



# Delta Workforce Development Board

2020 – 2024 Strategic Plan

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## List of Acronyms

ABE	Adult Basic Education
CBO	Community-based Organizations
CEO	Chief Elected Official
CMPDD	Central Mississippi Planning and Development District
DOL	United States Department of Labor
DVOP	Disabled Veteran Outreach Service Providers
DUNS	Data Universal Numbering System
EDC	Economic Development Councils
FBO	Faith-based Organizations
IHL	Institutions of Higher Learning
DELTA WDA	Delta Workforce Development Area
LWDB	Local Workforce Development Board
MCCB	Mississippi Community College Board
MDA	Mississippi Development Authority
MDE	Mississippi Department of Education
MDES	Mississippi Department of Employment Security
MDHS	Mississippi Department of Health and Human Services
MDOC	Mississippi Department of Corrections
MDOT	Mississippi Department of Transportation
MDRS	Mississippi Department of Rehabilitation Services
MOU	Memorandum of Understanding
OJT	On-the-Job Training
SAM	System for Award Management
SBDC	Small Business Development Center
SDPDD	South Delta Planning and Development District
SMPDD	Southern Mississippi Planning and Development District
SNAP	Supplemental Nutrition Assistance Program
SWIB	State Workforce Investment Board
TANF	Temporary Assistance for Needy Families
TRPDD	Three Rivers Planning and Development District
UI	Unemployment Insurance
WET	Workforce Enhancement Training Fund
WIOA	Workforce Innovation and Opportunity Act

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## **Introduction**

The Workforce Innovation and Opportunity Act (WIOA) requires each workforce development board to develop a comprehensive four-year plan, in partnership with the local chief elected official, and submit to the state. The WIOA four-year plan is effective July 1, 2020 - June 30, 2024. At the end of each year of the four-year local plan, each local board is required to review the local plan and prepare and submit modifications to the local plan to the MDES Office of Grant Management. Modifications should reflect changes in labor market and economic conditions or in other factors affecting the implementation of the local plan.

The Mississippi Department of Employment Security (MDES), as designated by the Office of the Governor, is the coordinating body for approving local plans. The local plan shall support the alignment strategy described in the state plan in accordance with WIOA Section 102(b)(1)(E), and otherwise be consistent with the state plan. The Delta Workforce Development Board shall also comply with WIOA, Section 108 in the preparation and submission of the plan. Additional information about the WIOA, Public Law 113-128, enacted July 22, 2014, may be obtained from the U.S. Department of Labor Employment and Training Administration website: [www.doleta.gov](http://www.doleta.gov).

MDES provided guidance to assist Local Areas in structuring their workforce plan to meet federal WIOA regulations and alignment with the overarching workforce goals of the state. Any additional guidance will be provided by the MDES Office of Grant Management (OGM) through WIOA Communications.

## **Public Comment Requirements**

In accordance with the Workforce Innovation and Opportunity Act, Section 108(d), the Delta Workforce Development Board shall make copies of the proposed local plan available to the public through electronic and other means, such as public hearings and local news media; allow for public comment not later than the end of the 30-day period beginning on the date the proposed plan is made available; and, include with submission of the local plan any comments that represent disagreement with the plan. The Delta local plan was made available for public comment for the 30-day period beginning on September 30, 2022 to October 30, 2022; any comments received will be submitted to the MDES Office of Grant Management.

### **Submission Requirements**

Local plans must be submitted to the MDES Office of Grant Management no later than 5:00 PM CDT on September 30, 2022. Local plans should be submitted electronically in PDF format and uploaded via JSCAPE with an email notification to [rdyoung@mdes.gov](mailto:rdyoung@mdes.gov), [dhollis@mdes.gov](mailto:dhollis@mdes.gov), and [yolondaboone@acceleratems.org](mailto:yolondaboone@acceleratems.org) that the plan has been uploaded. The original plan and attachments should be retained by each local area.



P.O. Box 1776  
Greenville, MS 38702  
662-378-3831

**A.6. Administrative/Fiscal Agent's signatory official.**

Delta	Thomas L. Goodwin, Executive Director South Delta Planning and Development District P.O. Box 1776 Greenville, MS 38702 662-378-3831 tgoodwin@sdpdd.com
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**A.7. See Appendix B for Administrative Entity/Local Workforce Development Area/Fiscal Agent's Organizational Chart.**

**A.8. Administrative Entity's Data Universal Numbering System (DUNS) Number and Assurance of 'System for Award Management' (SAM) status is current.**

Delta	DUNS 07-352-2906	SAM status is current
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**A.9. Local Workforce Development Board (LWDB) Chairperson's Information.**

Delta	George W. "Bunky" Butler, President Butler Consulting 12990 New Africa Road Clarksdale, MS 38614 (662) 627-3067 bunkyb43@bellsouth.net
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**A.10. See Appendix C for the LWDB Membership List.**

**A.11. See Appendix D for the LWDB By-laws including date adopted/amended.**

**A.12. See Appendix E for the Local Area Certification Regarding Debarment.**

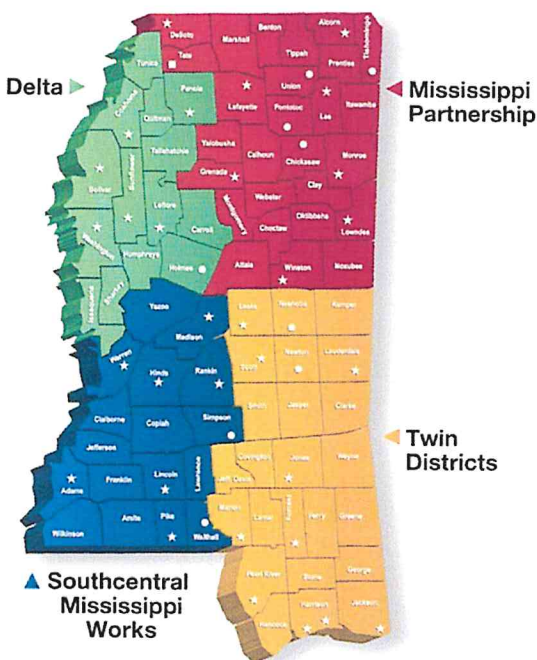
**A.13. See Appendix F Local Area Signatory Submission Page.**

## B. Regional Strategic Planning

As outlined in the State Plan, the State Board and the local boards will work together to define regions that occupy space in one or more workforce areas. These regions will be defined according to industry and sector needs and these regional concerns will be considered in training and other local administration of WIOA priorities. The regions are currently identified as the Local Workforce Development Areas.

The purpose of this section is to identify businesses and industries that operate within major enterprises that might cross jurisdictional boundaries (e.g., county boundaries, state borders) and might involve multiple Local Workforce Development Areas. Through analysis of the regional needs and market trends, this section is designed to levy the strengths of the local areas in order to create strategies for meeting the needs of employers for in-demand industries across the region.

**B.1.** For the purpose of this section, regions are identified as the Local Workforce Development Areas. The Delta, Mississippi Partnership, Southcentral Mississippi Works, and Twin Districts comprise the four WDAs. The four WDAs in Mississippi were defined in the Mississippi Comprehensive Workforce Training and Consolidation Act of 2004. The boundaries follow significant demographic and economic boundaries (See Figure 1). The four designated local



workforce areas are generally aligned with the planning and development district structure. Planning and development districts serve as the fiscal agents to manage funds and to oversee and support local workforce development boards aligned with the areas and local programs and activities as delivered by the One-Stop employment and training system.

**FIGURE 1. LOCAL MISSISSIPPI WORKFORCE DEVELOPMENT AREAS**

**B.2.** The Delta Workforce Development Area (DWDA) has adopted the vision outlined in the Mississippi WIOA Plan. The state's strategic vision, led by AccelerateMS, is to continue to nurture a workforce system that acts and functions as an ecosystem where all parts are connected and line up to achieve common goals so that every Mississippian has an opportunity to become career-ready and secure a good job right here at home. The state's primary strategy to operationalize its vision is a career pathway model known as the *Mississippi Works Smart*



*Start Career Pathway Model.* The DWDA has implemented the *Mississippi Works Smart Start Career Pathway Model* and continues to:

1. Align its local partners in education, training, and workforce around the Mississippi Works Smart Start Career Pathway Model, to guide Mississippians from any state of work-readiness into gainful employment.
2. Build on the state's current information technology infrastructure to coordinate and align the case management activities of all WIOA Combined Plan Partners in education, training, workforce, and supportive services to realize greater efficiency in service delivery, reduce duplication of effort, and ensure that every Mississippian receives the highest level of coordinated assistance in connecting to the labor market.
3. Build on the state's current physical network of WIOA Combined Plan Partners in workforce, education, and supportive service partner offices to ensure that every Mississippian has access to staff members who understand the Mississippi Works Smart Start Career Pathway Model and take a job-focused approach to case management.
4. Develop performance measures and other measures of socioeconomic mobility that give the DWDA the ability to assess program effectiveness and pursue a data-driven approach to strategic planning.
5. Engage in continuous research to understand the workforce needs of employers in the context of the DWDA local and regional economic sectors, making the results of this analysis available for economic development and other strategic workforce planning purposes.

**B.3.** This section includes regional economic conditions to include a) existing and emerging in-demand industry sectors and occupations; and b) knowledge and skills needed to meet the employment needs of employers in those industry sectors and occupations. The DWDA aligns with Mississippi's economic sector goals, identified by the Mississippi Development Authority's (MDA) target industries (See Table 1).

**Table 1. Mississippi LWDA's and MDA**

MDA-Defined Sectors	MDA	Delta	MS Partnership	Southcentral MS Works	Twin Districts
Advanced Manufacturing	Core	Target	Target	Target	Target
Aerospace and Defense	Core		Target		Target
Agribusiness, Food, and Beverage	Core	Target		Target	
Automotive	Core		Target	Target	
Distribution and Logistics	Core		Target	Target	
Forestry, Energy, and Chemicals	Core		Target		Target
Health Care		Target	Target	Target	Target
Data Centers, Information Technology, and Knowledge-Based Industries	Emerging	Target	Target	Target	Target
Shipbuilding					Target

## Target Industries

While each of the four Local Workforce Development Areas has a strong overall economic identity, some economic and demographic variability exists within these areas (See Table 2) relevant to any training or supportive efforts. Within each of the four WDAs, entities such as economic development councils (EDCs) and public utilities manage target industry regions. With vital information on available sites, buildings, and workforce demographics, EDCs assist companies considering Mississippi as a potential location. The presence of EDCs can be useful in identifying subtle differences of economic or industry focus within a WDA.

**Table 2. Mississippi LWDA's and EDCs**

	MDA Target Industries							
	Delta	MS Partnership		Southcentral MS Works		Twin Districts		
	Delta Council Development Department, Delta Strong	North MS Industrial Development Association	Golden Triangle Development Link	Greater Jackson Alliance	Southwest MS Partnership	MS Gulf Coast Alliance	Mississippi Power	Mid-Mississippi Development District
Advanced Manufacturing	X	X	X	X	X	X	X	X
Aerospace and Defense	X	X	X			X	X	
Agriculture, Food, and Beverage	X	X	X	X	X			
Automotive	X	X	X					
Distribution and Logistics	X			X	X		X	
Forestry, Energy, and Chemicals		X	X			X	X	
Health Care				X				X
Shipbuilding						X		
Data Centers and Information Technology				X			X	

## Description of the Delta Workforce Development Area

The Delta LWDA, encompassing 14 counties, serves as a connection to three of Mississippi's regional neighbors: Tennessee, Arkansas, and Louisiana. Within the Delta LWDA, Tunica County represents part of the Memphis metropolitan statistical area, which spans the three states of Mississippi, Tennessee, and Arkansas. Tunica County represents a region of the Delta that has a growing connection to Memphis within the Delta LWDA. As of 2018, 62.3 percent of Tunica county residents remain in the county for work, a drop from 79.2 percent in 2014. Workforce connections to Memphis are growing appreciably.

Within the Delta, there are also five micropolitan areas representing six counties. In these counties, more than 70 percent of residents remain in their county for work. These counties also draw non-core residents for work. Delta residents living in non-core areas (i.e., outside of metropolitan or micropolitan counties) leave their county for work at a rate of 45.02 percent.

The Delta represents an area of sparse population relative to other Mississippi LWDA. For example, Tunica County has a population density of 22.7 people per square mile, compared to the Mississippi average of 64. The micropolitan areas in the Delta have a higher population density (40.5 people per square mile, down slightly from in 2014), and the non-core areas have the lowest population density (22.9 people per square mile, down from 27.3 in 2014).

The Delta LWDA is driven by an economic goal of supporting agriculture and agribusiness, as led by the Delta Council and Mississippi Delta Developers Association. The Delta LWDA is known for its agricultural production. Analyzing jobs in Mississippi by location quotient (the concentration of jobs in a geographical area relative to the national average of jobs in this industry). Agriculture is a leading sector in Mississippi, employing approximately 17.4% of the state's workforce either directly or indirectly. Agriculture in Mississippi is an 8.33 billion-dollar industry. There are approximately 34,700 farms in the state covering 10.4 million acres. The average size farm is composed of 300 acres. Ten of the 13 top crop production and food manufacturing counties in Mississippi are located in the Delta LWDA.

While the fertile land of the Delta that supports agribusiness defines the Delta LWDA, the area is also diversifying in healthcare with service providers like Mid-Delta and pharmaceutical/medical product manufacturers, Baxter International and Needle Specialty. In addition, Delta LWDA has added Information Technology as a target sector. For example, Automation Anywhere has opened a center of excellence in Clarksdale at PeopleShores and is training Delta residents to provide Robotic Process Automation (RPA) for major companies throughout the United States.

In the northern part is Tunica County, the one of two metropolitan counties in the LWDA, in which nearly 63 percent of residents work in the county. In the northern and central portion of this LWDA are five micropolitan areas covering six counties with the highest average population density and more than 70 percent of residents that work in the county. In the northeast (three counties) and southern (three counties) portions of the Delta LWDA are six counties that fall into a non-core classification with more than 45.2% of residents commuting outside their county for work. Holmes County is the second metropolitan county in the LWDA and is part of the Jackson metropolitan area.

The DWDA continues its investment in workforce training which is critical to the success of its regional economy. According to Delta Strong, a regional economic development initiative, the region is home to 25+ billion-dollar companies in addition to the many small businesses that supply good jobs and self-sufficient wages for many Delta residents.



**Figure 2: Employment by Industry in the Delta LWDA**

**New and Emerging Sectors**

Industry	Employment	Percent	Earnings	Establishments
Health Care and Social Assistance	13,646	16.9	\$37,573	722
Wholesale/Retail Trade	12,169	15.1	\$33,762	1,213
Accommodation/Leisure	12,066	14.9	\$16,273	494
Educational Services	9,972	12.3	\$36,320	147
Manufacturing	9,035	11.2	\$42,276	167
Public Administration	5,245	6.5	\$35,640	214
Transportation and Warehousing	3,630	4.5	\$49,109	342
Natural Resources	3,012	3.7	\$33,834	645
Financial Activities	2,773	3.4	\$49,047	657
Administrative and Waste Services	2,196	2.7	\$28,557	183
Construction	2,135	2.6	\$46,256	307
Other Services (except Public Administration)	1,705	2.1	\$32,945	368
Professional, Scientific, and Technical Services	1,345	1.7	\$48,133	299
Utilities	656	0.8	\$69,262	69
Information	636	0.8	\$45,006	86
Management of Companies and Enterprises	546	0.7	\$55,466	31
<b>Total</b>	<b>80,767</b>	<b>100</b>	<b>\$35,335</b>	<b>5,944</b>

Source: U.S. Bureau of Labor Statistics, 2022; Mississippi Department of Employment Security, 2022.

There are several major sectors emerging in the state and the Delta LWDA: advanced manufacturing, healthcare support, and tourism.

Health Care represents 16.9% of the jobs in the Delta LWDA while manufacturing accounts for approximately 11.2% of the jobs. Information technology is lower on the list but is a part of many of the other sectors and is emerging in the area with PeopleShores and other technology companies. Agribusiness is a part of many industries including transportation and warehousing, natural resources, wholesale/retail trade and manufacturing.

Stoneville, Mississippi, located in the heart of the Mississippi Delta has often been referred to as the “Silicon Valley of Agriculture” a research facility boasting of state of the art laboratories, incubators and problem solving research to private companies and the public sector throughout the world. This location houses the US Dept of Agriculture’s 15 state regional headquarters,

Mississippi State University's largest branch campus plus and other federal research entities including the Forest Service. More than 800 people work at this advanced research center, including more than 200 Ph.D.'s.

Existing agribusiness industries include Bunge, CF Industries, Crop Production Services, Helena Chemicals, Louis Dreyfus Commodities, Monsanto, Performance Food Groups, Sanders, Supervalu, Tyson Foods, and Uncle Ben's Rice. Mars Food recently announced a \$31 million investment in Greenville, Mississippi to construct a state-of-the-art R&D center to support innovations for their global operations. Tables 3-6 provide detailed information regarding new and emerging sectors.

**Figure 3 Target Advanced Manufacturing Industry Structure in the Delta LWDA**

Industry	Employment	Percent	Earnings	Establishment
Machinery Manufacturing	1,349	45.8	\$45,112	16
Transportation Equipment Manufacturing	735	24.9	\$51,585	15
Electrical Equipment, Appliance, and Component Manufacturing	466	15.8	\$48,852	7
Miscellaneous Manufacturing	192	6.5	\$44,957	8
Primary Metal Manufacturing	135	4.6	\$69,662	3
Computer and Electronic Product Manufacturing	38	1.3	\$61,066	1
Petroleum and Coal Products Manufacturing	31	1.1	\$117,201	2
<b>Total</b>	<b>2,946</b>	<b>100</b>	<b>\$49,398</b>	<b>52</b>

Notes: State WIOA Plan defined Advanced Manufacturing to certain Agriculture manufacturing occupations; this Regional Plan highlights these occupations in a separate category. Source: Bureau of Labor Statistics, 2020.

**Figure 4: Target Agribusiness Industry Structure in the Delta LWDA**

Industry	Employment	Percent	Earnings	Establishment
Crop Production	3,051	40.5	\$29,501	426
Food Manufacturing	2,200	29.2	\$55,684	33
Support Activities for Agriculture and Forestry	1,466	19.5	\$43,091	148

Animal Production and Aquaculture	815	10.8	\$40,816	41
<b>Total</b>	<b>7,532</b>	<b>100</b>	<b>\$41,018</b>	<b>648</b>

Sources: U.S. Bureau of Labor Statistics, Quarterly Census of Employment and Wages, 2022; Mississippi Department of Employment Security, 2022.

**Figure 5: Target Data Center & IT Industry Structure in the Delta LWDA**

Industry	Employment	Percent	Earnings	Establishment
Professional, Scientific, and Technical Services	1,873	83.7	\$48,133	299
Telecommunications	334	14.9	\$62,551	26
Data Processing, Hosting, and Other Services	32	1.4	\$50,268	34
<b>Total</b>	<b>2,239</b>	<b>100</b>	<b>\$50,314</b>	<b>359</b>

Sources: U.S. Bureau of Labor Statistics, Quarterly Census of Employment and Wages, 2022; Mississippi Department of Employment Security, 2022.

**Figure 6: Target Healthcare Industry Structure in the Delta LWDA**

Industry	Employment	Percent	Earnings	Establishment
Hospitals	4,100	40.8	\$54,215	15
Ambulatory Health Care Services	3,335	33.2	\$49,353	359
Nursing and Residential Care Facilities	2,620	26.1	\$32,094	43
<b>Total</b>	<b>10,055</b>	<b>100</b>	<b>\$46,838</b>	<b>417</b>

Sources: U.S. Bureau of Labor Statistics, Quarterly Census of Employment and Wages, 2022; Mississippi Department of Employment Security, 2022.

### Occupations in Emerging Industries

In the DWDA, the top 10 occupations within advanced manufacturing account for approximately 50 percent of all jobs in the industry (See Table 8). Of all occupations, assemblers and fabricators are at the top, followed by welders, upholsterers, and first-line supervisors that, combined, employ almost 609 people. The top 10 occupations within healthcare support account for almost 51 percent of all jobs in the industry. The top 10 occupations within agribusiness account for approximately 69 percent of all jobs in the industry. Within the IT

industry, Telecommunications Equipment Installers and Repairers, Except Line Installers account for approximately 8 per cent of the top 10 occupations.

**Figure 7: Top 10 Occupations in the Advanced Manufacturing Industry in the Delta LWDA**

Occupation	Employment	Percent*	Hourly Wage		
			PCT10**	Median	PCT90***
Assemblers and Fabricators, All Other, Including Team Assemblers	609	20.8	\$10.20	\$15.95	\$19.95
Welders, Cutters, Solderers, and Brazers	134	4.6	\$12.57	\$17.41	\$23.11
Electrical, Electronic, and Electromechanical Assemblers, Except Coil Winders, Tapers, and Finishers	128	4.4	\$9.21	\$15.99	\$21.75
First-Line Supervisors of Production and Operating Workers	121	4.1	\$15.08	\$27.39	\$48.20
Helpers--Production Workers	89	3.0	\$10.35	\$13.09	\$15.44
Laborers and Freight, Stock, and Material Movers, Hand	87	3.0	\$8.55	\$11.48	\$19.10
Inspectors, Testers, Sorters, Samplers, and Weighers	86	2.9	\$9.72	\$15.03	\$22.86
Engine and Other Machine Assemblers	80	2.7	\$14.21	\$19.63	\$25.51
Machinists	76	2.6	\$10.60	\$13.31	\$23.01
Computer-Controlled Machine Tool Operators, Metal and Plastic	57	1.9	\$11.03	\$15.28	\$23.26
<b>Total</b>	<b>1,467</b>	<b>50.0</b>	<b>\$11.15</b>	<b>\$16.46</b>	<b>\$24.22</b>

Sources: U.S. Bureau of Labor Statistics, Occupational Employment and Wage Statistics, 2022; Mississippi Department of Employment Security, 2022. Notes: State WIOA Plan defined Advanced Manufacturing to certain Agriculture manufacturing occupations; this Regional Plan highlights these occupations in a separate category.



**Figure 8: Top 10 Occupations in the Agribusiness Industry in the Delta LWDA**

Occupation	Employment	Percent*	Hourly Wage		
			PCT10**	Median	PCT90***
Farmworkers and Laborers, Crop, Nursery, and Greenhouse	1,743	23.1	\$10.85	\$13.39	\$15.42
Farmers, Ranchers, and Other Agricultural Managers	859	11.4	\$16.58	\$25.34	\$49.03
Farmworkers, Farm, Ranch, and Aquacultural Animals	608	8.1	\$8.97	\$12.39	\$15.22
Meat, Poultry, and Fish Cutters and Trimmers	592	7.9	\$8.16	\$10.06	\$12.59
Laborers and Freight, Stock, and Material Movers, Hand	373	5.0	\$8.55	\$11.48	\$19.10
Agricultural Equipment Operators	310	4.1	\$8.16	\$11.43	\$18.95
Slaughterers and Meat Packers	225	3.0	\$8.34	\$11.21	\$15.47
Packers and Packagers, Hand	166	2.2	\$8.27	\$10.42	\$14.96
Heavy and Tractor-Trailer Truck Drivers	163	2.2	\$11.92	\$18.68	\$32.05
First-Line Supervisors of Farming, Fishing, and Forestry Workers	143	1.9	\$15.08	\$22.98	\$37.81
<b>Total</b>	<b>5,182</b>	<b>68.9</b>	<b>\$10.49</b>	<b>\$14.74</b>	<b>\$23.06</b>

Sources: U.S. Bureau of Labor Statistics, Occupational Employment and Wage Statistics, 2022; Mississippi Department of Employment Security, 2022. \*Percent of all Agribusiness jobs. \*\* Hourly 10th percentile wage. \*\*\* Hourly 90th percentile wage.

**Figure 9: Top 10 Occupations in the Data Center & IT Industry in the Delta LWDA**

Occupation	Total	Percent*	Hourly Wage		
			PCT10**	Median	PCT90***
Telecommunications Equipment Installers and Repairers, Except Line Installers	182	8.1	\$8.93	\$29.52	\$39.75
Secretaries and Administrative Assistants, Except Legal, Medical, and Executive	128	5.7	\$9.32	\$13.82	\$22.67
Lawyers	115	5.1	\$21.95	\$45.61	\$85.46

Accountants and Auditors	105	4.7	\$14.55	\$25.97	\$48.00
Paralegals and Legal Assistants	96	4.3	\$13.36	\$20.55	\$30.99
Bookkeeping, Accounting, and Auditing Clerks	95	4.2	\$9.60	\$17.74	\$28.85
General and Operations Managers	79	3.5	\$16.41	\$28.62	\$63.46
Receptionists and Information Clerks	48	2.1	\$9.22	\$12.62	\$16.93
Office Clerks, General	46	2.1	\$8.95	\$13.39	\$21.16
Veterinary Assistants and Laboratory Animal Caretakers	43	1.9	\$10.22	\$14.77	\$19.84
<b>Total</b>	<b>937</b>	<b>41.7</b>	<b>\$12.25</b>	<b>\$22.26</b>	<b>\$37.71</b>

Sources: U.S. Bureau of Labor Statistics, Occupational Employment and Wage Statistics, 2022; Mississippi Department of Employment Security, 2022. \*Percent of all Data Center & IT jobs. \*\* Hourly 10th percentile wage. \*\*\* Hourly 90th percentile wage.

**Figure 10. Top 10 Occupations in the Healthcare Industry in the Delta LWDA**

Occupation	Employment	Percent*	Hourly Wage		
			PCT10**	Median	PCT90***
Registered Nurses	1,881	18.7	\$22.13	\$29.88	\$39.86
Nursing Assistants	1,026	10.2	\$8.54	\$10.87	\$14.31
Licensed Practical and Licensed Vocational Nurses	692	6.9	\$16.12	\$20.17	\$25.39
Home Health Aides	275	2.7	\$8.13	\$9.83	\$12.54
Receptionists and Information Clerks	265	2.6	\$9.22	\$12.62	\$16.93
Personal Care Aides	214	2.1	\$8.83	\$11.90	\$20.32
Medical Assistants	204	2.0	\$11.08	\$14.27	\$18.60
Office Clerks, General	200	2.0	\$8.95	\$13.39	\$21.16
Clinical Laboratory Technologists and Technicians	195	1.9	\$12.71	\$21.65	\$31.78
Medical Secretaries and Administrative Assistants	182	1.8	\$10.18	\$13.55	\$20.24
<b>Total</b>	<b>5,134</b>	<b>50.9</b>	<b>\$11.59</b>	<b>\$15.81</b>	<b>\$22.11</b>

Sources: U.S. Bureau of Labor Statistics, *Occupational Employment and Wage Statistics, 2022*; Mississippi Department of Employment Security, 2022. \*Percent of all Healthcare jobs. \*\* Hourly 10th percentile wage. \*\*\* Hourly 90th percentile wage.

## **Employers' Employment Needs**

Information on employers' employment needs was derived from the partnership between AccelerateMS and the Mississippi Economic Council. During the period from July 22, 2021, to September 22, 2021, the Mississippi Economic Council conducted its annual tour across Mississippi under the theme "A New Day, A New Opportunity for Mississippi." Each year MEC conducts a series of local meetings to keep in touch with the business and community leaders across the state to assist the AccelerateMS, and its boards and committees to develop public policy recommendations that improve the business climate of the state.

The primary purpose of the 2021 MEC Tour was to listen to local leaders from retail business, education, healthcare, the hospitality industry, manufacturing, professional associations, professional services, and other sectors, as well as local elected officials and government, regarding their concerns and ideas on three critical issues.

- Mississippi Business climate
- Education, workforce, and skills training
- Talent retention and attraction

One issue emerged glaringly above each of the several concerns regarding the business climate in Mississippi. In every community, without exception, the number one issue was identified as "lack of qualified workers."

The MEC tour resulted in the following employer-driven goals and corresponding recommendations related to workforce concerns:

*Employer-Driven Goal 1 - Develop a World-Class Workforce to Meet the Needs of Today's Job Market and the Job Opportunities of the Future*

*Employer-Driven Goal 2 - Grow Our Economy and Population by Increasing the Number of Highly Qualified, Skilled Professionals*

*Employer-Driven Goal 3 - Strengthen and Expand Mississippi's Economy through Job Growth*

Organizationally, to provide a sustainable response to employer needs, representatives of manufacturing and other businesses have been further engaged in the State Workforce Investment Board processes to ensure that state workforce training system partners continue to address employer concerns

The DWDB supports the findings of the SWIB. Across these three sources of data, a general consensus is that businesses are expecting to grow, and that recruitment and retention of a qualified workforce is a critical issue for sustainability, viability, and growth. On the whole, businesses reported needing workers with labor and trade skills and those with basic work skills (e.g., reading, writing, appropriate workplace conduct). The general consensus among businesses is that employees, across the board, lack core competency skills such as:

- **Critical Thinking/Problem Solving**—Exercise sound reasoning and analytical thinking; obtain, interpret, and use knowledge, facts, and data; demonstrate originality and inventiveness.
- **Oral/Written Communication**—Articulate thoughts and ideas clearly and effectively; demonstrate public speaking skills; communicate new ideas to others through writing and editing.
- **Teamwork/Collaboration**—Build collaborative relationships; work in team structure; negotiate and manage conflicts.
- **Information Technology Application**—Select and use appropriate technology; apply computing skills to problem solving.
- **Leadership**—Leverage the strengths of others; use interpersonal skills and emotions effectively; organize, prioritize, and delegate work.
- **Professionalism/Work Ethic**—Demonstrate personal accountability, effective work habits, integrity, and ethical behavior; act responsibly; learn from mistakes.
- **Career Management**—Identify and articulate skills, strengths, and experiences; identify areas for professional growth and self-advocacy; explore job options and pursue opportunities.

When asked about the competencies desired in a potential employee at low-, middle-, and high-skill levels, 93 percent of employers rated dependability and reliability as the most important qualities for low-skill employees. In addition, 77.6 percent of employers reported that initiative and a willingness to learn were the most important qualities for middle-skill employees, and 72 percent of participants specified leadership, communication, and interpersonal skills as the most important qualities for high-skill employees.

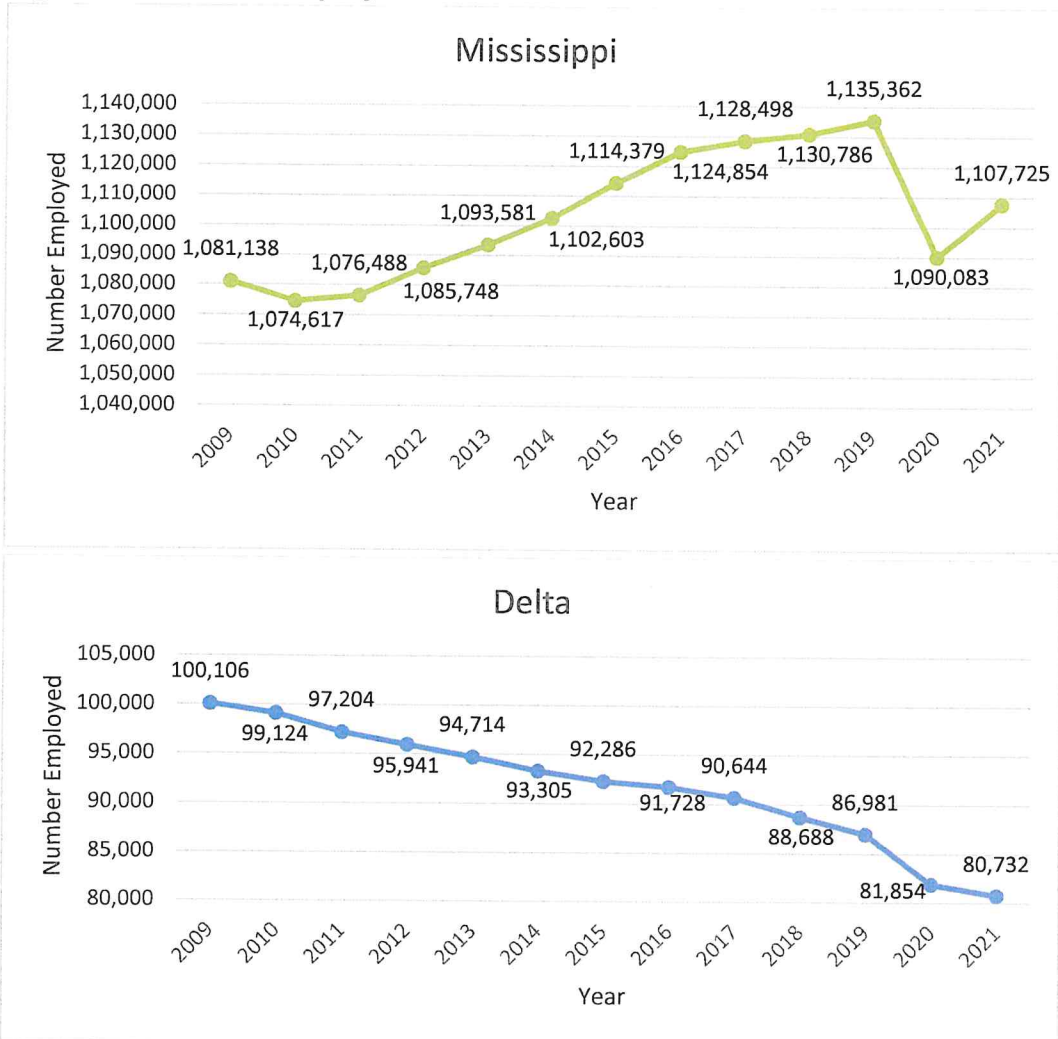
Not all employers are fully aware of the resources and services available to them. Thirty-nine percent of employers stated that their employees receive training from community colleges, technical schools, or vocational schools; 37 percent reported that their employees receive training from universities; and the remainder indicated that their employees receive external training from other federal programs. Mississippi employers would like to expand their use of community colleges and universities in the delivery of training for basic trades and skills along with fundamental competency skills for low-, middle-, and high-skill workers.

**B.4.** This section provides an analysis of the workforce in the region, including current labor force employment and unemployment data, and information on labor market trends, and the

educational and skill levels of the workforce in the region, including individuals with barriers to employment.

The DLDA conducted a review of the MDES annual Labor Force Report for 2019, 2020, and August 2022. While much of the state has rebounded and surpassed pre-COVID-19 employment gains, labor market information shows the Delta continues to lag behind in the primary indicators of economic progress such as employment, unemployment, workforce participation, and wage growth. After struggling with a high unemployment rate resulting from COVID-19, Mississippi is now experiencing a recovery that offers new economic opportunities for workers and job seekers

**Figure 11: Number Employed**

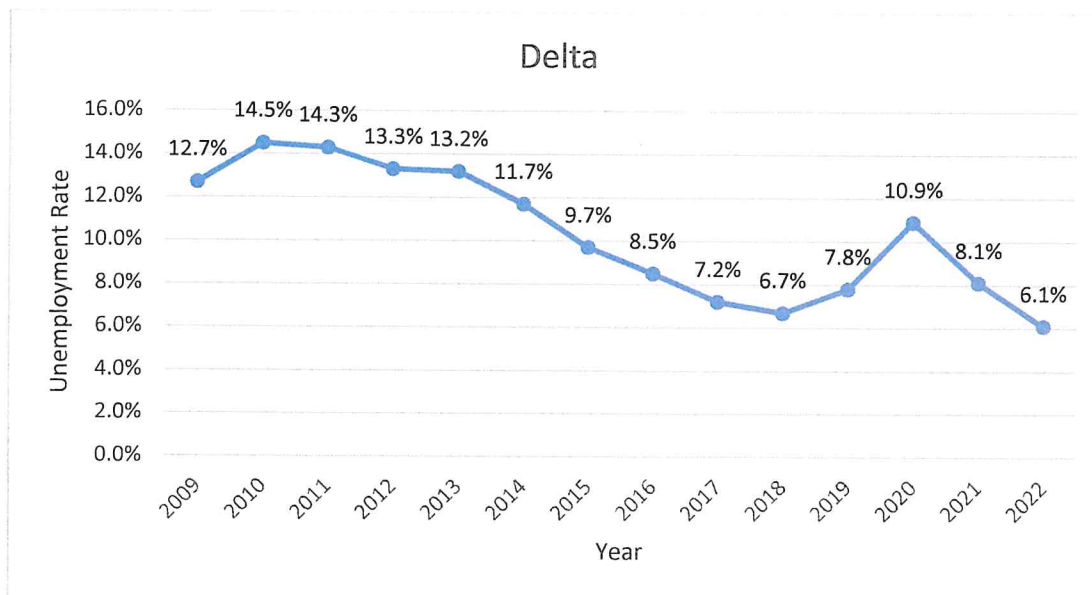
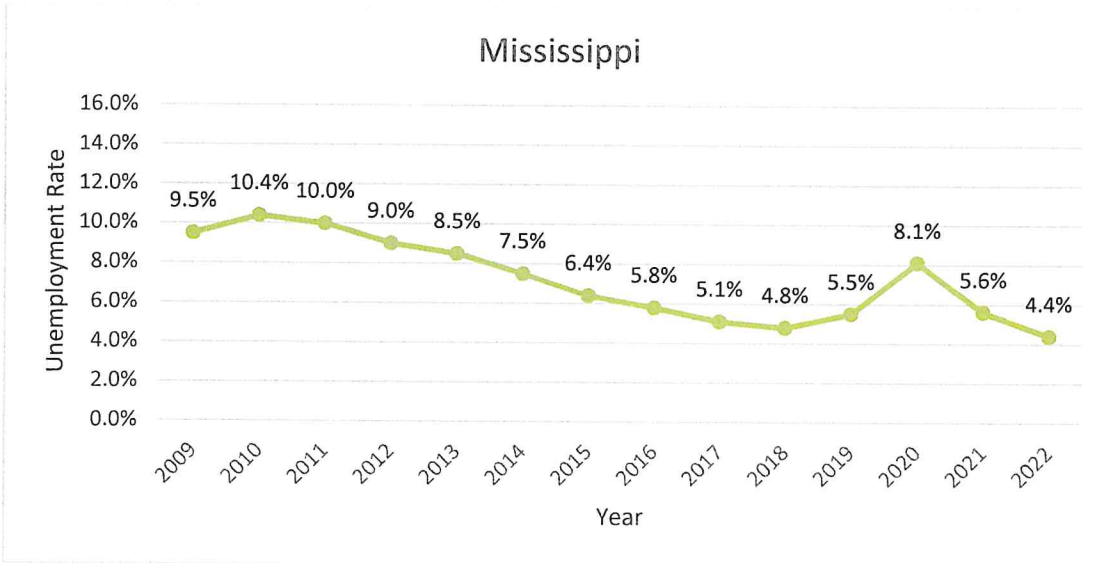


According to data from the Bureau of Labor Statistics (BLS) for the 2009-2014 period, the number of employed Mississippians hit a low in 2010 but increased slightly in 2011 before starting a consistent upward trend. Unlike the state, the Delta area experienced a decline in the

number of persons employed from 2011 to 2021. (See Figure 1) Post COVID recovery has continued to have lingering effect in the DWDA.

According to data from the MS Department of Employment Security, Labor Market Division, Mississippi's unemployment rate has dropped from 10.4 percent in 2010 to 4.4 percent in July 2022 (See Figure 2). Similar unemployment rate trends can be found in the Delta WDA's unemployment rate of 14.3 percent in March 2010 to 4.4 percent in July 2022.

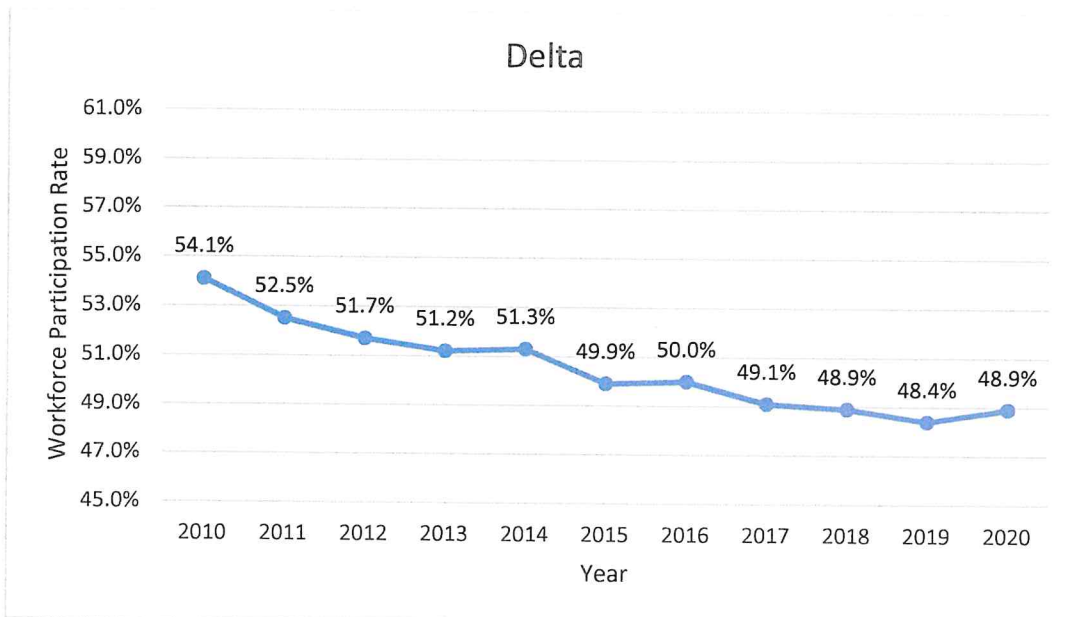
**FIGURE 12. UNEMPLOYMENT RATE.**



## Workforce Participation Rate

Despite an improved economic outlook, Mississippi faces some vulnerabilities that provide challenges for its progress. As is the case in other states, the long-term unemployed in Mississippi become discouraged and drop out of the workforce, contributing to the decline of workforce availability in the state). Mississippi's Labor Force Participation Rate in August 2017 was at 55.9 percent. The Delta area has the lowest workforce participation rate at 48.9 percent (See Figure 3)

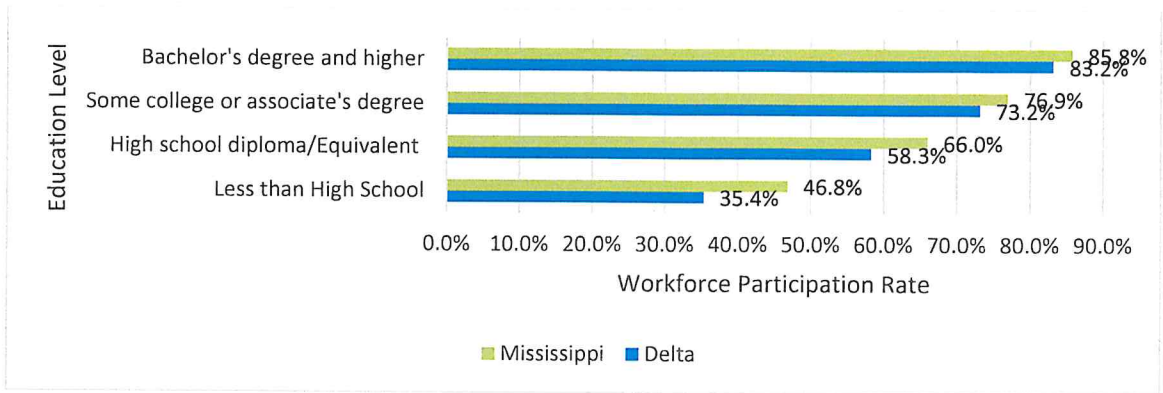
**Figure 13– Delta Workforce Participation Rate**



## Workforce Participation Rate by Education

Upon further analysis, data show that those with less than a high school education is the most vulnerable and most likely to become discouraged workers. Those with any credentials beyond high school in Mississippi, as in the rest of the country, are more likely to be attached to the labor market (see Figure 4).

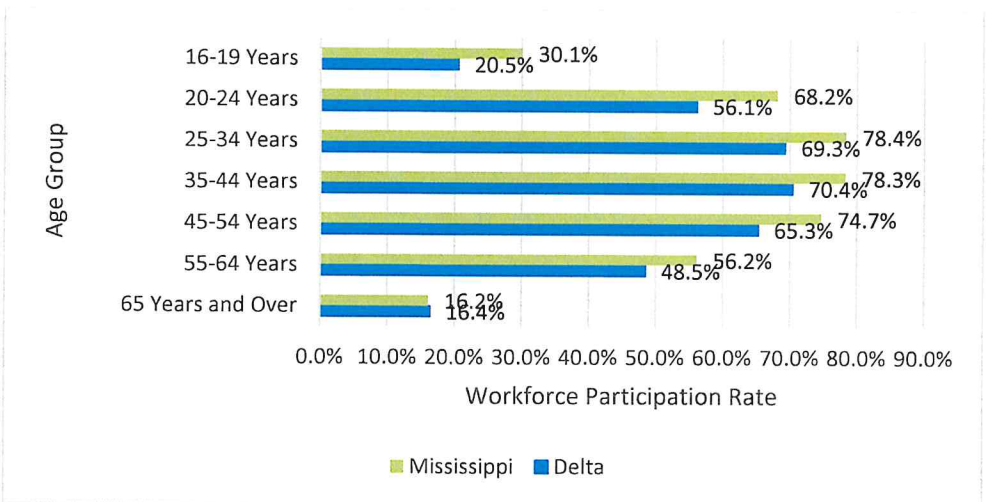
**FIGURE 14. WORKFORCE PARTICIPATION RATE BY EDUCATION.**



**Workforce Participation Rate by Age**

Additionally, the workforce participation rate varies by age group. In Mississippi, youth (ages 16 to 19) have one of the lowest workforce participation rates at 30.1 percent, while young adults (ages 20 to 24) have a 58.8 percent workforce participation rate. These findings likely reflect the barriers that young people face in finding employment, even among those who are enrolled in education or training programs (see Figure 5). With exception of workers age 65 and older, the DWDA experiences significantly lower workforce participation rate compared to the state.

**FIGURE 15. WORKFORCE PARTICIPATION RATE BY AGE.**





**B.5.** The DWDB engages with representatives of business in the local area, including small business. The local workforce areas depend upon guidance from the LWDB that meets 4 times per year to review the DWDB methods and services. Representation on the DWDB meets the membership criteria defined in WIOA. Delta has a small business developer on staff who works with entrepreneurs to help start or expand small businesses.

Methods and services to support the workforce system are aligned with regional economic development needs. The Mississippi Development Authority's regional staff serves as a liaison and central point of contact between workforce area partners and businesses. MDES monitors and updates the DWDB regarding in-demand industry sector occupations.

**B.6.** Collaboration between workforce and economic development partners is essential for economic growth because regions are the centers of competition in the global economy. Regions work together to leverage resources and use their strengths to overcome their weaknesses. WIOA success is realized through multiple public and private partnerships which focus on specific functional areas (i.e., training) which are subsequently integrated with the LWDB.

The DWDA will pursue a partnership with the Mississippi Department of Agriculture and Commerce (MDAC) The MDAC division of Agriculture Workforce Development is dedicated to growing Mississippi agriculture through workforce education, outreach, and development. The program strives to help the agriculture industry and businesses meet employment demands of Mississippi's agriculture workforce and to create a pipeline of quality educational and training opportunities for high school and college students pursuing a career in agriculture. This program partnership will help to promote awareness and increase the number of qualified applicants for agricultural jobs help within Mississippi's agricultural businesses, industries, educational institutions, and agricultural youth development organizations.

A proven strategy is to continuously analyze each workforce areas strengths, weaknesses, opportunities, and threats. SWOT analyses help in planning processes and to determine goals and objectives as well as formulate a plan of action for coming years. The workforce areas work closely with representatives of the public and private sectors on a continual basis as they seek to foster economic and community development throughout the regions. Collaboration with the Delta Council and the Delta Strong initiative is a specific example. Widespread support among local elected officials, business leaders, and other stakeholders is essential to foster and cultivate innovative workforce approaches. Delta Strong is a regional branding, marketing and business attraction program aimed to bring manufacturing opportunities to the region managed by Delta Council.

