WIOA), as such, it operates and is responsible for the comprehensive American Job Center (One-Stop) office in Jersey City as well as any future affiliated offices that are established in the County. The American Job Center (AJC) network includes thirteen federally required partners, including six core programs: Title I Adult, Dislocated Worker, and Youth programs; the Title II Adult Education and Family Literacy Act (AEFLA) program; the Wagner-Peyser Act Employment Service (ES) program, authorized under the Wagner- Peyser Act, as amended by Title III of WIOA; and the Vocational Rehabilitation (VR) program, authorized under Title I of the

Rehabilitation Act of 1973, as amended by Title IV of WIOA, and one state mandated partner: the NJDOL State Business Outreach Team.

Under WIOA, American Job Center(s) and partner staff in the County strive to:

- Provide job seekers with the skills and credentials necessary to secure and advance in employment with wages that sustain themselves and their families;
- Provide access and opportunities to job seekers, including individuals with barriers to employment, as defined in section 3(24) of WIOA, such as individuals with disabilities, individuals who are English language learners, and individuals who have low levels of literacy, to prepare for, obtain, retain, and advance in high-quality jobs and high demand careers.
- Enable businesses and employers to easily identify and hire skilled workers and access other human resource assistance, including education and training for their current workforce, which may include assistance with pre-screening applicants, writing job descriptions, offering rooms for interviewing, and consultation services on topics like succession planning and career ladder development, and other forms of assistance.
- Participate in rigorous evaluations that support continuous improvement of American Job Centers by identifying which strategies work better for different populations; and
- Ensure that high-quality integrated data informs decisions made by policy makers, employers, and job seekers. [Training and Employment Guidance Letter, One-Stop Operating Guidance for the Workforce Innovation and Opportunity Act, No 16-16, January 18,2017, p 2-3. Hereafter known as TEGL 16-16]

The One-Stop Center Operation and Management

The HCWDB selects a One-Stop Operator (OSO) through a competitive process. The One-Stop Operator carries out the activities described below:

- Facilitates integrated partnerships that seamlessly incorporate services for the common customers served by multiple program partners of the American Job Center.
- Implements operational policies that reflect an integrated system of performance, communication, and case management, and uses technology to achieve integration and expanded service offerings.
- Organizes and integrates American Job Center services by function (rather than by program), when permitted by a program's authorizing statute and, as appropriate,

through coordinating staff communication, capacity building, and training efforts. Functional alignment includes having American Job Center staff who perform similar tasks serve on relevant functional teams (e.g., skills development team or business services teams. [TEGL 16-16, p 4]

Furthermore, HCWDB and the One-Stop Operator will emphasize

- Service integration focuses on serving all customers seamlessly (including targeted populations) by providing a full range of services staffed by relevant functional teams, consistent with the purpose, scope, and requirements of each program.
- Integrated American Job Centers also ensure that:
 - Center staff are trained and equipped in an ongoing learning environment with the skills and knowledge needed to provide superior service to job seekers, including those with disabilities, and businesses in an integrated, regionally focused framework of service delivery, consistent with the requirements of each of the partner programs.
 - Center staff are cross-trained, as appropriate, to increase staff capacity, expertise, and efficiency. This allows staff from differing programs to understand other partner programs' services, and share their own expertise related to the needs of specific populations so that all staff can better serve all customers.
 - Center staff are routinely trained so they are keenly aware as to how their work function supports and contributes to the overall vision of the Local WDB, as well as within the American Job Center network. This enhances their ability to ensure that a direct linkage to partner programs is seamlessly integrated within the center.

