

VISION:

*ICESA will be
a key voice in
the Nation's
Workforce
Development
Network.*

MISSION:

*ICESA is
dedicated to
strengthening
the National
Workforce
Development
Network through
information
exchange, liaison
and advocacy.*

**ICESA
VISION,
MISSION
AND GOALS**



ICESA

EMPLOY



Your State Employment Service

GOALS

Promote the role of the Employment Security System in the Workforce Development Network.

Represent and advance the positions of the membership.

Provide a forum for policy discussion, education, and the effective exchange of ideas among SESA professionals.

Collect, interpret, and effectively disseminate information on issues affecting SESA programs.

Build coalitions with our partners in the Nation's Workforce Development Network.

**The Interstate
Conference of
Employment Security
Agencies is the national
organization of state
administrators of
the unemployment
insurance system,
employment and
training services, and
labor market
information programs
in the 50 states, the
District of Columbia,
Puerto Rico, and the
Virgin Islands.**

GOAL ONE

Promote the role of the Employment Security System in the Workforce Development Network.

Strategies

- Develop an "Employment Security of the Future" strategy, with distinct recommendations for the programs of the Employment Security System.
- Continue implementation of ICESA's external marketing plan to include:
 - Developing methods to reach external audiences, including conferences, workshops, newsletters, promotional materials, and analytical papers.
 - Creating and distributing brochures, videos, and other materials to educate legislators, employers and others about the role of ICESA and the Employment Security System.
- Improve public awareness of the quality services provided by the Employment Security System.

GOAL TWO

Represent and advance the positions of the membership.

Strategies

- Maintain a strong ICESA presence in federal legislative discussions.
- Seek a strong ICESA presence in Administration discussions related to workforce development.

GOAL THREE

Provide a forum for policy discussion, education, and the effective exchange of ideas among SESA professionals.

Strategies

- Develop a plan to emphasize training of Employment Security System staff to ensure quality service to customers.
- Provide new administrator orientation on a semi-annual basis, with emphasis on providing transition assistance.
- Continue the administrator mentoring system.
- Provide administrator training on timely and key topics.
- Provide information on different state approaches to programs, processes, and budget issues.
- Promote regional meetings of administrators.
- Strengthen committees' support to the Conference through assignments, deadlines, and reporting requirements.

- Enhance the networking among the State Employment Security Agencies through increased participation in membership meetings.
- Explore a national leadership training institute for local office managers and area directors, in cooperation with the International Association of Personnel in Employment Security.

GOAL FOUR

Collect, interpret, and effectively disseminate information on issues affecting SESA programs.

Strategies

- Improve products and services to meet the needs of Employment Security customers.
- Catalog state Employment Security customer service improvement projects.
- Document and share "best state practices".
- Provide accurate, high-speed communications to and among administrators.

GOAL FIVE

Build coalitions with our partners in the Nation's Workforce Development Network.

Strategies

- Foster improved relations with the U.S. Department of Labor as a step toward enhancing the federal/state partnership.
- Continue implementation of ICESA's external marketing plan to include:
 - Targeting national organizations and audiences such as public interest groups, business and labor organizations.
 - Identifying associations and strengths that enhance the Employment Security System's credibility.

If you want to know more about America's Employment Security System, contact:



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**OVER 50 YEARS
OF SERVICE
TO AMERICA'S
WORKERS AND
EMPLOYERS:**



**THE INTERSTATE CONFERENCE OF
EMPLOYMENT SECURITY AGENCIES**
America's Employment and Training Network

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The QUIK-APP will help you obtain information on types of jobs available in areas to which you may move. When you have relocated, immediately visit your local Employment Service/Job Service office for job placement assistance.

ADDITIONAL REFERRAL SERVICES AVAILABLE AT YOUR LOCAL EMPLOYMENT SERVICE OFFICE:

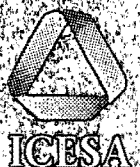
- Training opportunities under the Service Members Occupational Conversion Training Program
- Training opportunities under the Job Training Partnership Act
- Benefits and vocational rehabilitation services administered by the U.S. Department of Veterans Affairs
- Benefits administered by state veterans service agencies
- Vocational rehabilitation services administered by the states
- Employment opportunities with the Federal Government
- The Federal Bonding Program

EMPLOY

Your State Employment Service

THE EMPLOYMENT SERVICE

YOUR FORCE BEHIND A NEW FUTURE



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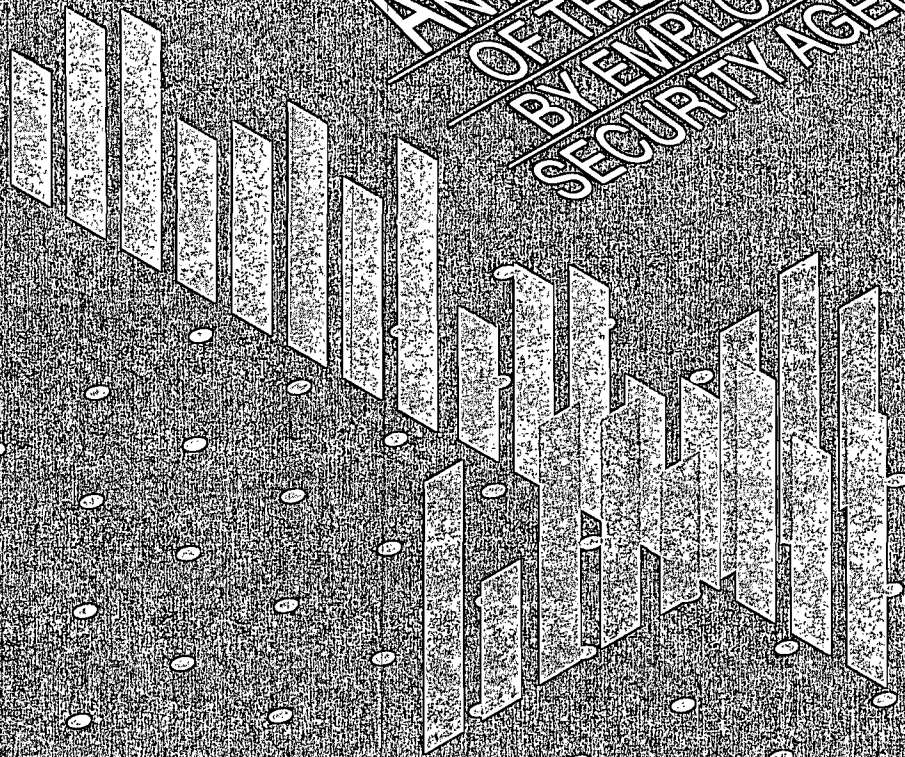
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WORKFORCE TRENDS

AN ASSESSMENT
OF THE FUTURE
BY EMPLOYMENT
SECURITY AGENCIES



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The States' Employment Service

Employer Success

America's employers
describe the value of
the Employment Service
to their businesses
and organizations.