**B.7.** Regional transportation issues related to workforce development are identified by the LWDB to address regional needs and commuting patterns. Supportive transportation services are customized for the individual participant, such as vouchers and monthly stipends where funding is available.

**B.8.** On the local level, each DWDB encourages alignment among area secondary education entities, community colleges and universities to articulate career pathways. These pathways create a pipeline for the workforce. The MS Works system will generate a Work-Ready Report Card to enable participants to be trained in alignment with employer labor market needs. The DWDB recognizes and promotes the Mississippi Works MSGradJobs.com and MSTechJobs.com to connect four-year college and technical students with work opportunities.

**B.9.** The DWDB provides services targeted for individuals regardless of geographic location. The services are identified and aligned with individual needs and business needs of the region. The services are intended to close the gap between high skills and middle skills with business needs and high demand occupations.

**B.10.** The DWDB supports the WIOA State Plan for priority of services for veterans and their families seeking employment opportunities and connects military skills with occupational demands using the Mississippi Works intake process. In addition, the DELTA WDA supports the Jobs for Veterans State Grants.

Disabled Veteran Outreach Specialists (DVOPs) are integrated into the WIN Job Center service delivery system at the local job center level. Veterans and eligible spouses will continue to receive priority of service for all DOL-funded job training programs, which include WIOA programs. However, as described in TEGL 10-09, when programs are statutorily required to provide priority for a particular group of individuals, such as the WIOA priority, priority must be provided in accordance with the WIOA State Plan. The workforce areas connect military skills through crosswalks of professional skills and job opportunities. DVOPs will be cross trained to understand the full component of WIOA and Combined Plan Partner programs that may be available. In instances when a DVOP is not available or has reached the predetermined caseload, another WIN Job Center staff will provide services to veterans and eligible spouses as appropriate.

### C. Local Area Planning

Mississippi's State Plan includes the Combined Plan Programs and Strategic Programs. The purpose of this section is to explain how the DWDB will prepare and support an educated and skilled workforce for all eligible job seekers. This section includes descriptions of the local workforce development system and the role the local board plays in coordinating with workforce development partners and stakeholders.

Mississippi's WIOA Combined Plan includes Core Programs and Strategic Programs. Planning and development districts serve as the fiscal agents to manage funds and to oversee and support local workforce development boards aligned with the areas and local programs and activities as delivered by the One-Stop employment and training system.

**C.1.** The DWDB support the State's strategic vision for achieving its seven sustainable, high-performance employment goals:

1. Work together to develop policies that will coordinate service delivery with all WIOA Combined Plan Partners.

2. Strengthen interagency partnerships.
3. Develop defined, articulated pathways across educational sectors (K-16+) to create a pipeline for the workforce.
4. Develop cross-program performance metrics.
5. Continue to invest in integrated technology to meet the unified technology requirements of the Workforce Innovation and Opportunity Act (WIOA) and other federal initiatives.
6. Engage partners to establish the plan to remain abreast of changing industry needs and the metrics to measure outcomes to realize the potential of the state's workforce programs and delivery systems.
7. Draft and communicate a unified vision/message.

Goals 1, 2, 5 and 7 aim at a decrease in programmatic fragmentation in order to serve all eligible individuals and businesses in a coherent and productive way. Goals 3 and 6 aim to produce a workforce that meets the needs of Mississippi's existing industry employers, and the needs of the employers Mississippi hopes to attract to do business in the state. Goals 4, 5, and 6 aim to ensure that Mississippi's attempts to create a skilled workforce are measurable.

At the local level the DWDB participates in regional and local meetings to communicate industry workforce needs to stakeholders and supply-side partners. Target populations and priority populations are emphasized in the delivery of services and DWDB deploys shared/pooled resources to provide services, training, and education to meet the target population's needs.

Local Workforce Development Boards (LWDBs) are held to six (6) primary Indicators of performance established by WIOA for the Title I – Adult, DW and Youth. The intended outcomes are measured in accordance with the state performance goals and locally negotiated rates. Performance number baselines were calculated using the following methodology:

**1. Second Quarter Employment Rate**

Upon the completion of the second quarter, the percentage of participants who were hired in unsubsidized employment after exiting the program.

**2. Fourth Quarter Employment Rate**

Upon the completion of the fourth quarter, the percentage of participants who were hired in unsubsidized employment after exiting the program.

**3. Median Earnings**

During the second quarter, the statistical median earnings of participants after exiting the program.

**4. Credential Attainment**

Upon one year of exiting the program, the percentage of participants who are enrolled in an education or training program.

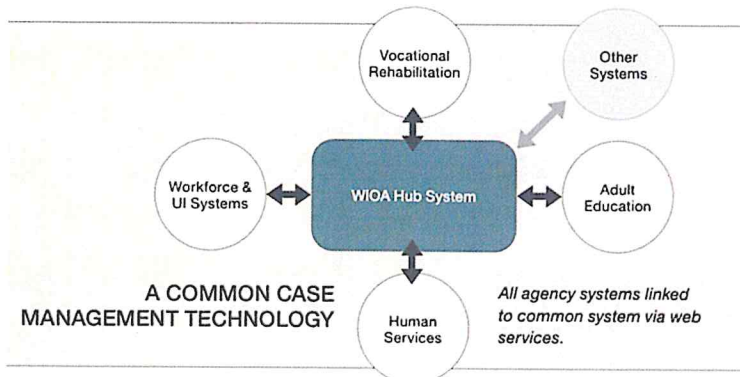
**5. Measurable Skills Gains**

The percentage of program participants who, during a program year, are achieving measurable skills in an education or training program that leads to a recognized postsecondary credential or employment.

## 6. Business Indicators

The percentage of businesses that have repeatedly utilized services within the past three years. The percentage of State businesses that utilize services.

**C.2.** The local workforce service providers will carry out the core programs aligning available resources to achieve the strategic vision and goals.



The State developed the WIOA Hub system that allows core programs to generate electronic referrals and align resources to meet the needs of job seekers. This “no wrong door” approach ensures beneficiaries to WIOA core partner programs have real time access to a mix of services that mitigate barriers and provide work supports to enter training or

employment. In addition, partners connecting with one another to provide the services their clients need, the LWDB’s physical infrastructure for workforce delivery has been transformed through the addition of comprehensive One-Stop centers in which staff members representing each WIOA partner are collocated in a single center.

**C.3.** The DWDB adopted the State Plan which includes two major components: 1) Combined Plan Programs and 2) Strategic Programs to increase the impact of the Combined Plan (Tables 3 and 4). LWDBs are represented in the in the WIOA organizational structure. Figure 16 shows the relationship among LWDBs and combined plan program partners as well as strategic partners.

**Table 3. Combined Plan Programs.**

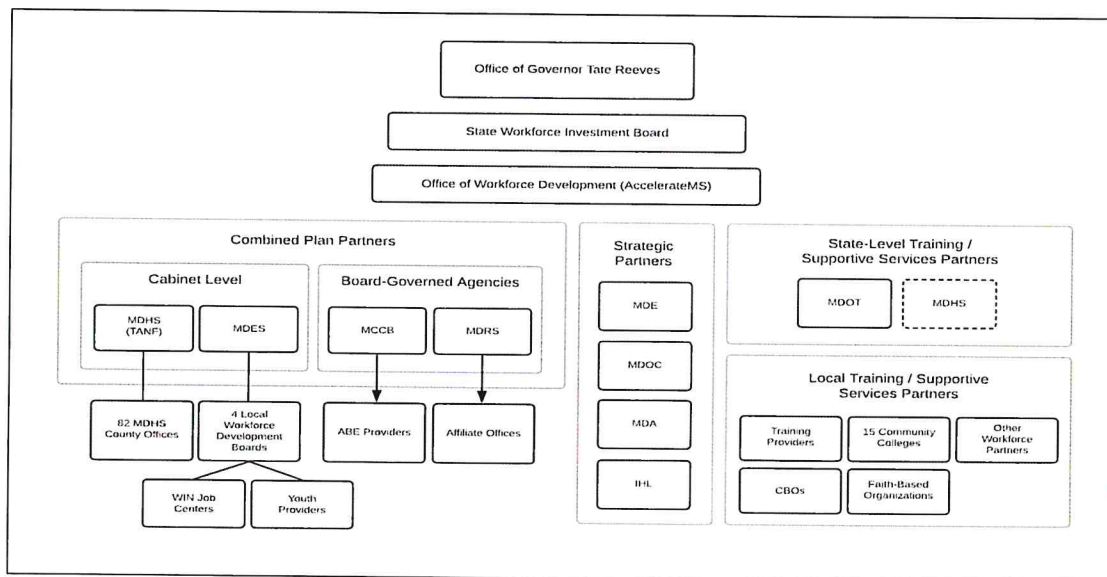
Agency	Combined Plan Core Partner Programs
MDES	<ul style="list-style-type: none"> <li>- Adult, Dislocated Worker, and Youth Programs (WIOA Title I)</li> <li>- Wagner-Peyser Act Program (Wagner-Peyser Act, amended by WIOA Title III)</li> <li>- Trade Adjustment Assistance for Workers Program (authorized under Title II-Chapter 2 of the Trade Act of 1974)</li> <li>- Jobs for Veterans State Grants Program (authorized under Chapter 41 of Title 38 United States Code)</li> <li>- Unemployment Insurance Programs (authorized under state unemployment compensation laws)</li> </ul>
MCCB	- Adult Education and Family Literacy Act Program (WIOA Title II)
MDRS	- Vocational Rehabilitation Program (Title I of the Rehabilitation Act of 1973, as amended by WIOA Title IV)
MDHS	- Temporary Assistance for Needy Families (TANF)

**TABLE 4. STRATEGIC PROGRAMS.**

Agency	Program
MDHS	<ul style="list-style-type: none"> <li>- Employment and training programs under the Supplemental Nutrition Assistance Program (authorized under section 6(d)(4) of the Food and Nutrition Act of 2008)</li> <li>- Work programs authorized under section 6(o) Food and Nutrition Act of 2008</li> <li>- Employment and training activities carried out under the Community Services Block Grant Act</li> </ul>
MDE & MCCB	- Career and technical education programs authorized under the Carl D. Perkins and Technical Education Act of 2006
MDA	- Employment and training activities carried out by the Department of Housing and Urban Development
MDOC	- Reintegration of Ex-Offenders Program (authorized under Section 212 of the Second Chance Act of 2007)

Workforce development activities in Mississippi have been on a decades-long trajectory toward cooperation and partnership. State leadership has successfully encouraged a unified, jobs-focused approach to workforce and reemployment services by its creation of and support for the Mississippi Works network of partners, technologies, and services and now, through its creation of the Office of Workforce Development (AccelerateMS) to further focus unified effort on enhancing the skills of Mississippi's workforce. The current agency structure has produced notable agency-to-agency partnerships such as the DWDB/TANF STEPS program.

**Figure 16. State Agency WIOA Organization.**



**C.4.** The DWDB will provide core programs that assist adults to attain appropriate credentials, become gainfully employed, remain employed and serve employers' needs. When a job seeker enters a WIN Job Center, they will be greeted and directed to an appropriate starting point. Additional details regarding specific indicators can be found in the State Plan. For access to training, education and industry-recognized certifications, participants will enroll with approved training providers. The Mississippi Department of Employment Security maintains a current list of approved training providers through the Eligible Training Provider Network.

**C.5.** The LWDBs meet the needs of businesses through a variety of services.

1. Connect to job seekers—Employers who want to connect to potential job candidates can do so through an integrated, technology-based workforce system, Mississippi Works. The LWDB encourages employers to utilize this tool.
2. Design short-term training programs—Employers can utilize the Workforce Enhancement Training (WET) Fund to customize pre-employment training, post-hire training, or evaluate applicant skills through local community colleges.
3. Job creation incentive—Employers who create new jobs and make corporate investments in Mississippi may be eligible for a number of tax incentives authorized through the LWDB partner, and the Mississippi Development Authority (MDA).
4. Expand employment opportunities—Employers can take advantage of more efficient, cost-effective transitional strategies such as OJT, internship, and apprenticeship programs to develop a technically-skilled workforce.

**C.6.** The DWDB coordinates and promotes entrepreneurial skills training and microenterprise services through a referral network of the Mississippi Small Business Development Centers and other local small business focused providers. The DWDB has a Small Business Developer on staff to provide technical assistance to startup businesses.

**C.7.** The DWDB enhances the use of apprenticeships to support the regional economy and individuals' career advancement through collaboration with entities such as the U.S. Department of Labor Office of Apprenticeship, Mississippi Construction Education Foundation, and other registered apprenticeship programs. Delta WBD is working with MDE, Northwest MS CC, Tunica County Economic Development agency, Tunica County schools and Feuer (manufacturing company) to develop a pre-apprenticeship model for seniors in the Career Tech Center in Tunica.

**C.8.** The DWDB supports rapid response activities as described in the Mississippi WIOA Combined Plan to offer the customer individualized comprehensive reemployment benefits and services. When any WIOA partner receives information concerning a layoff or closure, that information is shared with both state and local rapid response team members. The local area, working in conjunction with the local board and the chief elected officials, coordinates Rapid Response activities with the state, to quickly respond to the needs of those affected by a layoff. The team of subject matter experts includes representatives from the WIN Job Center, Community or Junior College, Department of Human Services, Home Saver Program, Small Business/Entrepreneurial Program, MDES, Vocational Rehabilitation Services and the local

area to provide the following information to those facing a job loss. Information is provided and reviewed by the team to those affected which includes information on "Surviving a Layoff". Other information includes a personal tool kit, tips on developing a resume, interviewing tips, Career Readiness Certificates, how to apply for Unemployment Benefits, how to register for employment services, training services available for dislocated workers, job leads, upcoming job fairs, housing assistance, mortgage assistance, insurance options, utility bill assistance, prescription assistance, and child care.

**C.9.** The DWDB supports the Mississippi WIOA Combined Plan to assist in maximizing coordination of services provided under the Wagner-Peyser Act and services provided in the local area through the WIN Job Center system. A detailed description of the Wagner-Peyser Act Program is detailed in the State Plan. MS Works technology has been designed to assure maximized services.

**C.10.** The DWDB supports the Adult Education program operated through the Mississippi Community College Board and the Mississippi Department of Education. The intake process in the Career Pathway Model is used to connect adults needing these services. The State Plan provides a detailed description of the Adult Education Program and its funding.

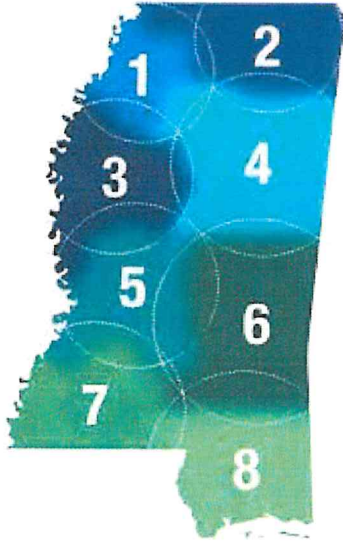
**C.11** The DWDB supports the Department of Vocational Rehabilitation Services to meet the needs of individuals with disabilities and other individuals, through flexible, customized services. The State Plan outlines the details of how services are administered including cross training of staff, technical assistance, use and sharing of information, cooperative efforts with employers, and other efforts at cooperation, collaboration, and coordination.

**C.12.** The DWDB adheres to the competitive process used to award sub-grants and contracts in the local area for activities carried out under WIOA Title1 in accordance with 2CFR 200, a guide outlining requirements for entities receiving and administering federal funds.

**C.13.** MDES generates a quarterly performance report for the LWDB to track performance. The SWIB provides LWDBs with summary reports useful for continuous improvement of WIOA performance. The State Plan provides a more detailed description of the Integrated Intake and Service Delivery Plan. DWDB conducts a validation process to ensure the integrity of data used to track and determine performance. The DWDB also conducts program monitoring that includes fiscal, compliance and performance reviews.

**C.14.** The DWDB will continue to remain a high performing board by meeting or exceeding negotiated performance goals for all measures in each of the three federal WIOA customer groups, which consist of adults, dislocated workers, and youth. The LWDB will engage its strategic partners and stakeholders, implement data driven policies and processes, be flexible, agile, and responsive to changing labor market and industry needs. DWDB has adopted policies and operating procedures consistent with the State Plan. A list of policies and operating procedures for each LWDB is provided in the appendices.

**C.15.** The DWDB has identified industry sectors that are aligned to Mississippi's economic sector goals as identified by the Mississippi Development Authority's target industries. These targeted industries are depicted in Section B. 3 Table 1. The LWDB prioritizes service delivery for target industry sectors and supports economic developers in expanding and attracting these



industries to Mississippi. Strategies to meet the business needs for these industries are coordinated with the DWDB network of partners including AccelerateMS, WIOA core programs, chambers of commerce, economic development organizations and industry associations. Investments in workforce initiatives, including training programs which promote skills development and career ladders are based on relevant needs of the regional labor market and high-wage industry sectors.

AccelerateMS has identified two subregions within the Delta LWDB and hired Ecosystem Coordinators to be the single point of contact within their sphere of influence. The DWDB will participate in meetings facilitated by AccelerateMS to share best practices, voice concerns, provide feedback, and join in the development of workforce strategies appropriately focused upon

the needs of ecosystems one and three.

### ECOSYSTEM 3

*This ecosystem is in the central Delta region of the state and includes the counties of Bolivar, Carroll, Holmes, Humphreys, Issaquena, Leflore, Sharkey, Sunflower, and Washington.*

This region's workforce training is supported by Holmes and Mississippi Delta community colleges.

**Population**  
165,236

**Workforce**  
58,197

**Jobs**  
66,210

This region's population decreased by 9% between 2015 and 2020 and is expected to continue to decrease between 2020 and 2025. This region is experiencing a negative net migration with most individuals migrating to Shelby County, TN, which is in the Memphis metro. The number of jobs in this ecosystem are declining by a smaller percentage than population, experiencing a 6% decline between 2015 and 2020.

**Top Jobs**

- Registered Nurses
- General and Operations Managers
- Licensed Practical and Licensed Vocational Nurses
- Heavy and Tractor-Trailer Truck Drivers
- Industrial Truck and Tractor Operators
- Customer Service Representatives
- Light Truck Drivers
- Assemblers and Fabricators
- Maintenance and Repair Workers, General
- General and Operations Managers

*\*Selected jobs earn at least \$20,000 upon entry and 25% of the state median wage.*

**Educational Attainment**

	% of Population	Population
Less Than 9th Grade	8.1%	8,791
9th Grade to 12th Grade	13.4%	14,614
High School Diploma	33.4%	36,508
Some College	20.5%	22,183
Associate's Degree	7.6%	8,269
Bachelor's Degree	10.5%	11,438
Graduate Degree and Higher	6.7%	7,354

### ECOSYSTEM 1

*This ecosystem is in the northwest corner of the state and includes the counties of Coahoma, Panola, Quitman, Tallahatchie, and Tunica.*

This region is within close driving distance to the Memphis metro and the workforce is accustomed to driving for good jobs. Additionally, this region's associate degree attainment is 3.6% above the national average. Training in this region is supported by Coahoma and Northwest community colleges.

**Population**  
85,271

**Workforce**  
33,270

**Jobs**  
31,493

This region's population declined by 6.4% since 2015 and is expected to continue to decline over the next 5 years. Additionally, jobs have declined by 15% during the same timeframe. Most job losses came from the Accommodation and Food Services Industry Sector. The majority of individuals leaving the region are migrating to DeSoto, Tate, and Lafayette Counties in Mississippi and Shelby County in Tennessee.

**Top Jobs**

- Registered Nurse
- First-Line Supervisors of Transportation and Material Moving Workers, Except Aircraft Cargo Handling Supervisors
- Licensed Practical and Licensed Vocational Nurses
- Bookkeeping, Accounting, and Auditing Clerks
- Heavy and Tractor-Trailer Truck Drivers
- Welders, Cutters, Solderers, and Brazers
- Cutting, Punching, and Press Machine Setters, Operators, and Tenders
- Light Truck Drivers
- Assemblers & Fabricators
- Maintenance & Repair Workers, General

*\*Selected jobs earn at least \$30,000 upon entry and 75% of the state median wage.*

**Educational Attainment**

	% of Population	Population
Less Than 9th Grade	7.1%	4,030
9th Grade to 12th Grade	13.9%	7,674
High School Diploma	31.6%	17,910
Some College	20.9%	11,006
Associate's Degree	12.2%	6,599
Bachelor's Degree	8.9%	5,034
Graduate Degree and Higher	5.4%	3,031



**C.16.** The DWDB will submit modifications, as necessary, to its plan that reflect change in local and or/state priorities or target industries on an annual basis. Through regularly scheduled meetings of the LWDB, area partners may submit requests for changes or improvements for consideration. If the recommended changes affect state-level decisions, the recommendations will be elevated to the SWIB for consideration and approval.

**D. WIN Job Centers (One-Stop Delivery System) and Programs**

This section describes how the job centers in the DELTA WDA will operate and deliver program services.

**D.1.** Innovation and information exchange will be a priority for the local WIN Job Center system. The DWDB continually strives to involve local employers, the community at large, and current or potential partner programs in workforce development efforts. This includes efforts to ensure that local employers and the community are aware of the WIN Job Centers and the services available. DWDB members and staff speak to local community groups about the workforce development programs. Additionally, the DWDB can offer a limited number of workshops geared to the needs of local businesses. WIN Job Center staff is involved in local organizations throughout their communities and use these as avenues to inform employers and individuals of the services available through the WIN Job Centers. The DWDB establishes outcome and process goals for each WIN Job Center and aligns with the workforce system as a whole. WIN Job Centers are benchmarked with each other and with outside businesses where possible. The staff provides program specific training for system staff.

The DWDB ensures that service providers are properly evaluated based on performance goals established for each. Continuation of contract with services providers is dependent on performance.

Periodic partner meetings along with meetings with WIN Job Center managers and staff are scheduled to explore ways to improve services and share successful practices.

**D.2.** The DWDB will secure a Memorandum of Understanding (MOU) with WIN Job Center partners. The purpose of the MOU is to establish the design framework and partnerships of the DWDB. While this is a requirement of WIOA and consistent with the State Plan, the intent is to create and foster an atmosphere of cooperation and collaboration among partners. By working together, partners can identify current and future in-demand workforce skills, promote post-secondary education, promote lifelong learning strategies and engage citizens in appropriate career pathways designed to support permanent unsubsidized employment and a self-sufficient level of income. Current Consortium Agreements/Resource Sharing Plans are available for review at the office of the fiscal agent. See Appendix G for the Local Area WIN Job Center Memorandum of Understanding.

**D.3.** The WIN Job Centers will use the Mississippi Works integrated, technology-enabled intake and case management information system for programs carried out under WIOA and WIN Job Center partners as referenced previously in Section C2 of this local plan.

**D.4.** The WIN Job Center staff have been trained in integrated services delivery and will have access to Mississippi Works ([wings.mdes.ms.gov](http://wings.mdes.ms.gov)) technology. Methods and timelines for accomplishing training for both will be defined in cooperation with the SWIB. Designated staff will continue to serve on the various committees for WIOA Partner Agency Staff Cross Training. Dates, times, and locations will be defined by the committee.

**D.5.** The DWDB ensures its monitoring and oversight of the WIN Job Center system. The monitoring process will reference, where applicable, Office of Management Budget 2 CFR 200. The sub-recipients will be monitored in at least one in-depth review during the fiscal year.

Generally, focus areas for the review include:

1. General Compliance
2. Fiscal Reviews
3. Programmatic Activities and Compliance
4. Performance
5. Property and equipment
6. General administrative
7. Equal Opportunity Compliance

Satisfaction of employers and job seekers is determined through the use of the training services and employer satisfaction with OJT. Eligible training providers who meet performance are allowed to remain on the ETPL.

**D.6.** WIN Job Center location(s) include Comprehensive and Affiliate sites are listed below in Table 14. There are no Sector Training Plus Centers or Virtual-Access sites in the Delta at this time.

Program services offered in each are defined in the State Plan and supported by the DWDB. The MOU is signed by each of the partners and establishes guidelines for services provided, funding for infrastructure and operating cost, funding for services and training, and access to the unified system. See Appendix H for a Description of Local Area WIN Job Centers.

**TABLE 5 DESCRIPTIONS OF WIN JOB CENTERS.**

Local Workforce Development Areas	Comprehensive Centers	Affiliate Centers	Sector Training Plus Centers	Virtual Access Sites
Delta	Greenville WJC	Clarksdale Batesville Cleveland Greenwood Indianola Lexington (Part-time)	To be determined	To be determined

**D.7.** The DWDB aspires to have at least one Sector Training Plus Comprehensive One-Stop Center. A Sector Training Plus Comprehensive One-Stop Centers will provide access to all Combined Plan Partner services and provide in-house career and technical education. Planning for a future center is underway to encourage cross-program alignment of services in a seamless, coordinated, service-delivery model that accommodates all job seeker and employer customers (see State Plan, One-Stop Operations Workgroup). A One-Stop System provides access to all program services through a network of physical locations and a virtual environment. It will allow individuals to have access to all appropriate programs at any point of entry into the system.

The DWDB will offer at least one Comprehensive One-Stop Center and a network of Affiliate One-Stop Centers where needed to meet the customer's needs.

**D.8. & D.9.** The WIN Job Centers will use the Mississippi Works integrated, technology-enabled intake and case management information system for programs carried out under WIOA and programs carried out by WIN Job Center partners as referenced previously in Section C2 of this local plan.

**D.10.** All job seekers, even those restricted to remote areas are connected to employers through both web and mobile applications and vice versa. Job seekers can 1) build a profile; 2) generate a resume; 3) search for and apply online to job openings; 4) receive emails or text messages when new openings match the job seeker's criteria; 5) receive real-time feedback on how well matched the job seeker is for a particular position; and 6) access easy-to-understand labor market analysis. For job seekers who lack computer skills, WIN Job Center staff can also log into the Mississippi Works Labor Exchange to assist job seekers in applying for positions through a "staff-assisted referral" or other Wagner-Peyser services.

**D.11.** The DWDB MOU will define equitable funding contributions (cash and in-kind) among partners to maintain ongoing WIN Job Center operational and infrastructure costs.

**D.12.** The DWDB maintains a Consortium Agreement/Resource Sharing Plan for each Center. The plan will identify the role and activities of each partner agency including an inventory of all services directly delivered or accessible through the center and referral mechanisms. Non-WIOA resources, whether cash or in-kind, are identified in the Consortium Agreement/Resource Sharing Plan, upon negotiation of acceptable terms among partner agencies.

The Consortium Agreement/Resource Sharing Plan allows each site to be designed to meet local community needs and to maximize the utilization and coordination of local community resources. The Consortium Agreement/Resource Sharing Plans are intended to evolve based on the needs and resources of the partner agencies and continuous improvement of the WIOA system.

**D.13.** Adult and dislocated worker employment and training activities include but are not limited to Customized Training, Individual Training Accounts (ITA), internships, and On-the-Job

Training (OJT). Assessment of services is measured through performance measures outlined in the State Plan including:

- A. Adult and Dislocated Worker: 1. Entered Employment 2<sup>nd</sup> quarter after exit and 4<sup>th</sup> quarter after exit; 2. Median earnings for 2<sup>nd</sup> quarter after exit; 3. Credential rate; and 4. End Program Skills Gain.
- B. Youth: 1. Placement in Employment, Education or Training 2<sup>nd</sup> quarter after exit; 2. Retention in Employment or Education; 3. Median Earnings 2<sup>nd</sup> quarter after exit; 4. Credential rate and 5. End Program skills gain.

Descriptions of employment and training activities include:

*Customized Training* - is designed to meet the specific requirements of an employer (including a group of employers); is conducted with a commitment by the employer to employ an individual upon successful completion of the training; and for which the employer pays a significant portion of the cost of training, as determined by the local board involved.

*Individual Training Account (ITA)* - is an account established by a WIN Job Center operator on behalf of a WIOA eligible individual. ITAs are funded with adult and dislocated worker funds as authorized under Title I of WIOA and are used to purchase training services.

*Internship* - is used to help eligible adults and dislocated workers gain practical work experience and sharpen their leadership skills while working and getting paid.

*On-the-Job Training (OJT)*- is employer training provided to entry level workers who are engaged in in a production environment.

## **Youth Services**

**D.14.** The Delta Local Workforce Board oversees the WIOA Youth Programs in the Delta area and advises the Fiscal Agent on planning, operational and other issues related to the provision of youth services. The DWDA does not have a standing committee for youth services or a formal Youth Council. The DWDA tracks youth services utilizing the Mississippi Works Smart Start Career Pathway model. The available youth workforce activities, including activities for youth with disabilities, are included in the 14 elements outlined in the WIOA law:

1. Tutoring, study skills training, instruction leading to the completion of the requirements for a secondary school diploma or its recognized equivalent (including a recognized certificate of attendance or similar document for individuals with disabilities) or for a recognized postsecondary credential.
2. Alternative secondary schooling will address the needs of students, which typically cannot be met in a regular school program by utilizing appropriate class curriculum and/or GED curriculum. This will also include non-traditional education, and serve as

an adjunct to a regular school program, falling outside of regular, special education, or vocational education program(s).

3. Paid and unpaid work experiences that have as a component academic and occupational education, which may include summer employment opportunities, pre-apprenticeship programs, internships and job shadowing and on-the-job training opportunities.
4. Occupational skills training which shall include priority consideration for training programs that lead to recognized postsecondary credentials that are aligned with in-demand industry sectors or occupations in the local area.
5. Education offered concurrently with and in the same context as workforce preparation activities and training for a specific occupation or occupational cluster.
6. Leadership development opportunities which may include community service and peer-centered activities encouraging responsibility and other positive social and civic behaviors.
7. Supportive Services will be provided. Youth will be referred to community agencies if services are needed beyond those offered by the sub-recipient.
8. Adult Mentoring for the period of participation and a subsequent period, for a total of not less than 12 months.
9. Follow-up Services for not less than 12 months after exiting the program to ensure continuity of services and progress toward performance outcomes.
10. Comprehensive Guidance and Counseling which may include drug and alcohol abuse counseling, as well as referrals to counseling appropriate to the needs of the individual youth.
11. Financial Literacy Education
12. Entrepreneurial skills training
13. Services that provide labor market and employment information about in-demand industry sectors or occupations available in the local area.
14. Activities that help youth prepare for and transition to postsecondary education and training.

Delta's SELECT program for out of school youth combines work readiness classroom training with work experience. All Delta youth are required to take and pass the national Career Readiness Certificate before beginning work experience. Thirteen Delta counties have been certified as Work Ready (WR) communities, and the last one will be certified by the end of October. Private foundation money is assisting in funding for WR Communities and with testing of Career Tech students in all counties. The plan is for all 14 Delta Counties to be WR communities by the end of 2022.

The DWDB's approach to meeting the required 75% minimum youth expenditure on out of school youth is to serve out of school youth at 100%. One in-school youth program has been operating in conjunction with the local community college providing skills training. A new In-school youth proposal will be solicited in the next program year to add more programs.

The DWDB's approach to meeting the required 20% minimum youth expenditure for work experience is that each youth provider is contractually obligated to expend 20% of their allocated funds in the category of work experience. This will be monitored on a monthly basis by the local area.

**D.15.** The DWDB utilizes the intake and assessment system defined in the State Plan to ensure maximized linkages between the WIN Job Center system and unemployment insurance program requirements.

**D.16.** In support of the Mississippi Combined Plan, TANF activities are coordinated through Comprehensive WIN Job Centers and Affiliate Sites. TANF requires all participants to register with MS Works and conduct job search at WIN Job Centers.

**D.17.** The DWDB supports the State Plan with dropout prevention and recovery initiatives. Participants register for services through MS Works. MS Department of Education coordinates partnership initiatives to prevent dropouts, including but not limited to career academies, dual-enrollment, occupational diploma program, and work-based learning experiences. A representation of MDE serves on the SWIB to align strategies with employers' needs.

**D.18.** The State Plan is designed to help Mississippians achieve unsubsidized employment. The MS Works system is designed to automatically integrate services for:

- a) Persons with disabilities;
- b) Veterans;
- c) Temporary Assistance to Needy Families (TANF) recipients;
- d) Senior Community Service Employment Program (SCSEP) participants;
- e) Individuals with other barriers to employment; and
- f) Additional specific populations, if applicable.

Support services to help overcome barriers such as childcare and transportation are integrated into the case management system.

**D.19.** The DWDB supports the State Plan and coordinates with MDRS on providing services for adults who qualify under the provisions of the Americans with Disabilities Act of 1990 (42 U.S.C. 12101 et seq.) regarding the physical and programmatic accessibility of facilities, programs and services, technology, and materials for individuals with disabilities.

## Section E

### E. Sector Strategy Plan

This section describes processes the DWDB follows to help existing business and industry prosper and aid in the recruitment of new businesses to the state.

**E.1.** As mentioned in Section B.3., Table 1, the DWDB has identified new, emerging and established target industries in the region. This table, referenced in the State Plan, is used among partnering agencies to identify knowledge and skills needed for careers in these industries. These identified sectors make up the economic identity of the area through its

workforce and supply chain activity. Economic growth in these industries is relevant for the growth of the area and the region because they produce in-demand, career advancement opportunities. The DWDB supports implementation of statewide strategies needed to keep these industries viable. The DWDB may identify sectors, like healthcare, as important to their region. The Mississippi Development Authority's regional representatives represents the DWDB in ensuring employers' needs are met.

**E.2.** Local businesses are engaged in establishing priorities and guidelines for the DWDB through representation of at least 51% private sector membership on the LWDB. Local economic developers serve on the DWDB, and all representatives are encouraged to participate in addressing workforce solutions as described in Sections B3, C5, C6, C7, and C8 of this document.

**E.3.** The DWDB has identified key resources and assets that have a role in workforce development and economic development. The board is actively engaged in community events and meetings and frequently partners with education and economic development agencies to pursue grant opportunities. The DWDB maintains a visible presence and excellent reputation in its service area.

**E.4.** Increasing awareness of services offered at the WIN Job Center requires routine, on-going initiatives at the state and local level. The State Plan designates MDES as the lead agency to communicate the unified plan to employers and job seekers of the Mississippi workforce system. On the local level, all partners of the workforce system will participate in efforts to increase employer and job seeker awareness of services. This is accomplished through referral networks, partnership meetings, job fairs, and local area meetings scheduled by individual partners.

**E.5.** The DWDB has formed relationships with individual educational institutions such as the Mississippi Community College Board and other eligible training providers to provide short-term, credential-based training programs and two-year degree programs intended to develop a qualified and quantifiable labor pool. This is accomplished at the local level in accordance with the State Plan through the Mississippi Works Labor Exchange.

**E.6.** The DWDB offers Adult Education through the Mississippi Community College Board and other approved training providers in cooperation with other career development services like the Smart Start Pathway Class defined in the Mississippi Works Smart Start Career Pathway Model. Each step of the pathway is defined in Section C2 of this document. On an annual basis, eligible training providers are assessed to ensure training and credentials are both portable and stackable in meeting the needs of local employers.

## **F. Business Plan**

This section describes how the DWDB aligns resources to accomplish the goals outlined in this plan and establishes a timeline for completion. The information reported in the business plan will be used as part of each DWDB annual plan review.

**F.1.** The DWDB adopted the same seven goals as listed in the State Plan:

**Goal 1:** Work together to develop policies that will coordinate service delivery with all WIOA Combined Plan Partners.

**Goal 2:** Strengthen interagency partnerships.

**Goal 3:** Develop defined, articulated pathways across educational sectors (K-16+) to create a pipeline for the workforce.

**Goal 4:** Develop cross-program performance metrics.

**Goal 5:** Continue to invest in integrated technology to meet the unified technology requirements of the Workforce Investment and Opportunity Act (WIOA) and other federal initiatives.

**Goal 6:** Engage partners to establish the plan to remain abreast of changing industry needs and the metrics to measure outcomes to realize the potential of the state's workforce programs and delivery systems.

**Goal 7:** Draft and communicate a unified vision/message.

The intended outcomes will be measured in accordance with the state performance goals and WIOA mandates:

- Employment during Quarter 2 after exit from the program
- Employment during Quarter 4 after exit from the program
- Median earnings measured during Quarter 2 after exit
- Credential attainment rate (except Wagner-Peyser) during participation in or within one year of exit from the program
- Measurable skill gains (except Wagner-Peyser) that leads to a recognized post-secondary credential or employment
- Effectiveness in serving employers (retention rate)

**F.2.** The goals and intended outcomes are achieved in accordance with the Smart Start Pathway Class described in Section C.2. of this document.

**F.3.** The DWDB MOU defines the procedures for how local partners will work together to achieve Goals 1, 2, 4 and 7 (Section F.1. above). Creating a pipeline for the workforce (Goal 3 in Section F.1.) is accomplished through the career pathway model (Section C.2.) which describes the intake procedures for new participants and the process for providing services. Goal 5 is established by the SWIB including quality control procedures for data input and output accuracy, and Goal 6 is accomplished through the LWDB annual review of local services.

**F.4.** The following timetable ensures timely review of outcomes and achievements of the workforce goals and outcomes for the DWDB.



**TABLE 6. TIMETABLE FOR REVIEWING OUTCOMES AND ACHIEVEMENTS.**

Item	Monthly	Quarterly	Annually	As Needed
LWDB meetings		X		X
WIN Job Center monitoring visit			X	
Eligible Training Provider List renewal			X	
Sub-grantee monitoring			X	
Desktop monitoring of WIN Job Centers with MDES-generated performance reports		X		
Data input monitoring for accuracy	X			

**F.5.** The State establishes the benchmark goals for the DWDB. Local eligible providers are responsible for meeting or exceeding all programmatic goals and outcomes. The DWDB will assess the quality of providers through data reviews, monitoring visits and performance reports. If a program fails to meet performance goals or other requirements, specific actions will be taken to improve the quality of the program. A corrective action plan will be developed by the provider and approved by the LWDB if the program is out of compliance with state and/or federal policies. A performance improvement plan will be required for low-performing programs when compared to state or federal benchmarks.

**F.6.** The DWDB will meet the workforce needs of the area and the region as outlined in Section B.3 of this plan and aligns with the State Plan's Economic Analysis.

**F.7.** This matrix identifies the types resources and services offered by each stakeholder to ensure alignment of services.

**TABLE 7. MATRIX OF RESOURCES AND SERVICES PROVIDED BY EACH STAKEHOLDER.**

	Stakeholder Agency					
	MDES	MCCB	MDRS	MDHS	MDE	MDA
<b>Services</b>						
Enroll new participants (intake)	X	X	X	X		
Career assessment	X	X	X	X		
Create success plan	X	X	X	X		
Job referral	X	X	X	X		
Provide Individual Training Account (ITA)	X					

Provide adult employability training	X	X	X		
Provide youth employability training					X
Provide employer (customized) training	X	X			
Provide internships	X	X	X		
Provide on-the-job-training (OJT) contracts	X				
Assess changing workforce needs	X	X			X
Provide youth development services	X		X		X
Provide transportation services			X	X	
Provide childcare services			X	X	
Provide supplemental nutrition services				X	
Provide physical, social and mental health counseling			X		
Provide workforce certifications (1 and 2-year degrees)		X			

G. Policies

Oversight and Monitoring

The following policies provide a description of the local areas procedures for oversight, operating, and monitoring services.

**TABLE 8. OFFICIAL POLICIES FOR THE DELTA WDB.**

Official Policies	
<b>G.1.</b>	LWDB Oversight and Monitoring PY 2018
<b>G.2.</b>	Continuous Improvement Procedures of Eligible Training Providers—The SWIB establishes and updates procedures for continuous improvement of eligible training providers adopted by the DELTA WDA. See Mississippi Eligible Training Provider Certification @ <a href="http://www.etpl.mdes.ms.gov">www.etpl.mdes.ms.gov</a>
<b>G.3.</b>	DWDA Complaint/Grievance Procedures for Discrimination Complaints
<b>G.4.,</b>	DWDA Complaint/Grievance Procedures for Non-Discrimination Complaints State of Mississippi Methods of Administration EO - located on the MDES website at <a href="https://mdes.ms.gov/information-center/about-mdes/mississippi-employment-security-law-mdes-regulations/equal-opportunity/">https://mdes.ms.gov/information-center/about-mdes/mississippi-employment-security-law-mdes-regulations/equal-opportunity/</a>
<b>G.5</b>	Supportive Services Policy
<b>G.6</b>	OJT Policy
<b>G.7</b>	Priority of Services Policy
<b>G.8</b>	ITA Policy
<b>G.9</b>	Conflict of Interest Policy
<b>G.10</b>	Sunshine Provisions Policy
<b>G.11.</b>	Youth Incentive Policy

Local Area Workforce Guidelines Checklist  
September 30, 2022

<b>Item #</b>	<b>Appendix Letter</b>	<b>G.Policies #</b>	<b>Guidelines Checklist</b>	<b>Delta</b>
<b>1</b>	<b>A</b>	<b>/</b>	Local Area Re-designation Approval Letter	X
<b>2</b>	<b>B</b>	<b>/</b>	Administrative Entity/Local Workforce Development Area/Fiscal Agent Organizational Chart	X
<b>3</b>	<b>C</b>	<b>/</b>	Local Workforce Development Board Membership List	X
<b>4</b>	<b>D</b>	<b>/</b>	Local Workforce Development Board By-laws	X
<b>5</b>	<b>E</b>	<b>/</b>	Local Area Certification Regarding Debarment	X
<b>6</b>	<b>F</b>	<b>/</b>	Local Area Signatory Submission Page	X
<b>7</b>	<b>G</b>	<b>/</b>	Local Area WIN Job Center Memorandum of Understanding	X
<b>8</b>	<b>H</b>	<b>/</b>	Local Area WIN Job Centers	X
<b>9</b>	<b>I</b>	<b>/</b>	Local Area Services Flow Chart	X
<b>10</b>	<b>/</b>	<b>G.1.</b>	Local Area Oversight Monitoring Policies and Tools	X
<b>11</b>	<b>/</b>	<b>G.3. and G.4.</b>	Local Area Equal Opportunity Procedures	X
<b>12</b>	<b>/</b>	<b>G.6.</b>	Local Area Supportive Services Policy	X
<b>13</b>	<b>/</b>	<b>NA</b>	Local Area Needs-Related Payments Policy	NA
<b>14</b>	<b>J</b>	<b>G.5</b>	Local Area Incumbent Worker Training Policy	X
<b>15</b>	<b>/</b>	<b>NA</b>	Local Area Transitional Jobs Policy (optional)	NA
<b>16</b>	<b>/</b>	<b>G.7</b>	Local Area OJT Policy	X
<b>17</b>	<b>/</b>	<b>G.8</b>	Local Area Priority of Service Policy	X
<b>18</b>	<b>/</b>	<b>G.9</b>	Local Area ITA Policy	X
<b>19</b>	<b>/</b>	<b>G.10</b>	Local Area Conflict of Interest Policy	X
<b>20</b>	<b>/</b>	<b>G.11</b>	Local Area Sunshine Provision Policy	X
<b>21</b>	<b>/</b>	<b>G.12</b>	Local Area Youth Incentive Policy (optional)	X

## Appendices

- A. Local Area Re-designation Approval Letter
- B. Administrative Entity/Local Workforce Development Area/Fiscal Agent Organizational Chart
- C. Local Workforce Development Board Membership List
- D. Local Workforce Development Board By-laws
- E. Local Area Certification Regarding Debarment
- F. Local Area Signatory Submission Page
- G. Local Area WIN Job Center Memorandum of Understanding
- H. Local Area WIN Job Centers
- I. Local Area Services Flow Chart
- J. Ecosystem Labor Market Information

# Delta Workforce Development Area

## WIOA Monitoring Policy

Revised May 17, 2018

**DELTA WORKFORCE DEVELOPMENT AREA**  
**Workforce Innovation and Opportunity Act**  
**WIOA Programmatic and Fiscal Monitoring Policy**

**I. SCOPE AND PURPOSE**

This policy sets forth requirements for monitoring of all entities in the Delta Workforce Development Area (DWDA) receiving Workforce Innovation and Opportunity Act (WIOA) funds in accordance with Sections 183(a-c) of the Act and Federal Regulations 2 CFR Part 200.330-200.332 and Federal Acquisition Regulations (FAR) 31.2 of the Final Rule.

Audit Regulations, 2 CFR 200.501-512, shall be applicable for non-profit and for-profit entities who expend \$750,000 a year in federal awards from all sources.

**II. DELTA WORKFORCE DEVELOPMENT AREA / STATE SUB-RECIPIENT REQUIREMENTS**

**A. Delta Workforce Development Area / State Sub-recipient Requirements**

WIOA Section 107(d)(8) requires the local board, in partnership with the chief elected officials, to conduct monitoring with respect to local programs of youth activities authorized under section 129(c), adult and dislocated worker, local employment and training activities authorized under section 134 (b), (c), and (d), and the one-stop delivery system in the local area.

WIOA Act Section 184(a) (3&4) and 2 CFR part 330-332 of the Federal Regulations require each recipient and sub-recipient of WIOA Title I funds to conduct monitoring of the WIOA activities of its sub-recipients in order to:

- Determine whether expenditures have been made against the cost categories and within the cost limitations specified in WIOA and Federal Regulations;
- Determine whether there is compliance with all applicable requirements; and
- Provide technical assistance as necessary and appropriate.

**1. Scope**

The Delta Workforce Development Area has developed this monitoring policy describing the procedures that will be implemented to ensure compliance with WIOA, Federal Regulations, State laws, contractual agreements, State policies, OMB circulars, cost principles and Federal Acquisition Regulations (FAR).

DWDA fiscal monitoring of sub-recipients may consist of one of the following: (1) on-site; (2) desk review; or (3) both on-site and desk review

for the same period. The method used to conduct the monitoring and the frequency required for each shall be based on the determination of "risk" and other factors which should consider whether the sub-recipient is subject to the Single Audit Act; when the most recent previous on-site review was conducted; previous findings or corrective actions required; etc.

DWDA programmatic compliance and equal opportunity monitoring of sub-recipients may consist of one of the following: (1) on-site; (2) desk review; or (3) both on-site and desk review for the same period. The method used to conduct the monitoring and the frequency required for each shall be based on the DWDA's determination of "risk" and other factors which should consider the type of WIOA activity performed, when the most recent previous on-site review was conducted; previous findings or corrective actions required; and the existence of current reviews conducted by the state or its authorized representative that adequately address all criteria in the DWDA monitoring instrument, etc.

**The following shall be addressed:**

- program goals and objectives
- program quality
- assessments
- procurement
- fiscal accountability
- labor standards
- audit/audit resolution
- actual expenditures against the cost categories and limitations
- grievance procedures
- equal opportunity
- provisions of the Americans with Disabilities Act
- eligibility verification as applicable
- property management
- internal monitoring
- administrative procedures
- program performance
- other programmatic areas
- programmatic accountability

**2. Frequency**

To ensure compliance with the Act, Federal Regulations, State Law, Contractual agreements and state policies, the DWDA will review each contract during the program year or during the sub-award period if the duration of the contract is less than one year. Periodic desk reviews may also be conducted.

**B. Delta Workforce Development Area Monitoring Procedures**

**1. Annual Monitoring Schedule**



The annual monitoring schedule will be prepared and submitted to OGM. The monitoring schedule will list sub-recipient names and addresses, contract numbers, planned date(s) of review and the name(s) of the individual(s) who will perform the reviews.

**2. Review Notification**

The DWDA will make every effort to provide advance notification to each of its sub-recipients prior to the on-site review (preferably two weeks), except when unannounced visits are deemed necessary.

**3. Desk Review Instrument**

DWDA monitors will prepare a desk review monitoring instrument prior to the monitoring visit to ensure that all pertinent records are reviewed at the visit. The desk review instrument will include all general sub-award information including modifications, expenditures, and type of activities provided.

**4. Monitoring Instrument**

The DWDA monitoring instrument will be completed for the on-site visit. Pertinent data will be collected and analyzed for all program activities including but not limited to:

- **Administrative**
- **Fiscal**
- **General Compliance**
- **Programmatic**

**5. On-site Review Process**

An on-site review will be conducted consisting of:

- An entry conference to brief agency officials on the scope of the review and to make appropriate arrangements;
- A review of administrative, fiscal and/or programmatic systems and transactions;
- Performance of test work, based on a review and examination of WIOA records and/or interviews, to determine if adequate internal controls and procedures are in place; and
- An exit conference to apprise agency officials of monitoring results.