The HCWDB One-Stop Operator manages a comprehensive American Job Center in Jersey City at 438 Summit Ave, Jersey City, NJ 07306. As a comprehensive AJC location, the Jersey City location is a physical location where job seekers and employer customers can access the programs, services, and activities of all required One-Stop partners (section 121(b)(1)(B) of WIOA), along with any additional partners. [TEGL 16-16, p 6]

The HCWDB expects the One-Stop Operator to fully meet the requirements of a comprehensive AJC location, including:

- 1) At least one WIOA Title I staff person physically present, and the Center must provide the career services listed in 20 CFR 678.430, 34 CFR 361.430, and 34 CFR 463.430;
- 2) Access to training services described in 20 CFR 680.200;
- 3) Access to any employment and training activities carried out under section 134(d) of WIOA;

- 4) Access to programs and activities carried out by One-Stop partners listed in 20 CFR 678.400 through 678.410, 34 CFR 361.400 through 361.410, and 34 CFR 463.400 through 463.410, including the Wagner-Peyser Act ES program; and
- 5) Workforce and labor market information.

The AJC location is open during business hours on regular business days, Monday through Friday 8:30am - 4:30pm. [TEGL 16-16 p 6]

All required partners are present in the Hudson County One-Stop, with different levels of presence. The following partners are currently co-located and have at least one program representative physically available within the center at least one day a week:

- Title I Adult & Dislocated Worker,
- Title I Youth,
- Title III Wagner-Peyser Economic Services,
- Title IV Division of Vocational and Rehabilitation services,
- Title III Unemployment Compensation
- Senior Community Service Employment Program
- Jobs for Veterans State Grants representatives,
- Edison Job Corps,
- NJDOL State Business Outreach Team representative, and
- TANF/Work First New Jersey (WFNJ).

Participant access to the remaining partner programs is enabled through cross-training provided by the OSO, so that partners who are physically present can provide information about the availability of those services and refer them as needed. The OSO must facilitate at least one cross-training course every quarter, to support continuous learning and improvements in service delivery.

To ensure the AJC is well-functioning, the OSO should meet with partners monthly to evaluate performance reports and develop corrective actions. These reports and corrective plans are submitted to the Board quarterly for review. To maintain coordination with the Board and facilitate implementation of the Board's activities with the One-Stop partners, the OSOs should attend all Board meetings and WFNJ Vendor meetings as well as attends WDA CLEO and governing body meetings when requested.

AJC Services for Career Seekers

When an individual enters the Hudson County AJC, their journey begins with a meeting with the Employment Services (ES) staff at the front desk for triage to determine their needs. All individuals interested in any of the services receive AJC orientation, which is facilitated by center staff and provides an in-depth view of the different programs available in the One-Stop. AJC staff must make the necessary referrals if an individual is eligible for and interested in participating in a certain program.

In Hudson County, WIOA goals are achieved through integrated service delivery at the One-Stop Center in Jersey City. Customers are provided services on a walk-in basis and meet with Employment Service (ES) staff. If the customer has an appointment, they are directed to the appointment. All AJC customers meet with ES staff for an initial intake and assessment, where they are provided with WIOA basic career services. If customers are interested in learning more about the programs available, ES staff direct them to an orientation meeting if available (conducted three times per week), or, after the intake interview, to the appropriate partner or service.

If an individual is not eligible for any WIOA-funded programs, the Hudson County AJC staff must offer basic career services, including self-provided services available in the AJC, and assist customers in career assessments and job search when appropriate. The AJC should also provide information to customers regarding supportive services that are not funded by WIOA. For example, the AJC may provide referrals to legal services, family services, and mental health and substance abuse services to address individuals' needs.

AJC Services for Businesses

HCWDB expects that "Business Services", as defined in 20 CFR 678.435, 34 CFR 361.435, and 34 CFR 463.435 will be provided through the American Job Center network, to support a local workforce development system that meets the needs of businesses in the local area. Through the American Job Center, applicable Hudson County One-Stop partners develop, offer, and deliver quality business services that assist businesses and industry sectors in overcoming the challenges of recruiting, retaining, and developing talent for the regional economy.