Your State Employment Service

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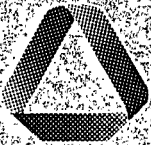
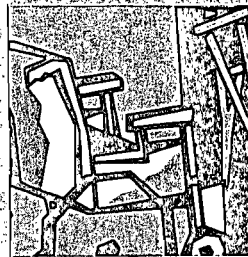
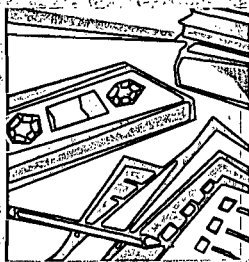
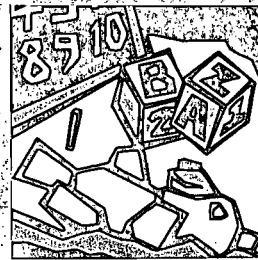
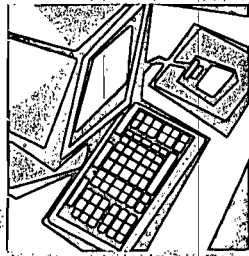
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THE FUTURE AT WORK

1996



ICESA



*An
Assessment
of Changing
Workplace
Trends*

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An ICESA Policy Paper

Building An Effective Workforce Development System

Background

The Interstate Conference of Employment Security Agencies (ICESA) recognizes that State Employment Security Agencies (SESAs) play a vital role in the workforce development network. ICESA has reviewed the work of other employment and training organizations and public interest groups in drafting this statement on workforce development and has been pleased to discover that there is much commonality among the groups. This suggests a growing consensus about the elements of an effective workforce development system and possibly even about the roles of the players.

Like the partners from whose policy statements ICESA has borrowed so liberally, ICESA has attempted to avoid parochialism. It is clear that development of the U.S. workforce is an ongoing process, not simply a project that can be finished in a given time period. Successful approaches will require continuous improvement. They also will require collaboration among agencies to make services not only effective but also easily accessible to customers, regardless of which door the customers walk through first.

In developing the ICESA policy statement, the following documents were reviewed. Their authors will note that ICESA's statement is consistent with theirs and will recognize their own ideas reflected in ICESA's statement.

"Bring Down the Barriers," State Job Training Coordinating Council Chairs, December 1992

"Developing our Human Resources Through an Effective Employment and Training System: Recommendations for Action," The New England Employment and Training Council, December 1992

"Workforce Development Principles," National Governors' Association, December 1992 draft

"Proposal for Workforce Development Legislation," America's Choice Working Group, January 1993

Introduction

ICESA acknowledges that there is a myriad of employment and training programs operated through a variety of federal, state and local agencies. These create a fragmented "system" of workforce preparation and "second chance" assistance which is bewildering and frightening to clients -- and even, in some cases, confuses the professionals who operate the programs. It is

Policy Paper—Page 2

tempting to say all the programs should be abolished and the United States should start over. However, practicality requires that public policy makers use and reshape what is available in a way that is simpler and more effective.

ICESA's recommendation for a more effective system would include the following elements.

Elements

1) Governance structure

National

The President should create a national body, composed of key cabinet secretaries, governmental leaders, and representatives of business and labor, charged with developing and articulating a national employment strategy that would provide both the basis for state employment policies and sufficient flexibility to ensure states' ability to respond to local labor market needs. This national employment strategy would include waiver authority over conflicting and over-lapping laws and regulations.

State

States should take steps to coordinate planning, development, and monitoring of a comprehensive workforce investment system with realistically attainable objectives for each of the participating programs.

The states should be enabled to grant incentives to encourage state and local collaboration, to sidestep regulatory obstacles, and to develop integrated reporting-based data collection, technical expertise and staff proficiency. Performance standards should be established which are consistent with state human resource policies.

Any new system should be customer-oriented. Since customers vary by state and by function, states should be responsible for determining who customers are, or how they are identified.

Local

The implementation of a workforce policy envisions locally-connected organizations capable of accurate labor market analysis and responsible employment training. Local boards could include individuals from business, labor, education, and government. The boards would participate in determining needs, developing plans and priorities, and evaluating progress. Innovative, experimental, precedent-setting rather than precedent-following methods should be fostered.

Policy Paper—Page 3

States could define the role of local boards to include such functions as:

- a. needs-determination based upon customer participation
- b. resource brokerage among local public and private sources
- c. cohesive delivery of services within a linked system
- d. matching competency-based training services with skills necessary for the local labor market
- e. expenditure of funds within the parameters of local plan objectives.

2) Customer-Centered Design

Customers should be included by the local boards in designing the workforce development system and in evaluating its success.

3) Workforce Development Information

Accurate, timely, widely accessible information regarding international, national, state and local labor market conditions, trends, processes and technologies is an essential component of an effective workforce development system. Customers must have access to information which enables them to select and acquire the scholastic and vocational skills needed for employment.

4) Scope of Service

The workforce development system must embrace the totality of the labor force and business community.

The systems must offer comprehensive, high-quality, up-to-date instruction to youth, directed to their full preparation to enter the workforce. Systems also must encourage and assist adults in acquiring new skills and knowledge necessary to meet requirements of a changing workplace. For such a delivery system to achieve its objectives, it should encompass career counseling and a diverse and thorough selection of educational and vocational programs from basic and remedial courses through advanced technical training.

Policy Paper—Page 4

Such an integrated service delivery system, which ranges from fundamental to advanced workforce preparation, can expect to garner and offer more job listings from more employers, ultimately providing more opportunities to its job seeking customers.

5) Open Access

One-stop shopping could be both effective and advantageous. Such a system would allow for multiple opportunities for entry, automated case management, and a smoothly flowing sequence of steps, along which the proper services are provided. The use of common intake and assessment, uniform terms and definitions, and competency-based curricula should be encouraged.

6) Access Equity

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Through the network of more than 1700 community based local offices, SESAs have the early access to unemployed workers who are seeking temporary income support, a new job, career information and career counseling, access to training or supportive services. At the same time, SESAs recognize employers as a primary customer and participate actively in employer organizations.

SESAs have a comprehensive computerized data base of information about individual workers and employers, and through their ability to track labor market transactions and trends, are positioned to generate the labor market information needed to support planning, guide the design of training programs, and develop a universal labor exchange. Through local offices, labor markets within a state are electronically linked, and the Interstate Job Bank provides a national and international automated labor exchange. These are platforms upon which regions and states can build sophisticated automated systems for common intake and assessment, case management, and performance measures, linking the diverse and varied partners in the workforce development network.

