

CONEXION LABORAL

AREA LOCAL MAVAGÜEZ - LAS MARIAS

PUBLIC POLICY NUM: 20 25-PP-WIOA-002

DATE: 30 of April 2025

SUBJECT: Priority of Program Services for Adults of the
Title I of the Workforce Innovation and Opportunity Act

AIMED AT: Members Local Board. Executive Director. Manager of the
Single Labor Management Center, Officials of the Single Labor
Management System

PROPÓSITO: Establish public policy regarding the requirement to serve
priority populations under WIOA's Title I Adult Program.

JURISDICTION: This Public Policy applies to System Single Management
Mayagüez - Las Marías Labor Cooperative, made up of the
municipalities of Mayagüez and Las Marías.

I. BASE LEGAL

Workforce Innovation and Opportunity Act (WIOA) (Public Law 113-128, July 22, 2014), sections 3 and 134(c)(3)(E).

TEGL No. 07-20: *"Effective Implementation of Priority of Service Provisions for Most in Need Individuals in the Workforce Innovation and Opportunity Act (WIOA) Adult Program"*(November 24, 2020),

TEGL No. 19-16: *'Guidance on Services provided through the Adult and Dislocated Worker Programs under the Workforce Innovation and Opportunity Act (WIOA) and the Wagner-Peyser Act Employment Service (ES), as amended by title II of WIOA. and for Implementation of the WIOA Final Rules'*(March 1, 2017).

TEGL No. 16-16, *"On the Operations Guidance for the American Job Center Network"*(January 18, 2017).

TEGL No. 10-0 9: *"Implementing Priority of Service for Veterans and Eligible Spouses in all Qualified Job Training Programs Funded in whole or in part by the U.S. Department of Labor (DOLJ)"* (November 10, 2009).

20 C.F.R. part 680.600 (Aug. 79 , 2016) . *What priority must be given to low- income adults and public assistance recipients and individuals who are basic skills deficient served with adult funds under title I of the Workforce Innovation and Opportunity Act?*

Title 38, United States Code (U.S.C.) Chapters 41 and 42; *Priority of Service for Covered Persons*, as amended.

20 C.F.R. Part 1010, *Application of Priority of Service for Covered Persons*, (Dec.19, 2008).

Procedure for Finding Violations and Implementation of WIOA Sanitation (April 16, 2019).

Employment and Training Administration, *Promising Practices for Implementing Workforce Innovation and Opportunity Act (WIOA) Adult Priority of Service Provision*, August 2023

Public Policy No. WIOA-PP-02-23 of August 77, 2023 approved by the State Board of Workforce Development: Priority of services of the Adult Program of Title I of the Workforce Innovation and Opportunity Act (WIOA)

II. DEFINITIONS:

The following definitions are part of this policy:

1. Adult: The term adult refers to a person over 18 years.
2. Local Labor Development Area (ALDL): designation by the governor to a geographical area, composed of one or more municipalities, within which labor development activities are offered.
3. Public Assistance Recipient: A person who receives cash payments from the federal, state, or local government for which eligibility is determined by a needs or income assessment.
4. Eligible Spouse: means the spouse of:
 - A veteran who died from a service-connected disability;
 - A member of the armed forces on active duty who, in the

At the time of the determination of priority, is in one or more of the following categories and has remained so for a total of more than 90 days:

1. Missing in combat;
 11. Captured in the line of duty by a hostile force; or
 - iii. Det in the act of service by a foreign government or power
- A veteran who has been evaluated by the Vet Affairs Department was one with a total disability resulting from service; or
 - A veteran who died while on disability.
5. Employment Barriers means a member of one or more of the following populations:
- a. Arna from a displaced house.
 - b. Ind low-income individuals.
 - c. Alaska Native, Alaska Native, and Hawaii Native , ta! and how -- define these terms in section 166 of WIOA.
 - d. People with disabilities, including young people who are people with disabilities.
 - e. Aged individuals .
 - f. Former offenders.
 - g. Homeless people (as defined in article 41403(6) of the Violence Against Women Act of 7994 (42 U.S.C. 740 4 3e- 2(6)); or unemployed children and youth (as defined in Section 752(2) of the McKinney-Vent Homeless Assistance Act (42 U.S.C. 1143 4(a)(2))
 - h. Youth who are or are over the age of foster care.
 1. People who are learning English language. People who have a low level of literacy and people who face substantial cultural barriers.
 - j. Eligible migrant and seasonal agricultural workers, ta! as defined in section 167(i) of the WIOA.
 - k. Persons who have not yet exhausted their lifetime entitlement under Part A of Title IV of the Social Security Act (42

U.S.C. 601 et seq.).

- I. Single parents (including the single pregnant women). -
 - m. People employed in the long or square.
 - n. Other groups that the governor determine have barriers to employment.
6. Low-income individual: In general, the term "low-income individual" means a person who:
 - a. receives, or in The Last 6 months has received, or en member of a family who is receiving or in The Last 6 months ha received, the assistance through the SUP Lem Ent A Nutrition Assistance Program It's overC id o in V IRT You from the Law Food y Nutrici6n from 2008 (7 U.S.C. 2011 et seq.), and Block Grant Program A The States for temporary assistance For families in need in virtue of the Part A of the title IV of the Security Law Social (42 U.S.C. 601 et I know .), or The Income of Security supplementary established by virtue of the t ft u The XVI of the Law of Social Security (42 U.S.C. 1381 and following) , or state or local public assistance based on The Ingr those;
 - b. He belongs to a family whose income does not exceed the highest of the following values:
 - 1) Lower income;
 - 2) 70 percent of the *Lower Living Standard Income* (LLSI):
 - c. is homeless (as defined in section 41403(6) of the Violence Against Women Act 1994 (42 U.S.C. 140 43e-2(6)), or is a homeless child or youth (as defined in section 725(2) of the McKinney-Vento Homeless Assistance Act (42 U.S.C. 114 3 4 a (2)));
 - d. receives or is entitled to receive free or reduced-price lunch under the Richard 8 National School Lunch Act. Russell (42 U.S.C. 1751 et seq.);
 - e. is a child in foster care or foster care on whose behalf payments are made by the state or local government; or
 - f. is a person with a disability whose own income meets the income requirement of clause (b), but who is

member of a family whose income does not meet this requirement.