The following career services must be made available by the Hudson County AJC to local employers, specifically labor exchange activities and labor market information, as described in 20 CFR 678.430(a)(4)(ii) and (a)(6), 34 CFR 361.430(a)(4)(ii) and (a)(6), and 34 CFR 463.430(a)(4)(ii) and (a)(6). The Business Service Representatives have developed

relationships and networks with large and small employers and their intermediaries. The One-Stop Operator facilitates, convenes, or implements industry or sector partnerships.

The Business Service Representative co-locates in the Hudson County AJC. The representative must work closely with other center and partner staff and serve as a liaison among employers, job seekers and training providers. The representative is expected to conduct outreach to employers in the County, understand employers' hiring needs and challenges, and facilitate recruiting events. The representative should then share this information with partner program staff, inform them about job vacancies, and identify appropriate job candidates as quickly as possible. Customized business services may be provided to employers, employer associations, and other such organizations. These services are tailored for specific employers. For example, the Business Service Representative in the Hudson AJC collaborates and shares information with the Hudson County Economic Development Corporation to identify employers' needs and help them identify job candidates.

Local areas may also provide other business services and implement strategies that meet the workforce development needs of area employers, in accordance with partner programs' statutory and regulatory requirements and consistent with Federal cost principles. Allowable activities include developing and implementing industry sector strategies (including strategies involving industry partnerships, regional skills alliances, industry skill panels, and sectoral skills partnerships). [TEGL 16-16, p 17]

Career Services

HCWDB expects career services to be provided at the comprehensive AJC, but that does not mean that each required partner must provide these services directly on-site at the comprehensive American Job Center. However, it does mean that some career services must be provided directly on-site. Career services may be provided through access to One-Stop partner programs and activities, which, as described in 20 CFR 678.305(d), 34 CFR 361.305(d), and 34 CFR 463.305(d), may be delivered in one of three ways:

- Option 1. Having a program staff member physically present at the American Job Center;
- Option 2. Having a staff member from a different partner program physically present at the American Job Center and appropriately trained to provide information to customers about the programs, services, and activities available through all partner programs; or

- Option 3. Making available a direct linkage through technology to a program staff member who can provide meaningful information or services. [TEGL 16-16, p 6-7]

Career services provide local areas and service providers with flexibility to target services to customer needs. For example, a recently laid off customer may only require local labor market information to prepare for a new job, whereas an entry level worker may need a comprehensive assessment in order to establish a baseline for determining appropriate training options.

There are three types of career services: basic career services; individualized career services; and follow-up career services. The distinction between basic career services and individualized career services is not intended to imply that there is a sequence of services, which was eliminated under WIOA. Rather, the distinction is to clarify that, while basic career services are available to all participants, individualized career services are available to participants after American Job Center staff have determined that such services are required to retain or obtain employment.

- 1) Basic Career Services (20 CFR 678.430(a), 34 CFR 361.430(a), and 34 CFR 463.430(a)) At a minimum, all the basic career services described in WIOA secs. 134(c)(2)(A)(i)-(xi), and 20 CFR 678.430(a), 34 CFR 361.430(a), and 34 CFR 463.430(a), must be provided in each local area through the One-Stop delivery system. Basic career services must be available. [TEGL 16-16, p 13]
- 2) Individualized Career Services (20 CFR 678.430(b), 34 CFR 361.430(b), and 34 CFR 463.430(b)) If One-Stop center staff, including designated partner program staff, determine that individualized career services are necessary for an individual to obtain or retain employment, these services must be made available to the individual. These services must be available in all comprehensive One-Stop centers. American Job Center staff may use recent previous assessments by partner programs to determine if individualized career services are needed. For purposes of the VR program and like basic career services, individualized career services may encompass some of the activities authorized under 34 CFR 361.48(b), which must be provided under an individualized plan for employment for an eligible individual with a disability (e.g., vocational rehabilitation counseling and guidance, vocational and other training services, and rehabilitation technology). [TEGL 16-16, p 16]
- 3) Follow-up Career Services (20 CFR 678.430(c), 34 CFR 361.430(c), and 34 CFR 463.430(c)) Follow-up services must be provided, as appropriate, for Adult and Dislocated Worker program participants placed in unsubsidized employment, for up to 12 months after the first day of employment. Counseling about the workplace is an appropriate type of follow-up service. States and local areas should establish

