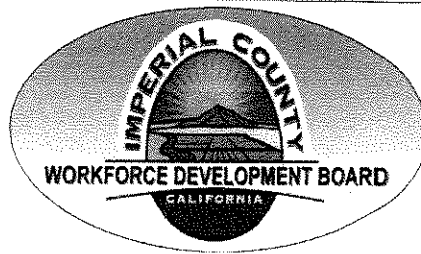




Workforce Development Board
2695 South 4th Street, Bldg. D, El Centro, CA 92243
On the Job Training (OJT)
Request for Qualification Technical Assistance Workshop
August 25, 2009
Questions and Answers

- Question:** If a job appears in Cal jobs once with more than one opening, can it be use to sustain an in-demand occupation?
- Answer:** If a job opening appears in Cal Jobs and employer is willing to provide OJT training while engaged in productive work that provides knowledge or skills essential and adequate to the performance of the job, Agency should attempt to match the position(s) with a participant in Service Provider "client pool".
- Question:** Do you have the negotiated standard performance requirements for the local area in writing? What are you currently using?
- Answer:** At this time the local Performance Goals have not be negotiated. The current Performance Goals are seventy five (75) %.
- Question:** What if the proposal is too thick. What do you recommend for the format requirement?
- Answer:** Your agency may use a jumbo binder clip or a three (3) hole binder.
- Question:** Can you add tabs to the proposal?
- Answer:** Yes, tabs may be used for organization and easier reading.
- Question:** Does the proposal have to be single sided?
- Answer:** In alignment with the Renewable Energy Initiative proposals may be double sided.
- Question:** Do you have to follow the order in the Adult RFQ, page 49, table of contents?
- Answer:** Yes, Table of Contents should be followed in the order outlined.
- Question:** Do trainings cover Workers' Compensation or other benefits?
- Answer:** No, the employer will provide coverage and the same benefits given to regular employees.
- Question:** Does the Workforce Development Board have a list of in-demand occupations or where can this information be found?
- Answer:** It can be found on the EDD Labor Market Information website at www.labormarketinfo.edd.ca.gov/



Workforce Development Board
2695 South 4th Street, Bldg. D, El Centro, CA 92243
On the Job Training (OJT)
Request for Qualification Technical Assistance Workshop
August 21, 2009
Questions and Answers

Question: Does the Workforce Development Board have a sample On -the -Job training contract (OJT)?

Answer: Yes and it is available upon request.

Question: Can two dot codes be combined?

Answer: Yes as long as both job descriptions are specified in the OJT training outline and OJT contract.

Question: What is the shortest amount of time for Level 2 training? Is the prior six week lower limit still in place?

Answer: The shortest amount of time for Specific Vocational Preparation (SVP) Level 2 is six (6) weeks.(Disabled and Older Workers shall only be required to work a minimum of twenty (20) hours per week.)

Question: Can the RFQ proposal be double sided?

Answer: It may be double sided.

Question: What are the criteria for Adult client eligibility and is there a target population?

Answer: WIA local Adult eligibility criteria is be at least 18 years of age, males must be registered with the Selective Service, have the right to work in the Unite States and proof of residency in the Imperial County . Priority for training services must be given to recipients of public assistance and other low income individuals.

Question: What is considered "long-term" employment?

Answer: 12 months.

Question: Can an OJT contract be made with a company outside Imperial County? (Ex: San Diego County)

Answer: Yes OJT contracts can be made with companies outside of Imperial County.

Question: Are the OJT job placements within a certain radius or can they be throughout the State?

Answer: Yes, OJT retentions can be placed anywhere in the state of California.

Question: Can OJT clients be employed full-time or part-time?

Answer: Per OJT contract trainee must be employed forty (40) hours per week.

Question: After the training can the employer retain the OJT client part-time?

Answer: The trainee shall be retained for at least 365 days at the wages and hours per week agreed upon in the contract.

Question: In referring to OJT requirement “Employer must have the intent and capability to retain in long-term employment”, will the employer be penalized if they do not keep the OJT client for long term employment if it is not their fault?

Answer: The Program Compliance Coordinator will make the determination if the trainees layoff was justified.

Question: In reference to OJT requirement “Employer must have the intent and capability to retain in long-term employment”, can one OJT client be full time and another part-time?

Answer: In accordance with the OJT contract all trainees shall be retained at the hours per week agreed upon in the contract.

Question: A business slows down, has to lay-offs employees and employees move to a different company. Can the company hire OJT clients if business starts to do better and they are hiring again?

Answer: All layoffs from the same or any substantially equivalent job must have been contacted.

Question: In reference to OJT requirement “If business is moving or has moved, they cannot have had lay-offs within the last 120 days”. This is a State or local policy?

Answer: See WIA 181 (d)(2) No funds shall be used for OJT for any business that has relocated until the date that is 120 days after the date business commences operation at the new location if the relocation results in a loss of employment for any employees at the original location.

Question: How much money is available for the OJT program?

Answer: \$300,000 has been allocated for the OJT program.

Question: Will the Workforce Development Board consider adding more money to the OJT program if they are allocated additional money?

Answer: OJT funds for fiscal year 2009-2010 have been allocated.

Question: Who is responsibly to refer clients?

Answer: The Client Service Specialist at the One Stop Centers will make the referrals to the Service Providers.

Question: Can an OJT referral be rejected?

Answer: A decision not to enroll a client shall be documented with justification.

Question: Will the One Stop be doing client assessments?

Answer: Yes, Assessments are done by the One Stop Centers using the TABE (Test of Adult Basic Education).