

# Area 14 Workforce Development Board

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Priority of Service for Veterans and Eligible Spouses

Area 14 Policy 15-02

Effective February 4, 2016



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## **Purpose**

To outline requirements for the 14 Workforce Development Board and partner Ohio Means Jobs centers (Athens, Meigs and Perry counties, hereinafter referred to as “OMJ Center”) implementation of priority of service to veterans and eligible spouses for all DOL funded training programs.

## **Effective:**

Immediately

## **Background**

Recipients of DOL funds for qualified job training programs have been required to provide priority of service since 2002 as outlined in the Jobs for Veterans Act (JVA), Public Law (P.L.) 107-288. The publication of 20 C.F.R. Part 1010, Priority of Service for Covered Persons; Final Rule, which took effect on January 19, 2009 declares that recipients of DOL funds for these job training programs should review and, if necessary, enhance their current policies and procedures to ensure that acceptable protocols are in place. The Workforce Innovation and Opportunity Act (WIOA) Policy Letter No. 15-20 dated December 21, 2015 states, each local area is required to develop a priority of service policy.

## **Definitions**

Definitions can be found in WIOAPL No. 15-20

## **Requirements**

Priority of service means that covered persons are given priority over non-covered persons for the receipt of employment, training, and placement services funded in whole or in part by DOL, including Wagner-Peyser, Trade Adjustment Assistance (TAA), Workforce Innovation and Opportunity Act, Senior Community Service Employment Program, Indian and Native American Programs, Migrant and Seasonal Farmworkers, Workforce Innovation in Regional Economic Development Competitive Grants, and National Emergency Grants.

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## **Procedures**

Individuals entering Ohio Means Jobs Centers are identified at the point of entry upon completing registration.

Utilizing the Veteran Questionnaire (JFS Form 01863), an individual who is identified as a veteran or covered person will be referred through the designated workflow identified in the attached diagram. During the intake process, designated staff will further explore the covered person's veterans status (e.g., number of days served and discharge status) and assess whether or not the covered person has a significant barrier to employment. If the covered person has at least one of the identified barriers to employment, and meets the definition of eligible veteran or eligible spouse or any other service group identified by the Jobs for Veterans State Grant (JVSG) along with the time and service requirements, they will be referred to the assigned Disabled Veteran Outreach Program Specialist.

The Veteran Questionnaire also gives permission for staff and Ohio Means Jobs Center partners to exchange and disclose necessary information in order for services to be provided by all programs being administered by Ohio Means Jobs centers and/or other partners.

The Ohio Department of Jobs and Family Services Veteran Program Managers, and the local Ohio Means Jobs Center operator shares monitoring responsibilities through regular partner meetings. Monitoring responsibilities include a review of the implementation of internal policies and procedures and how they are in compliance with the priority of service requirements. All Ohio Means Jobs Center staff receive in-service training on the implementation of priority of service for veterans and eligible spouses.

## **Programs with Statutory Priorities**

Priority for WIOA adult-funded individualized career and training services is given to low-income individuals, recipients of public assistance, and individuals who are basic skills deficient. When determining if a veteran or eligible spouse is a "low income individual" for eligibility purposes, amounts paid while on active duty or paid by the Department of Veteran Affairs (VA) for vocational rehabilitation, disability, or related VA-funded programs are not to be considered as income.

A low income veteran or eligible spouse takes precedence, with all other qualifying requirements being equal, over a low income non-covered person in obtaining individualized career services and training services. This does not allow for "bumping" of non-covered persons who had previously been accepted into a program prior to the covered person applying within the same program. However, if there is a waiting list, the veterans or eligible spouses receive access to the service instead of or before the non-covered person on the waiting list.