policies that define appropriate follow-up services for the Adult and Dislocated Worker programs. Follow-up services do not extend the date of exit in performance reporting. For purposes of the VR program, follow-up career services are like post-employment services, as defined in 34 CFR 361.5(c)(42), and are provided after an individual with a disability achieves an employment outcome. Post-employment services, under the VR program, are necessary in assisting an individual with a disability in maintaining, regaining, or advancing in employment, consistent with the individual’s unique strengths, resources, priorities, concerns, abilities, capabilities, interests, and informed choice. [TEGL 16-16, p17]

Disability

The One-Stop Operator and AJC partners must accommodate persons with disabilities. The Hudson County AJC must be physically and programmatically accessible to individuals with disabilities, as described in section 188 of WIOA and its implementing regulations at 29 CFR part 38 (Final Rule published at 81 FR 87130 (Dec. 2, 2016)). To ensure meaningful access to all customers, American Job Centers should incorporate the principles of universal and human-centered design. These principles include, for example, flexibility in space usage; the use of pictorial, written, verbal, and tactile modes to present information for customers with disabilities or English language learners; providing clear lines of sight to information for seated or standing users; providing necessary accommodations; and providing adequate space for the use of assistive devices or personal assistants. [TEGL 16-16, p 8]

One-Stop Partners in Hudson County

The One-Stop in Hudson County strives to provide integrated, seamless services to support job seekers and employers leveraging a strong network of partners. These partners include both WIOA and NJDOL required partners and non-required partners.

This table below lists required and non-required programs that are currently integrated with the Hudson AJC or the county’s workforce system to address WIOA priorities.

Program	Partner Organization(s)
A. Required Federal Partners	
Title I Adult	Equus Workforce Solutions
Title I Dislocated Workers	Equus Workforce Solutions
Title I Youth	Hudson County Schools of Technology

Title II Adult Education and Family Literacy	Union City Adult Learning Center (Consortium Lead Agency), Jersey City Public Schools, Literacy New Jersey – West Hudson
Title III Wagner-Peyser Employment Service	New Jersey Department of Labor
Title IV Vocational Rehabilitation Services	Commission for the Blind and Visually Impaired, Department of Vocational Rehabilitation Services
Work First New Jersey/Temporary Assistance for Needy Families	Department of Family Services
Title I Indian and Native American	Not Applicable; No federally recognized tribes present in New Jersey
Title I National Farmworker Job Program & Migrant and Seasonal Farmworker	New Jersey Department of Labor
Title I Job Corps	Edison Job Corps Center
Title I Youth Build	Youth Build Newark
Title III Unemployment Compensation	New Jersey Department of Labor
Senior Community Service Employment	New Jersey Department of Labor
Trade Adjustment Assistance	New Jersey Department of Labor
Jobs for Veteran state grants	New Jersey Department of Labor
Reentry Employment Opportunities/Second Chance Act	Department of Housing and Community Integration
Career Technical Education	Hudson County Schools of Technology, Hudson County Community College, West New York Public Schools
HUD Employment and Training	Jersey City Housing Authority
Community Services Block Grant (HHS employment and training)	HOPES CAP Inc.
B. Required State Partner	
NJDOL State Business Outreach Team	New Jersey Department of Labor
C. Recommended State Partners	
New Jersey Youth Corps	New Jersey Youth Corps
D. Additional Partners	
Hudson County Economic Development Corporation	Hudson County Economic Development Corporation
Hudson County Division of Children and Youth Services	Hudson County Division of Children and Youth Services