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POLICY POSITIONS OF ICESA

EMPLOY



Your State Employment Service



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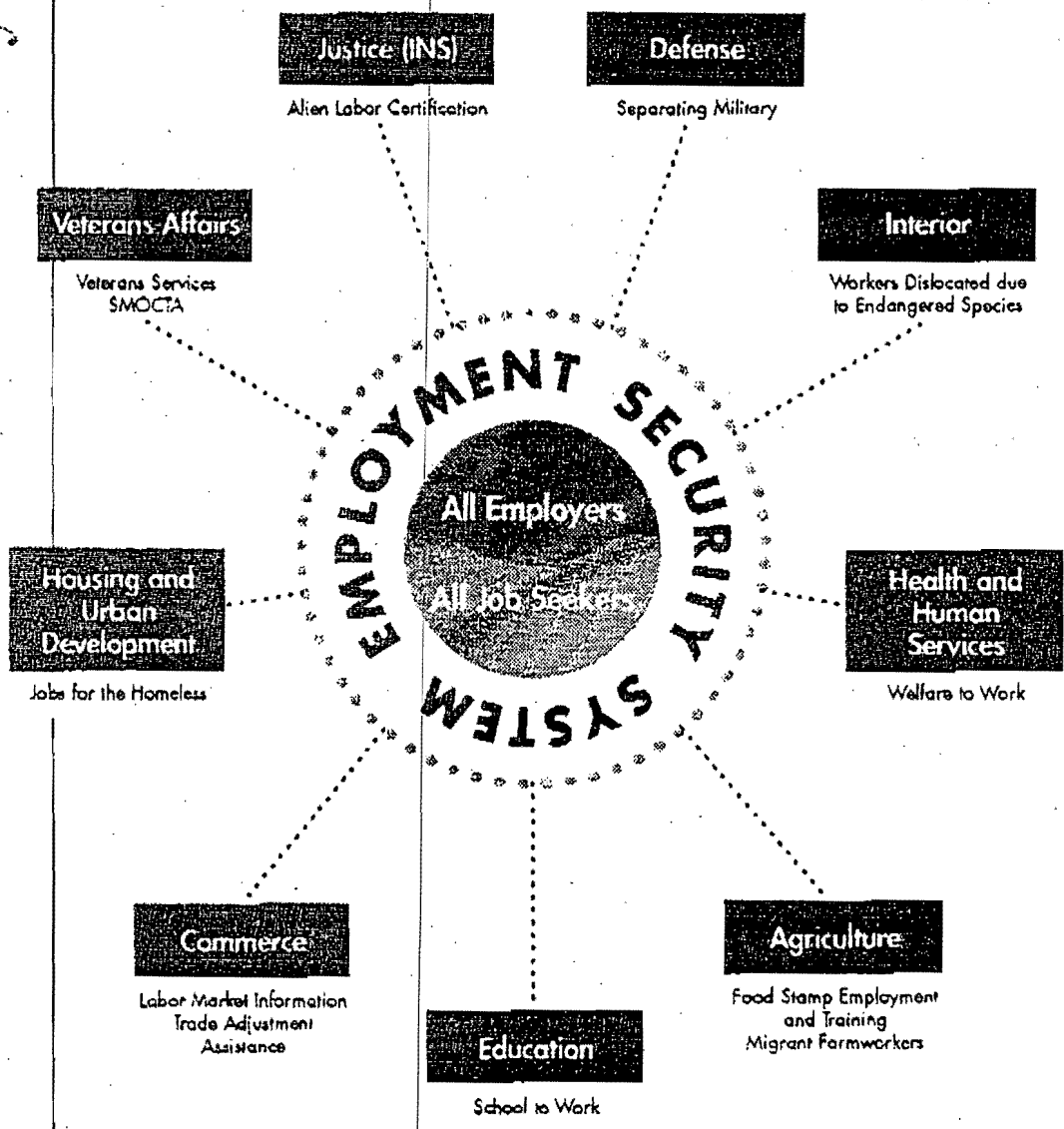
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WORKFORCE Security = Jobs

The Employment Security System is the hub of the nation's comprehensive worker adjustment and one-stop career center system.



Speech

Schl to work

Work to work

Advocate against red tape

for has trouble spending dislocated workers \$5

Put w/ ICESA
March speech file

An ICESA Policy Paper

Building An Effective Workforce Development System

Background

The Interstate Conference of Employment Security Agencies (ICESA) recognizes that State Employment Security Agencies (SESAs) play a vital role in the workforce development network. ICESA has reviewed the work of other employment and training organizations and public interest groups in drafting this statement on workforce development and has been pleased to discover that there is much commonality among the groups. This suggests a growing consensus about the elements of an effective workforce development system and possibly even about the roles of the players.

Like the partners from whose policy statements ICESA has borrowed so liberally, ICESA has attempted to avoid parochialism. It is clear that development of the U.S. workforce is an ongoing process, not simply a project that can be finished in a given time period. Successful approaches will require continuous improvement. They also will require collaboration among agencies to make services not only effective but also easily accessible to customers, regardless of which door the customers walk through first.

In developing the ICESA policy statement, the following documents were reviewed. Their authors will note that ICESA's statement is consistent with theirs and will recognize their own ideas reflected in ICESA's statement.

"Bring Down the Barriers," State Job Training Coordinating Council Chairs, December 1992

"Developing our Human Resources Through an Effective Employment and Training System: Recommendations for Action," The New England Employment and Training Council, December 1992

"Workforce Development Principles," National Governors' Association, December 1992 draft

"Proposal for Workforce Development Legislation," America's Choice Working Group, January 1993

Introduction

ICESA acknowledges that there is a myriad of employment and training programs operated through a variety of federal, state and local agencies. These create a fragmented "system" of workforce preparation and "second chance" assistance which is bewildering and frightening to clients -- and even, in some cases, confuses the professionals who operate the programs. It is

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tempting to say all the programs should be abolished and the United States should start over. However, practicality requires that public policy makers use and reshape what is available in a way that is simpler and more effective.

ICESA's recommendation for a more effective system would include the following elements.

Elements

1) Governance structure

National

The President should create a national body, composed of key cabinet secretaries, governmental leaders, and representatives of business and labor, charged with developing and articulating a national employment strategy that would provide both the basis for state employment policies and sufficient flexibility to ensure states' ability to respond to local labor market needs. This national employment strategy would include waiver authority over conflicting and over-lapping laws and regulations.

State

States should take steps to coordinate planning, development, and monitoring of a comprehensive workforce investment system with realistically attainable objectives for each of the participating programs.

The states should be enabled to grant incentives to encourage state and local collaboration, to sidestep regulatory obstacles, and to develop integrated reporting-based data collection, technical expertise and staff proficiency. Performance standards should be established which are consistent with state human resource policies.

Any new system should be customer-oriented. Since customers vary by state and by function, states should be responsible for determining who customers are, or how they are identified.