**6. Documentation of Findings**

After each review, all findings will be documented in writing and will include a description of the specific violation of Federal or State laws, policies, regulations and/or sub-award provisions. The detailed monitoring instrument

will include space for noting findings and specifying the law, policy, regulation or sub-award provision resulting in the finding.

## **7. Monitoring Report**

Within three weeks of completion of the review, a written report will be prepared detailing any significant findings and recommendations for the appropriate corrective action or to indicate that there are no findings. The report will be transmitted to the entity reviewed. The following elements will be included in the written report:

- A face page to be signed by all monitors who participated in the review and the signature of supervisory level staff or the executive director (applicable to on-site visits only);
- The dates of the review and areas covered during the review;
- A listing of findings, if applicable. Each finding will consist of a narrative description of the deficiency or violation noted.
- Each finding will be followed by a recommendation which sets forth the most appropriate action to correct the deficiency or violation noted.

## **8. Corrective Action**

Monitoring reports will be forwarded to the sub-recipient with a transmittal letter. If findings were noted in the monitoring report, a written response from the sub-recipient will be required within 21 days from the date of the report. The sub-recipient will be requested to identify specific corrective action measures implemented or planned by the sub-recipient for each finding and recommendation.

## **9. Acceptance/Non-Acceptance of Corrective Action**

Notice of acceptance or non-acceptance of the proposed corrective action plan will be forwarded within 30 working days of receipt of the plan. If the proposed plan is not accepted, the DWDA may require submission of a subsequent plan to be received within 10 days from the date of the notice. If the subsequent plan is deemed unacceptable, the DWDA may again request submission of a new plan within a specified timeframe or take other action in accordance with the law, federal regulations, and administrative requirements as deemed appropriate relevant to the circumstances.

If the corrective action plan is acceptable, DWDA will notify the agency and the file will be closed.

## **10. Follow-Up Monitoring and Verification of Corrective Action**

Based on the corrective action plan submitted, the DWDA may institute a follow-up monitoring visit. If a follow-up visit is appropriate, the review will be

designed to determine if the corrective action measures taken were adequate to resolve the noted deficiencies.

#### **11. Unannounced Visits**

The DWDA reserves the right to make unannounced monitoring visits of sub-recipients when such visits are deemed necessary. Procedures outlined above will be followed to document these monitoring visits.

#### **12. Monitoring Files**

A separate monitoring file will be maintained for each on-site visit. At a minimum, the files will contain the following records:

- a. Notification of monitoring visit and dates;
- b. Completed desk review instrument;
- c. Signed monitoring report;
- d. Completed monitoring instrument;
- e. Transmittal letter, and if applicable, request for a corrective action plan;
- f. Response(s) from sub-recipient, when appropriate;
- g. Letter(s) to sub-recipient accepting/rejecting corrective action; and
- h. Working paper file to include supporting documentation.

### **III. DESK MONITORING**

There may be times when it may not be practical or cost effective for DWDA to conduct an on-site monitoring visit of a sub-recipient if all of the following criteria is met:

- A. The training program has five or fewer participants;
- B. The total cost for the award or total cost of training is \$25,000 or less; and
- C. Adequate documentation is obtained and maintained in monitoring files to document:
  - Eligibility;
  - Time and attendance;
  - Trainee progress reports;
  - Documentation of completion of training program;
  - License or certificate earned;
  - Participant medical and accident insurance;
  - Placement and wage information, and
  - Financial records.
- D. There are no known problems or issues that would warrant an on-site visit; and
- E. The DWDA has determined and documented that desk monitoring is the most practical means of monitoring the sub-recipient.

**IV. EFFECTIVE DATE**

This policy is revised and shall be effective May 17, 2018.

  
\_\_\_\_\_  
George W, "Bunky" Butler  
Chairman  
Delta Workforce Development Board

  
\_\_\_\_\_  
Date

## Continuous Improvement Procedures of Eligible Training Providers

The Office of Grant Management, MDES, establishes and updates procedures for continuous improvement of eligible training providers. The DWDB adopts the same policies

See Mississippi's Eligible Training Provider Certification at

<https://mdes.ms.gov/i-need-a-job/job-searching-resources/training-education/eligible-training-provider-list-etpl-system/>

**WIOA GRIEVANCE PROCEDURE FOR  
NON-DISCRIMINATION GRIEVANCES  
South Delta Planning and Development District**

5. to have any record or document relevant to the issues produced by its custodian when such record or document is kept by or for the recipient's Subgrantee;

**RIGHT TO FILE A GRIEVANCE**

- As an applicant, participant, WIOA staff person or other interested person, you have the right, without fear of interference, coercion, restraint, discrimination or reprisal, to present a grievance or appeal.

**DEFINITIONS**

- A. **Grievance** – Program grievances (or programmatic issues) related to WIOA—funded programs or activities based on grounds other than discrimination.
- B. **Subgrantee, contractor, provider** – For the context of this form, these terms refer to the applicable Service Provider funded by or through the South Delta Planning and Development District for the Delta Local Workforce Development Area, and may be a WIN Job Center, Youth Provider or Training Provider.
- C. **Recipient** – For the context of this form, recipient refers to the South Delta Planning and Development District.
- D. **Governor** – For the context of this form, Governor refers to the state agency designated to administer WIOA programs, the Office of Grant Management division of the Mississippi Dept. of Employment Security.

**PROCESSING GRIEVANCES**

Alleged grievances must be filed at the Subgrantee level within one year of occurrence. If you are dissatisfied with the informal Resolution, you have the right to request a Formal Resolution by submitting a written grievance, have a hearing, and receive a written decision within sixty (60) days after filing the initial grievance. If you are dissatisfied with the written decision, you may file an appeal at the State Level.

**HOW TO FILE A GRIEVANCE**

- A. **Step 1 (Informal Resolution – Local Level)** –You may request an informal meeting with your supervisor, counselor or instructor and indicate the general nature of your grievance. The grievance may be settled informally in a prompt manner at or near the place of occurrence. Every effort shall be made to reach a settlement in this manner within ten (10) calendar days of the request.
- B. **Step 2 (Formal Resolution – Local Level)** – If the grievance is not settled informally, you must submit the grievance in writing to the Recipient South Delta Planning and Development District within ten (10) calendar days of receiving the decision from the Subgrantee Level. In the written request you must provide your full name, your current mailing address, home telephone number and social security number. You should provide a brief summary of the facts, grounds for the complaint including any relevant materials and information, and describe the corrective action or remedy sought. You have the right to a hearing on your grievance, but you must request that hearing in the written grievance document. The written request should be submitted to the South Delta Planning and Development District in a way that provides proof of receipt. You will be given an opportunity for a hearing within fifteen (15) calendar days of filing the written grievance. The South Delta Planning and Development District will provide you written notice of the date, time and location of the hearing, the manner in which it will be conducted, and the issues to be decided.

The South Delta Planning and Development District will provide you with the following opportunities:

1. to withdraw the request for the hearing in writing before the meeting;
2. to request rescheduling the hearing for a good cause;
3. to be represented by an attorney or other representative of your choice;
4. to bring witnesses and documentary evidence;

- 6. to question any witness or party.
- 7. to have an impartial hearing officer or officers; and
- 8. The South Delta Planning and Development District shall make a written determination regarding the grievance within sixty (60) calendar days of the initial filing of the grievance and shall send copies of the determination to the aggrieved party and Subgrantee via certified mail.

**C. Step 3 (State Level)** – You may file an appeal with the Office of Grant Management (OGM) division of the Mississippi Department of Employment Security within fifteen (15) calendar days of the South Delta Planning and Development District's decision if:

1. You are not satisfied with the South Delta Planning and Development District's written decision, or
2. No decision was reached within sixty (60) calendar days of the initial complaint with the local area.

Should you choose to appeal to the OGM, a copy of the grievance and all related documentation must be sent to the Office of Grant Management, PO Box 1699, Jackson, MS 39215-1699.

The OGM shall make a written determination regarding the grievance within sixty (60) calendar days of receipt of the appeal and shall send copies to the South Delta Planning and Development District, the aggrieved party, and the Subgrantee.

D. Should the OGM fail to provide a decision within sixty (60) calendar days of the receipt of the appeal or you are not satisfied with the written decision, you may then request from the Secretary of Labor a determination whether reasonable cause exists to believe that the WIOA or its regulations have been violated. Such a request must be filed at the address given below no later than sixty (60) days from the date on which you should have received a decision from the OGM.

**Regional Administrator  
U.S. Department of Labor  
Employment and Training Administration  
1371 Peachtree St., N.E.  
Atlanta, Georgia 30367**

**RETENTION AND CERTIFICATION**

A copy of this document should be kept in a safe place for reference if the need arises. Also, a copy of this document will be placed in the participant's WIOA file folder or the employee's personnel folder.

**This is to certify that these grievance procedures have been explained to me and that I understand my rights.**

Participant/Employee Signature \_\_\_\_\_ Date \_\_\_\_\_

**This is to certify that I have explained the grievance procedure to the above named individual.**

Subgrantee Official's Signature \_\_\_\_\_ Date \_\_\_\_\_

If you have any questions concerning WIOA grievance procedures, you may contact:

**Barbara Humphrey  
South Delta Planning and Development District  
P. O. Box 1776  
Greenville, MS 38702-1776  
Phone: 662-378-3831  
Fax: 662-378-3834**

**WIOA COMPLAINT PROCEDURE FOR  
DISCRIMINATION COMPLAINTS  
South Delta Planning and Development District**

**EQUAL OPPORTUNITY IS THE LAW**

It is against the law for this recipient of federal financial assistance to discriminate on the following bases:

- Against any individual in the United States on the basis of race, color, religion, sex, national origin, age, disability, political affiliation or belief; and
- Against any beneficiary of programs financially assisted under Title I of the Workforce Innovation and Opportunity Act of 2014 (WIOA), on the basis of the beneficiary's citizenship/status as a lawfully-admitted immigrant authorized to work in the United States, or his or her participation in any WIOA Title I financially- assisted program or activity.

The recipient must not discriminate in any of the following areas:

- Deciding who will be admitted, or have access, to any WIOA Title I financially-assisted program or activity;
- Providing opportunities in, or treating any person with regard to such a program or activity; or
- Making employment decisions in the administration of or in connection with such a program or activity.

**DEFINITIONS**

- A. Recipient – For the context of this form, recipient refers to any entity to which financial assistance under WIOA Title I is extended, and may be a WIN Job Center, Youth Provider, or Training Provider.
- B. Discrimination Complaint – complaints filed on the grounds of race, color, religion, sex, national origin, citizenship, age, disability, political affiliation or belief.

**HOW TO FILE A COMPLAINT**

**A. Filing Written Complaints**

Discrimination complaints must be filed within 180 days of the alleged discrimination, and may be filed with a Local Administrative Entity, South Delta Planning and Development District, Service Provider, One-Stop Operator or with the Civil Rights Center (CRC). Discrimination complaint processing procedures must be completed and a Notice of Final Action issued within 90 calendar days from the date the written complaint was filed.

**B. Alternative Dispute Resolution (ADR) – Service Provider Level**

ADR is an alternative to filing a written complaint. It can be as informal as discussing an issue with a representative of the offending entity and agreeing on a resolution. It may involve a formal mediation process, such as having a neutral party (or a panel of neutral persons) decide a dispute after hearing each party's presentation of evidence and argument. You must agree in advance that the decision of the neutral party is to be final. A party to any agreement reached under a formal ADR process may file a complaint with the CRC in the event the agreement is breached.

**C. Written Complaint – LWDA Level**

1. If you do not choose ADR/mediation or the complaint is not settled through ADR, you must submit your complaint in writing to the recipient's Equal opportunity Officer (EO) or the CRC. In the written presentation, you must provide your full name, current mailing address, home telephone number and social security number. You must identify the individual or entity that you allege is responsible for the discrimination, give a brief summary of the facts, grounds for the complaint, any other relevant material or information, and describe the corrective action or remedy sought.

2. You have the right to receive a Notice of Final Action within 90 calendar days of filing the written complaint.

3. You may file your complaint with the CRC within 30 calendar days from the date the Notice of Final Action is issued if:

- a. You are not satisfied with the written decision or
- b. The Recipient failed to issue a Notice of Final Action within 90 days of the date on which the written complaint was filed

A copy of the complaint and all related documentation must be sent to the Director, Civil Rights Center, US Department of Labor, 200 Constitution Avenue NW, Room N-4123, Washington, D.C. 20210.

**RETENTION AND CERTIFICATION**

A copy of this document should be kept in a safe place for reference if the need arises. Also, a copy of this document will be placed in the participant's WIOA file folder or the employee's personnel folder.

**This is to certify that these complaint procedures have been explained to me and that I understand my rights.**

\_\_\_\_\_  
Participant/employee signature Date

**This is to certify that I have explained the complaint procedure to the above individual.**

\_\_\_\_\_  
Subgrantee official's signature Date

If you have any questions concerning WIOA discrimination complaint procedures, you may contact:

**EO Officer: Barbara Humphrey  
South Delta Planning and Development District  
P. O. Box 1776  
Greenville, MS 38702-1776  
Phone: 662-378-3831  
Fax: 662-378-3834**

# **THE DELTA WORKFORCE DEVELOPMENT AREA**

## **SUPPORTIVE SERVICES POLICY**

**Revised Effective September 1, 2015**



## THE DELTA WORKFORCE DEVELOPMENT AREA SUPPORTIVE SERVICES POLICY

### I. Scope and Purpose

This policy establishes requirements for the payment of supportive services for adults, dislocated workers and youth enrolled in Workforce Innovation and Opportunity Act (WIOA) Title I programs in the Delta Workforce Development Area (DWDA).

Supportive Services are intended to help WIOA customers to participate in services that will help them obtain self-sufficient employment. All supportive service payments must be tied to education, training, or maintaining employment. This policy will provide the framework for WIOA, NEG and other workforce funding utilized for supportive services.

Provision of supportive services will be based on available funding.

### II. Eligibility

#### A. Adult, Dislocated Workers and Youth ITA Recipients

WIOA funds allocated to a local one-stop operator or subrecipient may be used to provide supportive services to adults, dislocated workers and youth ITA recipients, who:

1. Are participating in staff assisted career services or employment services; and
2. Are unable to obtain supportive services through other programs providing such services; and
3. For which a determination has been made for the need for supportive services to enable the individuals to participate in WIOA Title I activities.

#### B. Youth

WIOA funds allocated to youth subrecipients may be used to provide supportive services to youth when:

1. The participant is an active enrollee and is attending training; and
2. Is unable to obtain supportive services through other programs providing such services; and
3. An assessment and determination of the supportive service need has been made based on information in the Individual Service Strategy.

### III. Supportive Services Available for Adults, Dislocated Workers and Youth ITA Recipients

#### A. Transportation

Transportation assistance may be provided in the form of Gas Cards or Reimbursement Checks.

If a WIOA customer needs transportation assistance in order to participate in WIOA activities the case manager may provide the customer a \$50 gas card/reimbursement check as a "good faith" measure for the participant to attend WIOA activities. For NEG participants, this assistance may be provided for up to three visits to the WIN Job Center while initially enrolling in WIOA activities including staff assisted career services and training.

In order for the customer to continue receiving WIOA transportation assistance, the customer must be attending approved WIOA training at least three days a week and provide attendance documentation from the instructor for the previous week.

- 5-100 miles **weekly** commuting distance - \$30 gas reimbursement check
- 101 or more miles **weekly** commuting distance - \$50 gas reimbursement check

**B. Work-Related Items**

Work-related items as identified by the training provider or employer are limited to a maximum of \$250 per participant. These items may include but are not limited to, uniforms, work boots, small tools, gloves, etc. If sufficient justification is supplied, the amount may be increased up to \$500 with prior written approval from the fiscal agent on a case by case basis.

**C. Testing Fees**

The amount allowed per participant for testing fees is \$160. If sufficient justification is supplied, the amount may be increased up to \$500 with prior written approval from the fiscal agent on a case by case basis. Such fees may include but are not limited to licenses, GED, certifications, etc.

**D. Workshop/Short-Term Training Fees**

Fees for workshops or short-term training courses that will help the participant become employable, as approved by the DWDA one stop staff or subrecipient, are an allowable supportive service. The amount per participant for workshop/short-term training fees is \$300. If sufficient justification is supplied, the amount may be increased up to \$500 with prior written approval from the fiscal agent on a case by case basis.

**E. One-Time Fixed Rate Supportive Services Payment**

A one-time fixed rate supportive service payment of \$100 may be made available to eligible participants for necessary items not covered above, in order to accept a valid job offer. A valid job offer is defined as a legitimate offer of employment verifiable through verbal or written communication with the prospective employer. This fixed rate payment is for employment related expenses prior to the client receiving his or her first paycheck.

**F. Flat-Rate Supportive Services**

Unpaid participants may receive a flat-rate supportive services payment of up to \$4 per hour while attending training 12 to 40 hours a week to assist with transportation costs, child care or other financial hardships arising in today's tough economy. Specific amounts will be based on project funding and the length of the training. **This flat rate fee will be in lieu of other supportive services outlined above.**

**G. Other Supportive Services**

If other supportive service needs arise, the one-stop operator or subrecipient should submit a written request to the fiscal agent and the request will be authorized or denied in writing to the one-stop operator or subrecipient.

#### **IV. Supportive Services for National Emergency Grant (NEG) Participants**

In addition to the supportive services outlined above in Section III A-G, Supportive Services for Adults, Dislocated Workers and Youth ITA recipients, the following supportive services may be provided to NEG participants.

##### **Rental Assistance**

A one-month payment, not to exceed \$1,000, for rental assistance, may be paid twice for non-consecutive months on behalf of NEG eligible participants enrolled in WIOA approved training a minimum of three days per week; following established DWDA procedures. This assistance will be provided to prevent eviction or if the participant is unable to pay.

##### **Utility Assistance**

A one month payment, may be paid twice for non-consecutive months, for utility assistance for current electric, gas, water or sewer bills for NEG eligible participants enrolled in WIOA approved training, a minimum of three days per week, not to exceed a total of \$450. No payments will be made for phone, satellite or cable TV, garbage or any other utility. This assistance will be provided to prevent utility shut off or if the participant is unable to pay.

#### **V. Supportive Services for Youth**

##### **A. Work Readiness/Basic Skills Training Payment**

Payment for out of school SELECT youth equal to \$4 per hour for each hour spent in work readiness/basic skills training. This payment will be made to help defer the other costs of attending training, such as transportation, meals, and other incidental costs. The maximum payment per week may not exceed \$128 for classroom attendance.

##### **B. DWDA SELECT Attire**

The acquisition of this attire is to identify participants as Delta Workforce Development Area SELECT enrollees. This clothing will identify the participants as members of a team, promote camaraderie, and help instill pride in appearance and group activities. The maximum allowance for t-shirts and/or caps is \$15 total.

##### **C. Work Related Items**

Work related items as identified by the work experience employer may be purchased by the youth provider directly, or by use of vouchers, and are limited to a maximum of \$250.00 per participant. No payments or reimbursements may be made directly to individual participants.

##### **D. Educational Related Expenses**

Educational related expenses, such as GED testing fees, ACT testing fees, certification, etc. may be purchased by the youth provider directly, purchased by use of vouchers, or reimbursed to the youth if the youth submits a receipt showing what items were purchased and the amount of the items.

1. Educational Related Expenses are limited to \$160. If sufficient justification is supplied, the amount may be increased to \$500 with prior written approval from the fiscal agent on a case by case basis.
2. Youth who are receiving an Individual Training Account (ITA), may not receive educational related supportive services and an ITA concurrently, but the youth may receive these services consecutively. An ITA covers all eligible educational related expenses for training, and therefore, to ensure coordination of funds, educational related supportive services shall not be utilized at the same time as an ITA for any youth. However, a youth may receive an educational related expense (ex. ACT testing fee) then receive an ITA for training. Please contact the fiscal agent for clarification of educational related supportive services and ITAs.

**E. One-Time Fixed Rate Supportive Services Payment for Summer Employment Program Participants**

A one-time fixed rate supportive service payment of \$100 may be made available to each participant at the conclusion of the first week of work experience. This fixed rate supportive service payment is to enable the participant to purchase work and/or training clothes, minor tools, client supplies, or other employment related expenses prior to the client receiving his or her first paycheck.

**F. Workshop/Short-Term Training Fees**

Fees for workshops or short-term training courses that will help the participant become employable, as approved by the WIOA case manager, are an allowable supportive service. The amount per participant for workshop/short-term training fees is \$300. If sufficient justification is supplied to the fiscal agent, the amount may be increased up to \$500 with prior written approval from the fiscal agent on a case by case basis.

**G. Other Supportive Services**

If other supportive service needs arise, the program operator should submit a written request to the fiscal agent and the request will be authorized or denied in writing to the subrecipient.

**H. REQUIREMENTS (DOCUMENTATION)**

1. Payments shall not be made for time in which the individual did not participate.
2. Sufficient documentation shall be maintained to support the provision of supportive services from all sources. At a minimum the participant files shall include the following types of documentation:
  - a. Time and attendance records to document participation; and
  - b. Individual Service Strategy reflecting the determination of need for supportive services; and
  - c. Payment records of all cash financial assistance; and
  - d. Staff notes for referral of participants to other agencies or resources for supportive services and follow-up to determine if the supportive services were received.

**VI. Coordination of Available Sources of Funds (Pell, TANF, Food Stamps, etc.)**


Section 134 (c)(3)(B)(I-II) of WIOA requires the coordination for WIOA costs with funds available under Federal programs. Service Providers must consider all available sources of funds, excluding loans, in determining an individual's overall need for WIOA funds. To ensure non-duplication of resources and services, linkages should be established with programs such as Child Support, SNAP benefits, Medicaid, and the Children's Health Insurance Program. Duplicative payments for training or supportive services shall not be made.

**VII. Procedures**

The Fiscal Agent shall adopt and WIOA adult, dislocated workers and youth service providers shall comply with procedures describing how supportive services are justified, documented, and paid out.

**VIII. Effective Date**

This policy is effective September 1, 2015.

  
\_\_\_\_\_  
George W. (Bunky) Butler, Chair  
Delta Workforce Development Area

  
\_\_\_\_\_  
Date

# **Delta Workforce Development Area**

## **On-the-Job Training And Customized Training Policy**

**Revised Effective May 20, 2021**

**DELTA WORKFORCE DEVELOPMENT AREA  
ON-THE-JOB TRAINING POLICY  
Workforce Innovation & Opportunity Act  
South Delta Planning & Development District**

**I. SCOPE AND PURPOSE**

The purpose of this policy is to provide guidance for On-the-Job-Training (OJT), Customized Training (CT), and other business-based training or wage subsidized activities for Adults and Dislocated Workers in the Delta WDA.

**II. REQUIREMENTS**

The Office of Grant Management, MDES requires that each local workforce area develop OJT and CT policies and procedures that address meeting the needs of business and workers and promote development of a skilled workforce.

**A. Definitions**

1. **On-the-Job Training (OJT)** is defined in HR803 section 3(44) as training by an employer that is provided to a paid participant while engaged in productive work in a job that:
  - a. Provides knowledge and skills essential to the full and adequate performance of the job;
  - b. Is made available through a program that provides reimbursement to the employer of up to 50% of the wage rate of the participant, except as provided in section 134(C)(3)(H), for extraordinary costs of providing the training and additional supervision related to the training; and
  - c. Is limited in duration, as appropriate to the occupation for which the participant is being trained, taking into account the content of training, the prior work experience of the participant, and the service strategy of the participant, as appropriate.
  
2. **Customized Training (CT)** is defined in HR803 section 3(14) as training
  - a. That is designed to meet the specific requirements of an employer (including a group of employers);
  - b. That is conducted with a commitment by the employer to employ an individual upon successful completion of the training; and
  - c. For which the employer pays –
    1. A significant portion of the cost of training, as determined by the local board involved, taking into account the size of the employer and such other factors

as the local board determines to be appropriate, which may include the number of employees participating in training, wage and benefit levels of those employees (at present and anticipated upon completion of the training), relation of the training to the competitiveness of a participant, and other employer-provided training and advancement opportunities; and

2. In the case of customized training (as defined in subparagraphs (a) and (b)) involving an employer located in multiple local areas in the State, a significant portion of the cost of the training, as determined by the Governor of the State, taking into account the size of the employer and such other factors as the Governor determines to be appropriate.

## **B. Eligible Participants**

A candidate for OJT or CT is an eligible WIOA participant who is appropriate for long-term employment in a particular industry or occupation, but does not have all of the skills or the experience to qualify for entry-level employment, retain employment, or advance in the field. Participants placed in an OJT or customized training position should also be appropriate for long-term employment with the particular company providing the placement.

For an individual to qualify for OJT, CT, or other training services under the WIOA guidelines, the participant will have been determined to need training to find employment and meet the WIOA definition of an Adult or Dislocated Worker. The participant's case file must contain a determination of need, comprehensive assessment, or through any other career service received.

Approval of an eligible participant for subsidized OJT or CT is contingent upon unemployment or underemployment as defined by the Delta Workforce Development Board.

## **C. Eligible Businesses**

An eligible business is a public, private non-profit, or private sector entity that intends to provide training to meet the needs of the business and workers and promote development of its skilled workforce. The maximum number of participants that can be enrolled in an OJT agreement is 50% of the business's regular full-time workforce at the place where training is to be provided.

Any public, private non-profit or private business can participate in the OJT program with the following exceptions:

1. A business that has experienced a layoff within the past 120 days or has relocated within the past 120 days, when such relocation results in the



loss of employment of any existing employee in the United States, may not be considered for OJT or CT funds. If a business relocates and causes unemployment as a result, said business must be operational at least 120 days in the new location before it can be considered for OJT or CT funds.

2. No company that has been suspended or barred from doing procurement business with any agency of the Executive Branch of government may receive WIOA funds. Any business which receives funds under an OJT Agreement will provide immediate written notice if, at anytime, the business or its subsidiaries learn that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.
3. Past performance of businesses and any of their subsidiaries, parent companies or Related Entities that have received payments under previous OJT contracts will be reviewed. No OJT agreement will be entered into with a business which has, or whose Related Entities have exhibited a pattern of failing to provide OJT participants with continued long-term employment with wages, benefits and working conditions that are equal to those provided to regular employees who have worked a similar length of time and are doing the same type of work.
4. WIOA funds provided to businesses for OJT or customized training must not be used to directly or indirectly assist, promote or deter union organizing.
5. State agencies, city governments and county governments will not be eligible to receive funds under an OJT Agreement.

#### **D. Wages & Reimbursement**

Individuals hired under the OJT program will be paid the company's usual entrance wage rate for the occupation in which they are to be employed and trained. Any jobs paying less than \$9.00 per hour will not be eligible for OJT.

Businesses shall be reimbursed according to the following:

1. Maximum amount of reimbursement allowable under an OJT contract is \$15 an hour, regardless of compensation rate.
2. OJT Agreements must be written for a minimum of 35 hours per week.
3. All wage reimbursement is at 50% of regular wage and not at overtime or other premium rates.
4. Maximum training time is six months or 1040 hours.
5. Reimbursement shall occur upon training completion as stated in the training outline and after 40 hours of retention per participant.

#### **E. Period of Reimbursement**

The period of reimbursement must be limited to the period of time required for a participant to become proficient in the occupation for which training is being provided. In determining the appropriate length of an OJT or customized training position, local areas should consider:

1. The requirements of the occupation;
2. The skill level of the participant;
3. The participant's prior work experience; and,
4. Barriers shown in the participant's Individual Employment Plan

An OJT or CT position may be extended as deemed reasonable and must be approved by the DWDA on a case by case basis.

#### **F. Workers' Compensation**

The business is required to cover all approved OJT and CT participants with workers' compensation insurance or an equivalent. No reimbursement payment will be made until proof of coverage or documents of renewal have been provided.

#### **G. Business Pattern of Failure**

Requests from a business who has exhibited a pattern of failing to provide OJT or CT participants with continued long-term employment should not be approved until corrective action has occurred. The local area has adopted procedures defining "failure" and the process to be followed when a failure situation occurs.

#### **H. OJT Upgrades**

In order for an occupation to qualify for upgrade OJT for a current employee, certain conditions must be met:

1. The upgrade must be a new job to the current employee;
2. The current employee must not already possess the skills and abilities reflected on the training outline from prior work experience or training;
3. The skills and abilities must be documented in the individual's training outline, and detailed procedures must be written in the training outline to evaluate the individual's mastery of the skills that are learned;
4. The current employee must receive a minimal wage increase of at least \$1 per hour at the completion of training;

5. Upgrade OJT participants must work a minimum of 32 hours per week.
6. Upgrade OJT is only for jobs created due to new technology, new equipment or expansions.
7. Allowable reimbursement for upgrade OJT will be a minimum of 320 to a maximum of 640 hours.

**I. Agreements**

OJT and CT agreements should, at a minimum:

1. Identify the occupation, skills and competencies to be learned;
2. Specify the length of training time provided;
3. Define what constitutes successful completion of training;
4. Identify the percentage rate used for reimbursement to the businesses;
5. Identify the business's cost for training (CT only); and
6. Contain or reference required assurances.

**J. Evaluation of Business and Trainee Progress**

DWDA, through its one-stop operator, will evaluate approved OJT and CT agreements regularly. Evaluation requires that the one-stop operator meet with the business and the trainee(s) to review work performance and/or training progress. In addition, the OJT/CT evaluator should review payroll records (OJT only) and CT cost documentation.

**III. WAIVERS**

As described in WIOA Section 134(H), local boards may increase the amount of the reimbursement described in Section 3(44) to an amount of up to 75 percent of the wage rate of a participant.

Reimbursement of more than 50% will be very limited and any requests must have prior approval of DWDA.

**IV. CONFLICT OF INTEREST**

The Delta Workforce Development Area has approved a Conflict of Interest Policy, which ensures that representatives of organizations entrusted with public funds do not personally profit. The OJT program is subject to this policy.

**V. NONDISCRIMINATION**

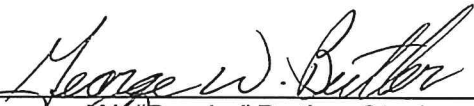
1. No individual shall be excluded from participation in, denied the benefits of, subjected to discrimination under, or denied employment in the administration

of or in connection with any program because of race, color, religion, sex, national origin, age, disability or political affiliation or belief.

2. No person may discriminate against an individual who is a participant in a program or activity that receives OJT or CT funds solely because of the status of the individual as a participant.

**VI. EFFECTIVE DATE**

This policy shall be effective May 20, 2021. It will remain in place until rescinded or replaced.

  
\_\_\_\_\_  
George W. "Bunky" Butler, Chairman  
Delta Workforce Development Board

Date May 20, 2021

# **THE DELTA WORKFORCE DEVELOPMENT AREA**

## **WIOA ADULT PRIORITY OF SERVICE POLICY**

**Effective May 20, 2021**

# THE DELTA WORKFORCE DEVELOPMENT AREA ADULT PRIORITY OF SERVICE POLICY

## I. Introduction

As described and required in the Workforce Innovation and Opportunity Act (WIOA), The Delta Workforce Development Area (DWDA) has developed guidelines to prioritize WIOA Title I adult funds. TEGL 7-20 states that under WIOA, priority must be provided regardless of the level of funding, for adult participants receiving WIOA career services described in Sec.134(c)(3)(E) and training assistance.

It is the intent of the Delta Workforce Development Area to implement these guidelines so as not to preclude providing career and training services to other individuals who are not recipients of public assistance or otherwise considered low-income adults or individuals who are not basic skills deficient.

## II. Priority of Service Guidelines

The Delta Workforce Development Area will prioritize services to those adults who most need assistance, with particular emphasis on low-income individuals, public assistance recipients, and individuals who are basic skills deficient. A system for prioritizing those individuals most in need of WIOA career services described in Sec.134(c)(3)(E) and training assistance is being provided to the One-Stop Operators for implementation.

Veterans and eligible spouses continue to receive priority of service for all DOL-funded job training programs, which include WIOA programs. However, as described in TEGL 10-09, when programs are statutorily required to provide priority for a particular group of individuals, such as the WIOA priority described above, priority must be provided in the following order:

FIRST – Veterans and eligible spouses who are included in the groups given statutory priority for WIOA Adult formula funding. This means that veterans and eligible spouses who are also recipients of public assistance, other low-income individuals or individuals who are basic skills deficient receive first priority for services WIOA Adult formula funds for Individualized career services and training services.

SECOND – Non-covered persons (individuals who are not veterans or eligible spouses) who are included in the groups given priority for WIOA Adult formula funds.

THIRD – veterans and eligible spouses who are not included in WIOA's priority groups.

FOURTH – priority populations established by the Governor and/or DWDB.

FIFTH – to non-covered persons outside the groups given priority under WIOA.

## III. Rating Scale

This system, designed for use in the fourteen Delta Workforce Development Area counties, consists of a simple rating scale where those individuals who seek career services or training services under WIOA Title I adult funding are required to sign the Priority of Service Rating Sheet.

- A. This determination is to be made at the date and time that career or training level services are requested.
- B. If necessary, a new determination may be made on behalf of the participant if characteristics or circumstances change.
- C. This rating will follow the individual throughout this program participation.

The scale follows below:

Characteristic or Circumstance	Points given if "yes" answer
TANF Recipient	5
SNAP Recipient	3
Basic Skills Deficient (Unable to Solve Problems or Read, Write, or Speak English)	3
Low-Income Individual (70% LLSIL)	3
Disabled individuals whose income meets 70% LLSIL	3

#### IV. Scoring

WIN Job Center staff will be responsible for completing the rating scale for all adults requesting WIOA Title I adult funded career or training level services within their county(ies) of service.

- A. Those persons who score five (5) or more points on this scale shall be given top priority for these services. They shall be given top priority and immediately moved to the front of any waiting lists that may exist at the time.
- B. Those persons who score at least three (3) points but less than five (5) points shall be immediately placed on any waiting lists that may exist at the time after those persons who have been given top priority but ahead of all persons having been assigned no priority.
- C. All placements for priority will be made on a "first-come, first-served" basis for those persons receiving equal points.
- D. If no waiting list exists, those persons who receive any points on the rating scale must immediately receive appropriate WIOA Title I adult career or training services.

#### V. Documentation

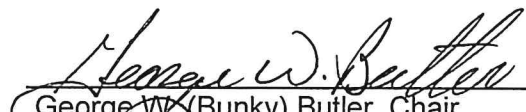
A copy of all completed rating scale forms must be placed in the appropriate individual's file and be available for monitoring review.

#### VI. Service to Non-Rated Individuals

These procedures for determining priority of service do not limit services to specific groups but give priority to low-income individuals, public assistance, recipients, and basic skills deficient individuals while allowing service to other individuals who meet eligibility requirements.

#### VII. Effective Date

This policy is effective May 20, 2021.

  
George W. (Bunky) Butler, Chair  
Delta Workforce Development Area

  
Date

# **DELTA WORKFORCE DEVELOPMENT AREA**

## **WIOA Individual Training Account Policy for Adults and Dislocated Workers**

**Revised Effective November 21, 2019**



## **Delta Workforce Development Area Individual Training Account Policy Adults and Dislocated Workers**

### **I. SCOPE AND PURPOSE**

The Workforce Innovation and Opportunity Act (WIOA) requires that, with certain limited exemptions, all Title I adult and dislocated worker training services as defined at Section 134(c)(3)(D) shall be provided through the use of Individual Training Accounts (ITAs). ITAs are to be used by customers, after consultation with a case manager, to purchase approved training programs, provided by "eligible training providers".

Approved programs are those, which are maintained on a statewide listing of training providers known as the "State List" located on the web at [www.mississippi.org/eplweb/](http://www.mississippi.org/eplweb/). This policy outlines the minimum requirements The Delta Workforce Development Board (DWDB) has established in developing the local ITA policy.

### **II. SPECIFICATIONS FOR ITAs**

An ITA is an account established by a WIN Job Center operator on behalf of an eligible individual. ITAs are funded with adult and dislocated worker funds as authorized under Title I of WIOA. ITAs are to be used to purchase training services for skills in demand occupations and those addressed in the Delta Sector Strategy plan from training providers on the statewide eligible training provider list.

Due to limited funding resources the DWDB has established the following procedures that address conditions for the receipt of ITAs.

- A. Training services may be made available to eligible adults and dislocated workers who, after attaining at a minimum, a bronze level National Career Ready Certificate (NCRC), an interview, evaluation, or assessment, and career planning, have been determined by WIN Job Center staff and documented in the IEP that the individual is;
  - a. unlikely or unable to obtain or retain employment, that leads to economic self-sufficiency or wages comparable to or higher than wages from previous employment, through the career services described in paragraph (2)(A)(xii);
  - b. in need of training services to obtain or retain employment that leads to economic self-sufficiency or wages comparable to or higher than wages from previous employment; and
  - c. in need of and desires training services and has the skills and qualifications to successfully complete the selected training program.
- B. The participant must complete the DWDA ITA application process and may be approved for an occupational training course listed on the Mississippi statewide

list of WIOA Eligible Training Providers. The training provided is expected to result in employment in the Delta area (or an area where the trainee will relocate) at a wage rate suitable to and consistent with the participant's needs, skills and earning capacity. Participants may be approved only for training in which they certify a commitment to attend classes, complete training and cooperate with follow-up requirements. Only one ITA per participant will be allowed. Exceptions may be made at the discretion of DWDA staff.

- C. The participant seeking training must apply for and provide proof of a Pell Grant, (except when the training program selected is not eligible for Pell participation), and all other known available financial assistance. The eligible training provider is required to distribute Pell funds and WIOA funds based on the following:
- Students receiving a Pell Grant, whether full or partial, are eligible for WIOA funds to bridge the gap only if Pell is insufficient to pay the eligible WIOA costs up to \$2,000 per semester. Example: WIOA eligible costs for a particular training are \$2,900 per semester; the maximum Pell amount is \$2,756; WIOA will bridge the gap and pay the balance of \$144. Exceptions may be made by the fiscal agent on a case-by-case basis for documented hardship cases.
- D. The participant seeking training must agree to provide attendance information, grades and/or progress reports while enrolled in WIOA approved training activities or agree to allow the training provider to release such information to the WIN Job Center. Individuals must have and maintain an overall GPA of 2.0 to be eligible each semester.
- E. Upon completion of training the participant must agree to provide, or authorize the provision of, documentation of completion of training and when hired, provide the name of his/her employer and wage/salary information to the WIN Job Center.
- F. The participant must agree to participate in follow-up activities to determine employment retention and wages at designated intervals.
- G. Dislocated workers qualified under the Trade Adjustment Act (TAA) will be co-enrolled in WIOA for basic and individualized services only. They must exhaust all training benefits under TAA before they can qualify for an ITA under WIOA.

### **III. Limitations on ITAs – For Regular Funded Programs**

The following limits have been established by the DWDA for individual ITAs:

- A. For two-year programs and 4 year degree programs, three semesters will be allowed at a maximum of \$2,000 per semester after the satisfactory completion of the first semester, for a 2 year program and after the first semester of junior year for 4 year program, for a maximum of \$6,000 per ITA.
- B. For a one-year vocational program, a maximum of \$2,000 will be allowed per ITA.

- C. For a one-year vocational program in the nursing field, a maximum of \$7,000 will be allowed per ITA. Examples include LPN and fast track LPN to RN.
- D. For Electrical Lineman Training Program a maximum of \$2,250 will be allowed per ITA.
- E. For truck driver training, a maximum of \$4,200 will be allowed per ITA. The DWDA "Truck Driver Training Participant Certification" form must be completed by the eligible training provider prior to ITA approval, providing a satisfactory background check and drug screen, at no additional cost to WIOA.
- F. For Dental Hygiene Tech, RN, ADN and BSN programs, 4 semesters will be allowed per ITA at a maximum of \$2,000 per semester, not to exceed \$8,000 per ITA.
- G. For short-term programs of one semester or less, a maximum of \$1,000 will be allowed per ITA. WIN Job Center Staff should ensure that the course is a demand occupation or one that is addressed in the Delta Sector Strategy plan and will increase participant wages at the completion of the training.
- H. Summer sessions will not be paid for by WIOA unless the summer session is one of the last three semesters needed to complete a program. If summer is one of the last three semesters for a participant who is receiving Pell and Pell does not pay for the summer semester, then the participant's WIOA obligation for the summer session will be the full amount approved by DWDA policy.
- I. No ITA may be awarded to applicants who currently have a bachelor's degree or master's degree. Applicants seeking a BSN will not be allowed if they currently have an ADN or an RN. Exceptions may be made on a case-by-case basis.
- J. Second ITA's can be granted only to individuals applying for LPN to RN training to upgrade skills in the health care profession.
- K. For EMT training, a pre-hire letter is required prior to enrolling a student in an ITA.
- L. DWDA reserves the right to limit the number of trainees in any course at any time.
- M. For Basic Law Enforcement Training, a maximum of \$3,600 will be allowed per ITA and a pre-hire letter is required prior to enrolling a student.
- N. For **high cost** ITA's whose total costs exceed that which is allowable by DWDA, the participant will be required to provide documentation on how the balance of funding will be paid.

Exceptions may be made by DWDA staff for extenuating circumstances, once proper documentation has been provided.

## V. Internal Procedures for ITAs

The DWDA Board has established internal procedures for the issuance of ITA's that include an approval process for ITAs, application process, description of disbursement procedures, description of a mechanism for tracking expenditures, and a refund policy.

## VI. Coordination of WIOA Training Funds

WIOA funding for training is limited to participants who are unable to obtain **grant assistance** from other sources to pay for their training or require assistance beyond that available under grant assistance from other sources. Student loans which will have to be repaid by the participant should not be a consideration for ITA funding.

## VII. Denial of Individual Training Accounts

A. Participants should be provided maximum choice in selecting a training program and training provider from the state-maintained approved list. An ITA shall be denied for the following reasons:

1. The ITA cost exceeds the maximum limits set forth in Section "III" of this policy and the participant is unable to document the source of the additional funding.
2. The participant is unlikely to succeed in training based on the inability to obtain at a minimum a bronze level NCRC score, an in-depth or objective assessment of needs or abilities as documented in the case notes.
3. The training is unlikely to result in stable employment at an income level consistent with the participant's needs, skills and earning capacity.
4. The participant or training provider refuses to comply with reasonable requirements and conditions regarding enrollment, payments, and information sharing.
5. The occupation or training provider selected is not included on the statewide list of Eligible Training Providers.
6. The participant does not meet the entrance requirements for the specified training program.
7. The training being requested is the first semester or requisite course of a total program of more than three semesters or courses in duration.
8. The selected course of training is in the following fields:

Cosmetology, barbering and related fields;  
Manicuring and related fields;  
Massage and related fields;  
Childcare worker and related programs;  
Certified Nurse Assistant;  
Health care assistant;  
Gaming programs;  
PhD programs;

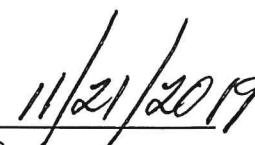
Short term computer training; (example: Word, Excel)  
Medical Transcriptionist;  
Master degree programs;  
Phlebotomy;  
Alternate Route to Teaching;  
Polysomnography;  
Short-term accounting classes (example: Quickbooks)  
Off shore industry training

- B. An ITA may be revoked or suspended, if at any time during the training, the participant is not meeting the criteria for successful performance as established by the training provider or as determined acceptable by DWDA.

**EFFECTIVE DATE**

This policy is effective November 21, 2019.

  
George W. "Bunky" Butler, Chairman  
Delta Workforce Development Board

  
Date

# **Delta Workforce Development Area**

## **Conflict of Interest Policy**

**Effective November 19, 2015**

**DELTA WORKFORCE DEVELOPMENT AREA  
CONFLICT OF INTEREST POLICY**

**I. SCOPE AND PURPOSE**

A Conflict of Interest Policy is required in order to ensure that individuals or representatives of organizations entrusted with public funds, or entrusted with a public office or appointment, will not personally or professionally benefit from the award or expenditure of such funds. Individuals or representatives of organizations entrusted with public funds, as referenced above, shall hereinafter be understood to include Delta Workforce Development Board (DWDB) members, and local workforce area staff.

This policy incorporates MDES State Policy Number 5 and meets the minimum federal and state requirements described in Section III, herein.

**II. LAWS GOVERNING CONFLICTS OF INTEREST**

**A. Federal Requirements**

The laws governing conflicts of interest under WIOA are found at Workforce Innovation and Opportunity Act, 113 P.L. 128, Section 101(f) and 101(h). These sections state as follows:

A member of a State board may not:

(1) vote on a matter under consideration by the State Board (A) regarding the provision of services by such member (or by an entity that such member represents); or (B) that would provide direct financial benefit to such member or the immediate family of such member; or (2) engage in any other activity determined by the Governor to constitute a conflict of interest as specified in the State plan.

A member of a local board may not:

(1) vote on a matter under consideration by the local board (A) regarding the provision of services by such member (or by an entity that such member represents); or (B) that would provide direct financial benefit to such member or the immediate family of such member; or (2) engage in any other activity determined by the Governor to constitute a conflict of interest as specified in the State plan.

**B. State Requirements**

State law is more proscriptive than federal law; therefore, the policies of the DWDB include additional State requirements, as outlined below.

References to the Ethics Commission Opinions are provided for further clarification.

**1. State Law**

**Mississippi Code Annotated §25-4-105(1) (1972)**, prohibits a public servant from using his position in government to obtain pecuniary benefit for himself, certain relatives or a "business with which he is associated." A public servant may avoid using his position, and therefore avoid a violation of **Section 25-4-105(1)**, by recusing himself from the matter giving rise to the conflict of interest. An abstention is considered a vote with the majority and is *not* a recusal.

**Section 109 of the Mississippi Constitution of 1890**, and its statutory parallel, **Mississippi Code Annotated §25-4-105(2)**, prohibit a member of a public board from having any direct or indirect interest in a contract with the government funded or otherwise authorized by that board during his or her term or for one year thereafter.

A recusal will *not* prevent or ameliorate a violation of **Section 109** and **Section 25-4-105(2)**, as these sections do not require any affirmative act by an individual member to give rise to a conflict, but merely action by the board. Accordingly, recusal by the affected SWDB or DWDB member will not prevent a violation of these sections.

**2. Mississippi Ethics Commission Opinion 13-014-E**

In Advisory Opinion 13-014-E, the Mississippi Ethics Commission interpreted the application of Section 109 and Section 25-4-105(2) as follows:

The LWIB is a public board subject to statutory sections. If the LWIB funds a contract in which a member of that board has a prohibited interest, that member will be in violation of these sections. Any contract which violates either section is null and void.

The owner and CEO of a business will have an interest in all contracts entered by the business. Employees of these businesses also presumably have an interest in all contracts entered by their employer. Accordingly, a business whose owner, CEO, or employee serves on an LWIB is prohibited by **Section 109** and **Section 25-4-105(2)** from receiving any contract that is funded by the LWIB. This prohibition applies to all contracts funded during the LWIB member's term and for one year after the LWIB member's term.



A recusal will not prevent or ameliorate a violation of Section 109 and Section 25-4-105(2), as these sections do not require any affirmative act by an individual member to give rise to a conflict, but merely action by the board. Accordingly, recusal by the affected DWIA member will not prevent a violation of these sections.

MDES notes that advisory opinions from the Mississippi Ethics Commission, including No. 13-014-E, are merely advisory and they are merely opinions. They do not have the force of law possessed by a statute or a court decision.

### **3. Recusal**

A total and complete recusal requires that the public servant not only avoid debating, discussing or taking action on the subject matter during official meetings or deliberations, but also avoid discussing the subject matter with staff or any other person. This includes casual comments, as well as detailed discussions, made in person, by telephone or by any other means.

Furthermore, the minutes or other record of the meeting should state the recusing member left the room before the matter came before the public body and did not return until after the vote.

### **4. Questions**

In the event any member has a question as to the interpretation or application of this policy or the related ethics laws and statutes, he/she is encouraged to obtain an opinion from the Mississippi Ethics Commission prior to any action being taken on the issue.