WIOA Title I Adult and Dislocated Worker

The WIOA Title I Adult and Dislocated Worker program provider staff must be co-located at the AJC every day and participate in cross-training to refer customers to other AJC programs, as applicable. The Title I Adult program provides career and training services to help job seekers who are at least 18-years old. The program provides Basic Career Services (as described in 20 CFR 678.430(a), 34 CFR 361.430(a), and 34 CFR 463.430(a)), Individualized Career Services (as described in 20 CFR 678.430(b), 34 CFR 361.430(b), and

34 CFR 463.430(b)), and Follow-up Career Services (as described in 20 CFR 678.430(c), 34 CFR 361.430(c), and 34 CFR 463.430(c)) to all program participants, as applicable. The Adult program provides individualized career and training services to help participants succeed in the labor market. WIOA establishes a priority for serving low-income individuals, recipients of public assistance, as well as individuals who are basic skills deficient.¹ Wrap-around support is also provided to Title I Adult program participants to address their needs.

The WIOA Title I Dislocated Worker program provides career and training services to workers who have become dislocated due to job loss, mass layoffs, global trade dynamics, or transitions in economic sectors.² Some separating service members are also eligible for services as they transition to civilian careers. The goal of the dislocated worker program is to help individuals return to the workforce with the skills they need to obtain quality employment in in-demand industries.³ The Executive Director and the Board monitor Rapid Response activities in Hudson County in partnership with NJDOL. Similar to the Title I Adult program, Title I Dislocated Worker program participants are provided with support services.

WorkFirst-New Jersey

WorkFirst New Jersey (WFNJ) is present at the One-Stop Monday, Tuesday, and Wednesday. When a customer is referred by the Hudson AJC staff and/or other programs, WFNJ conducts background check and determines eligibility for services.

The TANF program, administered by WFNJ is a required One-Stop partner and currently integrated in the One-Stop center in Hudson County. It serves individuals who may also be eligible for WIOA programs and allows customers to receive a broader range of services and training based on their needs. The TANF program staff are available in the One-Stop three days a week (Monday, Tuesday, and Wednesday). For the remaining days when the TANF program staff are not present, the One-Stop staff and case managers take responsibility for screening for program eligibility and referring eligible individuals to the program.

TANF customers in Hudson County begin their journeys by completing an application to determine their eligibility for TANF and/or GA. The application includes an individual's household members, education, income, and expenses as well as certain required documents such as a valid ID, proof of residence (unless experiencing homelessness), and

¹ TEGL 16-16

² [WIOA Adult and Dislocated Worker Program | U.S. Department of Labor \(dol.gov\)](#)

³ TEGL 16-16

proof of income/resources. Applications can be completed online through the MyNJHelps website or in-person at the DFS office, where DFS staff can also provide assistance. After the application is submitted, a DFS representative will contact the applicant by phone or mail to conduct an interview and a decision will be made within 30 days. Once deemed eligible, customers are screened for their employment goals and literacy level by a case manager. Based on their employment goals, barriers, and skill levels, they are introduced to an array of training services and support they can receive from the TANF program and other AJC partners. After suitable employment training is identified, customers will be sent to training providers to receive services.

The objective of the TANF program is to help equip customers with job skills and become employed. Towards the end of customers' training, DFS, training providers, and AJC partners connect participants to employers. If no employment opportunities are identified, the case manager collaborates with the Community Work Employment Project (CWEP) to provide appropriate on-the-job training (OJT) with community partners (such as non-profit organizations) where customers can apply and further develop their experience and job skills.

Title I Indian and Native American (INA)

The Title I Indian and Native American Employment and Training Program helps qualifying American Indians, Alaska Natives, and Native Hawaiians obtain employment that leads to economic self-sufficiency. The program focuses on developing academic, occupational, and literacy skills and provides financial assistance for education, career, and training services as well as supportive services. Participants can be co-enrolled across multiple programs.

As there are currently no federally recognized tribes in New Jersey, there is no Title I INA program in Hudson County. However, moving forward, the HCWDB aims to explore options to engage with the three state recognized tribes in New Jersey.