Local

The implementation of a workforce policy envisions locally-connected organizations capable of accurate labor market analysis and responsible employment training. Local boards could include individuals from business, labor, education, and government. The boards would participate in determining needs, developing plans and priorities, and evaluating progress. Innovative, experimental, precedent-setting rather than precedent-following methods should be fostered.

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States could define the role of local boards to include such functions as:

- a. needs-determination based upon customer participation
- b. resource brokerage among local public and private sources
- c. cohesive delivery of services within a linked system
- d. matching competency-based training services with skills necessary for the local labor market
- e. expenditure of funds within the parameters of local plan objectives.

2) Customer-Centered Design

Customers should be included by the local boards in designing the workforce development system and in evaluating its success.

3) Workforce Development Information

Accurate, timely, widely accessible information regarding international, national, state and local labor market conditions, trends, processes and technologies is an essential component of an effective workforce development system. Customers must have access to information which enables them to select and acquire the scholastic and vocational skills needed for employment.

4) Scope of Service

The workforce development system must embrace the totality of the labor force and business community.

The systems must offer comprehensive, high-quality, up-to-date instruction to youth, directed to their full preparation to enter the workforce. Systems also must encourage and assist adults in acquiring new skills and knowledge necessary to meet requirements of a changing workplace. For such a delivery system to achieve its objectives, it should encompass career counseling and a diverse and thorough selection of educational and vocational programs from basic and remedial courses through advanced technical training.

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Such an integrated service delivery system, which ranges from fundamental to advanced workforce preparation, can expect to garner and offer more job listings from more employers, ultimately providing more opportunities to its job seeking customers.

5) Open Access

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JOB SEARCH WORKSHOPS FOR AFDC RECIPIENTS

Arkansas' Employment Security Department (ESD) works with Welfare and AFDC recipients thru an agreement with local county Department of Human Service offices to do job search workshops for Project SUCCESS clients, Arkansas' Job Opportunities and Basic Skills (JOBS) Program. A job search workshop is a short (1-3 days) seminar designed to provide participants with knowledge that will enable them to find jobs. Subjects are not limited to but include labor market information, applications/resume writing, interviewing techniques, and finding job openings. The workshop must have at least six hours of active classroom time, using the attached agenda.

We also work with DHS to serve Welfare and AFDC applicants by notifying DHS when employers request referrals from this select group. They in turn send participants to ESD for registering and screening against job order requirements.

THREE DAY AGENDA

(6 HOUR DAY)

DAY 1

TIME GUIDELINES

30 Minutes	Introductions
25 Minutes	Lifestyles
5 Minutes	Course Overview
20 Minutes	Employee Handbook
5 Minutes	Squares
5 Minutes	Red Flag Words
5 Minutes	Work Agreements
45 Minutes	Video Tape Interviews
20 Minutes	Fear Analysis
10 Minutes	Energizer: Positive Nicknames
55 Minutes	Application Instructions
30 Minutes	Tough Questions
60 Minutes	Critique Video Taped Interviews
5 Minutes	Review of Day 1: Skills and Accomplishments
5 Minutes	Preview of Day 2: Packaging & Responsiveness
5 Minutes	Goals For Day 2: One Job Lead
		Master Application
		Three Accomplishments

THREE DAY AGENDA

(6 HOUR DAY)

DAY 2

TIME GUIDELINES

5 Minutes	Autograph Party
75 Minutes	Shields/Pride Report
25 Minutes	Goal Review
30 Minutes	Resume Writing
30 Minutes	Self-Inventory
20 Minutes	Bullets
15 Minutes	Job Collage
30 Minutes	Show Liking
30 Minutes	Interview Practice
45 Minutes	Appearance
15 Minutes	Review Day 2: Interview Control Techniques
5 Minutes	Preview Day 3: Finding the Hidden Job Market Network Center Kick-Off!
5 Minutes	Goals for Day 3: Job Lead Interview Outfit Three Questions for Employer Panel

THREE DAY AGENDA

(6 HOUR DAY)

DAY 3

TIME GUIDELINES

- 30 Minutes Goal Sharing/Tough Questions
- 10 Minutes "Business Chairs"
- 30 Minutes Telemarketing
- 25 Minutes Noips vs. Poips
- 5 Minutes "Yes" Challenge
- 15 Minutes Quality Contacts
- 5 Minutes Visualization of the Successful Interview
- 40 Minutes Interview Practice
- 100 Minutes Video Tape Interviews/Critique Taped Interview
- OR
- 100 Minutes Employer Panel/Mock Employer Interviews
- 35 Minutes Final Exam: POIPing!
- 35 Minutes Kick-Off!

Arkansas Common Application Form

- What:** An application form for 18+ programs in four state agencies; applicants for any one of the programs can opt to apply for more than one program at the same time; the office where the customer completes the application will transmit the application to all the other offices that provide the programs for which the customer wants to apply; would be an application form, not an eligibility determination or enrollment form
- Who:** Sponsored jointly by the State Job Training Coordinating Council and the Arkansas Family Policy Council; developed by staff from, and covers programs operated by, Employment Security Dept., Dept. of Human Services, Health Dept., Div. of Vocational & Technical Education
- When:** Began work on the project January 1993; the form is developed and the pilot is planned to begin in February 1994
- Where:** The pilot will be for six months in two Arkansas counties (Conway County, with Morrilton, 1990 population 6,551, as its major city and Garland County, with Hot Springs, 1990 population 32,462, as its major city); there is an Employment Security Department (ESD) office in Hot Springs but not in Morrilton
- Why:** Four objectives, and evaluation of the pilot project will be based on these: (1) increase client access, (2) decrease client paperwork, (3) do not increase staff workload, (4) increase and improve interagency collaboration
- How:** A work team of seven people from the four agencies developed the draft form; began by determining common items on all applications; only found seven; other items were common to some but not all programs; grouped them
- Representatives from sponsoring councils and the work team took draft forms to Morrilton and Hot Springs in September 1993 and began gathering input from local staff members of all agencies, both on form itself and procedure for using it
- Late December 1993 sent form to Dept. of Agriculture for approval for use for food stamps and WIC; simultaneously undergoing final review by each involved state agency
- Plan to pilot six months, then expand geographically and/or in scope (more programs and/or move to exchanging eligibility documentation between agencies)

THE FOLLOWING QUESTIONS APPLY ONLY TO FOOD STAMP APPLICANTS. IF YOU ALREADY RECEIVE FOOD STAMPS OR DO NOT WISH TO APPLY FOR FOOD STAMPS, PLEASE SKIP THE QUESTIONS ON THIS PAGE.

EXPEDITED SERVICE

You may get Food Stamps within 5 days of the date you apply if:

- o Your household's gross monthly income is less than \$150 and your total liquid resources (cash, checking accounts, saving accounts, etc.) are less than \$100; OR
- o Your household's monthly rent/mortgage and utilities are more than your household's gross monthly income and liquid resources; OR
- o Your household is homeless; OR
- o You are a migrant or seasonal farmworker, your household is destitute and has less than \$100 in liquid resources.