## **POLICY REQUIREMENTS**

It is the policy of DWDA governing the performance of persons engaged in the award and administration of WIOA contracts and subgrants as follows:

1. A written code of standards or conduct governing the performance of persons engaged in the award and administration of WIOA contracts and subgrants.
2. No individual in a decision-making capacity shall engage in any activity including participation in the selection, award, or administration of a subgrant or contract supported by WIOA funds, if a conflict of interest (real, implied, or apparent) would be involved.
3. No member of the DWDB shall cast a vote, or participate in any decision-making capacity, on the provision of services by such member (or any organization which that member directly represents), or on any matter

which would provide any direct financial benefit to the member, the immediate family of such member, or to the member's organization.

A conflict of interest under paragraphs 2 or 3 would arise when one of the following persons or groups has a financial or other interest, either through ownership or employment, and participates in the selection or award of funding for themselves, their family, or that organization or firm.

- An individual; i.e., employee, officer, or agent,
  - Any member of the individual's immediate family (parent, spouse, children, or siblings),
  - The individual's business partner, or
  - An organization which employs, or is about to employ any of the above individuals (individual has received a job offer from the organization),
4. The officers, employees, agents, or members of the DWDB making the awards will neither solicit nor accept gratuities, favors, or anything of monetary value from awardees, potential awardees, or other parties to agreements.
  5. Reference the Mississippi Ethics in Government Laws and their applicability to members of the DWDB, including a statement that advises members of all relevant opinions from the Mississippi Ethics Commission and the proper procedure for recusal.
  6. The code of conduct shall contain penalties, sanctions, or other disciplinary actions in accordance with state and local law for violations of the provisions against conflict of interest.

### **III. REQUIRED ACTION**

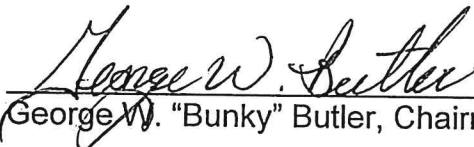
- A. In accordance with Training and Employment Guidance Letter 35-10, issued by the United States Department of Labor, SWDB and DWDB members are encouraged to regularly review and be aware of the relevant Federal, state, and board rules guiding procurement decisions and other board responsibilities.
- B. This policy and the background information should be reviewed regularly with the DWDA Board. This policy should be included in orientations for new board members.
- C. The DWDB has developed a Conflict of Interest Acknowledgement form, that incorporates State Policy Number 5, which must be signed by each member of the DWDB and South Delta PDD workforce staff stating that they have been made aware of the federal and state conflict of interest requirements, and will abide by those requirements in the service of these boards.

**IV. REFERENCES**

- 29 U.S.C. 2821(f) (1998)
- 29 U.S.C. 2832 (g) (1998)
- U.S. Department of Labor TEGL 35-10
- Section 109, Mississippi Constitution of 1890
- Section 25-4-103, Mississippi Code of 1972
- Mississippi Ethics Commission Opinion 13-014-E
- Mississippi Ethics Commission Opinion 06-099-E
- Mississippi Ethics Commission Opinion 04-076-E

**V. REVISION DATE**

This revised policy will be effective as of November 19, 2015.

  
George W. "Bunky" Butler, Chairman

  
Date

**Conflict of Interest Policy**  
**Acknowledgment Form for DWDB Members**

I have received a copy of the Delta Workforce Development Area Conflict of Interest Policy under the WIOA program. By signing below, I acknowledge that I have read and understood the policy and what is expected of me as a member of the Delta Workforce Development Board (DWDB) under both the state and federal requirements and agree to abide by these requirements during my term of service.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Date

**Conflict of Interest Policy**  
**Acknowledgment Form for**  
**SDPDD Workforce**  
**Staff Members**

I have received a copy of the Delta Workforce Development Area Conflict of Interest Policy under the WIOA program. By signing below, I acknowledge that I have read and understood the policy and what is expected of me as a member of the WIOA staff under both the state and federal requirements and agree to abide by these requirements during my employment with WIOA.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Date

# **DELTA WORKFORCE DEVELOPMENT AREA**

## **SUNSHINE PROVISION POLICY**

**Effective July 1, 2017**

**Delta Workforce Development Area**  
**SUNSHINE PROVISION POLICY (amended as of July 1, 2017)**  
**Workforce Innovation and Opportunity Act (WIOA)**

**I. SCOPE AND PURPOSE**

This policy sets forth the requirements to conduct business in an open manner as mandated by the Workforce Innovation and Opportunity Act (WIOA) and MDES State Policy # 4. Conducting business in an open manner involves making the activities of the Delta Workforce Development Board (DWDB) available to the public (including individuals with disabilities) on a regular basis via electronic means and open meetings.

**II. STATUTES GOVERNING SUNSHINE PROVISIONS AND APPLICABLE ACTS**

**A. Federal Requirements**

The legislation outlining the Sunshine Provision under WIOA, as prescribed for the LWDBs, is found in ***Workforce Innovation and Opportunity Act, 113 P.L. 128, Section 107(e)***.

“Sunshine Provision.—The local board shall make available to the public, on a regular basis through electronic means and open meetings, information regarding the activities of the local board, including information regarding the local plan prior to submission of the plan, and regarding membership, the designation and certification of one-stop operators, and the award of grants or contracts to eligible providers of youth workforce investment activities, and on request, minutes of formal meetings of the local board.”

The laws governing open meeting accessibility for the disabled are found at *Title III of the Americans with Disabilities Act (ADA), 42 USC § 12181 et seq.* More specifically, the relevant sections, **28 CFR § 36.201(a) (2010), 28 CFR § 36.104 (2010), 28 CFR § 36.303(a) (2010), 28 CFR § 36.104 (2010)**, [U.S. Department of Justice Regulation to Title III of the Americans with Disabilities Act, 56 Fed. Reg. 35544 (July 26, 1991)] are as follows:

“No individual shall be discriminated against on the basis of disability in the full and equal enjoyment of the goods, services, facilities, privileges, advantages, or accommodations of any place of public accommodation by any private entity who owns, leases (or leases to), or operates a place of public accommodation.” **28 CFR § 36.201(a) (2010)**.

"Public accommodation means a private entity that owns, leases [or leases to], or operates a place of public accommodation." **28 CFR § 36.104 (2010).**

"A public accomodation shall take those steps that may be necessary to ensure that no individual with a disability is excluded, denied services, segregated or otherwise treated differently than other individuals because of the absence of auxiliary aids and services, unless the public accommodation can demonstrate that taking those steps would fundamentally alter the nature of the goods, services, facilities, privileges, advantages, or accommodations being offered or would result in an undue burden, i.e., significant difficulty or expense." **28 CFR § 36.303(a) (2010).**

"Qualified interpreter means an interpreter who is able to interpret effectively, accurately and impartially both receptively and expressively, using any necessary specialized vocabulary." **28 CFR § 36.104 (2010).**

The Delta Workforce Development Board will comply with all federal requirements for open meeting accessibility as specified above.

## **B. State Requirements**

State requirements are prescribed in Mississippi's Open Meetings Acts, **Title 25, Chapter 41, Miss. Code of 1972** and in Mississippi's Public Records Act, **Title 25, Chapter 61, Mississippi Code of 1972**. These acts collectively govern public bodies, state and local, that holds meetings on public matters, and ensures the public's right to access public records. The Mississippi Ethics Commission is given authority to hold hearings, take complaints, issue subpoenas, hold hearings and issue orders subsequent to alleged violations of the Open Meetings Act and the Public Records Act.

### **1. State Law- The Open Meetings Act**

**Miss. Code Ann. § 25-41-3(a)**, defines a "public body" as any executive or administrative board, commission, authority, council, department, agency, bureau or any other policy making entity, or committee thereof, of the State of Mississippi, or any political subdivision or municipal corporation of the state, whether such entity be created by statute or executive order, which is supported wholly or in part by public funds or expends public funds, and any standing, interim or special committee of the Mississippi Legislature.

**Miss. Code Ann. § 25-41-5**, outlines official meetings of public bodies specifically as follows:



"(1) All official meetings of any public body, unless otherwise provided in this chapter or in the Constitutions of the United States of America or the State of Mississippi, are declared to be public meetings and shall be open to the public at all times unless declared an executive session as provided in Section 25-41-7.

(2) A public body may conduct any meeting through teleconference or video means. A quorum of a public body as prescribed by law may be at different locations for the purpose of conducting a meeting through teleconference or video means provided that the equipment used is located at the place where the public body normally meets or at a public location specified in any notice of a special meeting, and provided that the equipment allows all members of the public body and members of the public who attend the meeting to hear the deliberations of the public body

(3) An agenda and materials that will be distributed to members of the public body and that have been made available to the staff of the public body in sufficient time for duplication and forwarding to the members of the public body shall be made available to the public at the time of the meeting. Votes taken during any meeting conducted through teleconference or video means shall be taken in a manner that is clearly audible or visible to all members of the public body and to members of the public present at the public location.

**Miss. Code Ann. § 25-41-9**, states that the public body convening the meeting may make and enforce rules and regulations pertaining to the conduct of attendees.

**Miss. Code Ann. § 25-41-11**, sets parameters defining minutes and their recording as follows:

"(1) Minutes shall be kept of all meetings of a public body, whether in open or executive session, showing the members present and absent; the date, time and place of the meeting; an accurate recording of any final actions taken at such meeting; and a record, by individual member, of any votes taken; and any other information that the public body requests be included or reflected in the minutes. The minutes shall be recorded within a reasonable time not to exceed thirty (30) days after recess or adjournment and shall be open to public inspection during regular business hours.

(2) Minutes of a meeting conducted by teleconference or video means shall comply with the requirements of Section 25-41-5.

(3) Minutes of legislative committee meetings shall consist of a written record of attendance and final actions taken at such meetings.”

**Miss. Code Ann. § 25-41-13**, states that notice of public meetings will contain the place, date, hour and subject matter, but if a public body has regularly scheduled meetings at certain times and places mandated by statute, then no additional notice is required unless a meeting is recessed, or adjourned. In the case that there is an interim meeting or special meeting called, notice must be posted, in a publicly accessible place, preferably in the building in which the meeting will be held, within one (1) hour of the start of the meeting. This notice must be included in the minutes or other records of the public body. This section also prescribes that public bodies without statutory provisions in place detailing times and places of meetings must detail in the minutes the upcoming times, places and procedure by which its meetings will be held.

## **2. State Law- The Public Records Act**

**Miss. Code Ann. § 25-61-2**, defines the public records policy of the State of Mississippi as allowing the public, unless otherwise specified, access to all non-classified public records. The responsibility of providing access to these records is a duty of each public body. No person, due to automation, shall be denied access to public records. With an increase in technological use and advances, public bodies must provide reasonable access to electronically maintained records, subject to retention policies.

The Delta Workforce Development Board will comply with all state requirements for open meeting accessibility and public records as specified above.

## **III. POLICY REQUIREMENTS**

In order to comply with WIOAs transparency mandates, to conduct business in an open manner and make activities of the board available to the public, including the development of specific policies and the minutes of formal board meetings upon request, and to garner public trust, the DWDB adopts the following:

### **1. By-Laws:**

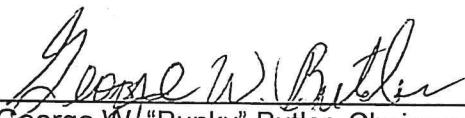
- a. All meetings shall be conducted on a regular basis and as open meetings as specified in the DWDB By-Laws.
- b. The meetings will specifically address the activities of the DWDB in relation to local plan activities and modifications. These activities will be addressed, in open meetings, prior to the submission of the plan or modification of the plan, respectively.

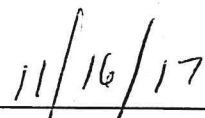
2. Minutes:

- a. Minutes of all meetings of the DWDB Board and Executive Committee shall be written in accordance with the DWDB By-Laws and maintained on file.
  - b. Notation of and information regarding all members of DWDB must be identified and made available and easily accessed by the public.
  - c. Priority must be given to public accessibility.
  - d. All information must also be ADA compliant.
3. The DWDB shall publicly identify the designation and certification of one-stop operators for the public, accessible at all times.
  4. The DWDB shall publicly provide all information regarding the award of grants or contracts to eligible providers of youth workforce investment activities.
  5. The DWDB shall have the ability to provide minutes of formal meetings upon request. All requests for information in braille must be made two weeks in advance to meet the production requirements of the information.
  6. No meeting shall be held by the DWDB in a closed capacity, or in any way deny access to the public. This includes making reasonable accommodations for the disabled as outlined in the ADA requirements outlined in this document.
  7. The officers, employees, agents, and members of the fiscal agent for the DWDB will make every effort to comply with the transparency requirements as defined by WIOA with the intent of establishing trust among all individuals, agencies and entities involved in the State of Mississippi's workforce development system.
  8. The code of conduct shall contain penalties, sanctions, or other disciplinary actions in accordance with state and local law for violations of the provisions against open meetings and the public information.

**IV. EFFECTIVE DATE**

This policy, as amended, shall be effective July 1, 2017.

  
\_\_\_\_\_  
George W. "Bunky" Butler, Chairman  
Delta Workforce Development Board

  
\_\_\_\_\_  
Date

**EXHIBIT H**

**DWDA  
Sunshine Provision Policy  
Effective November 19, 2015**

# **DELTA WORKFORCE DEVELOPMENT AREA**

## **SUNSHINE PROVISION POLICY**

**Effective November 19, 2015**

**Delta Workforce Development Area  
SUNSHINE PROVISION POLICY  
Workforce Innovation and Opportunity Act (WIOA)**

**I. SCOPE AND PURPOSE**

This policy sets forth the requirements to conduct business in an open manner as mandated by the Workforce Innovation and Opportunity Act (WIOA) and MDES State Policy # 4. Conducting business in an open manner involves making the activities of the Delta Workforce Development Board (DWDB) available to the public (including individuals with disabilities) on a regular basis via electronic means and open meetings.

**II. STATUTES GOVERNING SUNSHINE PROVISIONS AND APPLICABLE ACTS**

**A. Federal Requirements**

The legislation outlining the Sunshine Provision under WIOA, as prescribed for the LWDBs, is found in **The Workforce Innovation and Opportunity Act, 113 P.L. 128, Section 107(e)**.

“Sunshine Provision. The local board shall make available to the public, on a regular basis through electronic means and open meetings, information regarding the activities of the local board, including information regarding the local plan prior to submission of the plan, and regarding membership, the designation and certification of one-stop operators, and the award of grants or contracts to eligible providers of youth workforce investment activities, and on request, minutes of formal meetings of the local board.”

The laws governing open meeting accessibility for the disabled are found at *Title III of the Americans with Disabilities Act (ADA), 42 USC § 12181 et seq.* More specifically, the relevant sections, **28 CFR § 36.201(a) (2010), 28 CFR § 36.104 (2010), 28 CFR § 36.303(a) (2010), 28 CFR § 36.104 (2010)**, [U.S. Department of Justice Regulation to Title III of the Americans with Disabilities Act, 56 Fed. Reg. 35544 (July 26, 1991)] are as follows:

“No individual shall be discriminated against on the basis of disability in the full and equal enjoyment of the goods, services, facilities, privileges, advantages, or accommodations of any place of public accommodation by any private entity who owns, leases (or leases to), or operates a place of public accommodation.” **28 CFR § 36.201(a) (2010)**.

"Public accommodation means a private entity that owns, leases [or leases to], or operates a place of public accommodation." **28 CFR § 36.104 (2010).**

"A public accommodation shall take those steps that may be necessary to ensure that no individual with a disability is excluded, denied services, segregated or otherwise treated differently than other individuals because of the absence of auxiliary aids and services, unless the public accommodation can demonstrate that taking those steps would fundamentally alter the nature of the goods, services, facilities, privileges, advantages, or accommodations being offered or would result in an undue burden, i.e., significant difficulty or expense." **28 CFR § 36.303(a) (2010).**

"Qualified interpreter means an interpreter who is able to interpret effectively, accurately and impartially both receptively and expressively, using any necessary specialized vocabulary." **28 CFR § 36.104 (2010).**

The Delta Workforce Development Board will comply with all federal requirements for open meeting accessibility as specified above.

## **B. State Requirements**

State requirements are prescribed in Mississippi's Open Meetings Acts, **Title 25, Chapter 41, Miss. Code of 1972** and in Mississippi's Public Records Act, **Title 25, Chapter 61, Mississippi Code of 1972**. These acts collectively govern public bodies, state and local, that hold meetings on public matters, and ensures the public's right to access public records. The Mississippi Ethics Commission is given authority to hold hearings, take complaints, issue subpoenas, hold hearings and issue orders subsequent to alleged violations of the Open Meetings Act and the Public Records Act.

### **1. State Law - The Open Meetings Act**

**Miss. Code Ann. § 25-41-3(a)**, defines a "public body" as any executive or administrative board, commission, authority, council, department, agency, bureau or any other policy making entity, or committee thereof, of the State of Mississippi, or any political subdivision or municipal corporation of the state, whether such entity be created by statute or executive order, which is supported wholly or in part by public funds or expends public funds, and any standing, interim or special committee of the Mississippi Legislature.

**Miss. Code Ann. § 25-41-5**, outlines official meetings of public bodies specifically as follows:

"(1) All official meetings of any public body, unless otherwise provided in this chapter or in the Constitutions of the United States of America or the State of Mississippi, are declared to be public meetings and shall be open to the public at all times unless declared an executive session as provided in Section 25-41-7.

(2) A public body may conduct any meeting through teleconference or video means. A quorum of a public body as prescribed by law may be at different locations for the purpose of conducting a meeting through teleconference or video means provided participation is available to the general public at one or more public locations specified in the public meeting notice.

(3)(a) Notice of any meetings held pursuant to subsection (2) of this section shall be provided at least five (5) days in advance of the date scheduled for the meeting. The notice shall include the date, time, place and purpose for the meeting and shall identify all locations for the meeting available to the general public. All persons attending the meeting at any of the public meeting locations shall be afforded the same opportunity to address the public body as persons attending the primary or central location. Any interruption in the teleconference or video broadcast of the meeting shall result in the suspension of action at the meeting until repairs are made and public access restored.

(b) Five-day notice shall not be required for teleconference or video meetings continued to address an emergency as provided in subsection (5) of this section or to conclude the agenda of a teleconference or video meeting of the public body for which the proper notice has been given, when the date, time, place and purpose of the continued meeting are set during the meeting prior to adjournment.

(4) An agenda and materials that will be distributed to members of the public body and that have been made available to the staff of the public body in sufficient time for duplication and forwarding to all locations where public access will be provided shall be made available to the public at the time of the meeting. Minutes of all meetings held by teleconference or video means shall be recorded as required by Section 25-41-11. Votes taken during any meeting conducted through teleconference or video means shall be recorded by name in roll-call fashion and included in the minutes. In addition, the public body shall make an audio recording of the meeting, if a teleconference medium is used, or an audio/visual recording, if the meeting is held by video means. The recording shall be preserved by the public body for a period of three (3) years following the date of the meeting and shall be available to the public.



(5) A public body may meet by teleconference or video means as often as needed if an emergency exists and the public body is unable to meet in regular session. Public bodies conducting emergency meetings through teleconference or video means shall comply with the provisions of subsection (4) of this section requiring minutes, recordation and preservation of the audio or audio/visual recording of the meeting. The nature of the emergency shall be stated in the minutes.”

**Miss. Code Ann. § 25-41-9**, states that the public body convening the meeting may make and enforce rules and regulations pertaining to the conduct of attendees.

**Miss. Code Ann. § 25-41-11**, sets parameters defining minutes and their recording as follows:

“(1) Minutes shall be kept of all meetings of a public body, whether in open or executive session, showing the members present and absent; the date, time and place of the meeting; an accurate recording of any final actions taken at such meeting; and a record, by individual member, of any votes taken; and any other information that the public body requests be included or reflected in the minutes. The minutes shall be recorded within a reasonable time not to exceed thirty (30) days after recess or adjournment and shall be open to public inspection during regular business hours.

(2) Minutes of a meeting conducted by teleconference or video means shall comply with the requirements of Section 25-41-5.

(3) Minutes of legislative committee meetings shall consist of a written record of attendance and final actions taken at such meetings.”

**Miss. Code Ann. § 25-41-13**, states that notice of public meetings will contain the place, date, hour and subject matter, but if a public body has regularly scheduled meetings at certain times and places mandated by statute, then no additional notice is required unless a meeting is recessed, or adjourned. In the case that there is an interim meeting or special meeting called, notice must be posted, in a publicly accessible place, preferably in the building in which the meeting will be held, within one (1) hour of the start of the meeting. This notice must be included in the minutes or other records of the public body. This section also prescribes that public bodies without statutory provisions in place detailing times and places of meetings must detail in the minutes the upcoming times, places and procedure by which its meetings will be held.

## 2. State Law- The Public Records Act

**Miss. Code Ann. § 25-61-2**, defines the public records policy of the State of Mississippi as allowing the public, unless otherwise specified, access to all non-classified public records. The responsibility of providing access to these records is a duty of each public body. No person, due to automation, shall be denied access to public records. With an increase in technological use and advances, public bodies must provide reasonable access to electronically maintained records, subject to retention policies.

The Delta Workforce Development Board will comply with all state requirements for open meeting accessibility and public records as specified above.

### **III. POLICY REQUIREMENTS**

In order to comply with WIOA's transparency mandates, to conduct business in an open manner and make activities of the board available to the public, including the development of specific policies and the minutes of formal board meetings upon request, and to garner public trust, the DWDB adopts the following:

1. By-Laws:

- a. All meetings shall be conducted on a regular basis and as open meetings as specified in the DWDB By-Laws.
- b. The meetings will specifically address the activities of the DWDB in relation to local plan activities and modifications. These activities will be addressed, in open meetings, prior to the submission of the plan or modification of the plan, respectively.


2. Minutes:

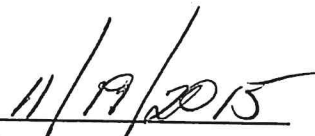
- a. Minutes of all meetings of the DWDB Board and Executive Committee shall be written in accordance with the DWDB By-Laws and maintained on file.
  - b. Notation of and information regarding all members of DWDB must be identified and made available and easily accessed by the public.
  - c. Priority must be given to public accessibility.
  - d. All information must also be ADA compliant.
3. The DWDB shall publicly identify the designation and certification of one-stop operators to the public, and ensure they are accessible at all times.
  4. The DWDB shall publicly provide all information regarding the award of grants or contracts to eligible providers of youth workforce investment activities.

5. The DWDB shall have the ability to provide minutes of formal meetings upon request. All requests for information in braille must be made two weeks in advance to meet the production requirements of the information.
6. No meeting shall be held by the DWDB in a closed capacity, or in any way deny access to the public. This includes making reasonable accommodations for the disabled as outlined in the ADA requirements outlined in this document.
7. The officers, employees, agents, and members of the fiscal agent for the DWDB will make every effort to comply with the transparency requirements as defined by WIOA with the intent of establishing trust among all individuals, agencies and entities involved in the State of Mississippi's workforce development system.
8. The code of conduct shall contain penalties, sanctions, or other disciplinary actions in accordance with state and local law, for violations of the provisions against open meetings and the public information.
9. It is the policy of the DWDB to comply with all federal and state laws and regulations regulating public meetings and documents. In the event that this policy shall conflict with any federal or state laws governing such public meetings and documents, then that provision of this policy, or any other DWDB policy, shall be deemed to be void and of no effect.

#### IV. EFFECTIVE DATE

This policy shall be effective November 19, 2015.

  
\_\_\_\_\_  
George W. "Bunky" Butler, Chairman  
Delta Workforce Development Board

  
\_\_\_\_\_  
Date

# **Delta Workforce Development Area**

## **Youth Incentive Policy**

**Effective July 1, 2021**

## Delta Workforce Development Area

### Youth Incentive Policy

**INTRODUCTION:**

This policy sets forth the guidelines for the award of incentives to youth enrolled in the Workforce Innovation and Opportunity Act programs. Incentives will be paid with Workforce Innovation and Opportunity Act funds.

**POLICY:**

Incentives may be awarded to WIOA youth program participants based upon their achievements. Incentives awarded will adhere to the specifications outlined in this policy. Incentives that are awarded through the provisions of this policy are financial awards. Each participant may be awarded incentives for four achievements only: 1) obtain a National Career Readiness Certificate, 2) STI 14 Elements completion of 40 hours of course lessons during participation, and 3) a total of two of the remaining five achievements.

The subrecipient will be responsible for tracking the distribution of incentives for each youth. Incentives will be awarded to encourage youth to achieve relevant goals. Awards should be processed within 30 days of attainment.

Achievement	Incentive	Documentation in Program Records (At a Minimum)	Relevance
<p><b>Obtain a National Career Readiness Certificate</b></p> <p>Bronze Silver Gold Platinum</p>	<p>Bronze - \$100 Silver - \$150 Gold - \$200 Platinum - \$200</p> <p>The difference in the achievement of a NCRC from one level to another level may be awarded.</p>	<p>A copy of the ACT WorkKeys Skill Report</p>	<p>Employment Credential Career Readiness</p>
<p><b>Literacy/Numeracy Gains</b></p> <p>Basic skills deficient participants (Pre-TABE score is less than a 9.0 grade level) are eligible and must increase to at least a 9.0 grade level in reading and/or math in preparation for a specified training or employment.</p>	<p>Reading - \$25 Math - \$25</p>	<p>TABE pre-test and post-test score sheets</p>	<p>In-Program Skill Gain Employment</p>

<b>In Unsubsidized Employment, Training or Education in the 2<sup>nd</sup> Quarter After Exit</b>  Employment – Minimum 160 hours	\$50	Verification by Subrecipient	Employment Earnings
<b>In Unsubsidized Employment, Training or Education in the 4<sup>th</sup> Quarter After Exit</b>  Employment – Minimum 160 hours	\$50	Verification by Subrecipient	Employment Retention
<b>Work Experience Completion of 200 hours</b>	\$50	Final time sheet indicating 200 hours completed  A copy of the supervisor's final evaluation	Employment Performance Career Readiness
<b>Obtain an Industry Recognized Credential</b>	\$25	A copy of the credential and/or scores, if applicable	Employment In-Program Skill Gain Advanced Training
<b>STI 14 Elements – Completion of 40 Hours of Course Lessons during Participation</b>	\$100 each  Up to \$400	The course hours outline and certificates depicting completion of the training hours	Employment Career Readiness

**DOCUMENTATION:** The subrecipient will maintain the written documentation to substantiate that the achievement has been met for each participant receiving the incentive. The DWDA Request for Incentive Payment and Youth Incentive Award Log forms are included in this policy. The subrecipient is responsible for ensuring that each award amount is not exceeded.

**EFFECTIVE DATE:** July 1, 2021

  
 \_\_\_\_\_  
 George W. (Bunky) Butler, Chair  
 Delta Workforce Development Area Board

  
 \_\_\_\_\_  
 Date

## Delta Workforce Development Area Request for Incentive Payment

- |                                     |  |  |
|-------------------------------------|--|--|
| <input type="checkbox"/> CRC        | <input type="checkbox"/> STI 14 Elements |  |
| <input type="checkbox"/> Employment | <input type="checkbox"/> Training        | <input type="checkbox"/> Education in the 2 <sup>nd</sup> Quarter after Exit |
| <input type="checkbox"/> Employment | <input type="checkbox"/> Training        | <input type="checkbox"/> Education in the 4 <sup>th</sup> Quarter after Exit |

Subrecipient: \_\_\_\_\_ Participant's Name: \_\_\_\_\_

Last 4 SS#: \_\_\_\_\_ Participation Date: \_\_\_\_\_ Exit Date: \_\_\_\_\_

Date Participant Passed the CRC Test: \_\_\_\_\_

Amount Requested:	\$ 100.00 for Level 3 in WGL, WWD, WAM	Bronze	_____
	\$ 150.00 for Level 4 in WGL, WWD, WAM	Silver	_____
	\$ 200.00 for Level 5 in WGL, WWD, WAM	Gold	_____
	\$ 200.00 for Level 6 in WGL, WWD, WAM	Platinum	_____
	\$ 50.00 for advancing from Level 3 to Level 4		_____
	\$ 50.00 for advancing from Level 4 to Level 5		_____
	\$ 100.00 for advancing from Level 3 to Level 5 or 6		_____

Date Participant Obtained 40 STI 14 Elements Training Hours: \_\_\_\_\_

Amount Requested: \$ 100.00

Employment/Training/Education Quarter Dates: \_\_\_\_\_

Amount Requested: \$ 50.00

### CERTIFICATION

I certify that the above-named participant has met the requirements for the incentive(s) requested and the supporting documentation is attached.

\_\_\_\_\_  
Signature of Subrecipient

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Participant

\_\_\_\_\_  
Date

# DWDA YOUTH INCENTIVE AWARD LOG

Program Year \_\_\_\_\_

Name Last, First	Last 4 SS#	Participation Date	Exit Date	Achievement and Date Achieved	Incentive Amount Awarded





**Delta Local Area Workforce  
Appendix A**

Local Area Re-designation Approval Letter



PHIL BRYANT  
GOVERNOR

May 10, 2017

Mr. Thomas L. Goodwin  
Executive Director  
South Delta Planning and Development District  
P.O. Box 1776  
Greenville, Mississippi 38702-1776

Dear Mr. Goodwin:

Because of a U.S. Department of Labor regulation, I am extending the initial designation of the Delta as a local workforce development area (LWDA) under the Workforce Innovation and Opportunity Act (WIOA) for an additional program year until June 30, 2018.

As you will recall, WIOA creates a two-step process for designating a LWDA. First, WIOA Section 106(b)(2) provides for an "initial designation" for "the first 2 full program years following the enactment of this Act," to allow for a transition to the new requirements of WIOA. Then at the end of the initial designation, Section 106(b)(3) calls for a "subsequent designation," based on a review of the performance of the LWDA during the initial designation period.

In accordance with those statutory requirements, on May 14, 2015, I approved your request for the initial designation of the Delta to continue as a LWDA through June 30, 2017, which was the end of the first two full program years after the enactment of WIOA on July 22, 2014.

Recently, however, the U.S. Department of Labor issued a regulation, 20 CFR 679.250(c), mandating that "no determination of subsequent eligibility may be made before the conclusion of Program Year (PY) 2017." Because Program Year 2017 will end June 30, 2018, that regulation has the effect of extending the initial designation period until that date.

For those reasons, I hereby approve the continued initial designation of the Delta as a LWDA through June 30, 2018.

---

STATE OF MISSISSIPPI • OFFICE OF THE GOVERNOR

POST OFFICE BOX 139 • JACKSON, MISSISSIPPI 39205 • TELEPHONE: (601) 359-3150 • FAX: (601) 359-3741 • [www.governorbryant.com](http://www.governorbryant.com)

Mr. Thomas L. Goodwin  
May 10, 2017  
Page 2

The Delta LWDA is an essential partner in the successful implementation of our innovative WIOA state plan. By working together to strengthen the alignment of our workforce, education, and economic development initiatives, we can make our state a better place to live where every Mississippian who wants a job can get a job. I appreciate your commitment to this exciting opportunity.

Sincerely,

A handwritten signature in black ink that reads "Phil Bryant". The signature is written in a cursive style with a long horizontal stroke extending to the right.

Phil Bryant  
Governor



PHIL BRYANT  
GOVERNOR

May 14, 2015

Mr. Billy Haney  
Executive Director  
South Delta Planning  
and Development District  
P. O. Box 1776  
Greenville, Mississippi 38702-1776

Dear Mr. Haney:

In accordance with Section 106(b)(2) of the Workforce Innovation and Opportunity Act (WIOA), I hereby approve your request for initial designation of the Delta as a local workforce development area for two full program years, ending June 30, 2017.

There is much to do to implement the WIOA. This innovative legislation provides the framework for a stronger alignment of the workforce, education, and economic development systems. By working better together, we can improve the delivery of services that connect workers with the skills they need to be successful and employers with the skilled workers they need to grow.

Thank you for committing yourselves to this tremendous opportunity for our state.

Sincerely,

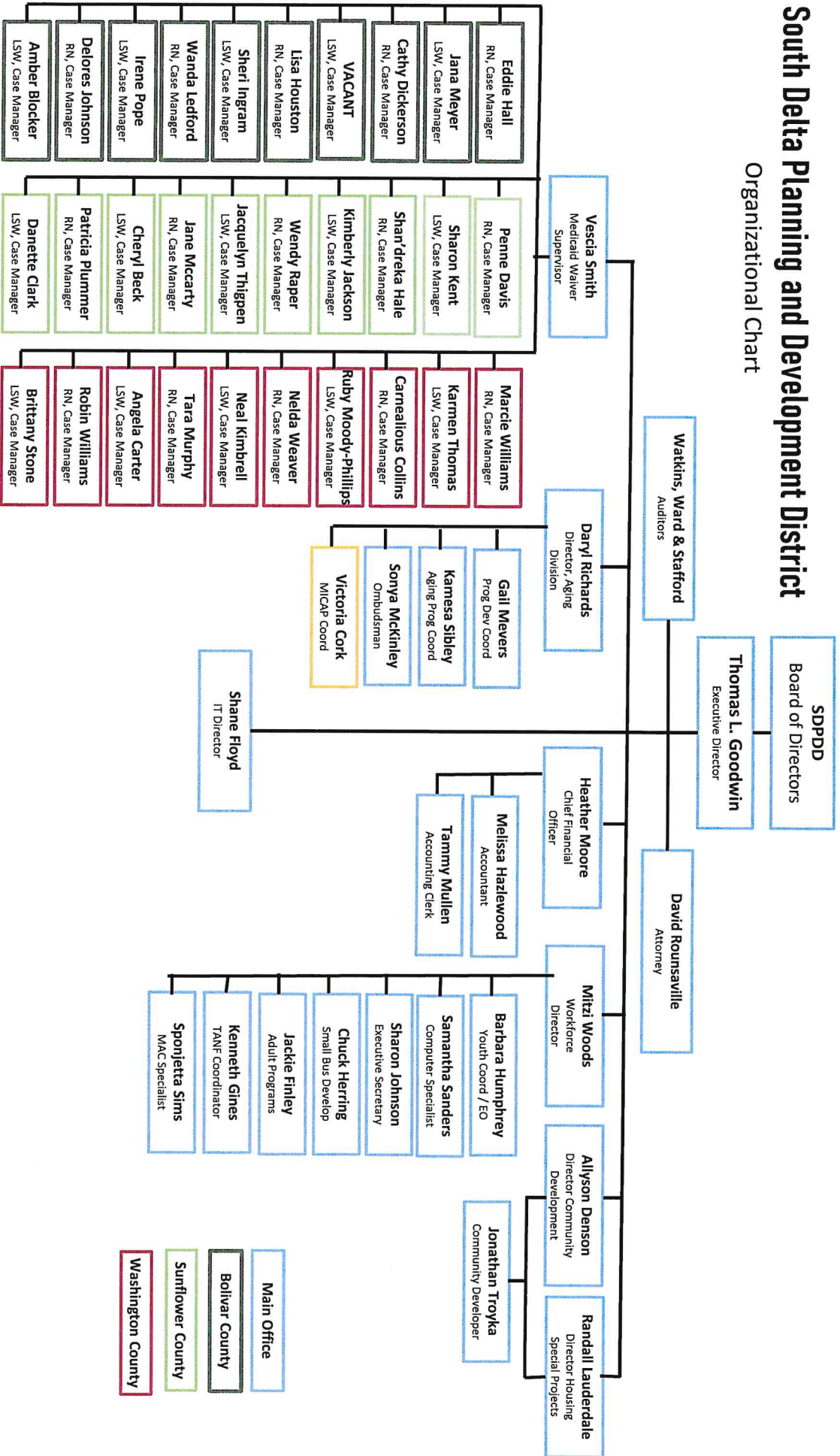
A handwritten signature in black ink that reads "Phil Bryant". The signature is written in a cursive, flowing style.

Phil Bryant  
Governor

**Delta Local Area Workforce  
Appendix B**

Administrative Entity/Local Workforce Development Area/Fiscal  
Agent Organizational Chart

# South Delta Planning and Development District Organizational Chart



**Delta Local Area Workforce  
Appendix C**

Local Workforce Development Board Membership List



## Delta Area Local Workforce Development Board Membership

	NAME	ENTITY REPRESENTING	ADDRESS	PHONE	EMAIL
1	<b>Doug Aldridge *</b>	Holmes County Bank & Trust	Post Office Box 642 Lexington, MS 39095	(662) 834-2311	meredith@holmesbk.com
2	Nicholas Evans	MDES	PO Box 1699 Jackson, MS 39215	601-540-1369	nevans@mdes.ms.gov
3	Mike Blankenship	Holmes Community College	412 West Ridgeland Avenue Ridgeland, MS 39157	(601) 605-3315	mblankenship@holmescc.edu
4	Brent Brasher	Kengro	Post Office Box 432 Charleston, MS 38921	(662) 458 -2609	brasher@kengro.com
5	<b>George W. "Bunky" Butler *</b>	Butler Consulting	12990 New Africa Road Clarksdale, MS 38614	(662) 627-3067 or (662) 902-5991	bunkyb43@bellsouth.net
6	Donny Frazier	MS Dept. of Rehabilitation Services (MDRS)	3895 Beasley Rd. Jackson, MS 39216	601-898-7048	dfrazier@mdrs.ms.gov
7	<b>Don Green *</b>	MS Delta Council for Farmworkers, Inc.	1005 State Street, Clarksdale, MS 38614	(662) 627-1121	mdcfwo@cableonec.net
8	Gerald Husband	Entergy	641 Main Street, Greenville, MS 38701	(662) 390-4035	ghusband@entergy.com
9	<b>Angela Curry</b>	Greenwood Leflore Carroll EDF	402 Hwy 82 West, Greenwood, MS 38930	(662) 453-5321	angcur@bellsouth.net
10	Cary Karlson	The Washington County Economic Alliance	3 Bellewood Drive Greenville, MS 38701	(662) 378-7096	whitetornado@suddenlink.com
11	Michael Maloney	Delta Electric Power Assoc.	Post Office 9399, Greenwood, MS 38930-8999	(662) 453-6352 / (662) 455-8080 / (662) 392-9768	mmaloney@deltaepa.coop
12	Johnny McRight	Delta Ag	Post Office Box 4812 Greenville, MS 38704	(662) 347-0761	johunny@seedcoat.com
13	Sheila Waldrup	Sunflower County Eco Dev District	PO Box 1508, Indianola, MS 38751	662-887-3737 Office 662-207-5677 Cell	swaldrup@sunflowercountyeedd.com
14	<b>John Schmidt *</b>	North Delta Regional Housing Authority (NDRHA)	Post Office Box 1148, Clarksdale, MS 38614	(662) 627-9627	johnfschmidtii@hotmail.com
15	Cordella Smith	Finch-Henry Job Corps Center	821 Highway 51 South Batesville, MS 38606	(662) 563-4656	smith.cordella@jobcorps.org
16	<b>Russell Stewart *</b>	Bank of Anguilla	Post Office Box 188 Anguilla, MS 38721	(662) 873-4346	rtstewart@bellsouth.net
17	Jim Tims	Quality Steel	Post Office Box 249 Cleveland, MS 38732	(662) 843-4046	tims@propanetank.com
18	Tamara Washington-Travis	CCC	3240 Friars Point Road Clarksdale, MS 38614	(662) 621-4304	twashington@coahomacc.edu
19	Brady Smith	Sunflower Lumber	1007 Hwy 49 West Inverness, MS 38753	662-887-1511	bsmith@sunflowerlumber.com
20	Dennis Woods	United Steel Workers of America	Post Office Box 553 Indianola, MS 38751	(662) 347-2640	N/A
	Tom Ross, Board Attorney	Hunt and Ross	PO Box 119 Clarksdale 38614	662-627-5251	tomross@huntross.com

	* Executive Committee			2.10.22
--	-----------------------	--	--	---------

Please denote officers as follows:

CHAIR:	George W. "Bunky" Butler
VICE-CHAIR:	John Schmidt
SECRETARY/TREASURER	Nicholas Evans
OTHER (SPECIFY):	
OTHER (SPECIFY):	

**Delta Local Area Workforce  
Appendix D**

Local Workforce Development Board By-laws

**DELTA WORKFORCE DEVELOPMENT  
AREA BOARD**

**BY-LAWS**

**Effective May 19, 2016**

**BY-LAWS**  
**DELTA WORKFORCE DEVELOPMENT AREA BOARD**

**I. NAME**

The name of this entity is "The Delta Workforce Development Area Board."

**II. PURPOSE**

In accordance with the Workforce Innovation and Opportunity Act, it is the purpose of the Delta Workforce Development Area Board to:

- (a) Increase, for individuals in the Delta area and 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.
- (b) Support the alignment of workforce investment, education, and economic development systems in support of a comprehensive, accessible, and high-quality workforce development system in the Delta area and the United States.
- (c) Improve the quality and labor market relevance of workforce investment, education, and economic development efforts to provide America's workers with the skills and credentials necessary to secure and advance in employment with family-sustaining wages and to provide the Delta area's and America's employers with the skilled workers the employers need to succeed in a global economy.
- (d) Promote improvement in the structure of and delivery of services through the Delta area and United States workforce development system to better address the employment and skill needs of workers, jobseekers, and employers.
- (e) Increase the prosperity of workers and employers in the Delta area and the United States, the economic growth of communities, regions, and States, and the global competitiveness of the United States.
- (f) Provide workforce investment activities, that increase the employment, retention, and earnings of participants, and increase attainment of recognized postsecondary credentials by participants, and as a result,

improve the quality of the workforce, reduce welfare dependency, increase economic self-sufficiency, meet the skill requirements of employers, and enhance the productivity and competitiveness of the Delta area and the nation.

### **III. DEFINITIONS**

The terms used in these By-Laws shall have the meanings given to them in the Workforce Innovation and Opportunity Act and the Amended Cooperative Service Agreement pursuant to which this Board is formed. These By-Laws shall be interpreted consistent with applicable state and federal laws.

### **IV. FUNCTIONS OF THE LOCAL BOARD**

The functions of the Local Board shall be as set forth in Section 107(d) of the WIOA. The Board may utilize its fiscal agent or other entity to outsource one or more of the functions set forth in Section 107(d).

### **V. ORGANIZATION AND COMPOSITION OF THE LOCAL BOARD**

- A. In accordance with the Act and in agreement with the LEO Board, there shall be a Delta Workforce Development Area Board including representatives of Bolivar, Carroll, Coahoma, Holmes, Humphreys, Issaquena, Leflore, Panola, Quitman, Sharkey, Sunflower, Tallahatchie, Tunica, and Washington counties, in the State of Mississippi. Pursuant to the provisions of the Workforce Innovation and Opportunity Act, the Board shall consist of persons, the majority of whom:
- (i) are owners of businesses, chief executives or operating officers of businesses, or other business executives or employers with optimum policymaking or hiring authority;
  - (ii) represent businesses, including small businesses, or organizations representing businesses described in this clause, that provide employment opportunities that, at a minimum, include high-quality, work-relevant training and development in in-demand industry sectors or occupations in the local area; and
  - (iii) are appointed from among individuals nominated by local business organizations and business trade associations.

- B. Not less than 20 percent of the members of the local board shall be representatives of the workforce within the local area, who -
- (i) shall include representatives of labor organizations (for a local area in which no employees are represented by such organizations) other representatives of employees;
  - (ii) shall include a representative, who shall be a member of a labor organization or a training director, from a join labor-management apprenticeship program, or if no such joint program exists in the area, such a representative of an apprenticeship program in the area, if such a program exists.
  - (iii) may include representatives of community-based organizations that have demonstrated experience and expertise in addressing the employment needs of individuals with barriers to employment, including organizations that serve veterans or that provide or support competitive integrated employment for individuals with disabilities; and
  - (iv) may include representatives of organizations that have demonstrated experience and expertise in addressing the employment, training, or education needs of eligible youth, including representatives of organizations that serve out-of-school youth.
- C. The local board shall include representatives of entities administering education and training activities in the local area, who -
- (i) shall include a representative of eligible providers administering adult education and literacy activities under title II;
  - (ii) shall include a representative of institutions of higher education providing workforce investment activities (including community colleges);
  - (iii) may include representatives of local educational agencies, and of community-based organizations with demonstrated experience and expertise in addressing the education or training needs of individuals with barriers to employment.

*Special rule. -- If there are multiple eligible providers serving the local area by administering adult education and literacy activities under title II, or multiple institutions of higher education serving the local area by providing workforce investment activities, each representative on the local board described in clause (i) or (ii) or paragraph (2)(C), respectively, shall be appointed from among individuals nominated by local providers representing such providers or institutions, respectively.*

D. The local board shall include representatives of governmental and economic and community development entities serving the local area, who

- (i) shall include representative of economic and community development entities;
- (ii) shall include an appropriate representative from the State employment service office under the Wagner-Peyser Act (29 U.S.C. 49 et seq.) serving the local area;
- (iii) shall include an appropriate representative of the programs carried out under title I of the Rehabilitation Act of 1973 (29 U.S.C. 720 et seq.) other section 112 or part C of that title (29 U.S.C. 732, 741), serving the local area;
- (iv) may include representatives of agencies or entities administering programs serving the local area relating to transportation, housing, and public assistance; and
- (v) may include a representative of philanthropic organizations serving the local Area.

E. The board may include such other individuals or representatives of entities as the Chief Elected Officials Board may determine to be appropriate.

F. Authority of Board Members. Members of the board that represent organizations, agencies, or other entities shall be individuals with optimum policymaking authority within the organizations, agencies, or entities located in the local area. The members of the board shall represent diverse geographic areas within the local area.

G. Chairperson. The board shall elect a Chairperson of the board from among its members who are business representatives.



- H. The members of the Board shall be appointed for fixed and staggered terms by the LEO Board of the area, their terms beginning on the date of Board certification by the State. These initial terms, as submitted in the Certification Package, were assigned lengths of two or three years.
- I. At the end of a member's term of membership, the LEO Board may re-appoint that member for an additional term.
- J. Any vacancy in the Board's membership shall be filled by the LEO Board, giving due consideration to the value of retaining the existing Board membership's geographic, ethnic, gender, and occupational diversity.
- K. Any member of the Board may be removed for cause, including consecutive unexcused absences from Board meetings, by the Executive Committee of the LEO Board, which will send a letter to such member outlining the basis for such removal and requiring him or her to show cause why it should not take place. If the member requests a hearing, it shall be before the Executive Committee of the LEO Board prior to a final decision.
- L. A change in a member's category representation status during his/her term shall not be cause for removal, but must be reported to the Chairperson of the Board.

## VI. OFFICERS

The Board shall have a Chairperson and such other officers as the Board determines are necessary for the efficient operation of the Board.

### A. Chairperson.

1. The Chairperson shall preside at all meetings of the Board and shall advise with the other officers of the Board on matters of policy. He/She shall have other powers, and perform other duties, as may be incidental to his or her office, as are given to him or her by these By-Laws, or may be assigned to him or her by the Board.
2. The Chairperson shall be elected from among members of the Board who are representatives of the business sector.
3. The term of office is for one year beginning July 1 through June 30.

4. The Chairperson may be re-elected for one or more additional terms.
- B. Vice-Chairperson. The Board may also elect one of its members to serve as Vice-Chairperson. The above listed conditions for the Chairperson shall apply equally to the Vice-Chairperson, except that the Vice-Chairperson may be a representative of the Public Sector. In the absence of the Chairperson, the Vice-Chairperson shall act as a Chairperson. There shall be no automatic progression from the office of Vice-Chairperson to the office of Chairperson.
- C. Secretary. The Board may also elect one of its members to serve as Secretary. The Secretary's duties will include recording the attendance and minutes of the Board meetings and sending required reports and notices to members.
- D. Executive Committee. The Executive Committee shall consist of the Chairperson, Vice-Chairperson, and Secretary of the Board, plus six other members elected by the Board from its members. A majority of the members of such committee must be representatives of business. The Executive Committee will appoint all other committees of the Board and carry out any other specific tasks which may be delegated to it by the Board.