Title I National Farmworker Job Program (NFJP) Migrant and Seasonal Farmworker (MSFW)

The National Farmworker Job Program is a nationally directed, locally administered program for migrant and seasonal farmworkers. The program partners with state and local organizations to provide career and training services, youth services, housing, and related assistance to eligible workers and their dependents. Participants can be referred and co-enrolled in other services as well.²³

Hudson County is not one of the four New Jersey counties designated as "Significant Areas of MSFW Activity." Nevertheless, the Hudson County One-Stop provides the full range of career services, including supportive services and appropriate language assistance

services, to MSFW that is available to non-MSFW customers. In addition, Hudson County OSO must coordinate cross training regarding the provision of services for this population. One-Stop staff also provide support in matching/referring registered jobseekers to job openings posted by farmers with the Career Center.

Title I Job Corps

The Title I Job Corps program provider in Hudson County is the Edison Jobs Corps. It serves as an important service provider for the youth population in Hudson County. A Job Corps representative is present in the Hudson County One-Stop every Monday, Tuesday, and Friday. Job Corps is a national program that provides academic, career and technical education, service-learning, and social opportunities primarily in a residential setting for low-income young people. The objective of Job Corps is to support responsible citizenship and provide youth aged 16-24 with the skills that lead to successful careers providing economic self-sufficiency, opportunities for advancement in in-demand occupations or the Armed Forces, or enrollment in postsecondary education. Participants can be cross-referred and/or co-enrolled with partner programs to receive the services that best meet their unique needs.

Title I Youth Build

Youth Build is a discretionary grant program that serves high school dropouts or dropouts that have reenrolled aged 16-24. Participants must be one of the following: member of a low-income family, in foster care, an offender, an individual with a disability, the child of a current or formerly incarcerated parent, or a migrant youth. The program helps participants obtain a high school diploma or equivalent, obtain an industry-recognized credential through hands-on training, and develop soft skills. Participants may also be co-enrolled in other programs if eligible.

The Title I Youth Build program does not have a presence in Hudson County. However, One-Stop program information is available about the program and center staff must refer customers to the Title I Youth Build program when appropriate.

Title III Unemployment Compensation

Individuals who have lost employment due to a lack of suitable work, have earned sufficient wage credits, and meet initial and continuing eligibility requirements may receive UI benefits. The following services are available to all individuals through the AJC as needed:

- a. Information and assistance filing claims under UI programs
- b. Current labor market information and a variety of free reemployment services

- c. Referrals by AJC staff to job openings or training programs
- d. Assistance in establishing eligibility for financial aid assistance for training and education programs not provided under WIOA
- e. Career assessments and counseling to determine other career paths, if necessary
- f. Referrals to other agencies for assistance with special needs or considerations²⁷

Most individuals requiring assistance with UI, such as using the ID.me identity verification system, are served by ES staff. For individuals requiring more extensive services or help with setting up a claim, the One-Stop Center has in-person UI staff available by appointment. Appointments are made online and can usually be made within the same week to allow for quick support.

Some UI recipients are selected for the Reemployment Services and Eligibility Assessment (RESEA) program and are required to receive additional reemployment services through the AJC network for continued receipt of benefits. The RESEA program has four main objectives:

1. Reduce UI duration through improved employment outcomes
2. Strengthen UI program integrity
3. Promote alignment with the vision of WIOA
4. Establish RESEA as an entry point to other workforce system partners

Individuals enrolled in RESEA receive a mandatory eligibility assessment of their continuing UI eligibility as well as reemployment services including developing an individual reemployment plan, customized career and labor market information, and enrollment in the Wagner-Peyser Employment Service in addition to access to the other services and resources available in the One-Stop.

The Senior Community Services Employment Program (SCSEP)

SCSEP is a training program for adult seniors. The Hudson County AJC must have at least one representative physically present each day of the week. Currently the Hudson AJC has two representatives co-located in the AJC, and the regional SCSEP coordinator visits the Hudson County AJC at least once a week. In Hudson County, SCSEP partners with host sites (government agencies and nonprofits) to provide training to participants with the goal of getting them into unsubsidized employment. Participants must be over 55 years of age, low-income and unemployed.