To see if your household qualifies for expedited services, complete the following questions. Answer for all household members. If you do not know exact information, give your best estimate.

1. How much do the members of your household have in cash and savings? \$ _____
(Give your best estimate of the total amount.)
2. What is the total amount of income you expect the members of your household to receive this month? \$ _____
3. How much is your mortgage payment (your house payment) or rent each month? \$ _____
4. How much are your utility costs (lights, water, gas, etc)? \$ _____
5. Do you have a permanent place to live? YES ___ NO ___
6. Is anyone in your household a migrant or seasonal farmworker? YES ___ NO ___
If YES, answer the following:
 - 6.a Did your household's income recently stop? YES ___ NO ___
 - 6.b Do you or any member of your household expect to receive any income from a new source this month? YES ___ NO ___
If YES, how much is expected? \$ _____ When? _____
7. Have you already received or will you receive food stamps in this month? YES ___ NO ___

.....
FOR COUNTY DHS OFFICE USE ONLY.

B HOUSEHOLD MEMBERS

List all members living in your household, including the applicant. Fill out information for all members. If a member does not have any income write "NONE".

Name (last, first, mi)	Birthdate	Income and How Often Paid	Citizenship			Social Security Number	Medicaid Number	Relationship to Applicant
			U.S. Citizen	Legal Alien	Other			
Applicant								
Head of Household (if other than applicant)								

C Total Number in Household Total Monthly Household Income \$

D Do You or Anyone in Your Household Receive Any of the Following?	Yes		No		Do You or Anyone in Your Household Receive Any of the Following?	Yes		No	
	Medicaid						Unemployment Benefits		
Aid To Families With Dependent Children (AFDC)					Servicemen's/Job Corps Allotments				
Food Stamps					Money from Friends or Relatives, in Cash or by Deposit				
Social Security Benefits					Payment from Roomers or Boarders				
Supplemental Security Benefits (SSI)					Other Income Not Listed Above (such as part-time work, babysitting, etc.)				
Veteran's Benefits or Other Pensions					Money from Property Rental				
Railroad Retirement, Civil Service or Other Retirement Benefits					Interest Income				
Child Support/Alimony					Income from Oil Leases or Mineral Rights				
Worker's Compensation Benefits					Money from Trusts				
Other Insurance Benefits					Do you or anyone in your household expect to receive any of the above? If yes, list source:				
Utilities Assistance Check									

(E) JOB TRAINING PARTNERSHIP ACT (JTPA)			
Are You An Offender? <input type="checkbox"/> Yes <input type="checkbox"/> No	Are You Homeless or a Runaway Youth? <input type="checkbox"/> Yes <input type="checkbox"/> No	Are You Disabled? <input type="checkbox"/> Yes <input type="checkbox"/> No	Are You a Pregnant or Parenting Youth? <input type="checkbox"/> Yes <input type="checkbox"/> No
Are You Eligible For or Receiving Free School Lunches? <input type="checkbox"/> Yes <input type="checkbox"/> No		Are You Participating in a Compensatory Education Program Under Ch. 1 of Title I <input type="checkbox"/> Yes <input type="checkbox"/> No	
Give Name of School if Applicant is Currently Attending School _____			

(F) DEPARTMENT OF HEALTH					
Please Answer the Following Questions	Yes	No	Please Answer the Following Questions	Yes	No
Is head of household a farm worker?			Is applicant a migrant?		
Is head of household employed?			Is applicant homeless?		
Does applicant have private insurance?			Is applicant disabled?		
Is applicant under foster care?			Is applicant a member of a family/household with pregnant woman or infant on Medicaid?		

OFFICIAL USE ONLY

Income Verified By <input type="checkbox"/> W-2 <input type="checkbox"/> SS <input type="checkbox"/> Check Stub <input type="checkbox"/> Other (specify) _____	Household Size _____	Monthly Income \$ _____	Income <input type="checkbox"/> Eligible <input type="checkbox"/> Ineligible	Medicaid <input type="checkbox"/> Yes <input type="checkbox"/> No	AFDC <input type="checkbox"/> Yes <input type="checkbox"/> No	Food Stamps <input type="checkbox"/> Yes <input type="checkbox"/> No	Residence Ineligible <input type="checkbox"/> Yes
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(G) EMPLOYMENT SECURITY DEPARTMENT - EMPLOYMENT SERVICES				
Was Your Last Job on a Farm or in a Food Processing Plant? <input type="checkbox"/> No <input type="checkbox"/> Yes	Driver's License? Kind? <input type="checkbox"/> Private <input type="checkbox"/> Commercial Driver's License: Class _____ Endorsements _____	List Any Occupational License You May Have _____		
What Shift Are You Available For? <input type="checkbox"/> 1st <input type="checkbox"/> 3rd <input type="checkbox"/> 2nd <input type="checkbox"/> Rotating	Are You a U.S. Citizen? If not a citizen, are you legally authorized to work in the U.S.? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, permit number _____		What Type Work are You Seeking? _____	
What is the Lowest Salary You Will Accept \$ _____		Approximate Typing Speed (words per minute) _____ Approximate Shorthand Speed (words per minute) _____ What Office Equipment Can You Operate? _____		
List Any College or Training You Have Attended Including Military				
Name of School	Course	Length	Date	Degree

(H) EMPLOYMENT HISTORY (LIST CURRENT AND PREVIOUS EMPLOYERS, MOST RECENT FIRST)

Name of Company or Employer		<input type="checkbox"/> Still Working Reason for Leaving <input type="checkbox"/> Layoff <input type="checkbox"/> Quit <input type="checkbox"/> Fired <input type="checkbox"/> Job Ended <input type="checkbox"/> Reduced From Full Time <input type="checkbox"/> Other	Give Reason for Layoff, Quit or Discharge		<input type="checkbox"/> Full Time <input type="checkbox"/> Part Time <input type="checkbox"/> Temporary
Address (street, city, county, state, zip)			Job Title	Name Under Which Employed (if other than listed in Section A)	
Date Job Began		Job Summary (list duties)			
Month Day Year	Salary \$				
Date Job Ended		<input type="checkbox"/> Hourly <input type="checkbox"/> Monthly <input type="checkbox"/> Daily <input type="checkbox"/> Yearly <input type="checkbox"/> Weekly <input type="checkbox"/> Other			
Month Day Year					