## VII. MEETINGS, ATTENDANCE, QUORUM, AND VOTING

- A. Meetings.
1. The Board shall meet on a regular basis for the transaction of such business as may be necessary. Special meetings may be called by the Chairperson or upon request of 51% of the membership. Notice of all Board and committee meetings shall be posted on the home page of the South Delta Planning and Development District's web site.
  2. At its first regular or special meetings of the program year, through June 30, the Board will include in its minutes the times and places and the procedures by which all of its meetings are to be held. Notice of regularly scheduled and special meetings shall be provided by faxing a notice to

each Chancery Clerk's office in the 14 county area requesting that the notice be posted in public view at that county's courthouse. Notice is hereby provided that any Board member may participate in any Board or committee meeting by teleconference or video means, in which event public access will be provided at the physical location of the meeting.

3. All meetings shall be open and accessible to the public, and adhere to the Open Meetings Law, Miss. Code. Ann. §25-41-1 et seq.
4. Each member shall be notified in writing, by postal mail, fax, and/or e-mail, at least two days prior to any meeting.
5. Minutes shall be recorded of each Board, committee, or council meeting, before its next meeting.
6. Regular meetings may be rescheduled to avoid holidays.

- B. Attendance. Members of the Board are encouraged to attend both Board and committee meetings. Members who expect to be absent from a Board or committee meeting may participate in the meeting by telephonic or similar means as set forth in the Open Meetings Law, Miss. Code. Ann. §25-41-1 et seq. Attendance at all Board meetings shall be recorded and will be reported to the LEO Board. Excessive absences may be grounds for removal pursuant to rules established by the LEO Board.
- C. Quorum. For the Board and the Executive Committee, a quorum shall be 25% of its membership, who must be physically present at the meeting or attending by telephonic or similar means pursuant to the provisions of the Open Meetings Law, Miss. Code. Ann. §25-41-1 et seq.
- D. Voting. Each member shall have one vote, which may be cast by the member in person or by telephonic or similar means pursuant to the provisions of the Open Meetings Law, Miss. Code. Ann. §25-41-1 et seq.

## VIII. COMMITTEES

Quorum. A quorum of each committee shall be 25% of its members, who must be physically present at the meeting or attending by telephonic or similar means pursuant to the provisions of the Open Meetings Law, Miss Code Ann . §25-41-1 et seq.

A.

B. Ad Hoc. The Board shall have any standing committees deemed necessary by the Executive Committee, who will appoint such committees and their chairpersons and assign their duties.

C. In General. The local board may designate and direct the activities of standing committees to provide information and to assist the local board in carrying out activities under this section. Such standing committees shall be chaired by a member of the local board, may include other members of the local board, and shall include other individuals appointed by the local board who are not members of the local board and who the local board determines have appropriate experience and expertise. At a minimum, the local board may designate each of the following:

- (i) A standing committee to provide information and assist with operational and other issues relating to the one-stop delivery system, which may include as members, representatives of the one-stop partners.
- (ii) A standing committee to provide information and to assist with planning, operational, and other issues relating to provision of services to youth, which shall include community-based organizations with a demonstrated record of success in serving eligible youth.
- (iii) A standing committee to provide information and to assist with operational and other issues relating to the provision of services to individuals with disabilities, including issues relating to compliance with section 188, if applicable, and applicable provisions of the Americans with Disabilities Act of 1990 (42 U.S.C. 12101 et seq.) regarding providing programmatic and physical access to the services, programs, and activities of the one-stop delivery system, as well as appropriate training for staff on providing supports for or accommodations to, and finding employment opportunities for, individuals with disabilities.

- (iv) Additional committees - The local board may designate additional committees in addition to the standing committees specified in subparagraph (i-iii) above.
- (v) Designation of entity - Nothing in this paragraph shall be construed to prohibit the designation of an existing (as of the date of enactment of this Act) entity, such as an effective youth council, to fulfill the requirements of this paragraph as long as the entity meets the requirements of this paragraph.

**IX. STAFF AND CONSULTANTS**

The Board may utilize the staff of the Fiscal Agent to carry out its functions, and may also employ such outside attorneys, accountants, or consultants as it may consider necessary.

**X. AMENDMENTS**

Amendments to these By-Laws shall be proposed at one meeting and voted on at the next meeting. These By-Laws may be amended at any meeting where a quorum exists, with two-thirds of those present, voting in the affirmative, and upon receipt of the concurrence of the LEO Board within thirty days thereafter. These By-Laws will also be deemed to be amended whenever necessary to conform to any applicable provision of state or federal law.

**XI. PARLIAMENTARY AUTHORITY**

The rules contained in the current edition of Roberts Rules of order shall govern the Board to the extent that they are not inconsistent with these By-Laws.

**XII. CONFLICT OF INTEREST**

Members of the Board, the Executive Committee, or any other committee or council established hereby are subject to the conflicts of interest provisions of the Ethics in Government law, Miss. Code Ann. Sec. 25-4-101 et seq.

**Delta Local Area Workforce  
Appendix E**

Local Area Certification Regarding Debarment

**CERTIFICATION REGARDING  
DEBARMENT, SUSPENSION, INELIGIBILITY AND VOLUNTARY EXCLUSION  
LOWER TIER COVERED TRANSACTIONS**

This certification is required by the regulations implementing Executive Order 12552, Debarment and Suspension, 29 CFR Part 98, Section 98.510, Applicants' responsibilities. The regulations were published as Part VII of the May 26, 1988 Federal Register (pages 19160-19211).

**(BEFORE COMPLETING CERTIFICATION, READ ATTACHED INSTRUCTIONS  
WHICH ARE AN INTEGRAL PART OF THE CERTIFICATION)**

(1) The prospective recipient of Federal assistance funds certifies, by submission of this proposal, that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.

(2) Where the prospective recipient of Federal assistance funds is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

Thomas L. Goodwin, Executive Director

Name and Title of Authorized Representative

Thomas L. Goodwin

Signature

8-15-2016

Date

1. By signing and submitting this proposal, the prospective recipient of Federal assistance funds is providing the certification as set out below.

2. The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the prospective recipient of Federal assistance funds knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the Department of Labor (DOL) may pursue available remedies, including suspension and/or debarment.

3. The prospective recipient of Federal assistance funds shall provide immediate written notice to the person to which this proposal is submitted if at any time the prospective recipient of Federal assistance funds learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.

4. The terms "covered transaction," "debarred," "suspended," "ineligible," "lower tier covered transaction," "participant," "person," "primary covered transaction," "principal," "proposal," and "voluntarily excluded," as used in this clause, have the meanings set out in the Definitions and Coverage

sections of rules implementing Executive Order 12552. You may contact the person to which this proposal is submitted for assistance in obtaining a copy of those regulations.

5. The prospective recipient of Federal assistance funds agrees by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the DOL.

6. The prospective recipient of Federal assistance funds further agrees by submitting this proposal that it will include the clause titled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion - Lower Tier Covered Transactions," without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions.

7. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that is not debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the eligibility of its principals. Each participant may, but is not required to check the List of Parties Excluded from Procurement or Non-procurement Programs.

8. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.

9. Except for transactions authorized under paragraph 5 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is suspended, debarred, ineligible, or voluntary excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the DOL may pursue available remedies, including suspension and/or debarment.



**Delta Local Area Workforce  
Appendix G**

Local Area WIN Job Center Memorandum of Understanding

**MEMORANDUM OF UNDERSTANDING  
BETWEEN  
THE DELTA WORKFORCE DEVELOPMENT BOARD  
AND  
WIOA ONE-STOP SYSTEM PARTNERS**

**I. Introduction**

The purpose of this Memorandum of Understanding (MOU) is to establish the design framework and partnerships of the Delta Local Workforce Development Area (Delta LWDA) One-Stop Delivery System, hereafter referred to as the System. As required by the Workforce Innovation and Opportunity Act (WIOA) and consistent with the State of Mississippi Unified Plan, the intent is to create and foster an atmosphere of cooperation and collaboration among Partners. This MOU is between the Delta Local Workforce Development Board (Delta LWDB) and the WIOA One-Stop System Partners and establishes roles and responsibilities for all Partners. Counties in the DWDA include: Bolivar, Carroll, Coahoma, Holmes, Humphreys, Issaquena, Leflore, Panola, Quitman, Sharkey, Sunflower, Tallahatchie, Tunica and Washington.

A list of Partners and the applicable programs is found in section IV of this MOU. This MOU establishes guidelines for the Partners designed to support the development and maintenance of cooperative working relationships. It describes:

- The services to be provided through the System, and the manner in which the services will be coordinated and delivered through the System.
- Methods to ensure that the needs of job seekers, including youth and individuals with disabilities, are addressed and met in the provision of necessary and appropriate services.
- Strategic Vision and Goals
- The System
- Partner Programs and Services
- WIN Job Centers and Partner Service Provision
- One-Stop Partner Cost Sharing, including infrastructure and services
- One-Stop Partner Referral Process.
- Effective date of the MOU and procedures for the review and appropriate modification of the MOU.
- Certification

**II. Strategic Vision and Goals**

The goal of the System is to bring together workforce development, educational, and other workforce-related services in a seamless, customer-focused service delivery network that enhances access to the programs' services to assist individuals in obtaining suitable employment, enable employers to obtain qualified employees, and improve the long-term employment outcomes for DWDA citizens.

In meeting this goal, the Partners will work cooperatively to identify barriers, eliminate duplication of services, reduce service costs, align technology and data systems, enhance participation and performance of customers served through the System and improve customer satisfaction. The System will consist of Partners administering separately funded programs as a set of integrated streamlined services to both employer and job seeker customers.

### III. The System

1. It will focus equally on both job seeker and employer customers.
2. Partners will make their workforce-related programs and services available through the System.
3. Partners will use a portion of the funds made available to them to work collaboratively to establish and maintain the System including the WIN Job Center infrastructure (reasonable cost allocation based on the proportion of relative individual program/client benefit).
4. Partner services will be available electronically to the extent possible in addition to being available at physical sites.
5. Partners will utilize a centralized referral system to provide customers access to the programs or activities of the System.
6. Partners will provide the Delta LWDB updates to programs, performance, or other notable items upon request for the purpose of enabling the Delta LWDB to coordinate services, develop and align policy, or obtain a best practice for the betterment of the system.

### IV. DWDA Partner Programs and Services

Parties to the MOU include the One-Stop Partners listed below. As required by WIOA, all Partners will participate in the System in the Delta LWDA, be Partners to this MOU and will abide by the terms prescribed herein and by all applicable Federal, State, and Local rules, plans, and policies as applicable and as authorized under the Partner's program(s) and in keeping with the Federal guidelines.

Agency/Organization	Program
The Delta Local Workforce Development Board & Chief Elected Official Board	* WIOA Title I Adult, Dislocated Worker, and Youth Services
Mississippi Department of Employment Security (MDES)	* Wagner-Peyser Act Program (Wagner-Peyser Act, as amended by WIOA Title III)
	* Trade Adjustment Assistance for Workers Program (authorized under Title II-Chapter 2 of the Trade Act of 1974)
	* Jobs for Veterans State Grants Program (authorized under Chapter 41 of Title 38 United States Code)
	* Unemployment Insurance Programs (authorized under state unemployment compensation laws)
Coahoma, Holmes, MS Delta and Northwest MS Community College	* Adult Education & Family Literacy Act Program (WIOA Title II)
MS Dept. of Rehabilitation Services (MDRS)	* Vocational Rehabilitation Program (Title I of the Rehabilitation Act of 1973, as amended by WIOA Title IV)
MS Dept. of Human Services (MDHS)	* Temporary Assistance for Needy Families
South Delta Planning and Development District	*Title V - SCSEP
MS Delta Council for Farmworkers	*Farmworkers Programs
Finch-Henry Job Corp Center	Job Corp Services for Youth

## V. WIN Job Centers and Partner Service Provision

Currently, there are seven WIN Job Centers located throughout the Delta LWDA as seen in the chart below. MDES, the current Operator for the WIN Job Centers in Clarksdale, Cleveland, Greenville, Greenwood, Indianola and Lexington is also the primary provider of services in the counties covered by these centers and operates most Title I, Adult and Dislocated Worker programs, Title III, Wagner-Peyser programs as well as Veterans, Trade and UI programs. Northwest MS Community College, the current Operator for the Batesville WIN Center is also the primary provider of Title I Adult and Dislocated Worker services in the counties covered by the Batesville Center. Title I Youth services are currently provided through an established youth provider system in the Delta LWDA and the Finch-Henry Job Corp Center.

LOCATION OF WIN JOB CENTER	TYPE OF WIN JOB CENTER
Batesville, Panola County	Affiliate
Clarksdale, Coahoma County	Affiliate
Cleveland, Bolivar County	Affiliate
Greenville, Washington County	Comprehensive
Greenwood, Leflore County	Affiliate
Indianola, Sunflower County	Affiliate
Lexington, Holmes County	Affiliate, part-time

Partner services will be provided directly through a network of comprehensive, affiliate and Partner sites. In addition to the comprehensive, affiliate and Partner sites, job seekers and employers can access services electronically at any time at [www.mdes.ms.gov](http://www.mdes.ms.gov).

Services will be provided through the MS Works system to ensure that the needs of workers, youth and individuals with barriers to employment, including individuals with disabilities, will be met. This includes access to services, technology and materials that are available through the one-stop system.

A minimum of one Comprehensive WIN Job Center in the DWDA Local Area will physically house all one-stop partners. A minimum of one staff member from each of the one-stop partners will be co-located in the Comprehensive Center in accordance with Mississippi's Unified State Plan.

The Affiliate WIN Job Centers will include staff from at least two of the One-Stop Partners and will provide the core services that meet the needs of the local communities while maintaining a direct lifeline to the Comprehensive WIN Job Center. Individuals needing One-Stop Partner services that are not co-located at the Affiliate WIN Job Center will have access to such services through the referral process described in Section VII.

## VI. One-Stop Partner Cost Sharing

Each WIN Job Center will have a cost-sharing agreement which describes how Partners will contribute to the infrastructure cost of the Center, including, but not limited to, the cost of the resource room, facility rent, utilities, and maintenance of shared equipment and facilities. The WIN Job Center Operator, working in coordination with the DWDB, is responsible for developing and maintaining the cost-sharing agreement for each Center. Each cost-sharing agreement will be reviewed annually and appropriate modifications executed. Costs for career and training services for customers who are determined to be best served by and eligible for a Partner's services or programs will be borne by the Partner that is authorized to deliver the service and for

which they are funded. Cost sharing agreements will be developed in accordance with 2 CFR Part 200.

**VII. One-Stop Partner Referral Process**

All One-Stop Partners will use the HUB system in MS Works so that referrals from all one-stop partners can be managed effectively and efficiently. Each one-stop partner will be responsible for providing the applicable career services that are authorized to be provided under each Partner's program. Career services are listed in 134 (c)(2) of WIOA.

**VI. MOU Term and Modification**

The effective date of this MOU is effective upon signature and will remain in full force and effect through June 30, 2024 which is the effective date of the Delta Local Workforce Area Plan, unless either party desires to amend the content in writing. This MOU will be reviewed not less than every three years and if substantial changes have occurred, it will be revised to ensure appropriate funding and service delivery. This MOU may be modified as needed based on the Delta Local Workforce Board and Chief Elected Official's modification of the One-Stop Delivery System in the DWDA. This MOU may also be modified by mutual consent of all parties using the same process and procedures as this original MOU.

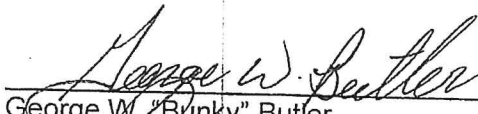
**VII. Certification**

By signing this MOU, all parties agree that the provisions contained herein are subject to all applicable Federal, State and Local laws, regulations, and/or guidelines relating to nondiscrimination, equal opportunity, displacement, privacy rights of participants, and maintenance of records and other confidential information related to system customers.

This MOU is entered into by and between the partners for the operation of the system, including the coordination of service delivery and the sharing of infrastructure costs, for the Delta Workforce Development Area.

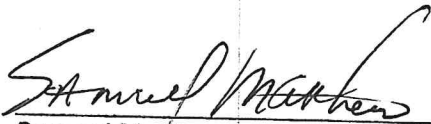
By signatures affixed to this agreement, the partners to this MOU agree to work collaboratively to carry out the provisions of this MOU and the Delta Workforce Development Local Area Plan.

DELTA WORKFORCE DEVELOPMENT AREA BOARD

  
George W. "Bunky" Butler  
Chairman

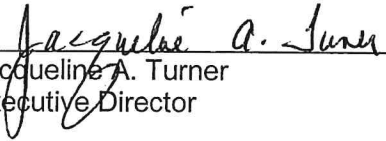
5/3/2021  
Date

DELTA WORKFORCE DEVELOPMENT AREA LOCAL ELECTED OFFICIALS BOARD

  
Samuel Matthews  
Chairman

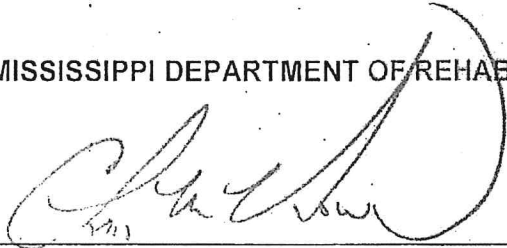
5-5-21  
Date

MISSISSIPPI DEPARTMENT OF EMPLOYMENT SECURITY

  
\_\_\_\_\_  
Jacqueline A. Turner  
Executive Director

4-1-2021  
Date

MISSISSIPPI DEPARTMENT OF REHABILITATION SERVICES



Chris Howard  
Executive Director

4/30/2021  
Date



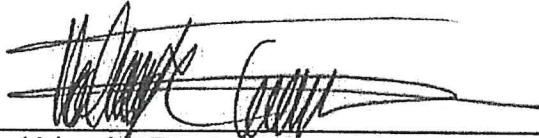
MISSISSIPPI DEPARTMENT OF HUMAN SERVICES

*Robert G. Anderson*

Robert G. "Bob" Anderson  
Executive Director

*4/14/21*  
Date

**COAHOMA COMMUNITY COLLEGE**

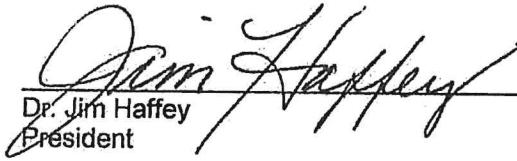


Dr. Valmadde Towner  
President

04-0-2021

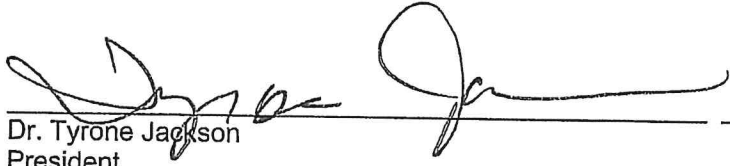
Date

HOLMES COMMUNITY COLLEGE

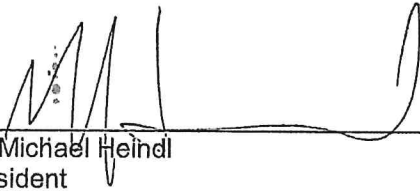
  
Dr. Jim Haffey  
President

03/30/21  
Date

MISSISSIPPI DELTA COMMUNITY COLLEGE

  
\_\_\_\_\_  
Dr. Tyrone Jackson      Date      3/31/21  
President

**NORTHWEST MISSISSIPPI COMMUNITY COLLEGE**

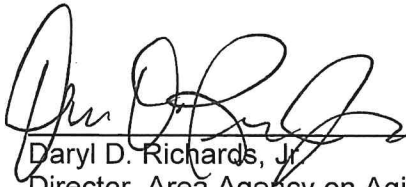


Dr. Michael Heindl  
President

4-6-21

Date

SENIOR COMMUNITY SERVICE EMPLOYMENT PROGRAM - SDPDD




---

Daryl D. Richards, Jr.  
Director, Area Agency on Aging

3/21/2021  
Date

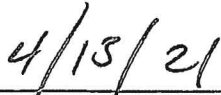
NATIONAL CAUCUS AND CENTER ON BLACK AGING, INC.

  
\_\_\_\_\_  
Chester Johnson  
Program Coordinator

4/2/2021  
Date

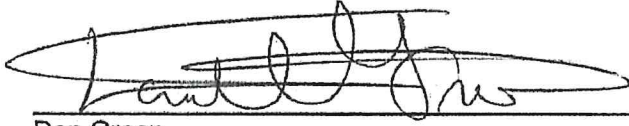
FINCH-HENRY JOB CORP CENTER

  
\_\_\_\_\_  
Mike Salazar  
Center Director

  
\_\_\_\_\_  
Date



**MS DELTA COUNCIL FOR FARMWORKERS**

A handwritten signature in black ink, appearing to read "Don Green", written over a horizontal line.

Don Green  
Executive Director

3/30/21  
Date

**Delta Local Area Workforce  
Appendix H**

Local Area WIN Job Centers

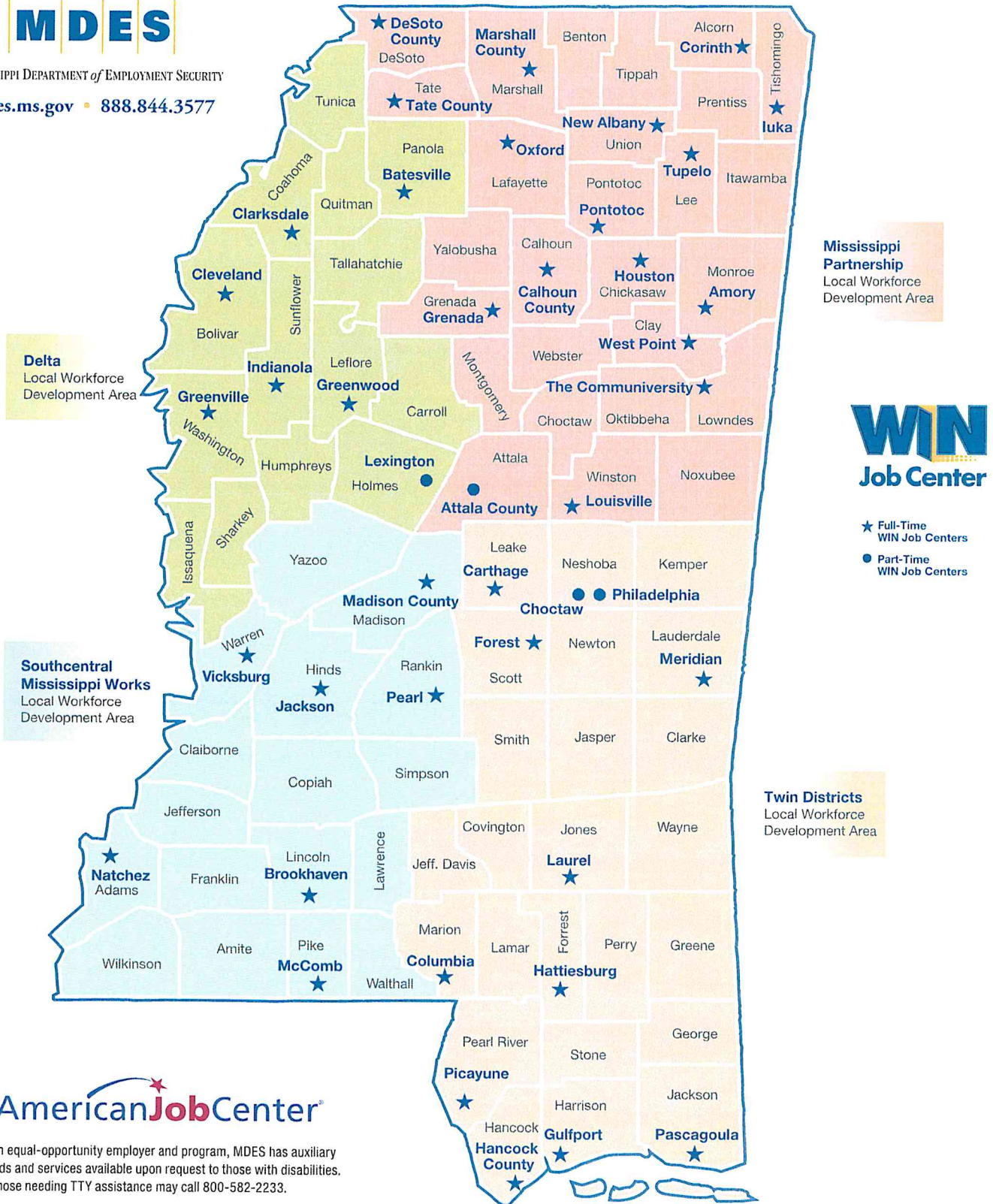
# WIN Job Center Locations

Helping Mississippians Get Jobs



MISSISSIPPI DEPARTMENT of EMPLOYMENT SECURITY

[mdes.ms.gov](http://mdes.ms.gov) • 888.844.3577



**Mississippi Partnership**  
Local Workforce Development Area



- ★ Full-Time WIN Job Centers
- Part-Time WIN Job Centers

**Delta**  
Local Workforce Development Area

**Southcentral Mississippi Works**  
Local Workforce Development Area

**Twin Districts**  
Local Workforce Development Area



An equal-opportunity employer and program, MDES has auxiliary aids and services available upon request to those with disabilities. Those needing TTY assistance may call 800-582-2233.

Funded by the U.S. Department of Labor through the Mississippi Department of Employment Security

# WIN Job Center Locations

---

**Amory**

662-256-2618 and  
662-256-5617  
1619 Highland Drive  
P.O. Box 415  
Amory, MS 38821-0415

**Attala County**

662-289-2535  
254 Hwy 12 West  
Kosciusko, MS 39090

**Batesville**

662-360-1236  
325 Lakewood Drive  
Batesville, MS 38606

**Brookhaven**

601-833-3511  
545 Brookway Blvd.  
P.O. Box 790  
Brookhaven, MS 39602-0790

**Calhoun County**

662-412-3170  
237 S. Murphree Street  
Pittsboro, MS 38951

**Carthage**

601-267-9282  
202 C.O. Brooks St.  
Carthage, MS 39051-4262

**Choctaw, MS**

601-663-7722  
266 Industrial Road  
Choctaw, MS 39350

**Clarksdale**

662-624-9001  
236 Sharkey Ave., 3rd floor  
Federal Building  
P.O. Box 640  
Clarksdale, MS 38614-0640

**Cleveland**

662-843-2704  
119 N. Commerce Ave.  
P.O. Box 1750  
Cleveland, MS 38732-1750

**Columbia**

601-736-2628  
1111 US Hwy 98  
Columbia, MS 39429-3701

**The Communiversity**

662-243-1751  
7003 South Frontage Road  
Columbus MS 39701

**Corinth**

662-696-2336  
2759 S. Harper Road  
Corinth, MS 38834-2050

**Desoto County**

662-280-6218  
NWCC Desoto Campus  
WIN Job Center Room # 300-L  
5197 W. E. Ross Parkway  
Southaven, MS 38671

**Forest**

601-469-2851  
536 Deer Field Drive  
Forest, MS 39074-6005

**Greenville**

662-332-8101  
Delta Plaza Shopping Center  
800 Martin Luther King Blvd.,  
Suite C54  
P.O. Box 5279  
Greenville, MS 38704-5279

**Greenwood**

662-459-4600  
812 W. Park Ave.  
P.O. Box 554  
Greenwood, MS 38935-0554

**Grenada**

662-226-2911  
1229-A Sunset Drive  
Grenada, MS 38901

**Gulfport**

228-897-6900  
10162 Southpark Drive  
P.O. Box 2849  
Gulfport, MS 39505-2849

**Hancock County**

228-466-5425  
856 Hwy 90 Suite D  
Bay St Louis, MS 39520

**Hattiesburg**

601-584-1202  
1911 Arcadia Street  
Hattiesburg, MS 39401-5428

**Houston**

662-407-1219  
210 S. Monroe St.  
Houston, MS 38851

**Indianola**

662-887-2502  
226 N. Martin Luther King Drive  
P.O. Box 963  
Indianola, MS 38751-0963

**Iuka**

662-423-9231  
1107 Maria Lane  
Iuka, MS 38852-1120

**Jackson**

601-321-7931  
5959 I-55 N, Frontage Road,  
Suite C  
Jackson, MS 39213

**Laurel**

601-399-4000  
2139 Hwy 15 N, Suite D  
Laurel, MS 39440

**Lexington**

662-834-2426  
303 Yazoo Street  
Lexington, MS 39095

**Louisville**

662-773-5051  
790 N. Court Ave.  
Louisville, MS 39339-2059

**Madison County**

601-407-2457  
167 Orchard Lane North,  
Madison, MS 39110

**Marshall County Workforce Training Center**

662-851-4190, 662-851-4191,  
& 662-851-4192  
4700 Cayce Road  
Byhalia, MS 38611

**McComb**

601-684-4421  
1400-A Harrison Avenue  
P.O. Box 1306  
McComb, MS 39648

**Meridian**

601-553-9511  
2000 Highway 19 N  
Meridian, MS 39307-4906

**Natchez**

601-442-0243  
107 Colonel John  
Pitchford Parkway  
P.O. Box 810  
Natchez, MS 39121-0810

**New Albany**

662-692-1502  
301 North St.  
New Albany, MS 38652

**Oxford**

662-236-7201  
1310 Belk Blvd.  
Oxford, MS 38655

**Pascagoula**

228-762-4713  
1604 Denny Ave.  
P.O. Box 1058  
Pascagoula, MS 39568-1058

**Pearl**

601-936-1903  
3805 Highway 80 East  
Pearl, MS 39208-4295

**Philadelphia**

601-389-3431  
1016 Saxon Airport Road  
Philadelphia, MS 39350

**Picayune**

601-798-3472  
2005 Wildwood Road  
Picayune, MS 39466

**Pontotoc**

662-407-1226  
316 Coffee Street  
Pontotoc, MS 38863

**Tate County**

662-562-3351  
NW Community College  
4975 Highway 51 N  
Senatobia, MS 38668

**Tupelo**

662-842-4371 and  
662-407-1213  
3200 Adams Farm Road,  
Suite 4  
Belden, MS 38826

**Vicksburg**

601-619-2841  
755 Hwy 27 S.  
Vicksburg, MS 39180

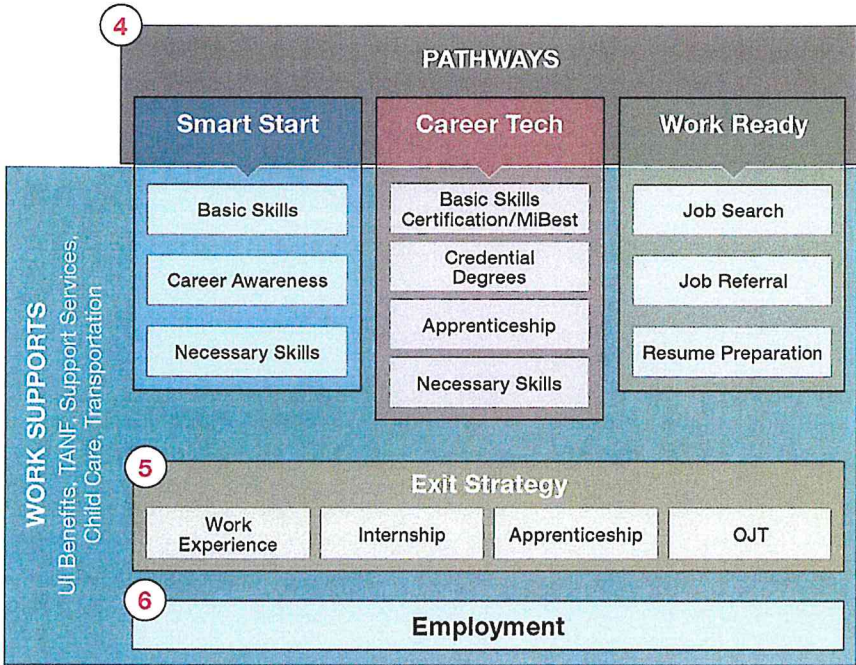
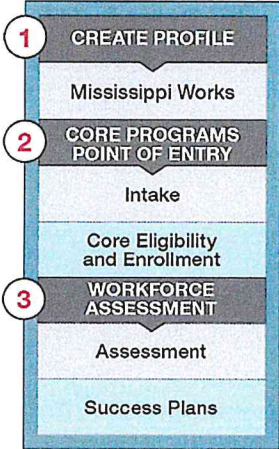
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WIN Job Center locations are subject to change.  
Some locations are part-time offices. A complete listing of  
offices and their hours can be found online at [mdes.ms.gov](http://mdes.ms.gov)

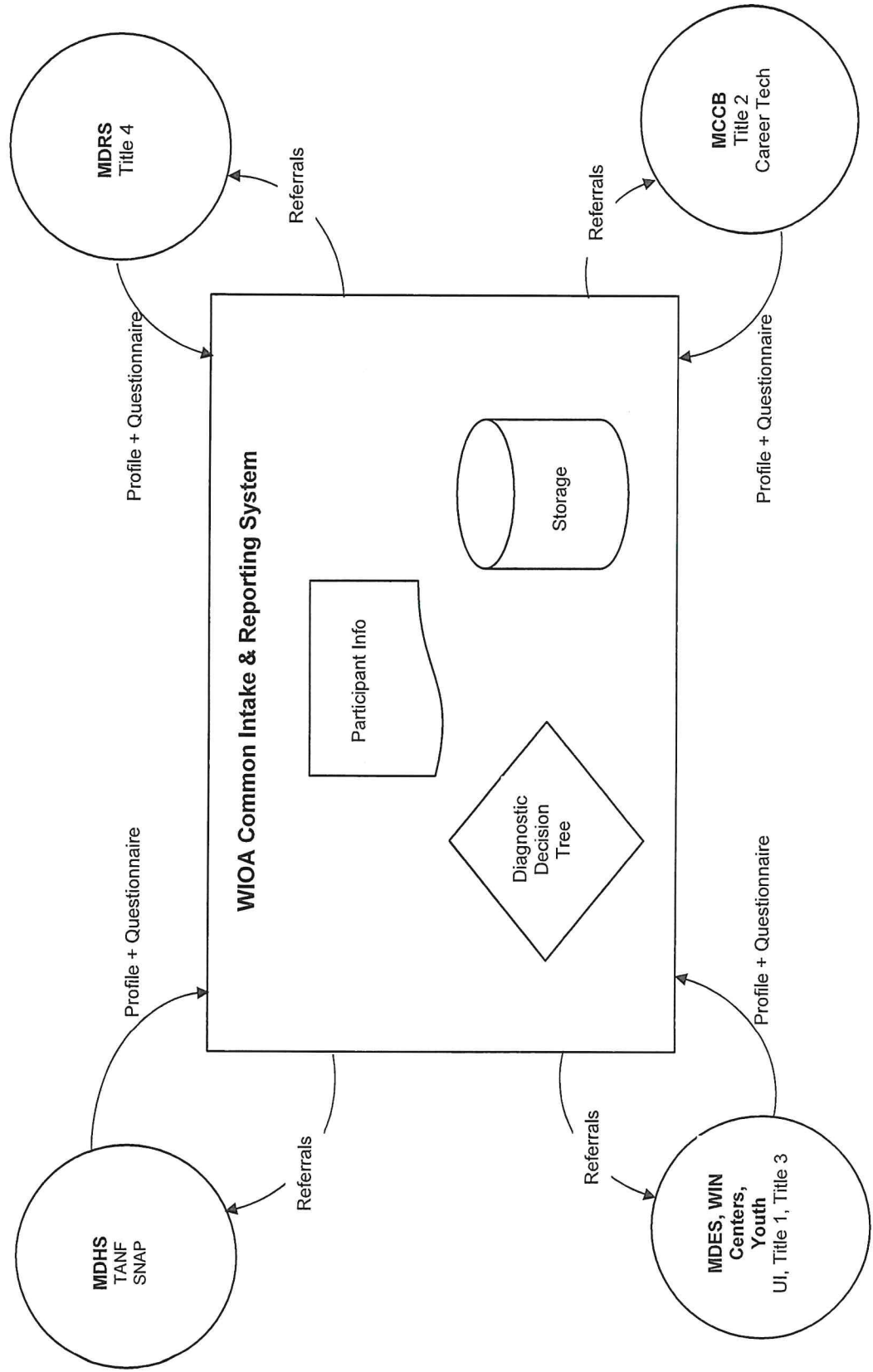
**Delta Local Area Workforce  
Appendix I**

Local Area Services Flow Chart

# The Mississippi Model: Mississippi Works Smart Start Career Pathway



# The Mississippi Combined Partner "No Wrong Door" Flow Chart



Delta Local Area Workforce  
Appendix J

Incumbent Worker Policy



# **Delta Local Workforce Development Area**

## **Incumbent Worker Policy**

**Effective May 19, 2022**

**Delta Local Workforce Development Board  
Workforce Innovation and Opportunity Act (WIOA)  
Incumbent Worker Policy**

**I. SCOPE AND PURPOSE**

Incumbent worker training (IWT) under WIOA provides both workers and employers with the opportunity to build and maintain a quality workforce and increase both participants' and companies' competitiveness. Work-based training and upskilling is designed to ensure that employees of a company can acquire the skills necessary to retain employment and advance within the company, or to acquire the skills necessary to avert a layoff. Incumbent worker training is responsive to the special requirements of an employer or a group of employers for the purposes of delivering training to:

1. Help avert potential layoffs of employees, or
2. Increase the skill levels of employees for promotional opportunities within the company and create backfill opportunities for other employees.

**II. REQUIREMENTS**

**A. Incumbent Worker Definition**

An "incumbent worker" is defined a worker who is:

- Employed,
- Meets the Fair Labor Standards Act (FSLA) requirements for an employer-employee relationship, **and**
- Has an established employment history with the employer for 6-months or more, with the following exception:

Exception: In the event that the incumbent worker training is being provided to a cohort of employees, not every employee in the cohort must have an established employment history for 6-months or more as long as a majority of those employees being trained do meet the employment requirement.

**B. Participant Eligibility**

To receive IWT, an incumbent worker does not have to meet the eligibility requirements for participation in career and training services for adults and dislocated workers under WIOA, unless they are also enrolled as a participant in the WIOA adult or dislocated worker program.

Incumbent worker training can also be used for underemployed workers – e.g., workers who would prefer full-time work but are working part-time. The use of this strategy may focus on increasing skills for underemployed frontline workers to

advance workers to more skilled positions with the same employer or industry sector leading to an increase in earnings through more work hours or an increase in pay.

### **C. Employer Eligibility**

The Delta Local Workforce Development Board (LWDB) will determine an employer's eligibility for participating in IWT based on the following factors which help to evaluate whether training would increase the competitiveness of the employees and/or employers:

The characteristics of the individuals in the program (e.g., "individuals with barriers to employment" (WIOA section 3(24)));

- The relationship of the training to the competitiveness of the individual and employer;
- Other factors may include:
  - the number of employees participating in the training;
  - the employees' advancement opportunities along with wages and benefits (both pre- and post-training earnings);
  - existence of other training and advancement opportunities provided by the employer;
  - credentials and skills gained as a result of the training;
  - layoffs averted as a result of the training;
  - utilization as part of a larger sector and/or career pathway strategy; or
  - employer size.

### **D. Use of Training Funds**

The Delta (LWDB) can use up to 20 percent of its adult and dislocated worker allocations to provide for the federal share of the cost of providing Incumbent Worker training (see WIOA section 134(d)(4)). Generally, the employer will select and procure the training provider, however, the Delta LWDB may help identify training providers, such as those on the Eligible Training Provider List (ETPL).

The Delta LWDB may fund up to 90% of the cost of incumbent worker training which is considered the Federal share of the cost. Participating employers must pay the non-Federal share of the cost of providing training to their incumbent workers.

Participating employers must pay a percentage of the cost per the following guidelines:

- 10 percent of the cost of training for employers with 50 or less employees;
- 25 percent of the cost of training for employers with 51-100 employees; or
- 50 percent of the cost for employers with more than 100 employees.

The non-Federal share provided by an employer participating in the program may include the amount of the wages paid by the employer to a worker while the worker

is attending an IWT program. The employer may provide its share in cash or in-kind. Funds may be used to support training by a single employer or a group of employers. Employers must show a commitment to retain or avert the layoffs of the incumbent worker(s) trained. The following factors will be used when considering employer eligibility:

- the number of employees participating in the training,
- the wage and benefit levels of the employees at the beginning and anticipated upon completion of the training,
- the relationship of the training to the competitiveness of the employer and employee,
- and the availability of other employer-provided training and advancement opportunities.

IWT funds may also be used to provide supportive services respectively for those participants that are:

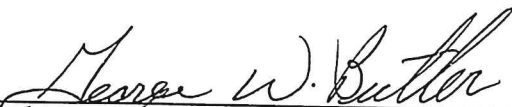
- Participating in programs with activities authorized in the paragraphs above; and
- Unable to obtain such supportive services through other programs providing such services.

#### **E. Data Collection and Participant Tracking**

Incumbent worker participants who only receive Incumbent Worker Training and are not co-enrolled will not be included in the WIOA performance accountability calculations but will be reported in the primary indicators of performance (employed second quarter after exit, employed fourth quarter after exit, median earnings, measurable skills gain, and credential attainment). The exit date for an incumbent worker will be the last date of training as indicated in the training contract.

### **III. EFFECTIVE DATE**

This policy is effective May 19, 2022 and shall remain in effect until it is rescinded or modified.

  
\_\_\_\_\_  
George W. "Bunky" Butler

  
\_\_\_\_\_  
Date

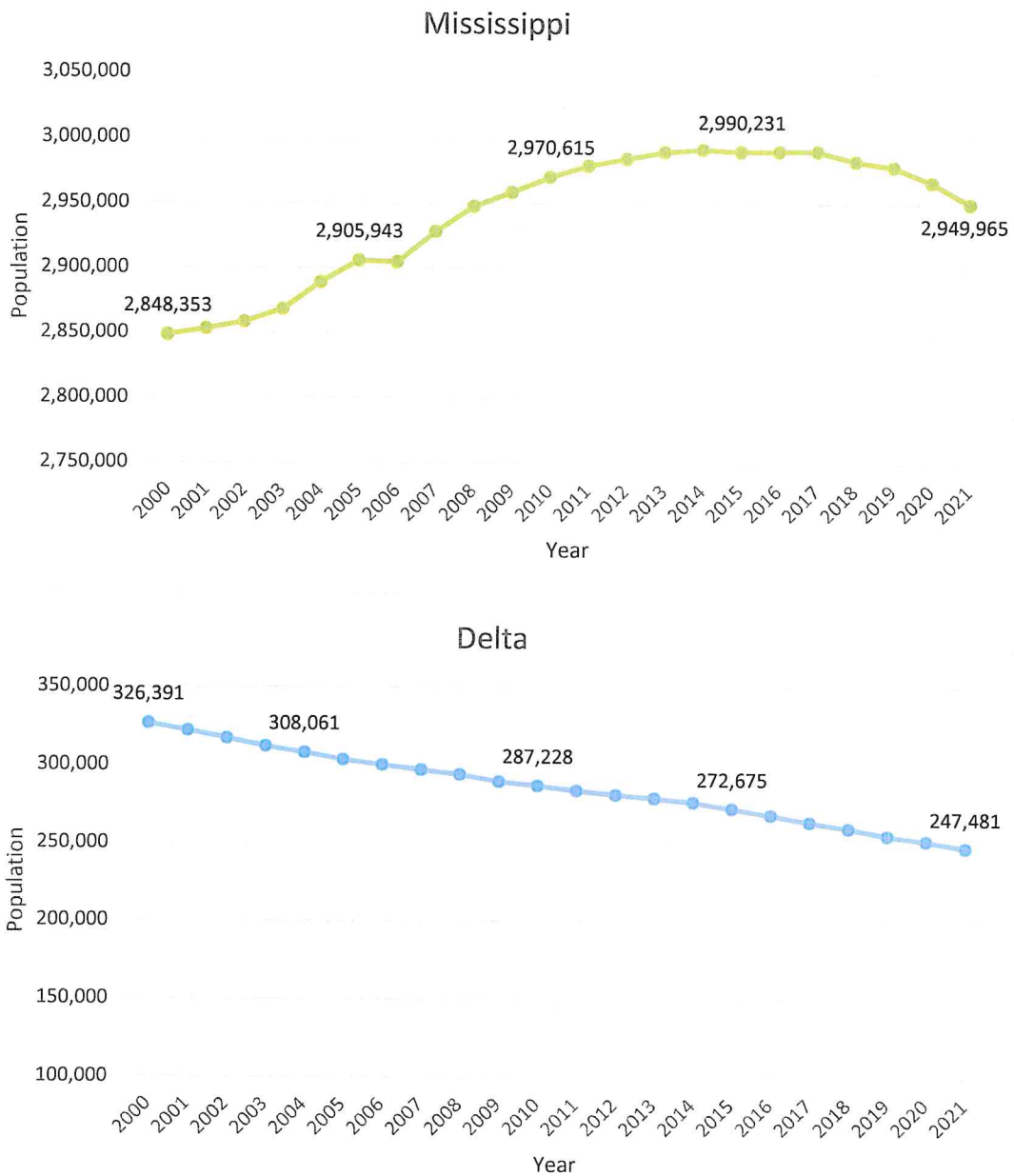
# WOIA Regional Plan

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## Delta

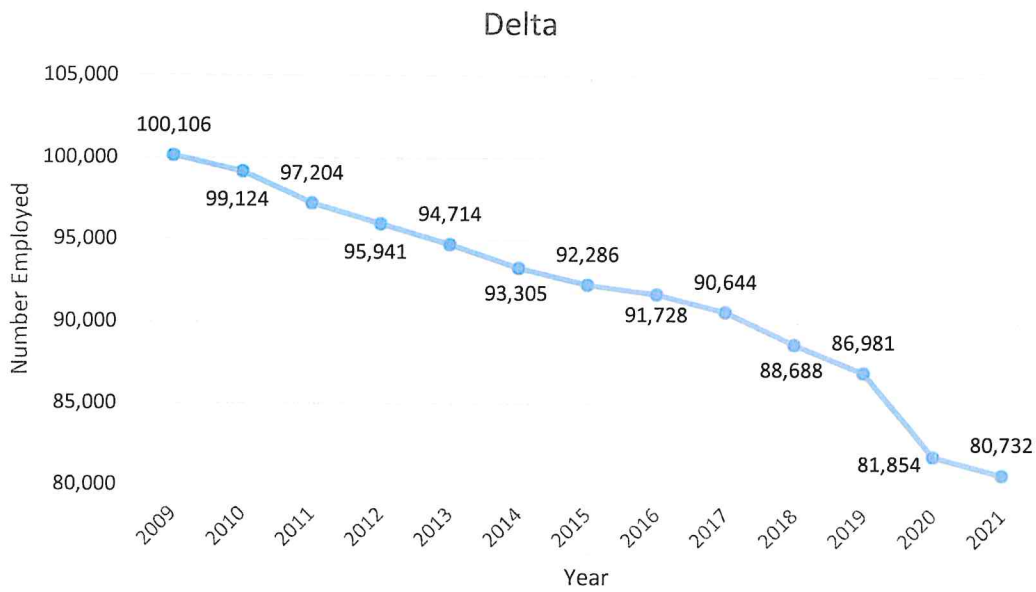
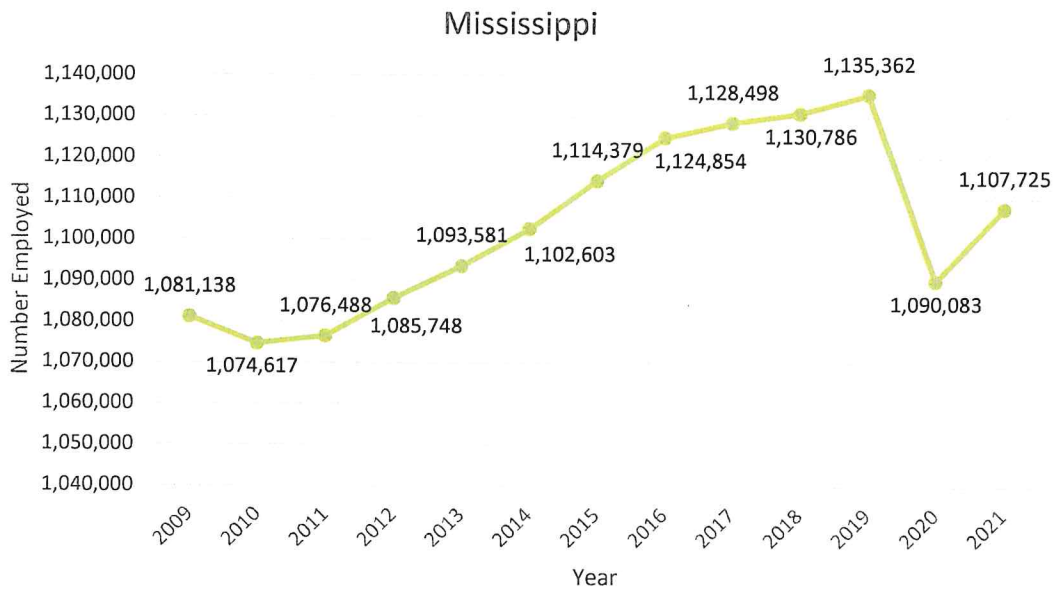
# SECTION 1: DELTA POPULATION AND ECONOMIC TRENDS FOR THE STATE AND DELTA LWDA REGION

Figure 1: Population Trends



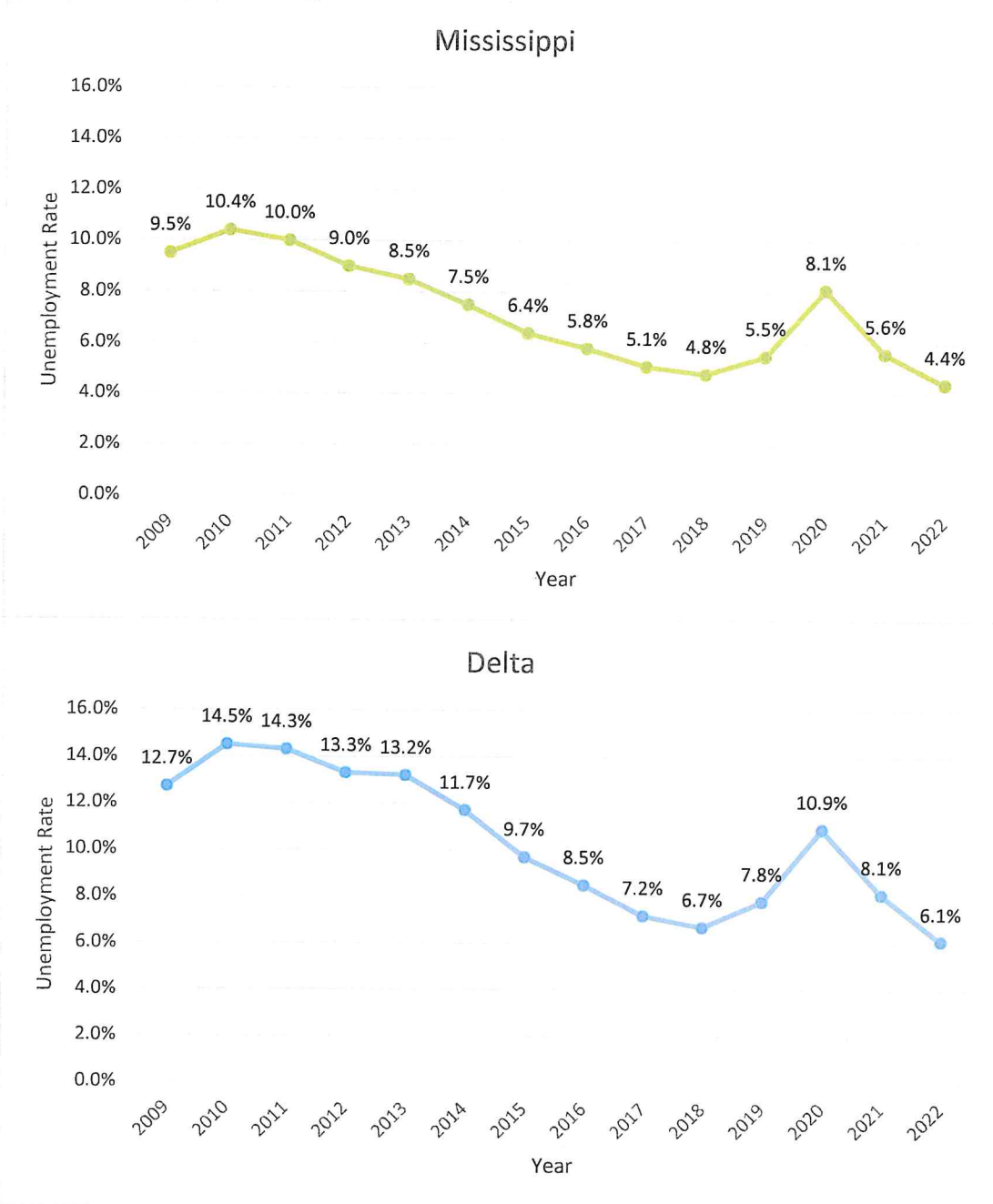
Source: U.S. Census Bureau, 2022.