Participants work part-time (20 hours a week) providing community service at local non-profits and public facilities and receive minimum wage or a comparable wage for similar employment. The goal of the program is to get participants into unsubsidized employment. To ensure that participants are able to complete the program effectively, the regional coordinator that oversees the SCSEP program in Hudson County should identify host-sites to connect senior job seekers with training and employment opportunities.

TAA

The Trade Adjustment Assistance program encompasses the Trade Adjustment Assistance for Workers, Alternative Trade Adjustment Assistance, and Reemployment Trade Adjustment Assistance programs. These programs provide services to workers who have been impacted by foreign trade by providing them with resources and support to become reemployed, including skills and credentials training. Specifically, workers may be eligible to receive employment and case management services, training, and income support or reimbursements through Trade Readjustment Allowances (TRA), Job Search Allowances, Relocation Allowances, or Alternative Trade Adjustment Assistance and Reemployment Trade Adjustment Assistance.⁴

The TAA program in Hudson County has ended and is no longer accepting new participants, so there is no representative physically present in the One-Stop. However, center staff are trained and able to answer questions for any pre-existing participants who come into the One-Stop.

Jobs for Veterans State Grants (JVSG)

The JVSG program in Hudson County is administered by the Veteran Employment Services Unit, part of the WIOA Title III Employment Services team of NJDOL. All JVSG participants must be co-enrolled with the ES program. The Jobs for Veterans State Grants takes a dual approach to assisting veterans find reemployment by providing (1) Disabled Veterans' Outreach Program (DVOP) specialists who provide services to veterans with barriers to employment, and (2) Local Veterans Employment Representatives (LVERs) who reach out to employers.

Individuals receive an initial assessment for veterans' services by the ES veterans' representatives upon walking into the One-Stop. Ineligible individuals, including some veterans who do not qualify under program guidelines, are referred to other programs for assistance and receive basic resources, such as phone numbers and information about getting benefits.

⁴ TEGL 16-16

Eligible individuals are scheduled for a follow-up appointment and receive in-person case management that includes referrals to support agencies (food, housing, healthcare, etc.), referrals to training resources, career services including skills workshops and job referrals, the development of an Individual Employment Plan (IEP), and regular follow ups. Participants get assessed under the Skills, Needs, Abilities, and Preferences (SNAP) framework for employment and training services. Participants require detailed, personalized assistance with mental health issues, resume updates, explanations/assistance with getting benefits, and connection to other organizations like Goodwill and Soldier On for additional services.

REQ

The Second Chance Act is a federal grant program with the goal of reducing recidivism and increasing public safety. Grant recipients provide services such as employment training and assistance, substance use treatment, education, housing, family programming, mentoring, victims support, and more to help individuals transition out of correction facilities⁵

CTE

CTE programs promote the development of strong academic, career, and technical skills of secondary and postsecondary students. CTE programs integrate with the One-Stop in a variety of ways including using labor market information shared by the OSO and other partners to inform CTE program development; aligning education, training, and supportive services with students' needs; and streamlining efforts to engage employers in program development.⁶

The Hudson County One-Stop maintains consistent connection with the Hudson County Community College and the Hudson County Schools of Technology. AJC staff must be cross trained on services provided by these CTE programs and are able to provide information and referrals to these schools.

Jersey City Housing Authority

Recipients of certain financial assistance from the US Department of Housing and Urban Development (HUD) are provided access to the training, employment, contracting, and other economic opportunities available in the One-Stop Center. Such participants include low- and very low-income individuals and businesses that provide economic opportunities to low- and very low-income individuals. The HUD provider in Hudson County is the Jersey City Housing Authority (JCHA). The JCHA's goal is to connect individuals with the resources

⁵ [July-2018_SCA_factsheet \(csgjusticecenter.org\)](https://www.csgjusticecenter.org/july-2018-sca-factsheet)

⁶ TEGL 16-16

available in the county. The JCHA provides eligible resident assistance with getting refurbished devices and workforce consultations.

