

Mesa County Workforce Center
Exhibit A – One-Stop Partner Services (Hilltop)

Name of One-Stop Partner: Hilltop Community Resources
 Name of Program: WIOA
 Address, City, State, Zip Code: 1331 Hermosa Ave, Grand Junction, CO 81506
 Telephone Number: 970-242-4400 Fax Number: _____
 Web Site: www.htop.org E-Mail Address: willh@htop.org

Workforce Development System Services

Identify the services your agency provides, either directly or by referral to another One-Stop Partner. Enter an “X” if you provide the services directly and enter an “R” for the services you access for your clients by referral. Some boxes may have both an “X” and an “R.” Enter Workforce services that your program provides that are not listed here in the blanks at the bottom of the chart.

<i>Preliminary Services</i>		<i>Services Requiring Eligibility</i>		<i>Training Services</i>		<i>Employer Services</i>	
Public Information	X	Enrollment or Registration	X	Financial Assistance for Training	X	Job Listing	R
Outreach, Recruitment	X	Diagnostic Assessment	X	Occupational Skills Training	X	Candidate Screening	X
Determination of Program Appropriateness for Customer Orientation	X	Individual Self-Sufficiency or Employment Plans	X	On-the-Job Training	X	Candidate Testing	X
	X	Counseling: Group or Individual	R	Skills Upgrading	X	Job Referrals	X
Resource Center	X	Case Management	X	Re-Training	X	Space for Job Interviews	X
Initial Assessment	X	Basic Education, Literacy Training, GED Training	X	Entrepreneurial Training	X	Labor Market Information	X
Workshops	X	English as a Second Language Training	X	Apprenticeship Training	X	Local Economic Development Information	R
Career Information	X	Computer Literacy Training	X	Customized or Workplace Training	X	Employer Incentives	R
Labor Market Information	X	Job Readiness Training	X	Work Experience, Internship (including Summer Jobs)	X	Employer Seminars	X
Job Search Skills & Information	X	Life Skills Training	X			Job Fairs	X
Job Referrals	X	Supportive Services	X			Services to Laid Off Workers	X
Labor Market Information	X	Post Employment or Job Retention Services	X			Outplacement Services	X
Follow-Up	X	Tutoring, Study Skills Training	R			Job Analysis	X
Eligibility Determination	X	Leadership Development Activities	R			Focus Groups	X
		Mentoring	R				
		Alternative Secondary School	R				

I. Access to Services

Each program will make their services accessible through the one-stop delivery system by the following methods:

- 1) Continue direct technological linkages through Connecting Colorado
- 2) Cross-trained staff- Hilltop Community Resource and the Mesa County Workforce Center (MCWFC) will ensure that all partner staff, co-located or off site, will have access to general WIOA training. This will occur through a 2 step process:
 - Each Hilltop supervisor located at the MCWFC will meet weekly with the MCWFC leadership team to provide consistent updated information
 - Each Department Supervisor will schedule and coordinate cross discipline training for staff annually or as needed.

II. Service Delivery

Services shall include but are not limited to the following:

- A. Services and locations, to be provided:
Mesa County Workforce Center
512 29 ½ Rd Grand Junction CO 81504

WIOA programs including Adult, Dislocated Worker, and Youth programs and services to include but not limited to:

- Outreach and Recruitment
- Orientation
- Assessments
- Workshops
- Labor Market and Career Information
- Job Referrals
- Follow-up
- Eligibility
- Support Services
- Occupational Skills Training
- On-the-Job Training
- Apprenticeship Training
- Work Experience

Other partner services through Hilltop:

- Resource Room Services
- GED and ESL classes
- Professional Services Division Training and Assessments
- SNAP E&T Employment First Services
- Domestic Violence Counseling and Assessments
- ReHire Internships
- On-site Drop-in Daycare

III. Current Resources

- Describe how ongoing operations will be funded: On-going operations are funded through a combination of federal WIOA support, state and county resources. If needed, other funding streams listed below will support the outlined initiatives:
 - Hilltop will be a part of the MCWFC cost allocation plan for indirect costs
 - In-kind: reciprocating use of training personnel and facilities; collaboration in delivery of employment and training services
 - Private entities - explore grant and support opportunities from private and civic organizations
 - Nontraditional funding and joint partner funding opportunities

IV. Referrals

- Methods of referrals between partners for appropriate services and activities
 - The MCWFC Employment Specialists and Hilltop Employment Specialists will continue to collaborate on business and job seeker engagement, as well as provide warm handoffs for qualified job seekers and employers.
 - We will continue to use the client sharing agreement established between Hilltop and Mesa County to better serve our clients across all programs.
 - Continue Coordination of referrals and services tracked through Connecting Colorado
 - Metrics to measure collaborative efforts from both parties
- Shared data systems and documentation
 - Coordinate with other state agencies to develop sharing system between all agencies involved in WIOA implementation

V. Assurances

This MOU will be reviewed annually, in June of each year it is effect and if substantial changes have occurred, modify and renew the agreement.

The Workforce Development Board will:

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- Continue to partner with the local Title I provider to improve access to activities leading to employment and/or skill gain. The local provider will maintain active involvement with co-located partners in an effort to increase enrollments and referrals, and take a primary position in employer outreach for Business attraction and retention.
- Continue to develop partnerships with employers and training providers to develop specific career pathways.
- Leverage funds by co-enrolling individuals that are appropriate for both youth and adult programs to support training and career pathways.
- Continue partnering with program providers to provide supportive services such as transportation assistance, work uniforms, etc. to eligible individuals with barriers to employment.
- The youth program providers regularly provide exposure for youth to the various training programs and career pathways working with partner agencies. Postsecondary exposure is paired with work-based learning opportunities such as Career Exploration activities, internships, and Work Experiences to help the youth determine their training interest. Youth program providers also provide supportive services such as transportation assistance to and from education, training, and employment activities for youth with barriers to employment.
- Connect with representatives of secondary and post-secondary education programs in the local area in order to develop and implement career pathways that meet the current and developing needs of business.

VI. Co-Locations

- a. List co-locations that One-Stop Partner is participating in.

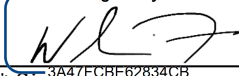
The Mesa County Workforce Development Board (MCWDB) has identified the following locations as the comprehensive centers for the local workforce development area.

Mesa County Workforce Center
512 29 ½ Road
Grand Junction, CO 81504

Mesa County Workforce Center – Fruita Satellite Office
215 North Plum Street
Fruita, CO 81521

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*** Signature of One-Stop Partner:** By signing below, I swear and affirm that I am authorized to act on behalf of the One-Stop Partner identified below and that the information set forth in this Exhibit A is true, accurate and complete to the best of my knowledge, and acknowledge that the Parties to the MOU are relying on these representations.

DocuSigned by:

* Signature

8/3/2016 | 20:45 MDT
Date

Will Hays, Chief Operating Officer

Hilltop Community Resources, Inc.
Name of One-Stop Partner