**Figure 2: Number Employed**



Source: U.S. Bureau of Labor Statistics, 2022.

**Figure 3: Unemployment Rate**

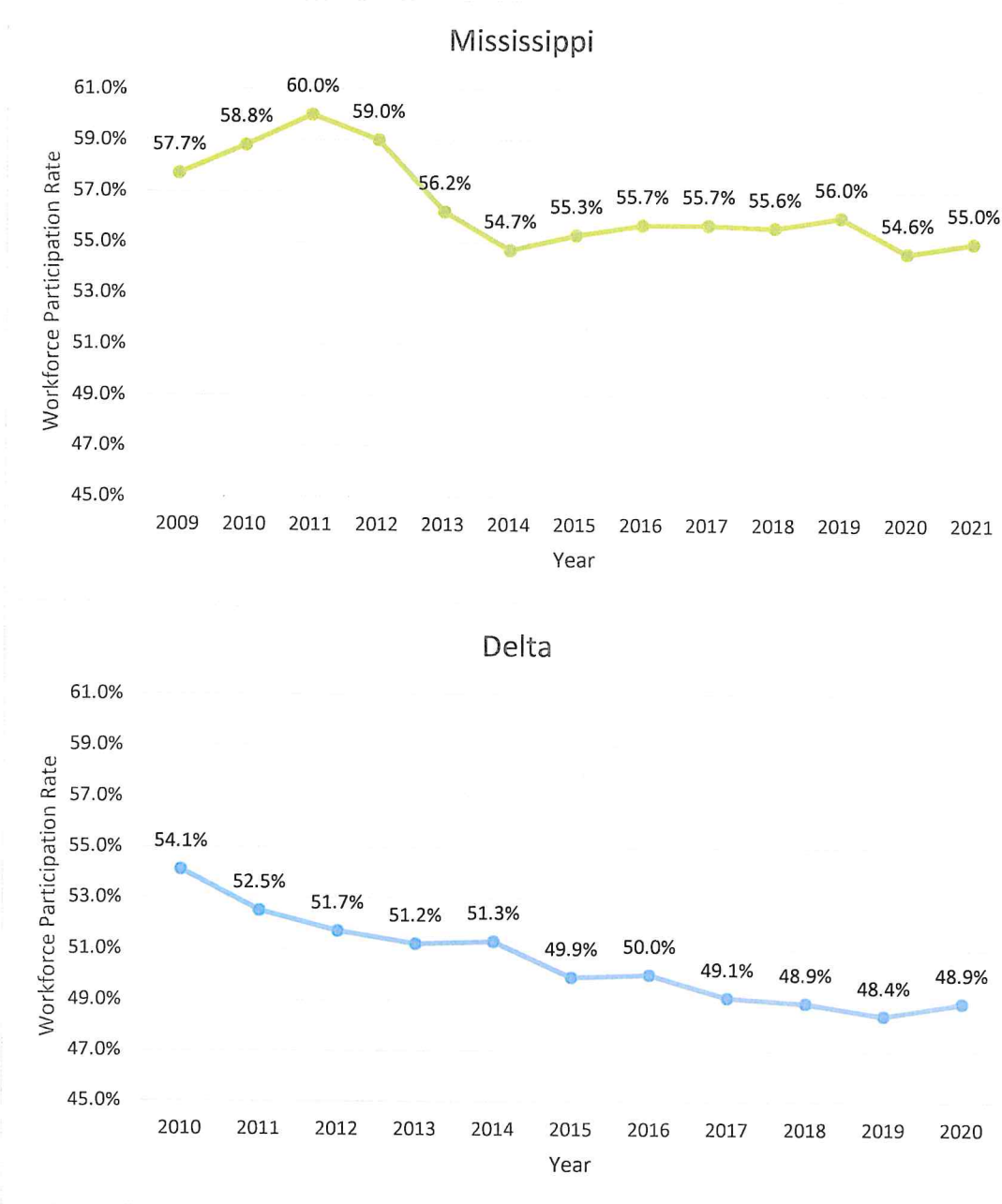


Source: U.S. Bureau of Labor Statistics, 2022.

Note: The 2022 number is the monthly average of January – March, 2022.

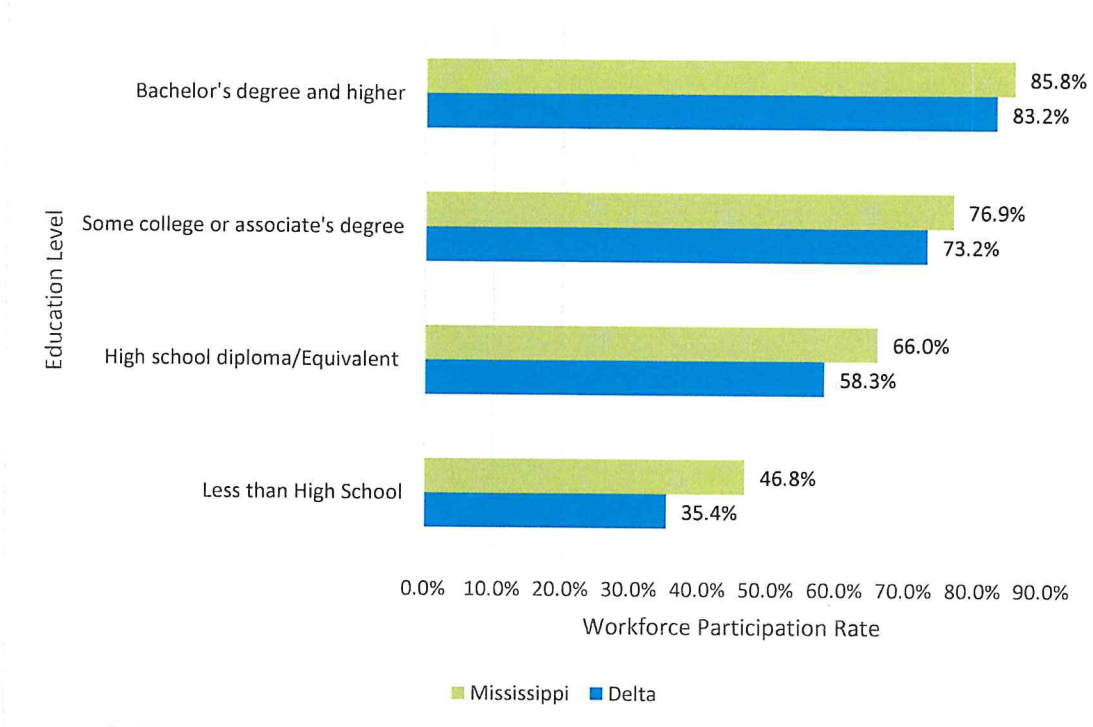


**Figure 4: Workforce Participation Rate**



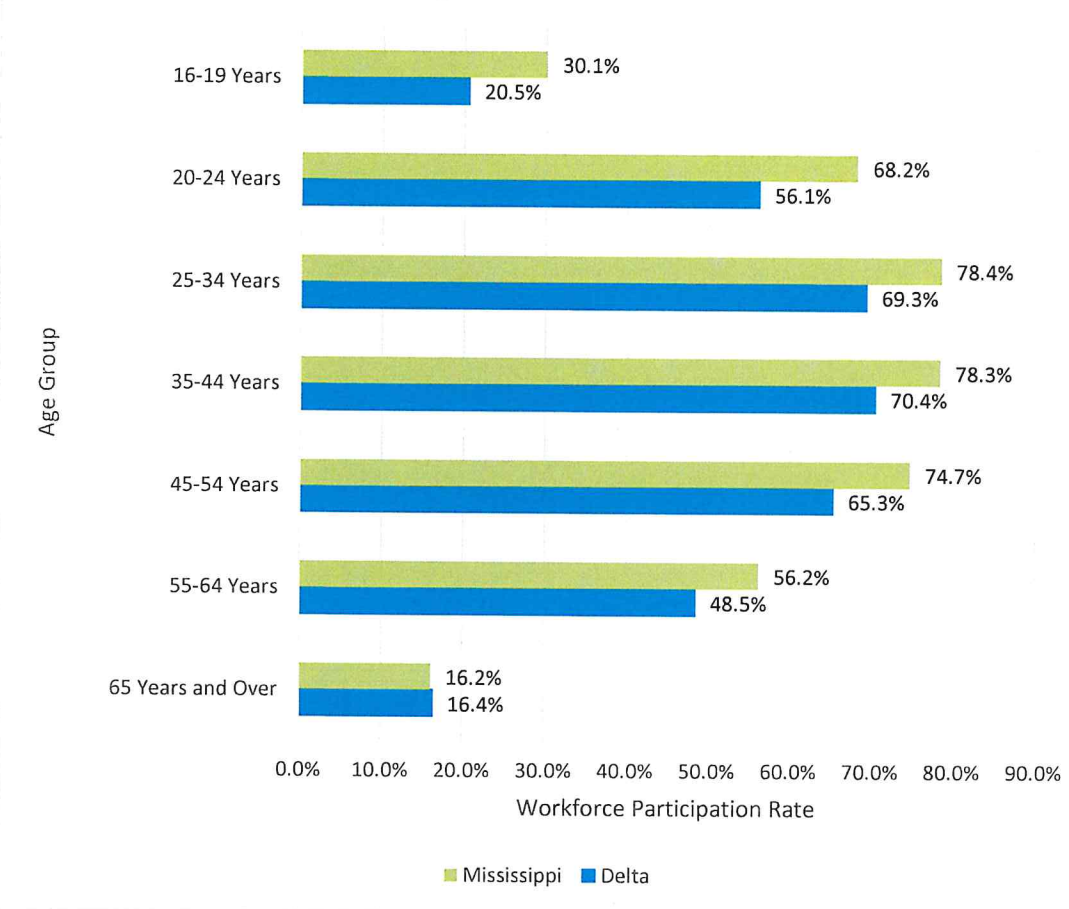
Sources: U.S. Bureau of Labor Statistics, Local Area Unemployment Statistics, 2022; U.S. Census Bureau, American Community Survey, 2016-2020 5-Year Estimates.

**Figure 5: Workforce Participation Rate, by Education**



Source: U.S. Census Bureau, American Community Survey, 2016-2020 5-Year Estimates.

**Figure 6: Workforce Participation Rate, by Age**



Source: U.S. Census Bureau, American Community Survey, 2016-2020 5-Year Estimates.

## SECTION 2: DELTA SOCIOECONOMIC INDICATORS FOR INDIVIDUALS WITH BARRIERS TO EMPLOYMENT

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**Table 1: Populations with Barriers to Employment in the Delta LWDA**

Group	Number
Low-Income Individuals, Age 18-64 <sup>1</sup>	40,516
American Indians/Alaska Natives/Native Hawaiians <sup>1</sup>	550
Individuals with Disabilities, Age 18-64 <sup>1</sup>	26,250
Individuals Age 65 and Older <sup>1</sup>	39,053
Individuals Age 65 and Older, Low-Income <sup>1</sup>	7,120
Ex-Offenders, Age 18-64 <sup>2</sup>	412
Homeless Children and Youth <sup>3</sup>	1,074
Children in Foster Care <sup>4</sup>	339
English Language Learners with Low Level of Literacy <sup>5</sup>	544
Individuals within 2 Years of Exhausting TANF Eligibility <sup>6</sup>	170
Single Parent Households <sup>1</sup>	59,370
Single Mother Households <sup>1</sup>	39,968
Single Fathers Households <sup>1</sup>	19,402

Sources: 1) U.S. Census Bureau, American Community Survey, 2016-2020 5-Year Estimates. 2) Mississippi Department of Corrections, 2022. 3) Mississippi Department of Education, 2021. 4) Kids Count Data Center, 2016. 5) Adult Basic Education, 2021. 6) Mississippi Department of Human Services, 2022.

Note: Low income is defined as below federal poverty level, based on family/household size.

**Table 2: Unemployment & Workforce Participation Rates of Vulnerable Populations in the Delta LWDA**

Group	Percent
<b>Veterans</b>	
Unemployment Rate	11.9%
Workforce Participation Rate	61.0%
<b>Disabled</b>	
Unemployment Rate	17.6%
Workforce Participation Rate	30.3%
<b>Low Income</b>	
Unemployment Rate	29.0%
Workforce Participation Rate	38.8%
<b>Native American/Hawaiian</b>	
Unemployment Rate	45.8%
Workforce Participation Rate	52.5%
<b>Individuals Age 16-19</b>	
Unemployment Rate	38.4%
Workforce Participation Rate	20.5%
<b>Individuals Age 16-19, Not enrolled in School</b>	
Unemployment Rate	37.3%
Workforce Participation Rate	42.1%

Source: U.S. Census Bureau, American Community Survey, 2016-2020 5-Year Estimates.

Note: Low income is defined as below federal poverty level, based on family/household size.

**Table 3: Demographic and Economic Characteristics of People with Disabilities in the Delta LWDA**

	Number	Percent
Total Disabled Population	45,656	-
Total Age 18-64	26,250	-
<b>RACE (All Ages)</b>		
Black	31,149	68.2
White	13,683	30.0
Other	824	1.8
<b>GENDER (Ages 18-64)</b>		
Female	13,609	51.8
Male	12,641	48.2
<b>AGE (Ages 18-64)</b>		
18-34	6,469	24.6
35-64	19,781	75.4
<b>ECONOMIC CHARACTERISTICS</b>		
Employment Rate	-	81.5
Median Earnings	-	\$22,271
<b>TYPE OF DISABILITY* (Ages 18-64)</b>		
Hearing Difficulty	3,345	12.7
Vision Difficulty	8,177	31.2
Cognitive Difficulty	10,193	38.8
Ambulatory Difficulty	14,289	54.4
Self-care Difficulty	4,752	18.1
Independent Living Difficulty	9,044	34.5

Source: U.S. Census Bureau, American Community Survey, 2016-2020 5-Year Estimates.

Note: May not total to 100 percent due to rounding. \* Individuals may have more than one type of disability, so these numbers and percentages, when added, may be greater than the total number of individuals and 100 percent, respectively.

**Table 4: Characteristics of Temporary Assistance for Needy Family (TANF) Program Work-Eligible Recipients in the Delta LWDA**

	Number	Percent
Total TANF Recipients	1,582	-
Total Ages 18-64	228	-
<b>AGE (Ages 18-64)</b>		
18 - 25	117	51.3
26 - 35	97	42.5
36 - 64	14	6.1
<b>EDUCATION (Ages 18-64)</b>		
Less than High School Graduate	68	29.8
High School Diploma/GED	25	11
Some College	121	53.1
Not Available	14	6.1
<b>ECONOMIC CHARACTERISTICS (Ages 18-64)</b>		
Employment Rate for the cohort 2021	-	74.1
Median Earnings for the cohort 2021	-	\$7,904
Employment Rate One Year After Exit for the cohort 2020	-	72.5
Average Earnings One Year After Exit for the cohort 2020	-	\$11,834

Sources: Mississippi Department of Human Services, Temporary Assistance for Needy Families, 2022; Mississippi Department of Employment Security, 2021

Note: May not total to 100 percent due to rounding.

**Table 5: Characteristics of Supplemental Nutrition Assistance Program (SNAP) Recipients in the Delta LWDA**

	Number	Percent
Total SNAP Recipients	86,495	-
Total Ages 18-64	32,074	-
<b>RACE (Ages 18-64)</b>		
Black	28,067	87.5
White	3,813	11.9
American Indian	11	0.0
Other	183	0.6
<b>GENDER (Ages 18-64)</b>		
Female	21,314	66.5
Male	10,760	33.5
<b>AGE (Ages 18-64)</b>		
18 - 25	4,348	13.6
26 - 35	6,675	20.8
36 - 45	7,145	22.3
46 - 64	13,906	43.4
<b>EDUCATION (Ages 18-64)</b>		
Less than High School Graduate	4,541	14.2
High School Diploma/GED	2,128	6.6
Some College	8,499	26.5
Not Available	16,906	52.7
<b>ECONOMIC CHARACTERISTICS (Ages 18-64)</b>		
Employment Rate for the cohort 2021	-	41.2
Median Earnings for the cohort 2021	-	\$15,636
Employment Rate One Year After Exit for the cohort 2020	-	58.3
Average Earnings One Year After Exit for the cohort 2020	-	\$18,208

Sources: Mississippi Department of Human Services, 2022; Mississippi Department of Employment Security, 2022.

Note: May not total to 100 percent due to rounding.



**Table 6: Characteristics of Ex-Offenders in the Delta LWDA**

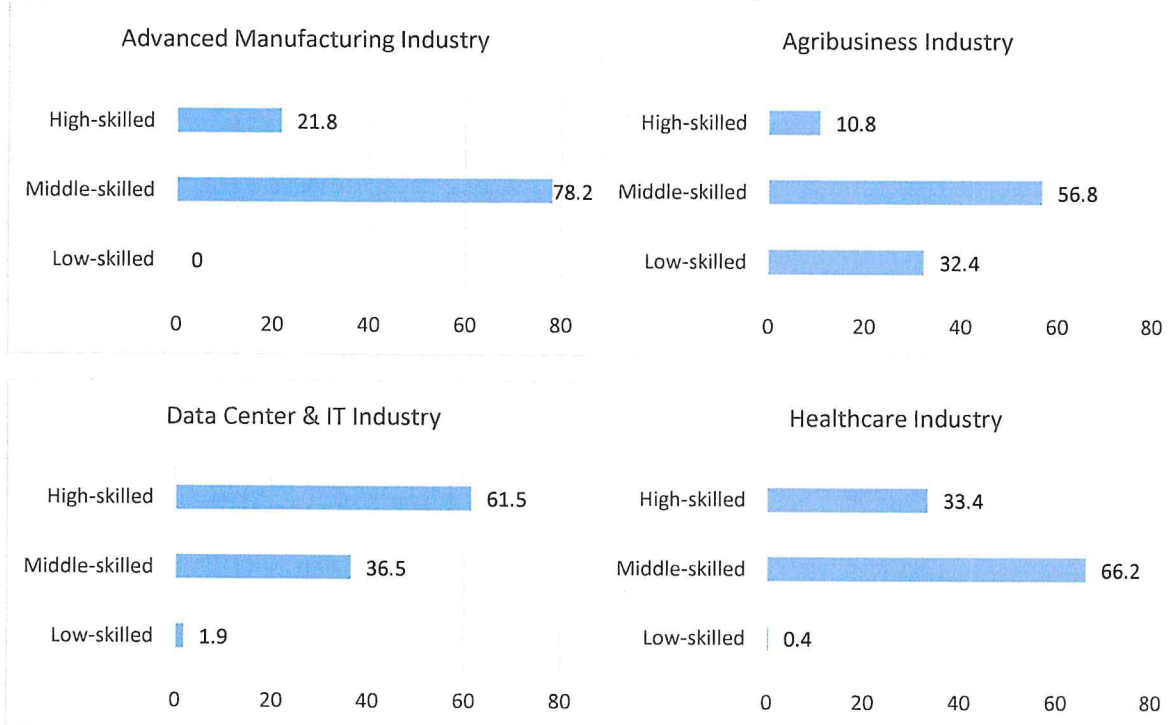
	Number	Percent
Total Ex-Offenders	418	-
Total Ages 18-64	412	-
<b>RACE (Ages 18-64)</b>		
Black	336	81.6
Other Races	76	18.4
<b>GENDER (Ages 18-64)</b>		
Female	25	6.1
Male	387	93.9
<b>AGE (Ages 18-64)</b>		
18 - 25	53	12.9
26 - 35	148	35.9
36 - 45	139	33.7
46 - 64	72	17.5
<b>EDUCATION (Ages 18-64)</b>		
Less than High School Graduate	158	38.3
High School Diploma/GED	27	6.6
Some College	66	16
Not Available	161	39.1
<b>ECONOMIC CHARACTERISTICS (Ages 18-64)</b>		
Employment Rate for the cohort 2021	-	34.7
Median Earnings for the cohort 2021	-	\$13,242

Sources: Mississippi Department of Corrections, 2022; Mississippi Department of Employment Security, 2022.

Note: May not total to 100 percent due to rounding.

## SECTION 3: DELTA MIDDLE-SKILL SUPPLY & DEMAND

**Figure 7: Projected Middle-Skill Demand in the Delta LWDA, 2022-2028**



Sources: U.S. Bureau of Labor Statistics, 2022; Mississippi Department of Employment Security, 2022; Mississippi State Longitudinal Data System, 2022; ONET, 2022.

Notes: Figures illustrate the occupation skill-level breakdown for projected job growth, by industry. Results show that of the majority of projected job openings will occur in the middle-skill category. Industry totals may not sum to 100 due to rounding. State WIOA Plan defined Advanced Manufacturing to certain Agriculture manufacturing occupations; this Regional Plan highlights these occupations in a separate category.

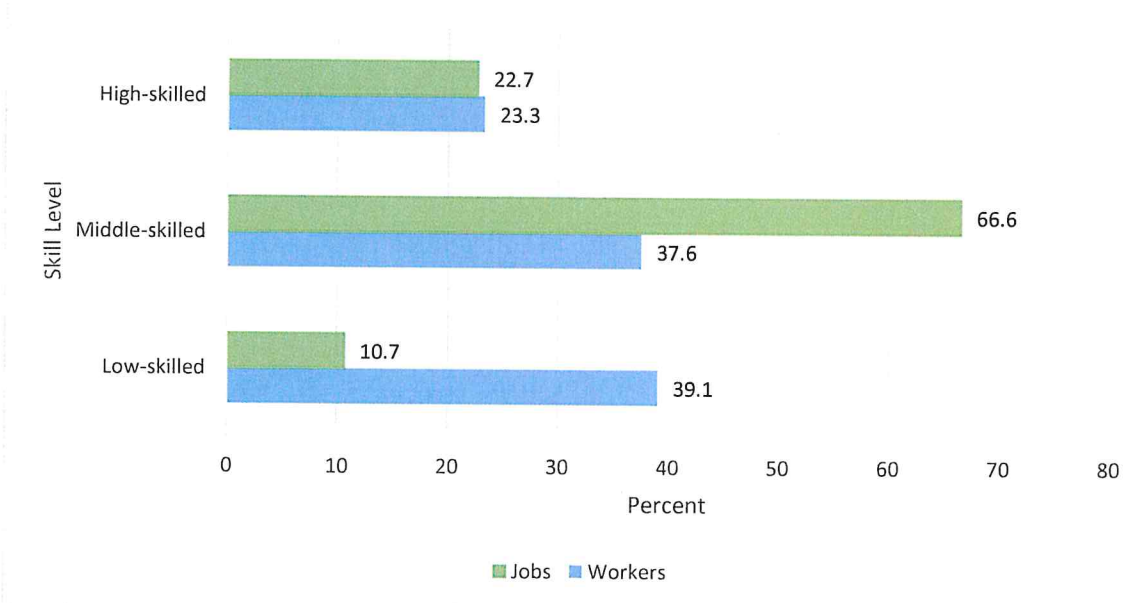
**Table 7: Education and Skill Levels of Current Job Seekers in the Delta LWDA**

Education Level	Educational Attainment		Occupational Certificate	
	Number	Percent	Number	Percent
High school or less	4,371	15.3	62	2.1
High school diploma/GED	12,594	44.0	576	19.5
Some college	5,944	20.8	1,230	41.7
Associate degree	2,456	8.6	399	13.5
Bachelor's degree or higher	2,662	9.3	313	10.6
Education Unknown	604	2.1	368	12.5
<b>Total</b>	<b>28,631</b>	<b>100.0</b>	<b>2,948</b>	<b>100.0</b>

Source: Mississippi Works, 2022.

Note: Job seekers measured as actively searching for employment from April 18, 2021 – April 17, 2022.

**Figure 8: Middle-Skill Jobs in the Delta LWDA**



Sources: U.S. Bureau of Labor Statistics, 2022; ONET, 2022; U.S. Census Bureau, American Community Survey, 2016-2020 5-Year Estimates.

## SECTION 4: DELTA TARGET-INDUSTRY SECTOR ANALYSIS

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**Table 8: Current Supply, Demand, and Gap for Middle-Skill Occupations in Delta LWDA Target Sectors**

Sector	Supply	Demand	Gap
Advanced Manufacturing Industry	80	43	-37
Agribusiness Industry	10	21	11
Data Center & IT Industry	12	19	7
Healthcare Industry	83	343	260
<b>Total</b>	<b>185</b>	<b>426</b>	<b>241</b>

Sources: Mississippi Department of Employment Security, 2022; Mississippi State Longitudinal Data System, 2022; Mississippi Community College Board, 2021.

Notes: State WIOA Plan defined Advanced Manufacturing to certain Agriculture manufacturing occupations; this Regional Plan highlights these occupations in a separate category.

**Table 9: Employment by Industry in the Delta LWDA**

Industry	Employment	Percent	Earnings	Establishments
Health Care and Social Assistance	13,646	16.9	\$37,573	722
Wholesale/Retail Trade	12,169	15.1	\$33,762	1,213
Accommodation/Leisure	12,066	14.9	\$16,273	494
Educational Services	9,972	12.3	\$36,320	147
Manufacturing	9,035	11.2	\$42,276	167
Public Administration	5,245	6.5	\$35,640	214
Transportation and Warehousing	3,630	4.5	\$49,109	342
Natural Resources	3,012	3.7	\$33,834	645
Financial Activities	2,773	3.4	\$49,047	657
Administrative and Waste Services	2,196	2.7	\$28,557	183
Construction	2,135	2.6	\$46,256	307
Other Services (except Public Administration)	1,705	2.1	\$32,945	368
Professional, Scientific, and Technical Services	1,345	1.7	\$48,133	299
Utilities	656	0.8	\$69,262	69
Information	636	0.8	\$45,006	86
Management of Companies and Enterprises	546	0.7	\$55,466	31
<b>Total</b>	<b>80,767</b>	<b>100</b>	<b>\$35,335</b>	<b>5,944</b>

Source: U.S. Bureau of Labor Statistics, 2022; Mississippi Department of Employment Security, 2022.

**Table 10: Target Advanced Manufacturing Industry Structure in the Delta LWDA**

Industry	Employment	Percent	Earnings	Establishment
Machinery Manufacturing	1,349	45.8	\$45,112	16
Transportation Equipment Manufacturing	735	24.9	\$51,585	15
Electrical Equipment, Appliance, and Component Manufacturing	466	15.8	\$48,852	7
Miscellaneous Manufacturing	192	6.5	\$44,957	8
Primary Metal Manufacturing	135	4.6	\$69,662	3
Computer and Electronic Product Manufacturing	38	1.3	\$61,066	1
Petroleum and Coal Products Manufacturing	31	1.1	\$117,201	2
<b>Total</b>	<b>2,946</b>	<b>100</b>	<b>\$49,398</b>	<b>52</b>

Sources: U.S. Bureau of Labor Statistics, Quarterly Census of Employment and Wages, 2022; Mississippi Department of Employment Security, 2022.

Notes: State WIOA Plan defined Advanced Manufacturing to certain Agriculture manufacturing occupations; this Regional Plan highlights these occupations in a separate category.

**Table 11: Target Agribusiness Industry Structure in the Delta LWDA in the Delta LWDA**

Industry	Employment	Percent	Earnings	Establishment
Crop Production	3,051	40.5	\$29,501	426
Food Manufacturing	2,200	29.2	\$55,684	33
Support Activities for Agriculture and Forestry	1,466	19.5	\$43,091	148
Animal Production and Aquaculture	815	10.8	\$40,816	41
<b>Total</b>	<b>7,532</b>	<b>100</b>	<b>\$41,018</b>	<b>648</b>

Sources: U.S. Bureau of Labor Statistics, Quarterly Census of Employment and Wages, 2022; Mississippi Department of Employment Security, 2022.

**Table 12: Target Data Center & IT Industry Structure in the Delta LWDA**

Industry	Employment	Percent	Earnings	Establishment
Professional, Scientific, and Technical Services	1,873	83.7	\$48,133	299
Telecommunications	334	14.9	\$62,551	26
Data Processing, Hosting, and Other Services	32	1.4	\$50,268	34
<b>Total</b>	<b>2,239</b>	<b>100</b>	<b>\$50,314</b>	<b>359</b>

Sources: U.S. Bureau of Labor Statistics, Quarterly Census of Employment and Wages, 2022; Mississippi Department of Employment Security, 2022.

**Table 13: Target Healthcare Industry Structure in the Delta LWDA**

Industry	Employment	Percent	Earnings	Establishment
Hospitals	4,100	40.8	\$54,215	15
Ambulatory Health Care Services	3,335	33.2	\$49,353	359
Nursing and Residential Care Facilities	2,620	26.1	\$32,094	43
<b>Total</b>	<b>10,055</b>	<b>100</b>	<b>\$46,838</b>	<b>417</b>

Sources: U.S. Bureau of Labor Statistics, Quarterly Census of Employment and Wages, 2022; Mississippi Department of Employment Security, 2022.

**Table 14: Top 10 Occupations in the Advanced Manufacturing Industry in the Delta LWDA**

Occupation	Employment	Percent*	Hourly Wage		
			PCT10**	Median	PCT90***
Assemblers and Fabricators, All Other, Including Team Assemblers	609	20.8	\$10.20	\$15.95	\$19.95
Welders, Cutters, Solderers, and Brazers	134	4.6	\$12.57	\$17.41	\$23.11
Electrical, Electronic, and Electromechanical Assemblers, Except Coil Winders, Tapers, and Finishers	128	4.4	\$9.21	\$15.99	\$21.75
First-Line Supervisors of Production and Operating Workers	121	4.1	\$15.08	\$27.39	\$48.20
Helpers--Production Workers	89	3.0	\$10.35	\$13.09	\$15.44
Laborers and Freight, Stock, and Material Movers, Hand	87	3.0	\$8.55	\$11.48	\$19.10
Inspectors, Testers, Sorters, Samplers, and Weighers	86	2.9	\$9.72	\$15.03	\$22.86
Engine and Other Machine Assemblers	80	2.7	\$14.21	\$19.63	\$25.51
Machinists	76	2.6	\$10.60	\$13.31	\$23.01
Computer-Controlled Machine Tool Operators, Metal and Plastic	57	1.9	\$11.03	\$15.28	\$23.26
<b>Total</b>	<b>1,467</b>	<b>50.0</b>	<b>\$11.15</b>	<b>\$16.46</b>	<b>\$24.22</b>

Sources: U.S. Bureau of Labor Statistics, Occupational Employment and Wage Statistics, 2022; Mississippi Department of Employment Security, 2022.

Notes: State WIOA Plan defined Advanced Manufacturing to certain Agriculture manufacturing occupations; this Regional Plan highlights these occupations in a separate category.



**Table 15: Top 10 Occupations in the Agribusiness Industry in the Delta LWDA**

Occupation	Employment	Percent*	Hourly Wage		
			PCT10**	Median	PCT90***
Farmworkers and Laborers, Crop, Nursery, and Greenhouse	1,743	23.1	\$10.85	\$13.39	\$15.42
Farmers, Ranchers, and Other Agricultural Managers	859	11.4	\$16.58	\$25.34	\$49.03
Farmworkers, Farm, Ranch, and Aquacultural Animals	608	8.1	\$8.97	\$12.39	\$15.22
Meat, Poultry, and Fish Cutters and Trimmers	592	7.9	\$8.16	\$10.06	\$12.59
Laborers and Freight, Stock, and Material Movers, Hand	373	5.0	\$8.55	\$11.48	\$19.10
Agricultural Equipment Operators	310	4.1	\$8.16	\$11.43	\$18.95
Slaughterers and Meat Packers	225	3.0	\$8.34	\$11.21	\$15.47
Packers and Packagers, Hand	166	2.2	\$8.27	\$10.42	\$14.96
Heavy and Tractor-Trailer Truck Drivers	163	2.2	\$11.92	\$18.68	\$32.05
First-Line Supervisors of Farming, Fishing, and Forestry Workers	143	1.9	\$15.08	\$22.98	\$37.81
<b>Total</b>	<b>5,182</b>	<b>68.9</b>	<b>\$10.49</b>	<b>\$14.74</b>	<b>\$23.06</b>

Sources: U.S. Bureau of Labor Statistics, Occupational Employment and Wage Statistics, 2022; Mississippi Department of Employment Security, 2022.

\*Percent of all Agribusiness jobs. \*\* Hourly 10th percentile wage. \*\*\* Hourly 90th percentile wage.

**Table 16: Top 10 Occupations in the Data Center & IT Industry in the Delta LWDA**

Occupation	Total	Percent*	Hourly Wage		
			PCT10**	Median	PCT90***
Telecommunications Equipment Installers and Repairers, Except Line Installers	182	8.1	\$8.93	\$29.52	\$39.75
Secretaries and Administrative Assistants, Except Legal, Medical, and Executive	128	5.7	\$9.32	\$13.82	\$22.67
Lawyers	115	5.1	\$21.95	\$45.61	\$85.46
Accountants and Auditors	105	4.7	\$14.55	\$25.97	\$48.00
Paralegals and Legal Assistants	96	4.3	\$13.36	\$20.55	\$30.99
Bookkeeping, Accounting, and Auditing Clerks	95	4.2	\$9.60	\$17.74	\$28.85
General and Operations Managers	79	3.5	\$16.41	\$28.62	\$63.46
Receptionists and Information Clerks	48	2.1	\$9.22	\$12.62	\$16.93
Office Clerks, General	46	2.1	\$8.95	\$13.39	\$21.16
Veterinary Assistants and Laboratory Animal Caretakers	43	1.9	\$10.22	\$14.77	\$19.84
<b>Total</b>	<b>937</b>	<b>41.7</b>	<b>\$12.25</b>	<b>\$22.26</b>	<b>\$37.71</b>

Sources: U.S. Bureau of Labor Statistics, Occupational Employment and Wage Statistics, 2022; Mississippi Department of Employment Security, 2022.

\*Percent of all Data Center & IT jobs. \*\* Hourly 10th percentile wage. \*\*\* Hourly 90th percentile wage.

**Table 17: Top 10 Occupations in the Healthcare Industry in the Delta LWDA**

Occupation	Employment	Percent*	Hourly Wage		
			PCT10**	Median	PCT90***
Registered Nurses	1,881	18.7	\$22.13	\$29.88	\$39.86
Nursing Assistants	1,026	10.2	\$8.54	\$10.87	\$14.31
Licensed Practical and Licensed Vocational Nurses	692	6.9	\$16.12	\$20.17	\$25.39
Home Health Aides	275	2.7	\$8.13	\$9.83	\$12.54
Receptionists and Information Clerks	265	2.6	\$9.22	\$12.62	\$16.93
Personal Care Aides	214	2.1	\$8.83	\$11.90	\$20.32
Medical Assistants	204	2.0	\$11.08	\$14.27	\$18.60
Office Clerks, General	200	2.0	\$8.95	\$13.39	\$21.16
Clinical Laboratory Technologists and Technicians	195	1.9	\$12.71	\$21.65	\$31.78
Medical Secretaries and Administrative Assistants	182	1.8	\$10.18	\$13.55	\$20.24
<b>Total</b>	<b>5,134</b>	<b>50.9</b>	<b>\$11.59</b>	<b>\$15.81</b>	<b>\$22.11</b>

Sources: U.S. Bureau of Labor Statistics, Occupational Employment and Wage Statistics, 2022; Mississippi Department of Employment Security, 2022.

\*Percent of all Healthcare jobs. \*\* Hourly 10th percentile wage. \*\*\* Hourly 90th percentile wage.

**Table 18: Top 10 Occupations in Advanced Manufacturing with the Highest Job Openings in the Delta LWDA**

Occupation	Projected Average Annual Job Openings	Job Openings in 2021
Assemblers and Fabricators, All Other, Including Team Assemblers	30	167
Welders, Cutters, Solderers, and Brazers	21	115
Helpers--Production Workers	10	16
Laborers and Freight, Stock, and Material Movers, Hand	11	14
Electricians	<10	12
First-Line Supervisors of Production and Operating Workers	10	<10
Inspectors, Testers, Sorters, Samplers, and Weighers	<10	<10
Machinists	12	<10
Industrial Truck and Tractor Operators	<10	<10
Computer-Controlled Machine Tool Operators, Metal and Plastic	10	<10
<b>Total</b>	<b>128</b>	<b>349</b>

Sources: U.S. Bureau of Labor Statistics, 2022; Mississippi Department of Employment Security, 2022; Mississippi Works, 2022.  
 Notes: State WIOA Plan defined Advanced Manufacturing to certain Agriculture manufacturing occupations; this Regional Plan highlights these occupations in a separate category.

**Table 19: Top 10 Occupations in Agribusiness with the Highest Job Openings in the Delta LWDA**

Occupation	Projected Average Annual Job Openings	Job Openings in 2021
Meat, Poultry, and Fish Cutters and Trimmers	31	2,068
Agricultural Equipment Operators	49	641
Farmworkers and Laborers, Crop, Nursery, and Greenhouse	141	456
Farmworkers, Farm, Ranch, and Aquacultural Animals	12	285
Agricultural Workers, All Other	13	19
Laborers and Freight, Stock, and Material Movers, Hand	16	<10
Janitors and Cleaners, Except Maids and Housekeeping Cleaners	<10	<10
Farmers, Ranchers, and Other Agricultural Managers	98	<10
Packaging and Filling Machine Operators and Tenders	<10	<10
First-Line Supervisors of Farming, Fishing, and Forestry Workers	<10	<10
<b>Total</b>	<b>383</b>	<b>3,484</b>

Sources: U.S. Bureau of Labor Statistics, 2022; Mississippi Department of Employment Security, 2022; Mississippi Works, 2022.

**Table 20: Top 10 Occupations in Data Center & IT with the Highest Job Openings in the Delta LWDA**

Occupation	Projected Average Annual Job Openings	Job Openings in 2021
Telecommunications Equipment Installers and Repairers, Except Line Installers	12	69
Receptionists and Information Clerks	<10	<10
Accountants and Auditors	<10	<10
General and Operations Managers	<10	<10
Secretaries and Administrative Assistants, Except Legal, Medical, and Executive	10	<10
Office Clerks, General	<10	<10
Lawyers	<10	<10
Animal Caretakers	<10	<10
Surveying and Mapping Technicians	<10	<10
Bookkeeping, Accounting, and Auditing Clerks	<10	<10
<b>Total</b>	<b>64</b>	<b>91</b>

Sources: U.S. Bureau of Labor Statistics, 2022; Mississippi Department of Employment Security, 2022; Mississippi Works, 2022.

**Table 21: Top 10 Occupations in Healthcare with the Highest Job Openings in the Delta LWDA**

Occupation	Projected Average Annual Job Openings	Job Openings in 2021
Registered Nurses	57	215
Personal Care Aides	30	101
Licensed Practical and Licensed Vocational Nurses	32	90
Nursing Assistants	76	84
Home Health Aides	42	64
Medical and Health Services Managers	13	36
Maids and Housekeeping Cleaners	17	13
Receptionists and Information Clerks	21	<10
Office Clerks, General	18	<10
Food Servers, Nonrestaurant	18	<10
<b>Total</b>	<b>324</b>	<b>607</b>

Sources: U.S. Bureau of Labor Statistics, 2022; Mississippi Department of Employment Security, 2022; Mississippi Works, 2022.