Name of Company or Employer		<input type="checkbox"/> Still Working Reason for Leaving <input type="checkbox"/> Layoff <input type="checkbox"/> Quit <input type="checkbox"/> Fired <input type="checkbox"/> Job Ended <input type="checkbox"/> Reduced From Full Time <input type="checkbox"/> Other	Give Reason for Layoff, Quit or Discharge		<input type="checkbox"/> Full Time <input type="checkbox"/> Part Time <input type="checkbox"/> Temporary
Address (street, city, county, state, zip)			Job Title	Name Under Which Employed (if other than listed in Section A)	
Date Job Began		Job Summary (list duties)			
Month Day Year	Salary \$				
Date Job Ended		<input type="checkbox"/> Hourly <input type="checkbox"/> Monthly <input type="checkbox"/> Daily <input type="checkbox"/> Yearly <input type="checkbox"/> Weekly <input type="checkbox"/> Other			
Month Day Year					

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Month Day Year					

I EMPLOYMENT SECURITY DEPARTMENT - UNEMPLOYMENT INSURANCE (UI)							
Please Answer the Following Questions		Yes	No	Please Answer the Following Questions		Yes	No
Have you worked in Federal Civilian Employment in the Past 18 months?				Are you receiving or have you applied for a pension, annuity, or retirement from former employees including U.S. Government? If yes, enter name of employer, amount and date of application or date you began receiving it:			
Have you filed an unemployment insurance claim in any state in the past 12 months (including Arkansas)?							
Have you worked in another state in the past 18 months? If yes, what states?							
Do you have any disability which limits your ability to work? If yes, explain:				Do you obtain work through a union? If yes, enter name, local number and name of business agent and address:			
Is there any reason you could not go to work immediately if work was available? If yes, explain:							
Have you refused any job since you became unemployed? If yes, when and with what employer?				Are you entitled to or are you receiving any vacation, holiday pay, bonus or severance pay? If yes, explain:			
I hereby register for work and file notice of my unemployment and request a determination of my benefit rights under the Arkansas Employment Security Law. I certify the information given on this form is correct and understand that penalties are provided for making false statements or failing to disclose material facts in order to obtain benefits.							

J

I certify, under the penalty of perjury, that my answers on this form are correct and complete to the best of my knowledge.

Signature of Applicant _____ Date Signed _____
or Responsible Adult (do not print)

OFFICIAL USE ONLY			
Referred To	Intake Worker (please print)	Agency/Telephone Number	Date

AFDC RECIPIENTS
 910701 THRU 930630

SDA	TOTAL	TERMED	EMPLOYED	PERCENT
NORTHCENTRAL	584	461	133	28.9
NORTHEAST	730	682	161	23.6
NORTHWEST	287	222	63	28.4
SOUTHEAST	826	678	194	28.6
SOUTHWEST	766	680	123	18.1
WEST CENTRAL	646	552	113	20.1
WESTERN	275	230	81	35.2
LITTLE ROCK	432	263	46	17.5
CENTRAL	402	304	40	13.2
EASTERN	1403	809	106	13.1
ABLE	5	5	3	60.0
DISLOCATED WORKER	27	18	13	72.2
TOTAL	6383	4904	1076	21.9

910701 THRU 920630

SDA	TOTAL	TERMED	EMPLOYED	PERCENT
NORTHCENTRAL	280	200	63	31.5
NORTHEAST	314	314	74	23.6
NORTHWEST	85	85	34	40.0
SOUTHEAST	268	268	110	41.0
SOUTHWEST	277	277	64	23.1
WEST CENTRAL	254	254	82	32.3
WESTERN	91	91	45	49.5
LITTLE ROCK	202	154	22	14.3
CENTRAL	86	86	18	20.9
EASTERN	555	458	53	11.6
ABLE	4	4	2	50.0
DISLOCATED WORKER	10	9	4	44.4
TOTAL	2424	2200	571	26.0

920701 THRU 930630

SDA	TOTAL	TERMED	EMPLOYED	PERCENT
NORTHCENTRAL	304	261	70	26.8
NORTHEAST	416	368	87	23.6
NORTHWEST	202	137	29	24.2
SOUTHEAST	558	410	84	20.5
SOUTHWEST	489	403	59	14.6
WEST CENTRAL	392	298	31	10.4
WESTERN	184	139	36	26.9
LITTLE ROCK	230	109	24	23.0
CENTRAL	316	218	22	10.1
EASTERN	848	351	53	15.1
ABLE	1	1	1	100.0
DISLOCATED WORKER	17	9	9	100.0
TOTAL	3959	2704	505	18.3

Arkansas Families First
A Locally Based Collaboration Effort

The Arkansas Family Policy Council, appointed by then-Governor Bill Clinton in 1989 with representation from his office, five state agencies, the state legislature, and two community based programs, has as its mission that all families in Arkansas will be able to adequately provide mutual support, care and protection for the family unit. One of the five goals is that families will find it easy to choose and obtain the services and skills they need. This goal has been addressed through an initiative called Arkansas Families First.

In June 1992 sixteen selected communities took part in the Arkansas Families First Academy, an intense two-and-a-half day facilitated planning session. Teams of about six people, including by state law and regulation at least representatives of public school districts, the local Health Dept. office, the local Dept. of Human Services office and the JTPA service delivery area, identified a project or process they could implement to assist families in their communities to choose and obtain the services and skills they need. They also developed an implementation plan. The teams could apply for up to \$25,000 in state funding to hire a local coordinator. Thirteen projects eventually were funded.

The first year the thirteen communities received substantial amounts of assistance from the Family Policy Council. The second year most of them received additional state funding, but the state assistance level has been reduced significantly. Many local efforts have resulted in new ways of working together to assist clients. Some have led to changes at the state level. As an example, preliminary local efforts led to Arkansas' developing a common application form for 18+ programs, an effort that currently is entering a pilot implementation stage.

Some other successes we have seen include:

- state and local staff members broadening horizons, seeing how services provided by other agencies can help their clients instead of working only within their own program restrictions;
- sincere interest in breaking down barriers between agencies; it is the norm now for agencies to think of how anything they are doing impacts other programs and other agencies and often to consult with those agencies to make improvements; some communities now even seriously involve clients in their planning, implementation and evaluation of service provision;
- an increased emphasis on how we can use programs to help clients despite regulations rather than focusing narrowly on what regulations allow us to do (we focus now on pushing the boundaries, on what can we do that is not illegal rather than what we can do that is legal)

OFFICE OF DOMESTIC POLICY

THE WHITE HOUSE FEB 14 REC'D

CAROL H. RASCO
ASSISTANT TO THE PRESIDENT
FOR DOMESTIC POLICY

TO: _____

DRAFT RESPONSE FOR POTUS AND
FORWARD TO CHR BY: _____

DRAFT RESPONSE FOR CHR BY: _____

PLEASE REPLY DIRECTLY TO THE WRITER
(COPY TO CHR) BY: _____

PLEASE ADVISE BY: _____

LET'S DISCUSS: _____

FOR YOUR INFORMATION: _____

REPLY USING FORM CODE: _____

FILE: _____

SEND COPY TO (ORIGINAL TO CHR): _____

SCHEDULE ? ACCEPT PENDING REGRET

DESIGNEE TO ATTEND: _____

REMARKS:

Start event file

Speech prep for WJ ce of dow
to Dallas

Call these people & answer

THE UNIVERSITY OF MICHIGAN
LANSING
DEPARTMENT OF EDUCATION
1000 S. ZEEB ROAD
LANSING, MICHIGAN 48906

- 7. requests
- in letter
- @ no changes in name/ title
- @ need no equip
- @ Mail waiver form after completing

Ask Halston to help get an Ed. person there

Office of Domestic Policy

TO: Bill Galston

FROM: Carol H. Rasco

SUBJ: Speech/Meeting/Interview

Interstate Conference of Employment Security Agencies, Inc.