The Hudson AJC refers eligible participants who need housing assistance and other wrap-around support to Jersey City Housing Authority, and the Jersey City Housing Authority refers residents who need additional work training/support to the Hudson AJC. This referral process ensures that participants receive integrated services and holistic support to meet their needs.

HHS

The Community Services Block Grant program works with a network of community action agencies and neighborhood-based organizations to provide assistance for the reduction of poverty, revitalization of low-income communities, and empowerment of low-income families and individuals to become fully self-sufficient.⁷

Business Services

The Business Service Representative co-locates at the Hudson AJC and works closely with center staff at the One-Stop (counselors, interviewers, etc.). The representative must respond to employers' hiring requests efficiently and provide job matches by sharing job vacancies information with other workforce programs in Hudson County. The representative is also responsible to facilitate recruitment events and conducting outreach to employers leveraging connections with industries, labor organizations, economic development agencies, and other community resources.

New Jersey Youth Corps

New Jersey Youth Corps is one of the largest youth service and conservation corps in the United States. The program is funded by NJDOL and [follow program requirements set forth by NJDOL](#). NJYC is a year-round, voluntary program that engages young adults (ages 16 to 25) without a high school diploma in full-time community service, training, and educational activities. Youth Corps greatly supplement the youth workforce network in Hudson County by providing education in basic skills and assistance in obtaining a high school equivalency diploma, life skills and employability skills instruction, personal and career counselling, transition services to college, employment and other service opportunities, and community service opportunities.

Youth Corps, which is more behavioral focused than other youth programs in the area greatly supplements the WIOA Title I Youth Program and Title I Job Corps program. Youth

⁷ TEGL 16-16

Corps may be appropriate if students need basic education before transitioning to a more advanced job training program and education program. NJYC is not a required partner within the One-Stop, however, AJC staff provide program information to youth customers, make referrals, and help interested participants at the One-Stop apply for the program using the website and make referrals to the program.

Hudson County Economic Development Corporation

As an important economic development agency in Hudson County, HCEDC serves businesses in Hudson County with a focus on three areas: access to capital, education, and resources. The Hudson AJC and HCEDC should collaborate and leverage HCEDC's strong industry network to support the workforce development ecosystem in the County.

The HCEDC has developed many strong relationships with employers and education resources including the HCEDC and Hudson County Community College (HCCC) internship program focused on climate change and business sustainability. The Hudson AJC and HCWDB should continue working with HCEDC and other economic agencies alike to expand service reach among both career seekers and employers. For example, the HCEDC enhances its integration and partnership with the OSO by providing economic development training to OSO and partner program staff, with the goal of providing labor market insights and seamless services to job seekers and connecting them with employers and high-quality jobs.

Division of Children and Family Services

The Division of Children and Youth Services offers a wide range of services aimed at supporting and improving the lives of young people in Hudson County. This includes planning and implementing services for youth involved or at risk of involvement in the Juvenile Justice System, administering funds for such programming, and overseeing contracts for the detention of justice-involved youth. The Division also provides training and support to schools to reduce violence and improve student well-being and works with the Children's Interagency Coordinating Council to improve service delivery for young people with emotional, behavioral, substance use, and intellectual/developmental challenges. The Division also promotes civic engagement and leadership through the Hudson County Youth Leadership Council, conducts community-based planning and needs assessments, and administers funding for special projects.

Summary

This large number of One-Stop partners in Hudson County requires regular cross training for staff to familiarize them with new partners and to refresh their information about existing partners. AJC staff are required to attend these partner meetings to ensure customers receive the highest levels of services.

This partner list must be updated with additions and deletions on a regular basis. The HCWDB will schedule periodic partner list updates.

Finally, all WIOA required program elements will be present in Hudson County as a matter of policy.