# WOIA Ecosystem Plan

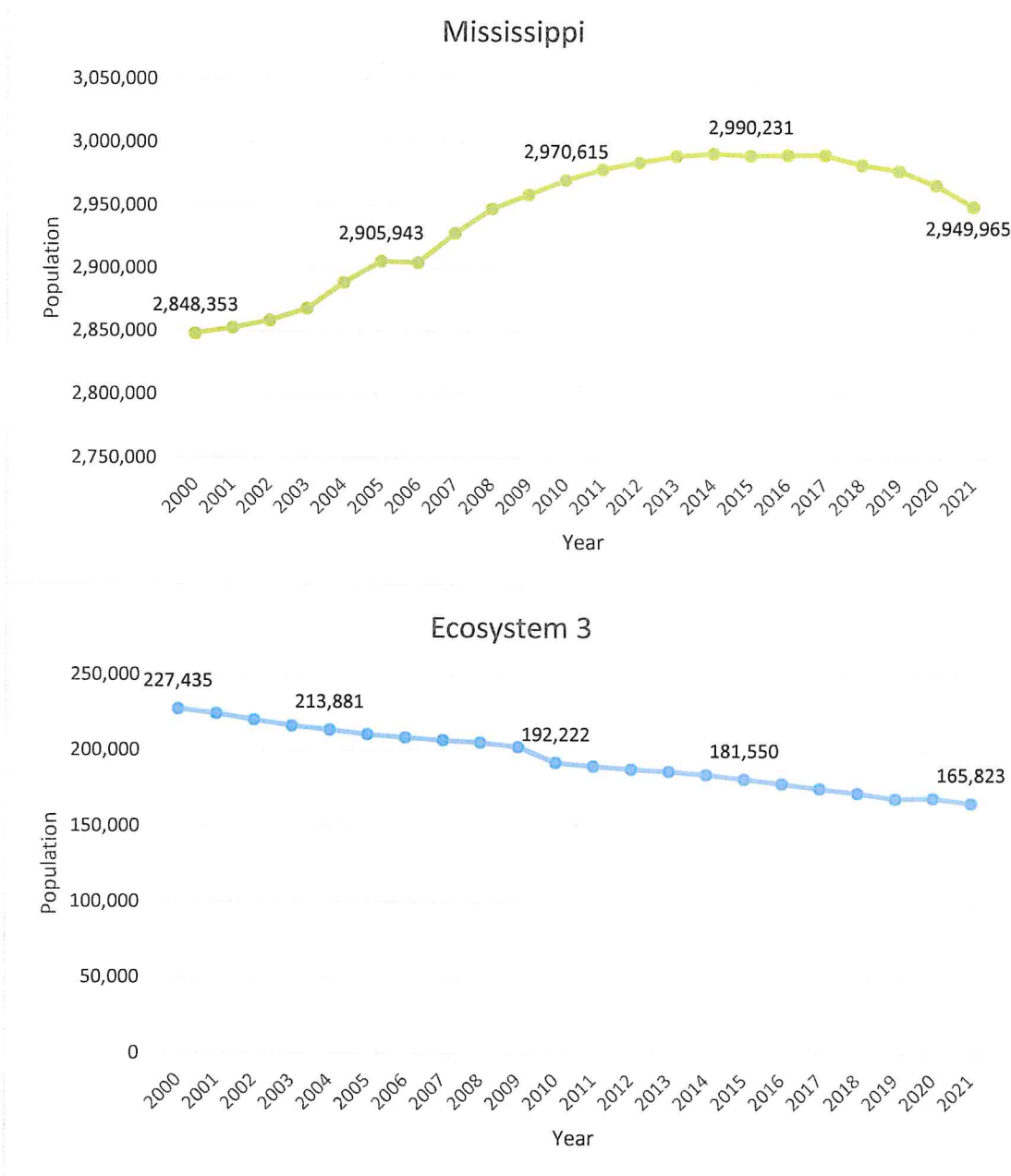
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## Ecosystem 3



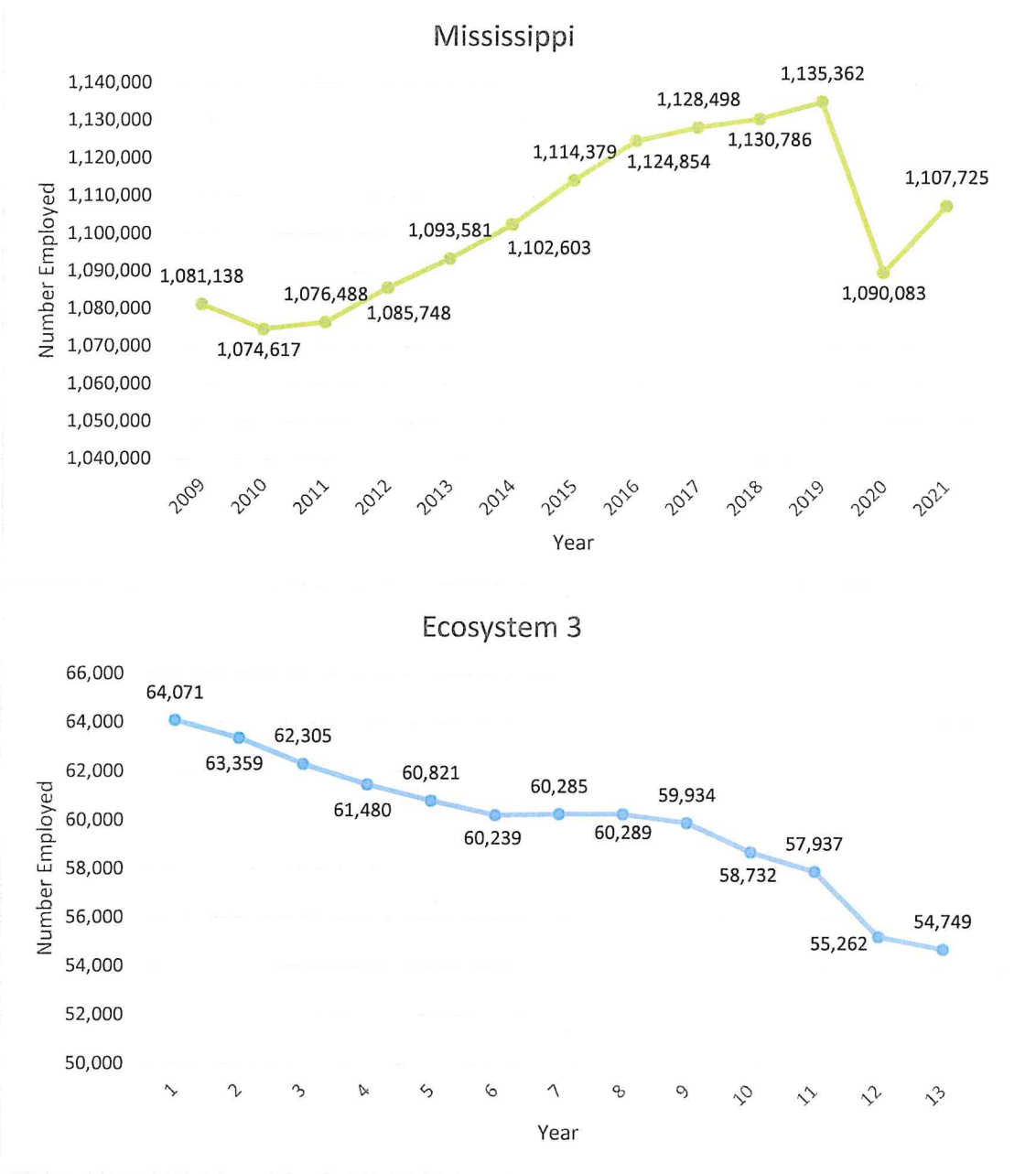
# SECTION 1: POPULATION AND ECONOMIC TRENDS FOR THE STATE AND ECOSYSTEM 3

Figure 1: Population Trends



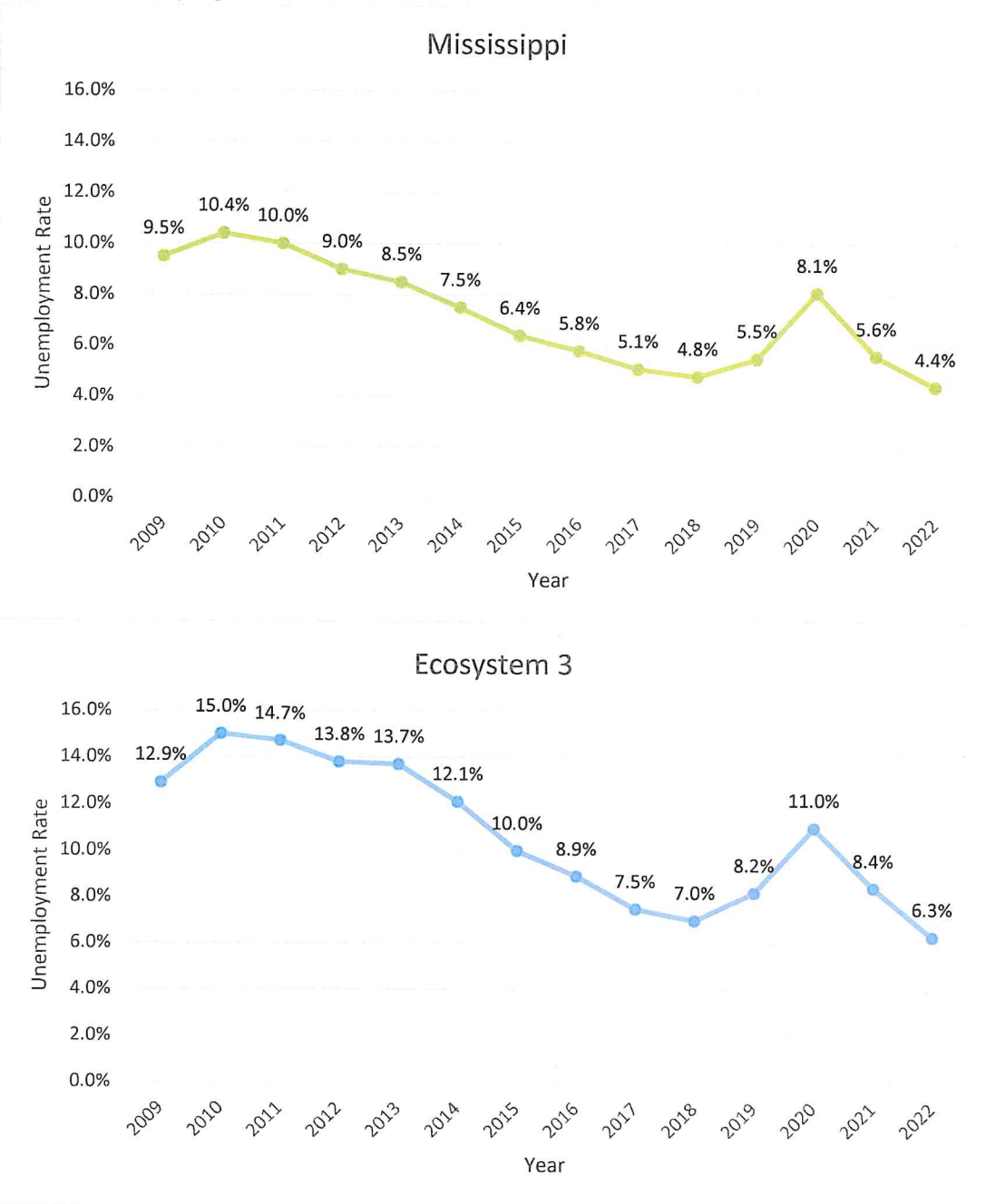
Source: U.S. Census Bureau, 2022.

Figure 2: Number Employed



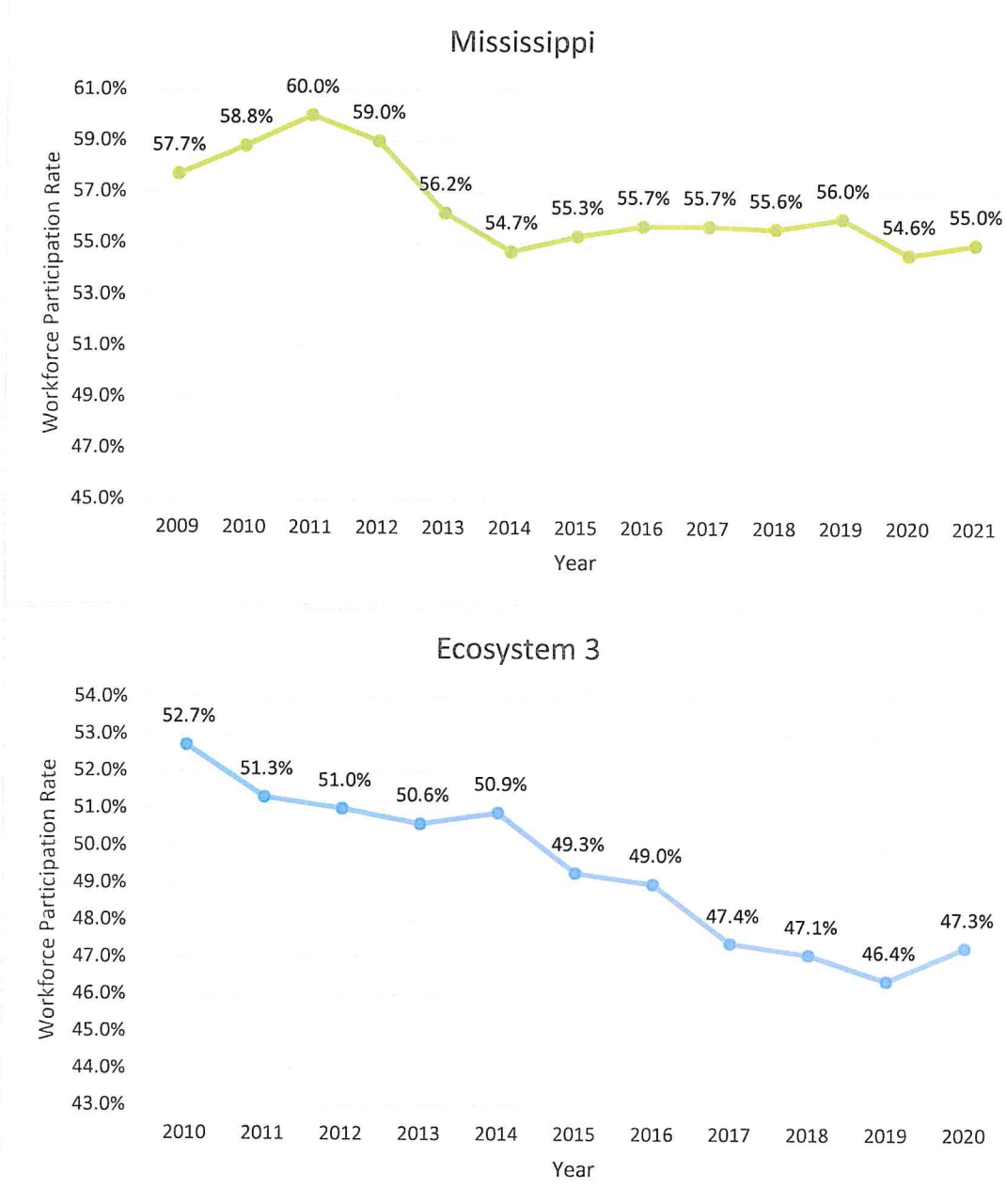
Source: U.S. Bureau of Labor Statistics, 2022.

**Figure 3: Unemployment Rate**



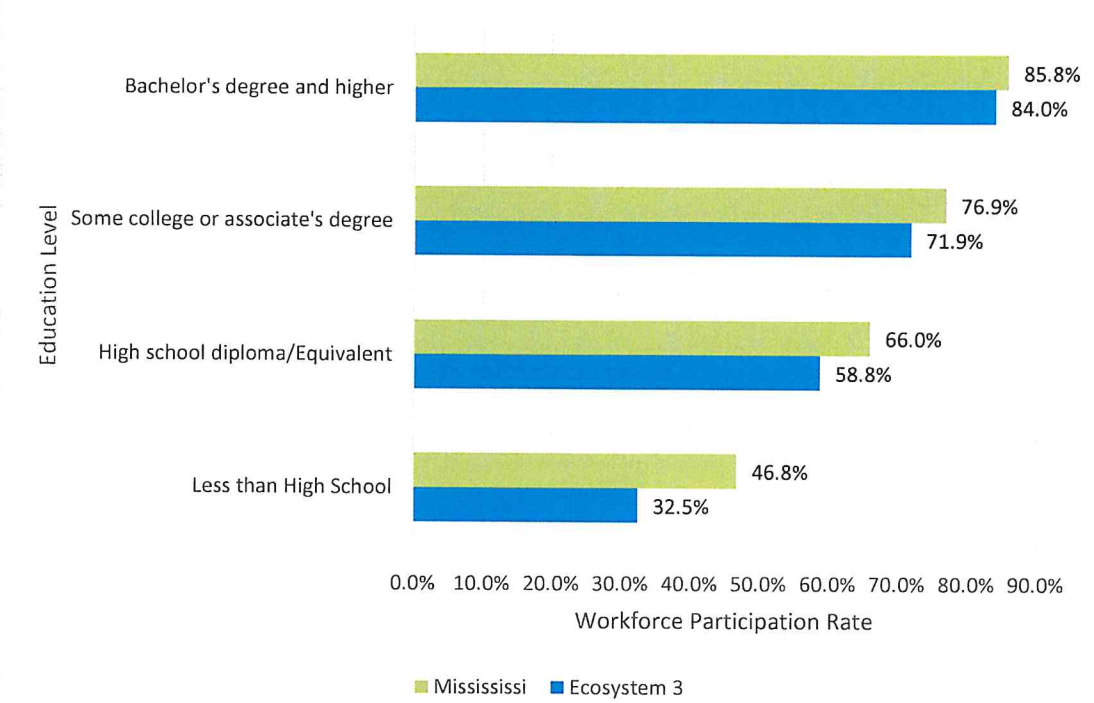
Source: U.S. Bureau of Labor Statistics, 2022.  
Note: The 2022 number is the monthly average of January – March, 2022.

**Figure 4: Workforce Participation Rate**



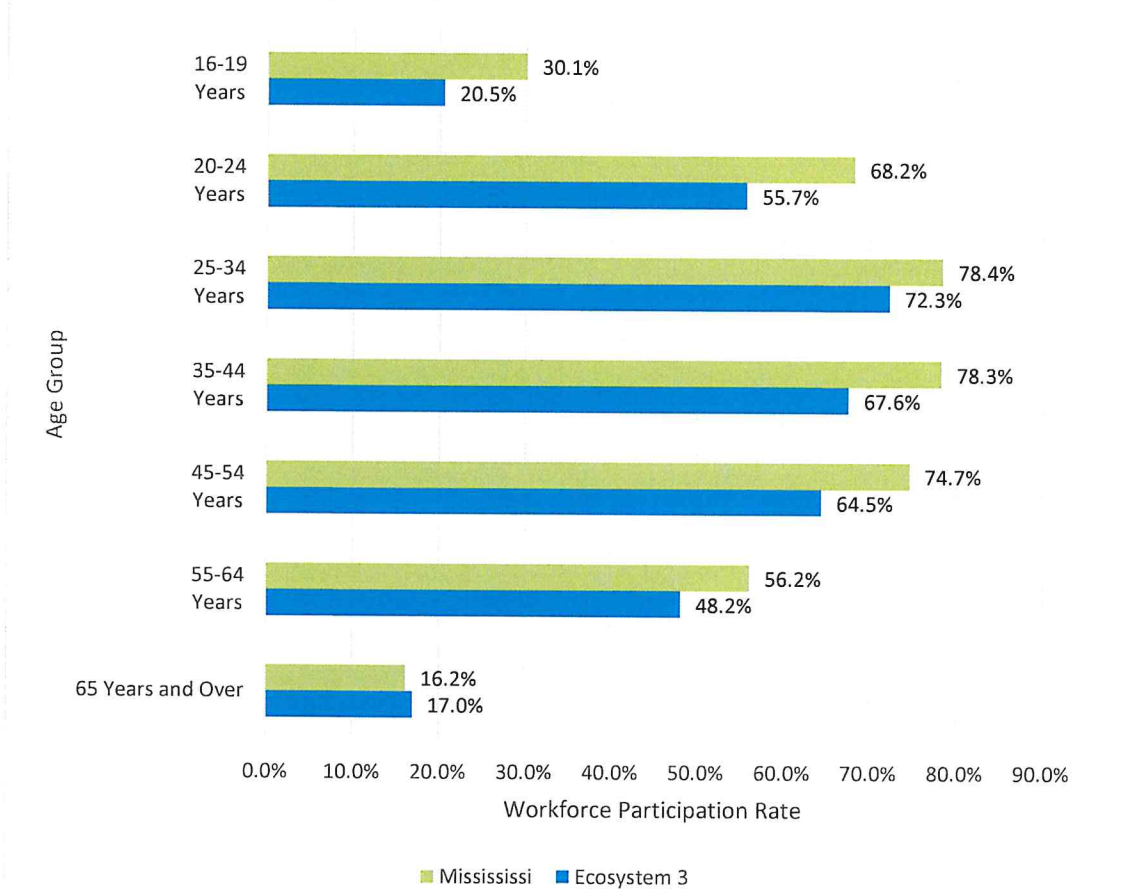
Sources: U.S. Bureau of Labor Statistics, Local Area Unemployment Statistics, 2022; U.S. Census Bureau, American Community Survey, 2016-2020 5-Year Estimates.

**Figure 5: Workforce Participation Rate, by Education**



Source: U.S. Census Bureau, American Community Survey, 2016-2020 5-Year Estimates.

**Figure 6: Workforce Participation Rate, by Age**



Source: U.S. Census Bureau, American Community Survey, 2016-2020 5-Year Estimates.

## SECTION 2: ECOSYSTEM 3 SOCIOECONOMIC INDICATORS FOR INDIVIDUALS WITH BARRIERS TO EMPLOYMENT

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**Table 1: Populations with Barriers to Employment in the Ecosystem 3**

Group	Number
Low-Income Individuals, Age 18-64 <sup>1</sup>	27,378
American Indians/Alaska Natives/Native Hawaiians <sup>1</sup>	163
Individuals with Disabilities, Age 18-64 <sup>1</sup>	18,216
Individuals Age 65 and Older <sup>1</sup>	26,011
Individuals Age 65 and Older, Low-Income <sup>1</sup>	5,024
Ex-Offenders, Age 18-64 <sup>2</sup>	256
Homeless Children and Youth <sup>3</sup>	785
Children in Foster Care <sup>4</sup>	264
English Language Learners with Low Level of Literacy <sup>5</sup>	313
Individuals within 2 Years of Exhausting TANF Eligibility <sup>6</sup>	128
Single Parent Households <sup>1</sup>	39,709
Single Mother Households <sup>1</sup>	27,398
Single Fathers Households <sup>1</sup>	12,311

*Sources: 1) U.S. Census Bureau, American Community Survey, 2016-2020 5-Year Estimates. 2) Mississippi Department of Corrections, 2022. 3) Mississippi Department of Education, 2021. 4) Kids Count Data Center, 2016. 5) Adult Basic Education, 2021. 6) Mississippi Department of Human Services, 2022.*

*Note: Low income is defined as below federal poverty level, based on family/household size.*

**Table 2: Unemployment & Workforce Participation Rates of Vulnerable Populations in the Ecosystem 3**

Group	Percent
<b>Veterans</b>	
Unemployment Rate	9.5%
Workforce Participation Rate	58.3%
<b>Disabled</b>	
Unemployment Rate	18.3%
Workforce Participation Rate	34.5%
<b>Low Income</b>	
Unemployment Rate	30.3%
Workforce Participation Rate	39.0%
<b>Native American/Hawaiian</b>	
Unemployment Rate	10.7%
Workforce Participation Rate	19.1%
<b>Individuals Age 16-19</b>	
Unemployment Rate	41.5%
Workforce Participation Rate	20.5%
<b>Individuals Age 16-19, Not enrolled in School</b>	
Unemployment Rate	38.2%
Workforce Participation Rate	40.1%

Source: U.S. Census Bureau, American Community Survey, 2016-2020 5-Year Estimates.

Note: Low income is defined as below federal poverty level, based on family/household size.



**Table 3: Demographic and Economic Characteristics of People with Disabilities in the Ecosystem 3**

	Number	Percent
Total Disabled Population	31,820	-
Total Age 18-64	18,216	-
<b>RACE (All Ages)</b>		
Black	23,116	72.6
White	8,099	25.5
Other	605	1.9
<b>GENDER (Ages 18-64)</b>		
Female	9,646	53
Male	8,570	47
<b>AGE (Ages 18-64)</b>		
18-34	4,399	24.1
35-64	13,817	75.9
<b>ECONOMIC CHARACTERISTICS</b>		
Employment Rate	-	80.6
Median Earnings	-	\$22,161
<b>TYPE OF DISABILITY* (Ages 18-64)</b>		
Hearing Difficulty	2,631	14.4
Vision Difficulty	6,943	38.1
Cognitive Difficulty	6,655	36.5
Ambulatory Difficulty	9,725	53.4
Self-care Difficulty	3,271	18
Independent Living Difficulty	5,878	32.3

Source: U.S. Census Bureau, American Community Survey, 2016-2020 5-Year Estimates.

Note: May not total to 100 percent due to rounding. \* Individuals may have more than one type of disability, so these numbers and percentages, when added, may be greater than the total number of individuals and 100 percent, respectively.

**Table 4: Characteristics of Temporary Assistance for Needy Family (TANF) Program Work-Eligible Recipients in the Ecosystem 3**

	Number	Percent
Total TANF Recipients	1,103	-
Total Ages 18-64	156	-
<b>ECONOMIC CHARACTERISTICS (Ages 18-64)</b>		
Employment Rate for the cohort 2021	-	73.7
Median Earnings for the cohort 2021	-	\$7,291
Employment Rate One Year After Exit for the cohort 2020	-	69.2
Average Earnings One Year After Exit for the cohort 2020	-	\$11,977

Sources: Mississippi Department of Human Services, *Temporary Assistance for Needy Families, 2022*; Mississippi Department of Employment Security, *2021*

**Table 5: Characteristics of Supplemental Nutrition Assistance Program (SNAP) Recipients in the Ecosystem 3**

	Number	Percent
Total SNAP Recipients	60,271	-
Total Ages 18-64	22,612	-
<b>RACE (Ages 18-64)</b>		
Black	20,284	89.7
White	2,205	9.8
American Indian/Other	123	0.5
<b>GENDER (Ages 18-64)</b>		
Female	14,973	66.2
Male	7,639	33.8
<b>AGE (Ages 18-64)</b>		
18 - 25	2,954	13.1
26 - 35	4,649	20.6
36 - 45	5,108	22.6
46 - 64	9,901	43.8
<b>EDUCATION (Ages 18-64)</b>		
Less than High School Graduate	3,174	14
High School Diploma/GED	1,487	6.6
Some College	5,909	26.1
Not Available	12,042	53.3
<b>ECONOMIC CHARACTERISTICS (Ages 18-64)</b>		
Employment Rate for the cohort 2021	-	40.4
Median Earnings for the cohort 2021	-	\$15,608
Employment Rate One Year After Exit for the cohort 2020	-	57.7
Average Earnings One Year After Exit for the cohort 2020	-	\$18,421

Sources: Mississippi Department of Human Services, 2022; Mississippi Department of Employment Security, 2022.

Note: May not total to 100 percent due to rounding.

**Table 6: Characteristics of Ex-Offenders in the Ecosystem 3**

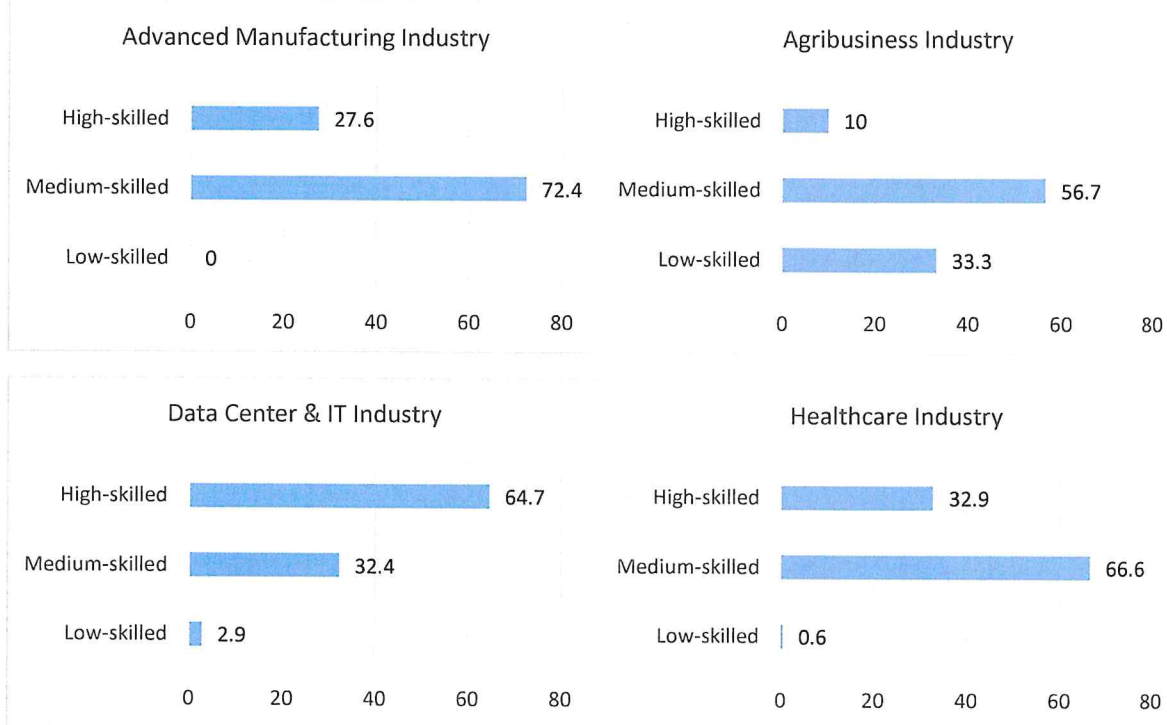
	Number	Percent
Total Ex-Offenders	258	-
Total Ages 18-64	256	-
<b>RACE (Ages 18-64)</b>		
Black	217	84.8
Other Races	39	15.2
<b>GENDER (Ages 18-64)</b>		
Female	13	5.1
Male	243	94.9
<b>AGE (Ages 18-64)</b>		
18 - 25	33	12.9
26 - 35	83	32.4
36 - 45	89	34.8
46 - 64	51	19.9
<b>EDUCATION (Ages 18-64)</b>		
Less than High School Graduate/High School Diploma/GED	114	44.5
Some College	37	14.5
Not Available	105	41
<b>ECONOMIC CHARACTERISTICS (Ages 18-64)</b>		
Employment Rate for the cohort 2021	-	31.6
Median Earnings for the cohort 2021	-	\$11,861

Sources: Mississippi Department of Corrections, 2022; Mississippi Department of Employment Security, 2022.

Note: May not total to 100 percent due to rounding.

## SECTION 3: ECOSYSTEM 3 MIDDLE-SKILL SUPPLY & DEMAND

**Figure 7: Projected Middle-Skill Demand in the Ecosystem 3, 2022-2028**



Sources: U.S. Bureau of Labor Statistics, 2022; Mississippi Department of Employment Security, 2022; Mississippi State Longitudinal Data System, 2022; ONET, 2022.

Notes: Figures illustrate the occupation skill-level breakdown for projected job growth, by industry. Results show that of the majority of projected job openings will occur in the middle-skill category. Industry totals may not sum to 100 due to rounding. State WIOA Plan defined Advanced Manufacturing to certain Agriculture manufacturing occupations; this Ecosystem Plan highlights these occupations in a separate category.

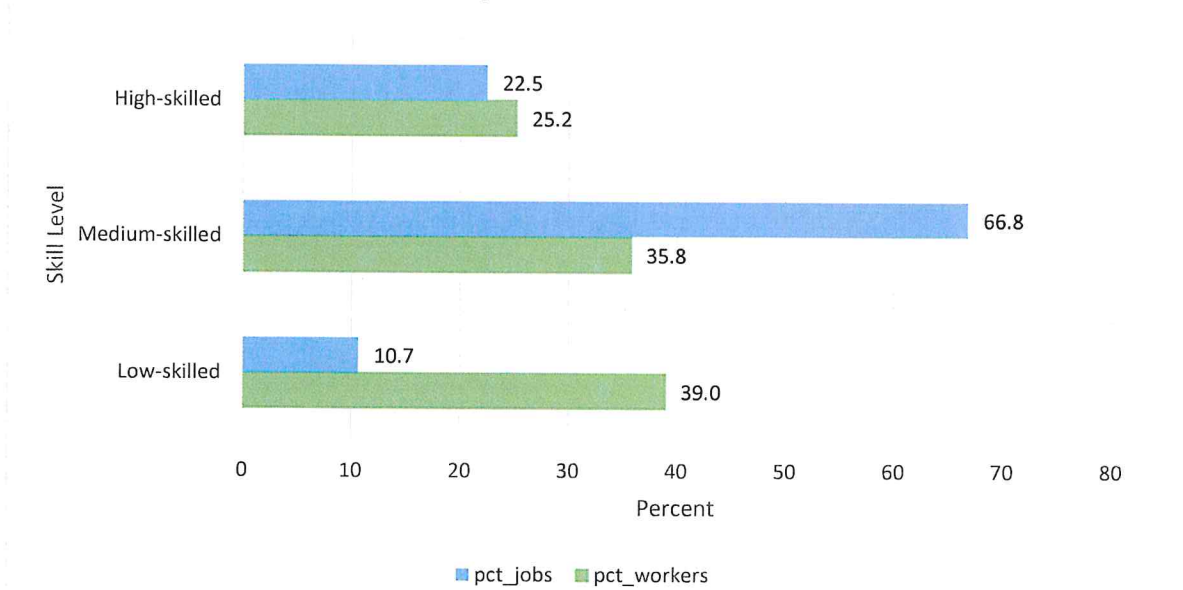
**Table 7: Education and Skill Levels of Current Job Seekers in the Ecosystem 3**

Education Level	Educational Attainment		Occupational Certificate	
	Number	Percent	Number	Percent
High school or less	2,848	14.9	50	2.3
High school diploma/GED	8,328	43.4	414	18.9
Some college	4,117	21.5	929	42.3
Associate degree	1,511	7.9	273	12.4
Bachelor’s degree or higher	1,970	10.3	251	11.4
Education Unknown	402	2.1	278	12.7
<b>Total</b>	<b>19,176</b>	<b>100.0</b>	<b>2,195</b>	<b>100.0</b>

Source: Mississippi Works, 2022.

Note: Job seekers measured as actively searching for employment from April 18, 2021 – April 17, 2022.

**Figure 8: Middle-Skill Jobs in the Ecosystem 3**



Sources: U.S. Bureau of Labor Statistics, 2022; ONET, 2022; U.S. Census Bureau, American Community Survey, 2016-2020 5-Year Estimates.

## SECTION 4: ECOSYSTEM 3 TARGET-INDUSTRY SECTOR ANALYSIS

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**Table 8: Current Supply, Demand, and Gap for Middle-Skill Occupations in Ecosystem 3**

Sector	Supply	Demand	Gap
Advanced Manufacturing	61	21	-40
Agribusiness	<10	17	-
Data Center & IT	<10	11	-
Healthcare	40	239	199
<b>Total</b>	<b>116</b>	<b>288</b>	<b>172</b>

Sources: Mississippi Department of Employment Security, 2022; Mississippi State Longitudinal Data System, 2022; Mississippi Community College Board, 2021.

Notes: State WIOA Plan defined Advanced Manufacturing to certain Agriculture manufacturing occupations; this Ecosystem Plan highlights these occupations in a separate category.

**Table 9: Employment by Industry in the Ecosystem 3**

Industry	Employment	Percent	Earnings	Establishments
Health Care and Social Assistance	10,127	18.5	\$37,708	521
Wholesale/Retail Trade	8,351	15.2	\$33,102	823
Educational Services	6,967	12.7	\$36,394	107
Accommodation/Leisure	6,719	12.3	\$15,811	315
Manufacturing	6,547	11.9	\$41,033	113
Public Administration	3,636	6.6	\$34,873	142
Transportation and Warehousing	2,753	5	\$47,629	250
Natural Resources	2,070	3.8	\$34,168	444
Financial Activities	1,793	3.3	\$47,988	442
Construction	1,476	2.7	\$46,109	231
Other Services (except Public Administration)	1,355	2.5	\$34,077	263
Professional, Scientific, and Technical Services	926	1.7	\$49,695	219
Administrative and Waste Services	879	1.6	\$32,797	127
Management of Companies and Enterprises	516	0.9	\$53,908	25
Information	358	0.7	\$40,285	63
Utilities	323	0.6	\$74,135	40
<b>Total</b>	<b>54,796</b>	<b>100</b>	<b>\$35,709</b>	<b>4,125</b>

Source: U.S. Bureau of Labor Statistics, 2022; Mississippi Department of Employment Security, 2022.



**Table 10: Target Advanced Manufacturing Industry Structure in the Ecosystem 3**

Industry	Employment	Percent	Earnings	Establishment
Machinery Manufacturing	793	47.3	\$60,547	10
Transportation Equipment Manufacturing	348	20.7	\$56,421	8
Electrical Equipment, Appliance, and Component Manufacturing	290	17.3	\$48,852	5
Miscellaneous Manufacturing	120	7.2	\$44,957	7
Primary Metal Manufacturing	84	5	\$69,662	1
Computer and Electronic Product Manufacturing	24	1.4	\$61,066	1
Petroleum and Coal Products Manufacturing	19	1.1	\$117,201	1
<b>Total</b>	<b>1,678</b>	<b>100</b>	<b>\$57,660</b>	<b>33</b>

Sources: U.S. Bureau of Labor Statistics, Quarterly Census of Employment and Wages, 2022; Mississippi Department of Employment Security, 2022.

Notes: State WIOA Plan defined Advanced Manufacturing to certain Agriculture manufacturing occupations; this Ecosystem Plan highlights these occupations in a separate category.

**Table 11: Target Agribusiness Industry Structure in the Ecosystem 3**

Industry	Employment	Percent	Earnings	Establishment
Crop Production	2,163	40.9	\$28,957	292
Food Manufacturing	1,563	29.5	\$57,849	24
Support Activities for Agriculture and Forestry	913	17.3	\$43,627	98
Animal Production and Aquaculture	653	12.3	\$40,816	36
<b>Total</b>	<b>5,292</b>	<b>100</b>	<b>\$41,485</b>	<b>450</b>

Sources: U.S. Bureau of Labor Statistics, Quarterly Census of Employment and Wages, 2022; Mississippi Department of Employment Security, 2022.

**Table 12: Target Data Center & IT Industry Structure in the Ecosystem 3**

Industry	Employment	Percent	Earnings	Establishment
Professional, Scientific, and Technical Services	1,350	83.9	\$49,695	219
Telecommunications	240	14.9	\$61,174	19
Data Processing, Hosting, and Other Services	20	1.2	\$50,268	17
<b>Total</b>	<b>1,610</b>	<b>100</b>	<b>\$51,413</b>	<b>255</b>

Sources: U.S. Bureau of Labor Statistics, Quarterly Census of Employment and Wages, 2022; Mississippi Department of Employment Security, 2022.

**Table 13: Target Healthcare Industry Structure in the Ecosystem 3**

Industry	Employment	Percent	Earnings	Establishment
Ambulatory Health Care Services	2,564	37.3	\$47,835	265
Hospitals	2,555	37.2	\$54,215	10
Nursing and Residential Care Facilities	1,750	25.5	\$32,328	33
<b>Total</b>	<b>6,869</b>	<b>100</b>	<b>\$46,257</b>	<b>308</b>

Sources: U.S. Bureau of Labor Statistics, Quarterly Census of Employment and Wages, 2022; Mississippi Department of Employment Security, 2022.

**Table 14: Top 10 Occupations in the Advanced Manufacturing Industry in the Ecosystem 3**

Occupation	Employment	Percent*	Hourly Wage		
			PCT10**	Median	PCT90***
Assemblers and Fabricators, All Other, Including Team Assemblers	342	20.3	\$10.23	\$16.04	\$19.74
Electrical, Electronic, and Electromechanical Assemblers, Except Coil Winders, Tapers, and Finishers	76	4.5	\$10.05	\$16.10	\$24.24
Welders, Cutters, Solderers, and Brazers	72	4.3	\$12.44	\$16.98	\$22.46
First-Line Supervisors of Production and Operating Workers	70	4.2	\$14.91	\$27.43	\$48.37
Laborers and Freight, Stock, and Material Movers, Hand	52	3.1	\$8.42	\$11.27	\$18.91
Helpers--Production Workers	52	3.1	\$10.43	\$13.02	\$15.19
Inspectors, Testers, Sorters, Samplers, and Weighers	51	3.0	\$9.70	\$14.93	\$22.27
Engine and Other Machine Assemblers	46	2.7	\$14.21	\$19.63	\$25.51
Machinists	44	2.6	\$10.17	\$12.53	\$22.02
Computer-Controlled Machine Tool Operators, Metal and Plastic	34	2.0	\$12.95	\$20.34	\$24.69
<b>Total</b>	<b>839</b>	<b>49.8</b>	<b>\$11.35</b>	<b>\$16.83</b>	<b>\$24.34</b>

Sources: U.S. Bureau of Labor Statistics, Occupational Employment and Wage Statistics, 2022; Mississippi Department of Employment Security, 2022.

\*Percent of all Advanced Manufacturing jobs. \*\* Hourly 10th percentile wage. \*\*\* Hourly 90th percentile wage.

Notes: State WIOA Plan defined Advanced Manufacturing to certain Agriculture manufacturing occupations; this Ecosystem Plan highlights these occupations in a separate category.

**Table 15: Top 10 Occupations in the Agribusiness Industry in the Ecosystem 3**

Occupation	Employment	Percent*	Hourly Wage		
			PCT10**	Median	PCT90***
Farmworkers and Laborers, Crop, Nursery, and Greenhouse	1,212	22.9	\$11.02	\$13.51	\$15.19
Farmers, Ranchers, and Other Agricultural Managers	625	11.8	\$16.49	\$24.52	\$47.55
Farmworkers, Farm, Ranch, and Aquacultural Animals	449	8.5	\$8.47	\$16.13	\$24.21
Meat, Poultry, and Fish Cutters and Trimmers	422	8.0	\$8.01	\$9.72	\$11.89
Laborers and Freight, Stock, and Material Movers, Hand	252	4.8	\$8.42	\$11.27	\$18.91
Agricultural Equipment Operators	207	3.9	\$7.91	\$10.63	\$18.50
Slaughterers and Meat Packers	161	3.0	\$10.32	\$13.00	\$18.02
Packers and Packagers, Hand	111	2.1	\$8.22	\$10.31	\$14.77
Heavy and Tractor-Trailer Truck Drivers	109	2.1	\$11.78	\$18.40	\$31.95
First-Line Supervisors of Farming, Fishing, and Forestry Workers	97	1.8	\$15.23	\$22.73	\$37.77
<b>Total</b>	<b>3,645</b>	<b>68.9</b>	<b>\$10.59</b>	<b>\$15.02</b>	<b>\$23.88</b>

Sources: U.S. Bureau of Labor Statistics, Occupational Employment and Wage Statistics, 2022; Mississippi Department of Employment Security, 2022.

\*Percent of all Agribusiness jobs. \*\* Hourly 10th percentile wage. \*\*\* Hourly 90th percentile wage.

**Table 16: Top 10 Occupations in the Data Center & IT Industry in the Ecosystem 3**

Occupation	Total	Percent*	Hourly Wage		
			PCT10**	Median	PCT90***
Telecommunications Equipment Installers and Repairers, Except Line Installers	127	7.9	\$8.39	\$29.55	\$39.82
Secretaries and Administrative Assistants, Except Legal, Medical, and Executive	93	5.8	\$9.10	\$13.51	\$22.45
Lawyers	83	5.1	\$9.96	\$40.08	\$81.01
Accountants and Auditors	76	4.7	\$14.13	\$25.60	\$47.81
Paralegals and Legal Assistants	69	4.3	\$14.34	\$22.20	\$34.01
Bookkeeping, Accounting, and Auditing Clerks	68	4.2	\$9.30	\$17.56	\$28.75
General and Operations Managers	56	3.5	\$16.18	\$27.17	\$68.34
Receptionists and Information Clerks	35	2.2	\$9.20	\$12.51	\$16.70
Office Clerks, General	33	2.0	\$8.87	\$13.20	\$20.91
Veterinary Assistants and Laboratory Animal Caretakers	31	1.9	\$8.94	\$11.96	\$20.10
<b>Total</b>	<b>671</b>	<b>41.6</b>	<b>\$10.84</b>	<b>\$21.33</b>	<b>\$37.99</b>

Sources: U.S. Bureau of Labor Statistics, Occupational Employment and Wage Statistics, 2022; Mississippi Department of Employment Security, 2022.

\*Percent of all Data Center & IT jobs. \*\* Hourly 10th percentile wage. \*\*\* Hourly 90th percentile wage.

**Table 17: Top 10 Occupations in the Healthcare Industry in the Ecosystem 3**

Occupation	Employment	Percent*	Hourly Wage		
			PCT10**	Median	PCT90***
Registered Nurses	1,241	18	\$22.05	\$29.71	\$39.48
Nursing Assistants	679	9.9	\$8.37	\$10.64	\$14.06
Licensed Practical and Licensed Vocational Nurses	470	6.8	\$16.11	\$20.04	\$25.27
Receptionists and Information Clerks	196	2.8	\$9.20	\$12.51	\$16.70
Home Health Aides	185	2.7	\$8.12	\$9.77	\$12.41
Medical Assistants	150	2.2	\$10.96	\$14.12	\$18.29
Personal Care Aides	146	2.1	\$8.36	\$10.02	\$29.71
Office Clerks, General	145	2.1	\$8.87	\$13.20	\$20.91
Clinical Laboratory Technologists and Technicians	131	1.9	\$12.53	\$21.22	\$31.14
Medical Secretaries and Administrative Assistants	130	1.9	\$10.05	\$13.36	\$19.90
<b>Total</b>	<b>3,473</b>	<b>50.4</b>	<b>\$11.46</b>	<b>\$15.46</b>	<b>\$22.79</b>

Sources: U.S. Bureau of Labor Statistics, Occupational Employment and Wage Statistics, 2022; Mississippi Department of Employment Security, 2022.

\*Percent of all Forestry, Energy, & Chemical jobs. \*\* Hourly 10th percentile wage. \*\*\* Hourly 90th percentile wage.

**Table 18: Top 10 Occupations in Advanced Manufacturing with the Highest Job Openings in the Ecosystem 3**

Occupation	Projected Average Annual Job Openings	Job Openings in 2021
Assemblers and Fabricators, All Other, Including Team Assemblers	17	167
Helpers--Production Workers	<10	16
Welders, Cutters, Solderers, and Brazers	11	11
Laborers and Freight, Stock, and Material Movers, Hand	<10	<10
First-Line Supervisors of Production and Operating Workers	<10	<10
Electricians	<10	<10
Inspectors, Testers, Sorters, Samplers, and Weighers	<10	<10
Industrial Truck and Tractor Operators	<10	<10
Machinists	<10	<10
Computer-Controlled Machine Tool Operators, Metal and Plastic	<10	<10
<b>Total</b>	<b>76</b>	<b>223</b>

Sources: U.S. Bureau of Labor Statistics, 2022; Mississippi Department of Employment Security, 2022; Mississippi Works, 2022.

Notes: State WIOA Plan defined Advanced Manufacturing to certain Agriculture manufacturing occupations; this Ecosystem Plan highlights these occupations in a separate category.

**Table 19: Top 10 Occupations in Agribusiness with the Highest Job Openings in the Ecosystem**  
**3**

Occupation	Projected Average Annual Job Openings	Job Openings in 2021
Meat, Poultry, and Fish Cutters and Trimmers	22	2,068
Agricultural Equipment Operators	33	441
Farmworkers and Laborers, Crop, Nursery, and Greenhouse	98	341
Farmworkers, Farm, Ranch, and Aquacultural Animals	<10	235
Laborers and Freight, Stock, and Material Movers, Hand	11	<10
Agricultural Workers, All Other	<10	<10
Janitors and Cleaners, Except Maids and Housekeeping Cleaners	<10	<10
Packaging and Filling Machine Operators and Tenders	<10	<10
Farmers, Ranchers, and Other Agricultural Managers	74	<10
First-Line Supervisors of Farming, Fishing, and Forestry Workers	<10	<10
<b>Total</b>	<b>273</b>	<b>3,102</b>

Sources: U.S. Bureau of Labor Statistics, 2022; Mississippi Department of Employment Security, 2022; Mississippi Works, 2022.



**Table 20: Top 10 Occupations in Data Center & IT with the Highest Job Openings in the Ecosystem 3**

Occupation	Projected Average Annual Job Openings	Job Openings in 2021
Customer Service Representatives	<10	13
Accountants and Auditors	<10	<10
Receptionists and Information Clerks	<10	<10
Telecommunications Equipment Installers and Repairers, Except Line Installers	<10	<10
General and Operations Managers	<10	<10
Secretaries and Administrative Assistants, Except Legal, Medical, and Executive	<10	<10
Office Clerks, General	<10	<10
Lawyers	<10	<10
Surveying and Mapping Technicians	<10	<10
Bookkeeping, Accounting, and Auditing Clerks	<10	<10
<b>Total</b>	<b>48</b>	<b>31</b>

Sources: U.S. Bureau of Labor Statistics, 2022; Mississippi Department of Employment Security, 2022; Mississippi Works, 2022.

**Table 21: Top 10 Occupations in Healthcare with the Highest Job Openings in the Ecosystem 3**

Occupation	Projected Average Annual Job Openings	Job Openings in 2021
Registered Nurses	39	144
Licensed Practical and Licensed Vocational Nurses	22	47
Personal Care Aides	21	46
Nursing Assistants	51	37
Home Health Aides	29	13
Maids and Housekeeping Cleaners	12	<10
Receptionists and Information Clerks/Medical and Health Services Managers	25	21
Office Clerks, General	13	<10
Food Servers, Nonrestaurant	12	<10
<b>Total</b>	<b>224</b>	<b>317</b>

Sources: U.S. Bureau of Labor Statistics, 2022; Mississippi Department of Employment Security, 2022; Mississippi Works, 2022.