DATE: 3-10-94

Attached is the background information I have to date on the function listed. I would appreciate briefing materials by noon on ~~3-3-94~~.



STATE OF ARKANSAS
EMPLOYMENT SECURITY DEPARTMENT
Post Office Box 3981
Little Rock, Arkansas 72203-3981

Jim Guy Tucker
Governor

William D. Gaddy
Director

FACSIMILE COVER SHEET

DATE: January 7, 1994 TIME: _____

TO: Honorable Carol Rouse FAX#: 202-456-2878
Assistant to the President PHONE#: 202-456-2216
for Domestic Policy

FROM: Bill Gaddy FAX#: 501-682-3223
 _____ PHONE#: 501-682-3101
 _____ COST CENTER#: 21001

COMMENTS: _____

TOTAL PAGES SENT INCLUDING COVER SHEET: 4

Approved for Transmittal by: Alice Rouse

Gov. Campbell @ 11:00
CHR @ 11:45



STATE OF ARKANSAS
EMPLOYMENT SECURITY DEPARTMENT
Post Office Box 2981
Little Rock, Arkansas 72203-2981

Jim Guy Tucker
Governor

William D. Gaddy
Director

January 5, 1994

The Honorable Carol Rasco
Assistant to the President
for Domestic Policy
The White House
1600 Pennsylvania Avenue, N.W.
Washington, DC 20500

Dear Carol:

On December 1, 1993, I co-signed a letter to you (copy attached) with Andy Richardson, President of the Interstate Conference of Employment Security Agencies (ICESA), formally requesting you to address the Winter Meeting of our organization's representatives from 50 states, the District of Columbia and two territories at the Hyatt Regency on Capitol Hill on Thursday, March 10, 1994.

Thanks to your intervention and assistance last February, Secretary Reich addressed our 1993 Winter Meeting, and he delivered an informative presentation on the Clinton Administration's long-range proposals to train and retrain the American workforce. Contrary to misimpressions that may be held currently by some professional staffers in the Employment and Training Administration (ETA), U.S. Department of Labor, ICESA's membership, which has responsibility for major workforce development programs in nearly all states, is interested in supporting the President's workforce investment proposal that is being prepared to go to Capitol Hill. We believe your role in helping craft President Clinton's workforce investment strategy and welfare-to-work initiatives would enhance our membership's support for these major initiatives, if you can address our conference. So, I want to again urge you to accept this opportunity.

I enjoyed having a photo opportunity with the President and First Lady at the Old Statehouse in Little Rock on December 28. I thought you might have been traveling with the Presidential party, but I did not see you in the crowd. I know I speak for many Arkansans who are as delighted as Judy and I are that you are occupying this critical domestic policy position in the White House. If you or your staff have any questions, please call me at 501-682-3101; President Richardson in Charleston, West Virginia, at 304-558-2630; or our ICESA Executive Director, Emily DeRocco, in Washington at 628-5588.

Sincerely,

A handwritten signature in black ink that reads "Bill".

William D. Gaddy



"AN EQUAL OPPORTUNITY EMPLOYER"

DEC 07 '93 15:01 SENT BY ICLESH 202-783-5023

**INTERSTATE CONFERENCE OF EMPLOYMENT SECURITY AGENCIES, INC.**

SUITE 142, 444 NORTH CAPITOL STREET, N.W., WASHINGTON, D.C. 20001, 202/628-5588

FAX # 202/783-5023

December 1, 1993

Honorable Carol Rasco
Assistant to the President
Domestic Policy Council
The White House
Washington, DC 20506

Dear Ms. Rasco:

On Thursday, March 10, 1994, the nation's commissioners, directors, and secretaries of labor -- responsible for administering America's workforce programs -- will convene in Washington, D.C., for their annual meeting with Administration officials and members of Congress. We would be honored if you would address this conference on the President's domestic agenda.

As the leaders in designing and delivering employment and training services to America's workers and businesses, these state officials are particularly interested in the President's workforce investment strategy, health care reform proposal, and welfare-to-work initiatives.

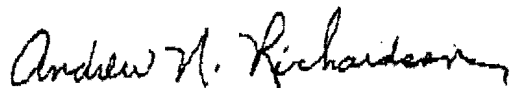
The Winter Meeting of the Interstate Conference of Employment Security Agencies (ICESA) is scheduled for March 10-11, 1994, at the Hyatt Regency on Capitol Hill. If convenient to your schedule, your remarks would be scheduled on Thursday morning, March 10.

As you know, the state labor officials are gubernatorial appointees, responsible for the unemployment insurance system, the Employment Service, Job Training Partnership Act programs, the JOBS program, labor market information systems, and workers compensation. These officials will help shape the Administration's worker adjustment legislation on Capitol Hill and will implement the program once passed. Joining the ICESA conference attendees in plenary session will be business and organized labor representatives from all over the country.

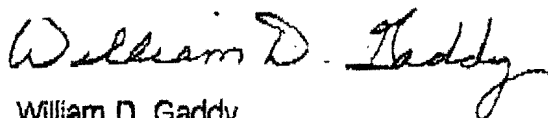
We believe this conference will provide an excellent forum for addressing the President's domestic policy agenda, and we would be honored if you would accept this invitation. Please don't hesitate to call either one of us if you have questions or concerns. Our staff contact in Washington is Emily DeRocco, Executive Director, ICESA, (202) 628-5588.

Again, we look forward to hearing from you soon and confirming this keynote for our 1994 conference.

Sincerely,



Andrew N. Richardson
President



William D. Gaddy
Past President

① St Stephens / —

Middle school

late a.m. ?