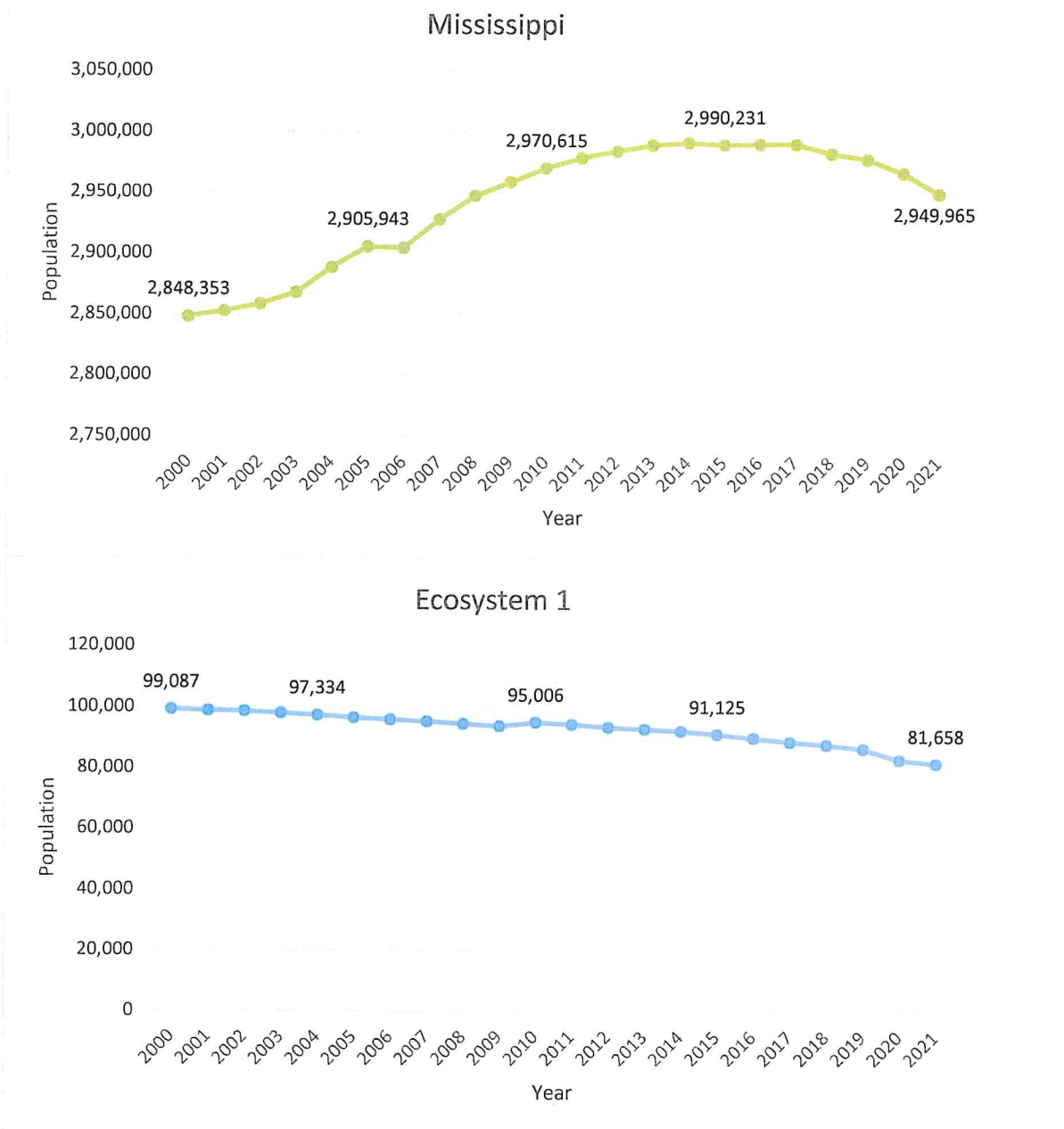
# WOIA Ecosystem Plan

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## Ecosystem 1

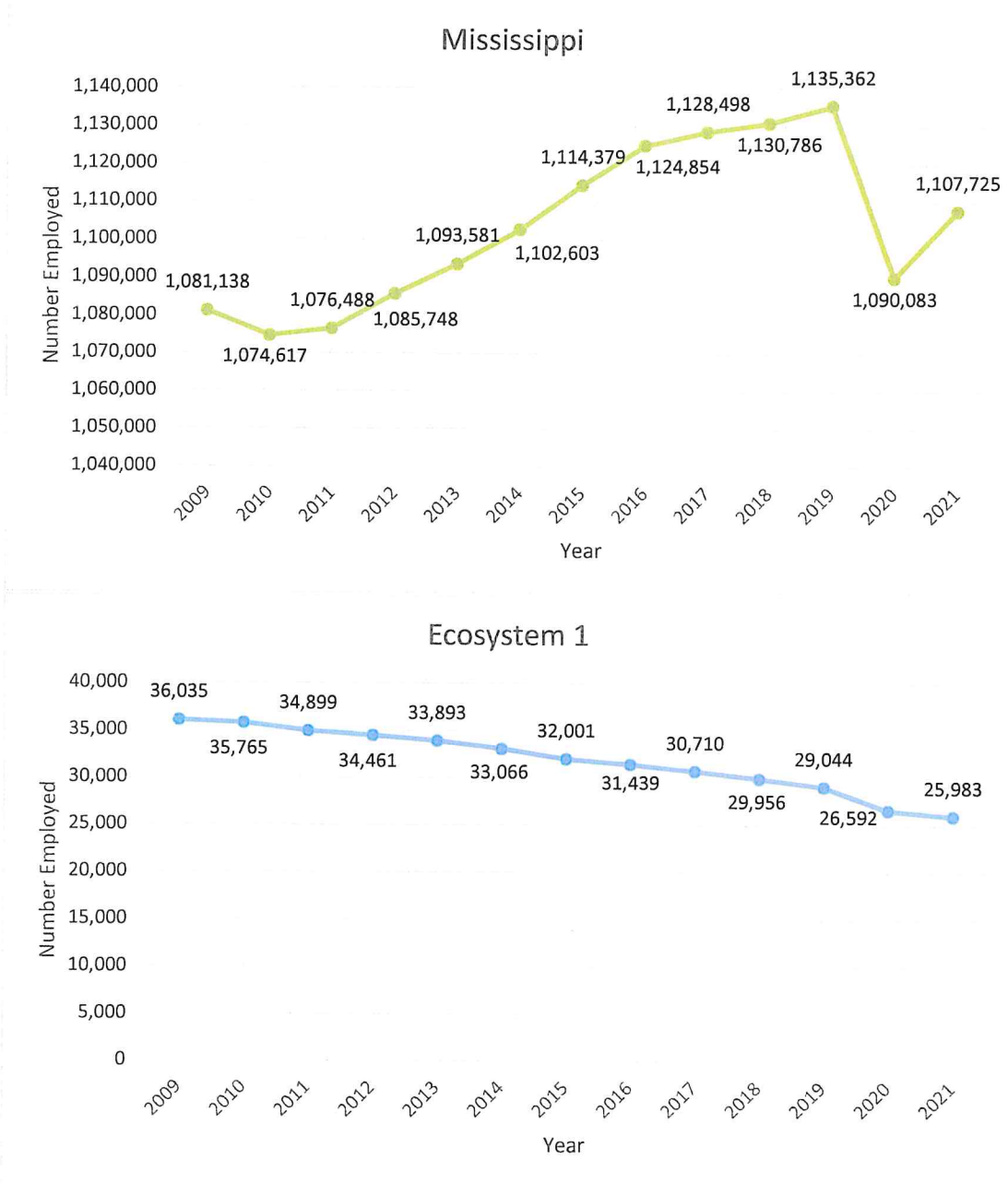
# SECTION 1: POPULATION AND ECONOMIC TRENDS FOR THE STATE AND ECOSYSTEM 1

Figure 1: Population Trends



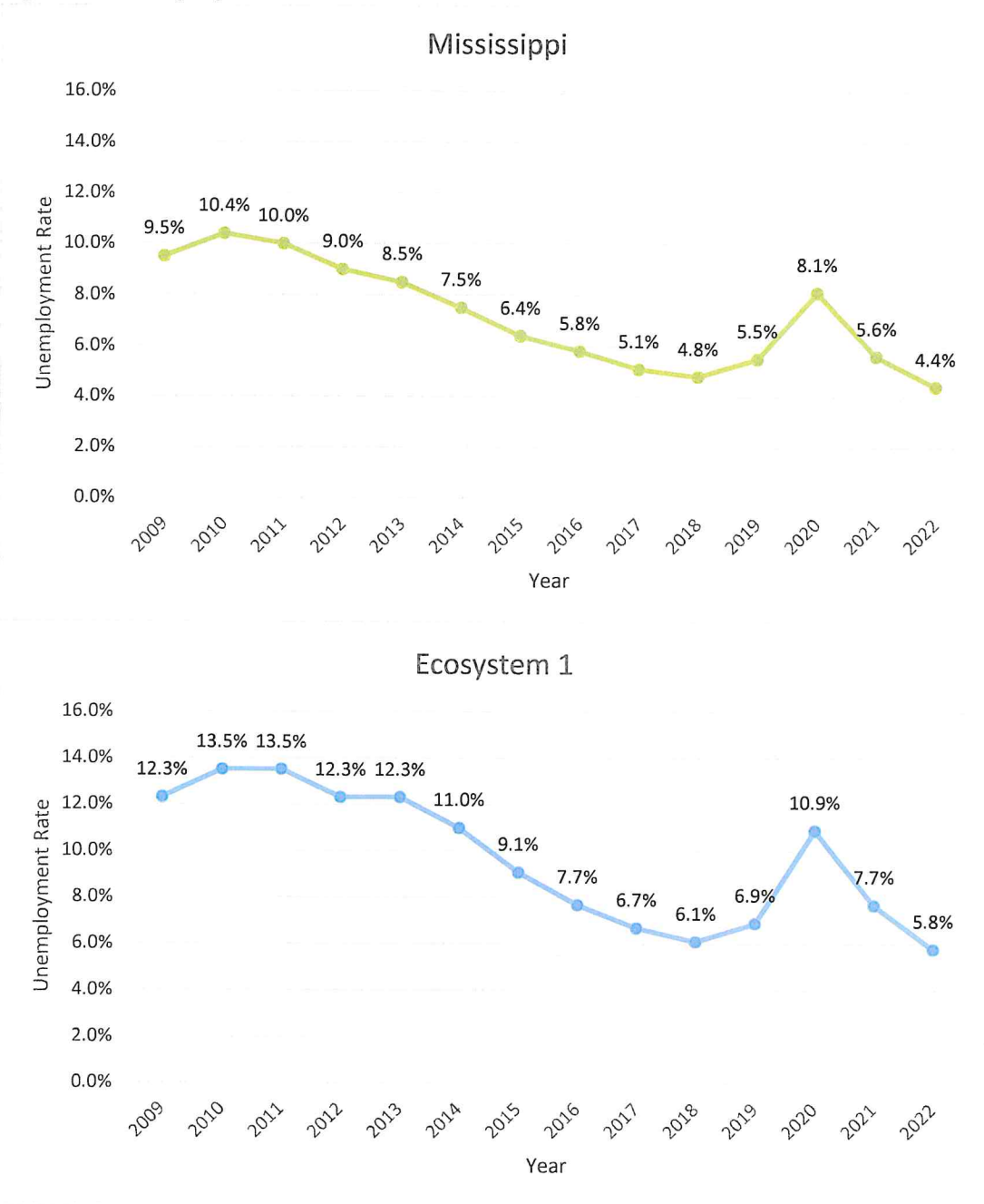
Source: U.S. Census Bureau, 2022.

**Figure 2: Number Employed**



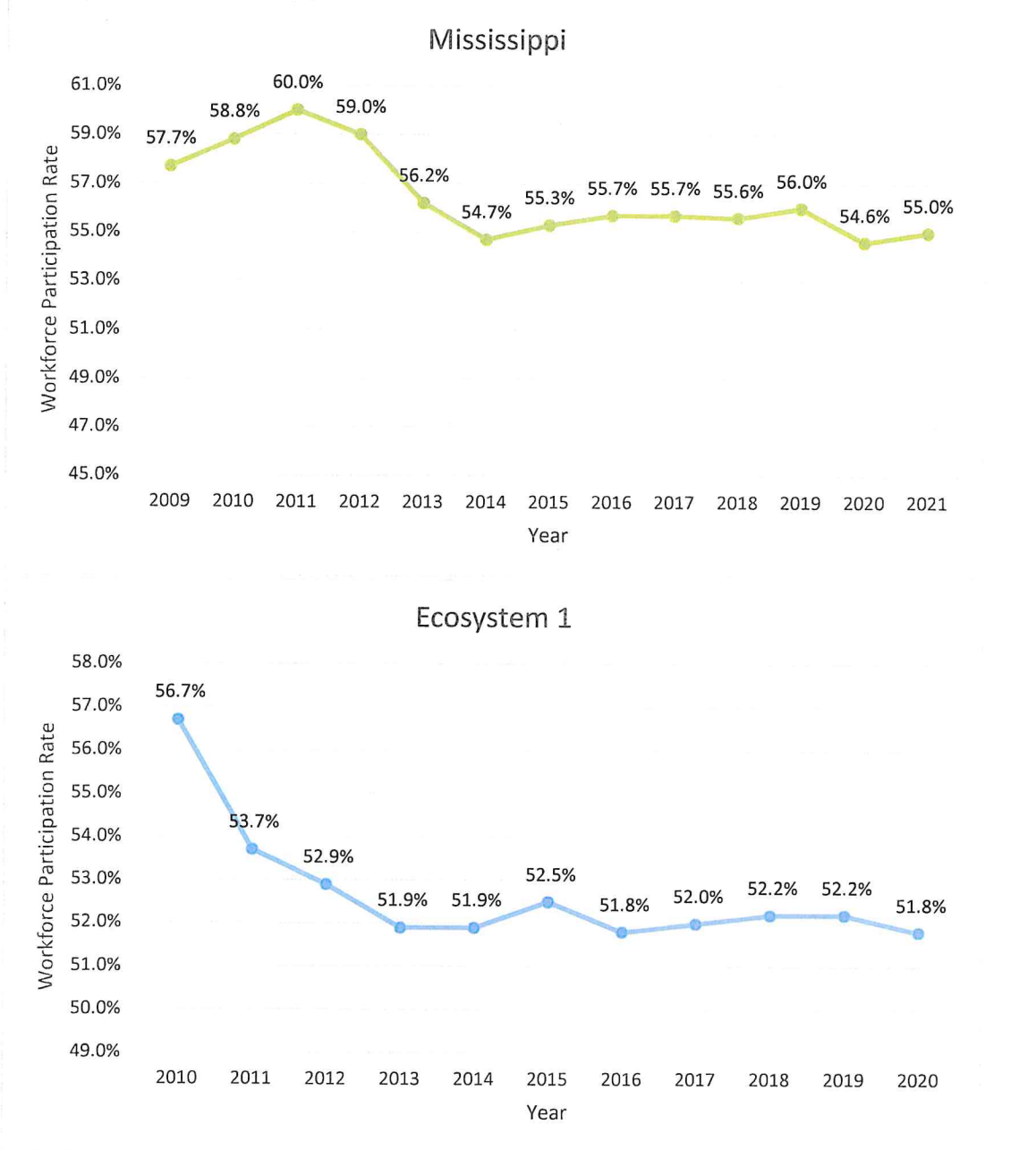
Source: U.S. Bureau of Labor Statistics, 2022.

**Figure 3: Unemployment Rate**



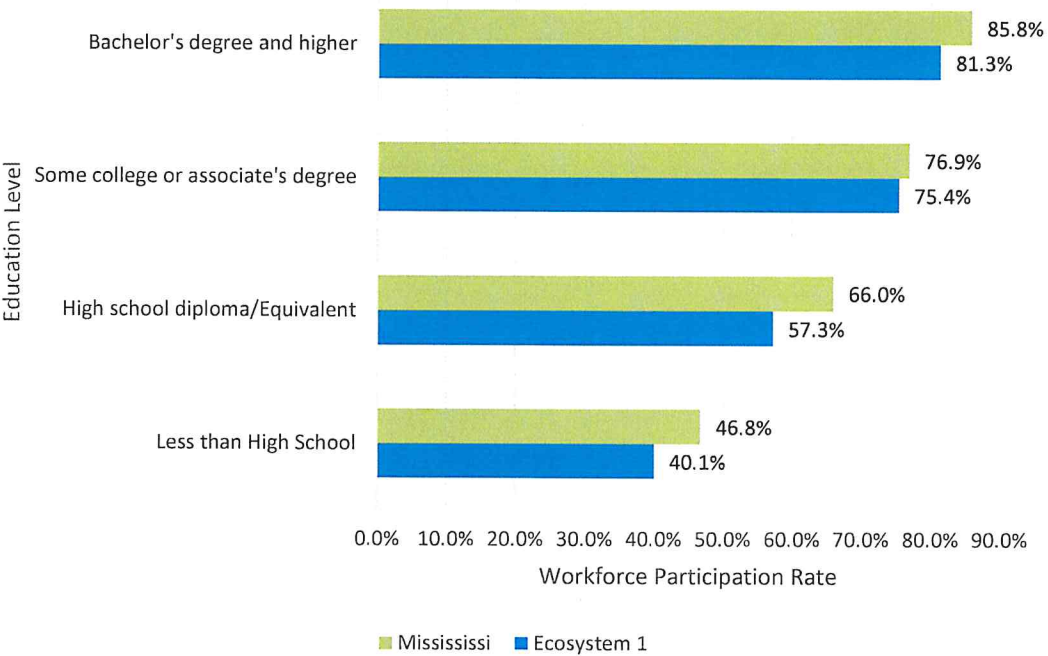
Source: U.S. Bureau of Labor Statistics, 2022.  
Note: The 2022 number is the monthly average of January – March, 2022.

**Figure 4: Workforce Participation Rate**



Sources: U.S. Bureau of Labor Statistics, Local Area Unemployment Statistics, 2022; U.S. Census Bureau, American Community Survey, 2016-2020 5-Year Estimates.

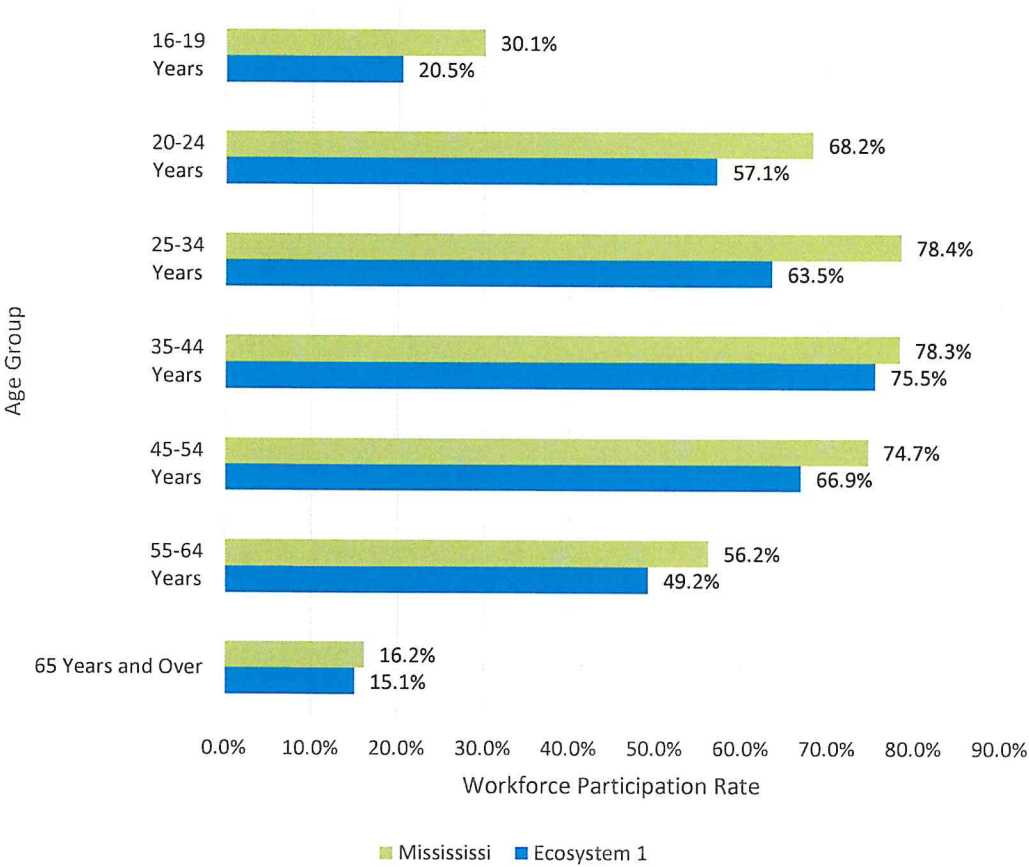
**Figure 5: Workforce Participation Rate, by Education**



Source: U.S. Census Bureau, American Community Survey, 2016-2020 5-Year Estimates.



**Figure 6: Workforce Participation Rate, by Age**



Source: U.S. Census Bureau, American Community Survey, 2016-2020 5-Year Estimates.

## SECTION 2: ECOSYSTEM 1 SOCIOECONOMIC INDICATORS FOR INDIVIDUALS WITH BARRIERS TO EMPLOYMENT

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**Table 1: Populations with Barriers to Employment in the Ecosystem 1**

Group	Number
Low-Income Individuals, Age 18-64 <sup>1</sup>	13,138
American Indians/Alaska Natives/Native Hawaiians <sup>1</sup>	387
Individuals with Disabilities, Age 18-64 <sup>1</sup>	8,034
Individuals Age 65 and Older <sup>1</sup>	13,042
Individuals Age 65 and Older, Low-Income <sup>1</sup>	2,096
Ex-Offenders, Age 18-64 <sup>2</sup>	156
Homeless Children and Youth <sup>3</sup>	289
Children in Foster Care <sup>4</sup>	75
English Language Learners with Low Level of Literacy <sup>5</sup>	231
Individuals within 2 Years of Exhausting TANF Eligibility <sup>6</sup>	42
Single Parent Households <sup>1</sup>	19,661
Single Mother Households <sup>1</sup>	12,570
Single Fathers Households <sup>1</sup>	7,091

Sources: 1) U.S. Census Bureau, American Community Survey, 2016-2020 5-Year Estimates. 2) Mississippi Department of Corrections, 2022. 3) Mississippi Department of Education, 2021. 4) Kids Count Data Center, 2016. 5) Adult Basic Education, 2021. 6) Mississippi Department of Human Services, 2022.

Note: Low income is defined as below federal poverty level, based on family/household size.

**Table 2: Unemployment & Workforce Participation Rates of Vulnerable Populations in the Ecosystem 1**

Group	Percent
<b>Veterans</b>	
Unemployment Rate	14.8%
Workforce Participation Rate	64.6%
<b>Disabled</b>	
Unemployment Rate	15.0%
Workforce Participation Rate	20.7%
<b>Low Income</b>	
Unemployment Rate	26.5%
Workforce Participation Rate	38.6%
<b>Native American/Hawaiian</b>	
Unemployment Rate	49.8%
Workforce Participation Rate	65.5%
<b>Individuals Age 16-19</b>	
Unemployment Rate	31.4%
Workforce Participation Rate	20.5%
<b>Individuals Age 16-19, Not enrolled in School</b>	
Unemployment Rate	36.0%
Workforce Participation Rate	45.6%

Source: U.S. Census Bureau, American Community Survey, 2016-2020 5-Year Estimates.

Note: Low income is defined as below federal poverty level, based on family/household size.

**Table 3: Demographic and Economic Characteristics of People with Disabilities in the Ecosystem 1**

	Number	Percent
Total Disabled Population	13,836	-
Total Age 18-64	8,034	-
<b>RACE (All Ages)</b>		
Black	8,033	58.1
White	5,584	40.4
Other	219	1.6
<b>GENDER (Ages 18-64)</b>		
Female	3,963	49.3
Male	4,071	50.7
<b>AGE (Ages 18-64)</b>		
18-34	2,070	25.8
35-64	5,964	74.2
<b>ECONOMIC CHARACTERISTICS</b>		
Employment Rate	-	85
Median Earnings	-	\$22,521
<b>TYPE OF DISABILITY* (Ages 18-64)</b>		
Hearing Difficulty	714	8.9
Vision Difficulty	1,234	15.4
Cognitive Difficulty	3,538	44
Ambulatory Difficulty	4,564	56.8
Self-care Difficulty	1,481	18.4
Independent Living Difficulty	3,166	39.4

Source: U.S. Census Bureau, American Community Survey, 2016-2020 5-Year Estimates.

Note: May not total to 100 percent due to rounding. \* Individuals may have more than one type of disability, so these numbers and percentages, when added, may be greater than the total number of individuals and 100 percent, respectively.

**Table 4: Characteristics of Temporary Assistance for Needy Family (TANF) Program Work-Eligible Recipients in the Ecosystem 1**

	Number	Percent
Total TANF Recipients	479	-
Total Ages 18-64	72	-
<b>ECONOMIC CHARACTERISTICS (Ages 18-64)</b>		
Employment Rate for the cohort 2021	-	75
Median Earnings for the cohort 2021	-	\$9,522
Employment Rate One Year After Exit for the cohort 2020	-	81.7
Average Earnings One Year After Exit for the cohort 2020	-	\$11,511

Sources: Mississippi Department of Human Services, Temporary Assistance for Needy Families, 2022; Mississippi Department of Employment Security, 2021

**Table 5: Characteristics of Supplemental Nutrition Assistance Program (SNAP) Recipients in the Ecosystem 1**

	Number	Percent
Total SNAP Recipients	26,224	-
Total Ages 18-64	9,462	-
<b>RACE (Ages 18-64)</b>		
Black	7,783	82.3
White	1,608	17
Other Races	71	0.8
<b>GENDER (Ages 18-64)</b>		
Female	6,341	67
Male	3,121	33
<b>AGE (Ages 18-64)</b>		
18 - 25	1,394	14.7
26 - 35	2,026	21.4
36 - 45	2,037	21.5
46 - 64	4,005	42.3
<b>EDUCATION (Ages 18-64)</b>		
Less than High School Graduate	1,367	14.4
High School Diploma/GED	641	6.8
Some College	2,590	27.4
Not Available	4,864	51.4
<b>ECONOMIC CHARACTERISTICS (Ages 18-64)</b>		
Employment Rate for the cohort 2021	-	43.2
Median Earnings for the cohort 2021	-	\$15,645
Employment Rate One Year After Exit for the cohort 2020	-	59.9
Average Earnings One Year After Exit for the cohort 2020	-	\$17,736

Sources: Mississippi Department of Human Services, 2022; Mississippi Department of Employment Security, 2022.

Note: May not total to 100 percent due to rounding.

**Table 6: Characteristics of Ex-Offenders in the Ecosystem 1**

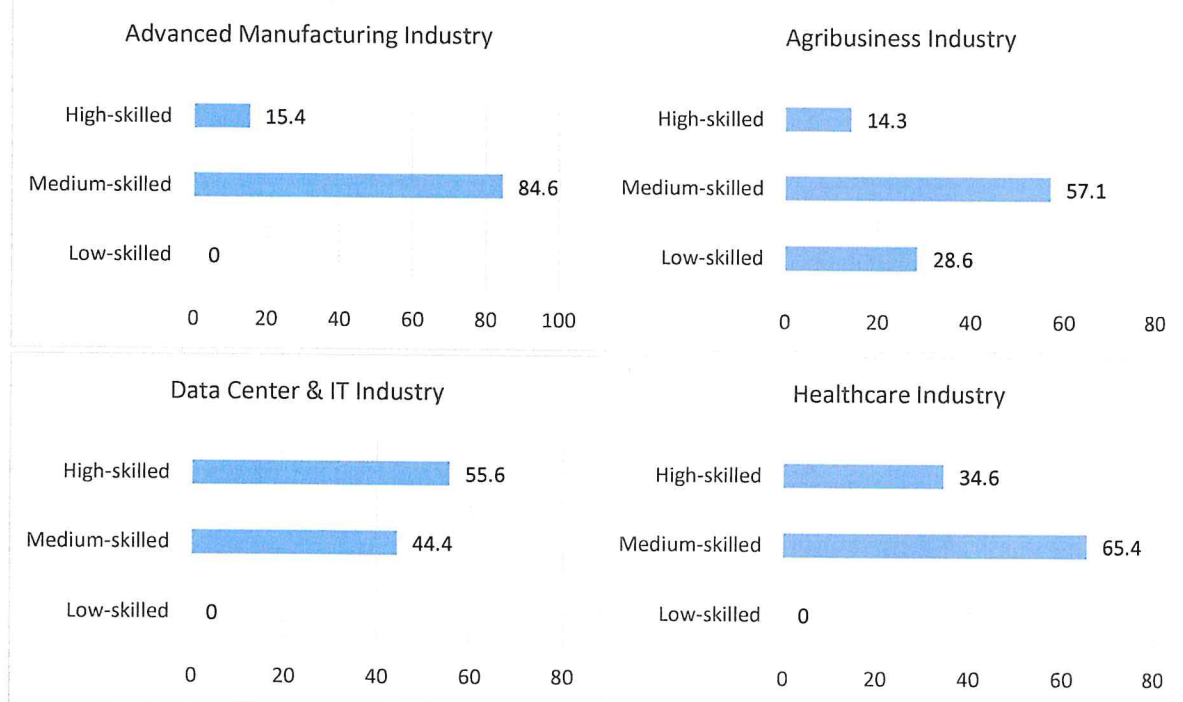
	Number	Percent
Total Ex-Offenders	160	-
Total Ages 18-64	156	-
<b>RACE (Ages 18-64)</b>		
Black	119	76.3
Other Races	37	23.7
<b>GENDER (Ages 18-64)</b>		
Female	12	7.7
Male	144	92.3
<b>AGE (Ages 18-64)</b>		
18 - 25	20	12.8
26 - 35	65	41.7
36 - 45	50	32.1
46 - 64	21	13.5
<b>EDUCATION (Ages 18-64)</b>		
Less than High School Graduate/High School Diploma/GED	71	45.5
Some College	29	18.6
Not Available	56	35.9
<b>ECONOMIC CHARACTERISTICS (Ages 18-64)</b>		
Employment Rate for the cohort 2021	-	39.7
Median Earnings for the cohort 2021	-	\$14,707

Sources: Mississippi Department of Corrections, 2022; Mississippi Department of Employment Security, 2022.

Note: May not total to 100 percent due to rounding.

## SECTION 3: ECOSYSTEM 1 MIDDLE-SKILL SUPPLY & DEMAND

**Figure 7: Projected Middle-Skill Demand in the Ecosystem 1, 2022-2028**



Sources: U.S. Bureau of Labor Statistics, 2022; Mississippi Department of Employment Security, 2022; Mississippi State Longitudinal Data System, 2022; ONET, 2022.

Notes: Figures illustrate the occupation skill-level breakdown for projected job growth, by industry. Results show that of the majority of projected job openings will occur in the middle-skill category. Industry totals may not sum to 100 due to rounding. State WIOA Plan defined Advanced Manufacturing to certain Agriculture manufacturing occupations; this Ecosystem Plan highlights these occupations in a separate category.



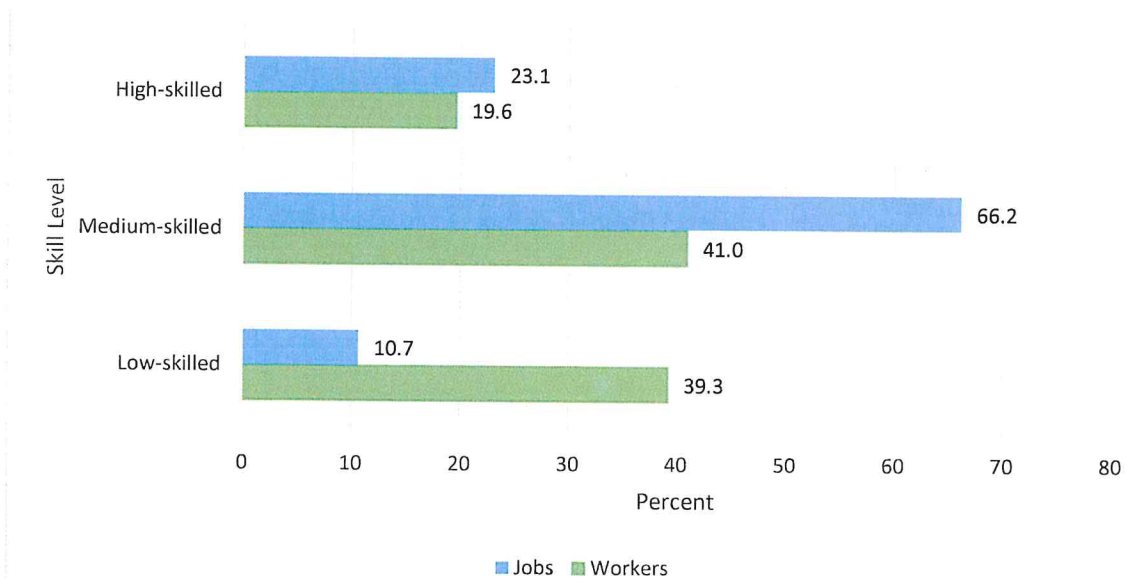
**Table 7: Education and Skill Levels of Current Job Seekers in the Ecosystem 1**

Education Level	Educational Attainment		Occupational Certificate	
	Number	Percent	Number	Percent
High school or less	1,523	16.1	12	1.6
High school diploma/GED	4,266	45.1	162	21.5
Some college	1,827	19.3	301	40.0
Associate degree	945	10.0	126	16.7
Bachelor's degree or higher	692	7.3	62	8.2
Education Unknown	202	2.1	90	12.0
<b>Total</b>	<b>9,455</b>	<b>100.0</b>	<b>753</b>	<b>100.0</b>

Source: Mississippi Works, 2022.

Note: Job seekers measured as actively searching for employment from April 18, 2021 – April 17, 2022.

**Figure 8: Middle-Skill Jobs in the Ecosystem 1**



Sources: U.S. Bureau of Labor Statistics, 2022; ONET, 2022; U.S. Census Bureau, American Community Survey, 2016-2020 5-Year Estimates.

## SECTION 4: ECOSYSTEM 1 TARGET-INDUSTRY SECTOR ANALYSIS

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**Table 8: Current Supply, Demand, and Gap for Middle-Skill Occupations in Ecosystem 1**

Sector	Supply	Demand	Gap
Advanced Manufacturing	19	22	3
Agribusiness	<10	<10	-
Data Center & IT	<10	<10	-
Healthcare	43	104	61
<b>Total</b>	<b>69</b>	<b>138</b>	<b>69</b>

Sources: Mississippi Department of Employment Security, 2022; Mississippi State Longitudinal Data System, 2022; Mississippi Community College Board, 2021.

Notes: State WIOA Plan defined Advanced Manufacturing to certain Agriculture manufacturing occupations; this Ecosystem Plan highlights these occupations in a separate category.

**Table 9: Employment by Industry in the Ecosystem 1**

Industry	Employment	Percent	Earnings	Establishments
Accommodation/Leisure	5,347	20.6	\$17,378	179
Wholesale/Retail Trade	3,818	14.7	\$35,194	390
Health Care and Social Assistance	3,519	13.5	\$36,798	201
Educational Services	3,005	11.6	\$35,612	40
Manufacturing	2,488	9.6	\$45,584	54
Public Administration	1,609	6.2	\$37,841	72
Administrative and Waste Services	1,317	5.1	\$23,180	56
Financial Activities	980	3.8	\$50,985	215
Natural Resources	942	3.6	\$33,242	201
Transportation and Warehousing	877	3.4	\$54,016	92
Construction	659	2.5	\$46,682	76
Professional, Scientific, and Technical Services	419	1.6	\$44,858	80
Other Services (except Public Administration)	350	1.3	\$28,589	105
Utilities	333	1.3	\$64,844	29
Information	278	1.1	\$63,045	23
Management of Companies and Enterprises	30	0.1	\$72,195	6
<b>Total</b>	<b>25,971</b>	<b>100</b>	<b>\$34,582</b>	<b>1,819</b>

Source: U.S. Bureau of Labor Statistics, 2022; Mississippi Department of Employment Security, 2022.

**Table 10: Target Advanced Manufacturing Industry Structure in the Ecosystem 1**

Industry	Employment	Percent	Earnings	Establishment
Machinery Manufacturing	556	43.8	\$40,966	6
Transportation Equipment Manufacturing	387	30.5	\$49,611	7
Electrical Equipment, Appliance, and Component Manufacturing	176	13.9	\$48,852	2
Miscellaneous Manufacturing	72	5.7	\$44,957	1
Primary Metal Manufacturing	51	4	\$69,662	2
Computer and Electronic Product Manufacturing	14	1.1	\$61,066	1
Petroleum and Coal Products Manufacturing	12	0.9	\$117,201	1
<b>Total</b>	<b>1,268</b>	<b>100</b>	<b>\$47,023</b>	<b>20</b>

Sources: U.S. Bureau of Labor Statistics, Quarterly Census of Employment and Wages, 2022; Mississippi Department of Employment Security, 2022.

Notes: State WIOA Plan defined Advanced Manufacturing to certain Agriculture manufacturing occupations; this Ecosystem Plan highlights these occupations in a separate category.

**Table 11: Target Agribusiness Industry Structure in the Ecosystem 1**

Industry	Employment	Percent	Earnings	Establishment
Crop Production	888	39.6	\$30,522	134
Food Manufacturing	637	28.4	\$28,483	9
Support Activities for Agriculture and Forestry	553	24.7	\$42,558	50
Animal Production and Aquaculture	162	7.2	\$40,816	5
<b>Total</b>	<b>2,240</b>	<b>100</b>	<b>\$33,658</b>	<b>198</b>

Sources: U.S. Bureau of Labor Statistics, Quarterly Census of Employment and Wages, 2022; Mississippi Department of Employment Security, 2022.

**Table 12: Target Data Center & IT Industry Structure in the Ecosystem 1**

Industry	Employment	Percent	Earnings	Establishment
Professional, Scientific, and Technical Services	523	83.1	\$44,858	80
Telecommunications	94	14.9	\$67,306	7
Data Processing, Hosting, and Other Services	12	1.9	\$50,268	17
<b>Total</b>	<b>629</b>	<b>100</b>	<b>\$48,316</b>	<b>104</b>

Sources: U.S. Bureau of Labor Statistics, Quarterly Census of Employment and Wages, 2022; Mississippi Department of Employment Security, 2022.

**Table 13: Target Healthcare Industry Structure in the Ecosystem 1**

Industry	Employment	Percent	Earnings	Establishment
Hospitals	1,545	48.5	\$54,215	5
Nursing and Residential Care Facilities	870	27.3	\$31,673	10
Ambulatory Health Care Services	771	24.2	\$52,680	94
<b>Total</b>	<b>3,186</b>	<b>100</b>	<b>\$47,688</b>	<b>109</b>

Sources: U.S. Bureau of Labor Statistics, Quarterly Census of Employment and Wages, 2022; Mississippi Department of Employment Security, 2022.

**Table 14: Top 10 Occupations in the Advanced Manufacturing Industry in the Ecosystem 1**

Occupation	Employment	Percent*	Hourly Wage		
			PCT10**	Median	PCT90***
Assemblers and Fabricators, All Other, Including Team Assemblers	268	21.3	\$10.15	\$15.80	\$20.33
Welders, Cutters, Solderers, and Brazers	62	4.9	\$12.79	\$18.17	\$24.27
Electrical, Electronic, and Electromechanical Assemblers, Except Coil Winders, Tapers, and Finishers	54	4.3	\$9.21	\$15.99	\$21.75
First-Line Supervisors of Production and Operating Workers	54	4.3	\$15.39	\$27.31	\$47.90
Inspectors, Testers, Sorters, Samplers, and Weighers	37	2.9	\$9.74	\$15.22	\$23.93
Helpers--Production Workers	37	2.9	\$10.21	\$13.21	\$15.89
Laborers and Freight, Stock, and Material Movers, Hand	36	2.9	\$8.79	\$11.86	\$19.44
Engine and Other Machine Assemblers	34	2.7	\$14.21	\$19.63	\$25.51
Machinists	33	2.6	\$11.38	\$14.72	\$24.79
Industrial Engineers	25	2	\$22.07	\$36.04	\$54.08
<b>Total</b>	<b>640</b>	<b>50.8</b>	<b>\$12.39</b>	<b>\$18.80</b>	<b>\$27.79</b>

Sources: U.S. Bureau of Labor Statistics, Occupational Employment and Wage Statistics, 2022; Mississippi Department of Employment Security, 2022.

\*Percent of all Advanced Manufacturing jobs. \*\* Hourly 10th percentile wage. \*\*\* Hourly 90th percentile wage.

Notes: State WIOA Plan defined Advanced Manufacturing to certain Agriculture manufacturing occupations; this Ecosystem Plan highlights these occupations in a separate category.

**Table 15: Top 10 Occupations in the Agribusiness Industry in the Ecosystem 1**

Occupation	Employment	Percent*	Hourly Wage		
			PCT10**	Median	PCT90***
Farmworkers and Laborers, Crop, Nursery, and Greenhouse	531	23.7	\$10.56	\$13.18	\$15.83
Farmers, Ranchers, and Other Agricultural Managers	234	10.4	\$16.75	\$26.83	\$51.68
Meat, Poultry, and Fish Cutters and Trimmers	170	7.6	\$8.42	\$10.68	\$13.85
Farmworkers, Farm, Ranch, and Aquacultural Animals	159	7.1	\$8.97	\$12.39	\$15.22
Laborers and Freight, Stock, and Material Movers, Hand	121	5.4	\$8.79	\$11.86	\$19.44
Agricultural Equipment Operators	103	4.6	\$8.61	\$12.87	\$19.76
Slaughterers and Meat Packers	65	2.9	\$8.34	\$11.21	\$15.47
Packers and Packagers, Hand	55	2.5	\$8.35	\$10.61	\$15.31
Heavy and Tractor-Trailer Truck Drivers	54	2.4	\$12.18	\$19.19	\$32.24
First-Line Supervisors of Farming, Fishing, and Forestry Workers	46	2.1	\$14.82	\$23.44	\$37.87
<b>Total</b>	<b>1,538</b>	<b>68.7</b>	<b>\$10.58</b>	<b>\$15.23</b>	<b>\$23.67</b>

Sources: U.S. Bureau of Labor Statistics, Occupational Employment and Wage Statistics, 2022; Mississippi Department of Employment Security, 2022.

\*Percent of all Agribusiness jobs. \*\* Hourly 10th percentile wage. \*\*\* Hourly 90th percentile wage.

**Table 16: Top 10 Occupations in the Data Center & IT Industry in the Ecosystem 1**

Occupation	Total	Percent*	Hourly Wage		
			PCT10**	Median	PCT90***
Telecommunications Equipment Installers and Repairers, Except Line Installers	54	8.6	\$9.91	\$29.48	\$39.62
Secretaries and Administrative Assistants, Except Legal, Medical, and Executive	36	5.8	\$9.72	\$14.37	\$23.06
Lawyers	33	5.3	\$21.95	\$45.61	\$85.46
Accountants and Auditors	30	4.8	\$15.30	\$26.65	\$48.35
Paralegals and Legal Assistants	28	4.5	\$13.36	\$20.55	\$30.99
Bookkeeping, Accounting, and Auditing Clerks	28	4.5	\$10.13	\$18.05	\$29.02
General and Operations Managers	23	3.7	\$16.82	\$31.24	\$54.67
Receptionists and Information Clerks	13	2.1	\$9.26	\$12.82	\$17.34
Office Clerks, General	13	2.1	\$9.10	\$13.72	\$21.61
Veterinary Assistants and Laboratory Animal Caretakers	12	1.9	\$10.22	\$14.77	\$19.84
<b>Total</b>	<b>270</b>	<b>43.3</b>	<b>\$12.58</b>	<b>\$22.73</b>	<b>\$37.00</b>

Sources: U.S. Bureau of Labor Statistics, Occupational Employment and Wage Statistics, 2022; Mississippi Department of Employment Security, 2022.

\*Percent of all Data Center & IT jobs. \*\* Hourly 10th percentile wage. \*\*\* Hourly 90th percentile wage.



**Table 17: Top 10 Occupations in the Healthcare Industry in the Ecosystem 1**

Occupation	Employment	Percent*	Hourly Wage		
			PCT10**	Median	PCT90***
Registered Nurses	639	20.1	\$22.26	\$30.18	\$40.53
Nursing Assistants	348	11	\$8.85	\$11.28	\$14.77
Licensed Practical and Licensed Vocational Nurses	223	7	\$16.15	\$20.40	\$25.62
Home Health Aides	90	2.8	\$8.16	\$9.94	\$12.77
Receptionists and Information Clerks	69	2.2	\$9.26	\$12.82	\$17.34
Personal Care Aides	68	2.1	\$8.83	\$11.90	\$20.32
Clinical Laboratory Technologists and Technicians	64	2	\$13.04	\$22.43	\$32.92
Maids and Housekeeping Cleaners	60	1.9	\$7.99	\$9.46	\$12.70
Medical and Health Services Managers	55	1.7	\$23.98	\$42.29	\$76.43
Medical Assistants	55	1.7	\$11.30	\$14.54	\$19.17
<b>Total</b>	<b>1,671</b>	<b>52.5</b>	<b>\$12.98</b>	<b>\$18.52</b>	<b>\$27.26</b>

Sources: U.S. Bureau of Labor Statistics, Occupational Employment and Wage Statistics, 2022; Mississippi Department of Employment Security, 2022.

\*Percent of all Healthcare jobs. \*\* Hourly 10th percentile wage. \*\*\* Hourly 90th percentile wage.

**Table 18: Top 10 Occupations in Advanced Manufacturing with the Highest Job Openings in the Ecosystem 1**

Occupation	Projected Average Annual Job Openings	Job Openings in 2021
Welders, Cutters, Solderers, and Brazers	10	104
Industrial Machinery Mechanics	<10	12
Inspectors, Testers, Sorters, Samplers, and Weighers	<10	<10
Electricians	<10	<10
Laborers and Freight, Stock, and Material Movers, Hand	<10	<10
Machinists	<10	<10
Computer-Controlled Machine Tool Operators, Metal and Plastic	<10	<10
Helpers--Production Workers	<10	<10
Cutting, Punching, and Press Machine Setters, Operators, and Tenders, Metal and Plastic	<10	<10
Assemblers and Fabricators, All Other, Including Team Assemblers	13	<10
<b>Total</b>	<b>54</b>	<b>137</b>

Sources: U.S. Bureau of Labor Statistics, 2022; Mississippi Department of Employment Security, 2022; Mississippi Works, 2022.

Notes: State WIOA Plan defined Advanced Manufacturing to certain Agriculture manufacturing occupations; this Ecosystem Plan highlights these occupations in a separate category.

**Table 19: Top 10 Occupations in Agribusiness with the Highest Job Openings in the Ecosystem  
1**

Occupation	Projected Average Annual Job Openings	Job Openings in 2021
Agricultural Equipment Operators	16	200
Farmworkers and Laborers, Crop, Nursery, and Greenhouse	43	115
Farmworkers, Farm, Ranch, and Aquacultural Animals	<10	50
Agricultural Workers, All Other	<10	14
Farmers, Ranchers, and Other Agricultural Managers	24	<10
Packers and Packers, Hand	<10	<10
Laborers and Freight, Stock, and Material Movers, Hand	<10	<10
Packaging and Filling Machine Operators and Tenders	<10	<10
Janitors and Cleaners, Except Maids and Housekeeping Cleaners	<10	<10
Meat, Poultry, and Fish Cutters and Trimmers	<10	<10
<b>Total</b>	<b>110</b>	<b>384</b>

Sources: U.S. Bureau of Labor Statistics, 2022; Mississippi Department of Employment Security, 2022; Mississippi Works, 2022.

**Table 20: Top 10 Occupations in Data Center & IT with the Highest Job Openings in the Ecosystem 1**

Occupation	Projected Average Annual Job Openings	Job Openings in 2021
Telecommunications Equipment Installers and Repairers, Except Line Installers	<10	66
Merchandise Displayers and Window Trimmers	<10	15
Accountants and Auditors	<10	<10
Lawyers	<10	<10
Animal Caretakers	<10	<10
Surveying and Mapping Technicians	<10	<10
General and Operations Managers	<10	<10
Computer Network Support Specialists	<10	<10
Secretaries and Administrative Assistants, Except Legal, Medical, and Executive	<10	<10
Bookkeeping, Accounting, and Auditing Clerks	<10	<10
<b>Total</b>	<b>17</b>	<b>84</b>

Sources: U.S. Bureau of Labor Statistics, 2022; Mississippi Department of Employment Security, 2022; Mississippi Works, 2022.

**Table 21: Top 10 Occupations in Healthcare with the Highest Job Openings in the Ecosystem 1**

Occupation	Projected Average Annual Job Openings	Job Openings in 2021
Registered Nurses	18	71
Personal Care Aides	<10	55
Home Health Aides	13	51
Nursing Assistants	25	47
Licensed Practical and Licensed Vocational Nurses	10	43
Medical and Health Services Managers	<10	17
Maids and Housekeeping Cleaners	<10	<10
Receptionists and Information Clerks	<10	<10
Food Servers, Nonrestaurant	<10	<10
Office Clerks, General	<10	<10
<b>Total</b>	<b>100</b>	<b>290</b>

Sources: U.S. Bureau of Labor Statistics, 2022; Mississippi Department of Employment Security, 2022; Mississippi Works, 2022.