② Call Yaddy Jay
Rec'd - conflict working
w/ you

OFFICE OF DOMESTIC POLICY

THE WHITE HOUSE

FROM THE OFFICE OF: CAROL H. RASCO
ASSISTANT TO THE PRESIDENT
FOR DOMESTIC POLICY

TO: _____

DRAFT RESPONSE FOR CHR. BY: _____

PLEASE REPLY (COPY TO CHR): _____

PLEASE ADVISE BY: _____

LET'S DISCUSS: _____

FOR YOUR INFORMATION: _____

REPLY USING FORM CODE: _____

FILE: _____

RETURN ORIGINAL TO CHR: _____

SCHEDULE: *hold for meeting*

REMARKS: _____



INTERSTATE CONFERENCE OF EMPLOYMENT SECURITY AGENCIES, INC.

SUITE 142, 444 NORTH CAPITOL STREET, N.W., WASHINGTON, D.C. 20001, 202/628-5588

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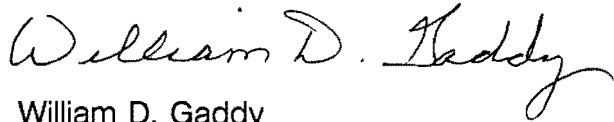
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Sincerely,



Andrew N. Richardson
President



William D. Gaddy
Past President



STATE OF ARKANSAS
EMPLOYMENT SECURITY DEPARTMENT
Post Office Box 3991
Little Rock, Arkansas 72203-3991

Jim Guy Tucker
Governor

William D. Gaddy
Director

FACSIMILE COVER SHEET

DATE: January 6, 1994 TIME: 9 a.m. (CST)
 TO: Yvonneville Cook-Kross FAX#: 202-456-2878
Assistant to the President PHONE#: 202-456-2216
for Domestic Policy

FROM: Bill Gaddy FAX#: 501-682-3223
 PHONE#: 501-682-3101
 COST CENTER#: 21001

COMMENTS: Invitation to speak at ICESA
Winters Meeting March 10, 1994

TOTAL PAGES SENT INCLUDING COVER SHEET: 2

Approved for Transmittal by: Alice Rouse

ESD-ARK-81 (Rev. 2-92)



"AN EQUAL OPPORTUNITY EMPLOYER"



STATE OF ARKANSAS
EMPLOYMENT SECURITY DEPARTMENT
Post Office Box 3991
Little Rock, Arkansas 72203-3991

Jim Guy Tucker
Governor

William D. Gaddy
Director

The Honorable Carol Rasco
 Assistant to the President
 for Domestic Policy
 The White House
 1600 Pennsylvania Avenue, N.W.
 Washington, DC 20500

Dear Carol:

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Sincerely,



William D. Gaddy

UNITED STATES
 SERVICE
 OF ARKANSAS

"AN EQUAL OPPORTUNITY EMPLOYEE"

OFFICE OF DOMESTIC POLICY

THE WHITE HOUSE

FROM THE OFFICE OF: **CAROL H. RASCO**
ASSISTANT TO THE PRESIDENT
FOR DOMESTIC POLICY

JAN 11 11 11 AM '60

TO: _____

DRAFT RESPONSE FOR CHR BY: _____

PLEASE REPLY (COPY TO CHR): _____

PLEASE ADVISE BY: _____

LET'S DISCUSS: _____

FOR YOUR INFORMATION: _____

REPLY USING FORM CODE: _____

FILE: _____

RETURN ORIGINAL TO CHR: _____

SCHEDULE: _____

REMARKS: _____



JAN 11 REC'D

Town Of Nutter Fort

INCORPORATED 1923
1415 BUCKHANNON PIKE
NUTTER FORT, WEST VIRGINIA 26301
PHONE/FAX (304) 622-7713

MAYOR
JACK GORBY

RECORDER
DOLORES TERANGO

LARRY ROBEY
KENNETH HASLEBACHER
DONALD WEBSTER
MARTHA DAVIS
SAM MAXSON

January 3, 1994

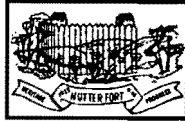
Ms. Carol H. Rasco
Asst. to the President for Domestic Policy
Office of Domestic Policy
The White House
1600 Pennsylvania Avenue, N.W.
Washington, D.C. 20500

Dear Ms. Rasco:

I have lived in Harrison County, West Virginia, all my life, and I am intimately familiar with the advantages and challenges associated with life in this largely rural county. I am currently serving as president of the Harrison County League of Mayors and as Mayor of Nutter Fort, West Virginia.

I would like to declare my strong appreciation and support for our small Business and Trade Colleges in this area, especially West Virginia Business College, which has been in Harrison County for 112 years. This high quality, small, private college provides entry-level professionals to area employers in computers, secretarial sciences, office management, medical, accounting and paralegal. I have personally hired graduates to work in our city offices.

Without these graduates, where would we find trained workers? Often, people with Bachelors or Masters degrees are overqualified for this level of employment. Local business schools produce well-trained graduates qualified for real job openings in our immediate area. It is hugely important to our economy in Central West Virginia to have a continuing source of entry-level white-collar labor, and our local business college fills this need.



Town Of Nutter Fort

INCORPORATED 1923
1415 BUCKHANNON PIKE
NUTTER FORT, WEST VIRGINIA 26301
PHONE/FAX (304) 622-7713

MAYOR
JACK GORBY

RECORDER
DOLORES TERANGO

LARRY ROBEY
KENNETH HASLEBACHER
DONALD WEBSTER
MARTHA DAVIS
SAM MAXSON

In my opinion, it is absolutely necessary that our current Administration, and especially the Department of Education, should continue to support the concept of the small, often privately owned and operated business college. In the absence of this source of trained employees, Harrison County would clearly suffer economically. Their presence is certainly a big plus in the continuing economic development of Harrison County and Central West Virginia.

Sincerely,

Jack C. Gorby
President
Harrison County League of Mayors

OFFICE OF DOMESTIC POLICY

THE WHITE HOUSE

FROM THE OFFICE OF: **CAROL H. RASCO**
ASSISTANT TO THE PRESIDENT
FOR DOMESTIC POLICY

JAN 10 1951

TO: _____

DRAFT RESPONSE FOR CHR BY: _____

PLEASE REPLY (COPY TO CHR): _____

PLEASE ADVISE BY: _____

LET'S DISCUSS: _____

FOR YOUR INFORMATION: _____

REPLY USING FORM CODE: _____

FILE: _____

RETURN ORIGINAL TO CHR: _____

SCHEDULE: _____

REMARKS: _____

JAN 10 REC'D



STATE OF ARKANSAS
EMPLOYMENT SECURITY DEPARTMENT
Post Office Box 2981
Little Rock, Arkansas 72203-2981

Jim Guy Tucker
Governor

William D. Gaddy
Director

January 5, 1994

The Honorable Carol Rasco
Assistant to the President
for Domestic Policy
The White House
1600 Pennsylvania Avenue, N.W.
Washington, DC 20500

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Sincerely,

A handwritten signature in black ink that reads "Bill".

William D. Gaddy



"AN EQUAL OPPORTUNITY EMPLOYER"