7. Individuals deficient in basic skills: The term "deficient in destroys"

" " refers to an individual who:

- a. is a young person and has reading, writing, or computer skills at or below the eighth-grade level on a generally accepted standardized test; or
- b. is a youth or adult and is unable to calculate or solve problems, or read, write, or speak English at a level necessary to function at work, in his or her family, or in society.

8. Public Assistance Recipients: Includes individuals who receive cash payments from the federal, state, or local government for whom eligibility is determined by an assessment of their needs or income.

9. Homeless: Any person is defined as "homeless," "homeless individual," and "homeless," which means:

- a. An individual or family who does not have a fixed, regular, and adequate night-time residence;
- b. An individual or family whose principal nighttime residence is a public or private place not normally designed or used as a sleeping place for human beings, including a car, park, abandoned building, bus or train station, airport, or camping land;
- c. A Individual or fam Ilia that v I've in a Shelter supervised, I publish the Private, appointed to provide Accommodation Seasonal (including Shelters collectives, Housing transition, such as Hotels and motels paid by charities or by for the game as Federal government, State or Locals for people with low income);
- d. An individual who leaves an institution where he or she resides temporarily and who resides in an emergency shelter or place not intended for immediate human habitation before entering that institution;
- e. An individual or family that:
 - 1) You will imminently lose your home, including the home you own, rent, or live in without paying

rent, that shares with another person such as a hotel or motel rooms that are not paid for by federal, state, or local low-income government programs or by charities, as evidenced:

1. a court order resulting from an eviction action notifying the individual or family that they must leave within 14 days:
 - ii. That the individual or family has a hotel or motel room as their main night residence and does not have the necessary resources to reside in them for more than 14 days.
 - iii. credible evidence indicating that the owner or tenant of the dwelling will not allow the individual or family to remain there for more than 14 days, and any oral statement by an individual or family requesting assistance for people who are homeless who are credible, credible evidence shall be considered for the purposes of this clause;
- 2) No subsequent response has been identified: and
 - 3) Lacks the resources or support networks necessary to obtain other permanent housing;
- f. Unaccompanied children and homeless families with children and youth defined as homeless under other federal laws who:
- 1) have experienced a period for a long time or without living independently in permanent housing;
 - 2) have experienced a period of persistent instability through frequent transfers during that period; and
 - 3) It can be expected that with Still in that Sit UAC16n during a Long Period of Time due a chronic disability. chronic physical health conditions or mental, Addition a substance, history of violence Domestica or child abuse, Attendance at of a child or young person disabled or multiples barriers to employment.

10. Income level below the standard of living income: the level of income (adjusted or for regional, metropolitan and family size differences) determined annually by the Secretary of Labor of the United States United based on the lowest recent standard of living.
11. Veteran: A veteran is a person who has served at least one day of active duty in military, naval or air service, and who has been discharged or released from such service. Service with a non-dishonorable discharge.

III. BACKGROUND:

WIOA increases access to and opportunities for employment, training and support services needed by people, particularly those with barriers to employment. To ensure access, WIOA requires priority to be given to recipients of public aid, other low-income people, and people who have basic skills deficiencies, when they are offered Training and individual career services under the Adults.

"Service priority" means the right to have preference over a person with a lower priority in obtaining career and training services. a service before a person with a lower priority or, if resources are limited, receives access to the service instead of the person with a lower priority. Priority is not part of determining eligibility for any program; rather, this desire to emphasize access to individualized career and career services for populations is most in need.

IV. PUBLIC POLICY:

In the Mayagüez - Las Marías Single Labor Management System, priority will be given to the participants of the Adult Program, in relation to employment and training activities, without undermining the rights of participants who do not belong to this group. Priority for individualized career and training services should be given to participants who belong to at least one (1) of the following three (3) primary populations:

- Beneficiaries of public assistance;
- Other low-income people; and
- Individuals who are deficient in basic skills

Veterans and their eligible spouses must continue to receive priority service in all WIOA Title I programs.

Priority for priority populations does not apply to the basic career services of the Adult Program or to any service of the Displaced Workers Program.

The U.S. Department of Labor's Employment and Training Administration (DOLETA) predicts that prioritizing service to these individuals means ensuring that at least 75 percent of participants from a state who receive individualized career and training services under the Employment and Training Program. Adults belong to at least one of the priority groups: recipients of public assistance, low-income, or with deficiencies in basic skills (priority 1 and 2). The other priority groups are not considered for the calculation of the 75%.

The local area priority fund is calculated based on the number of participants who have been identified as a priority population and have received individualized career service or training during their period of participation. This number is divided by the total number of participants who are receiving individualized career service or training experience.

To perform well in this metric, it is important to record accurate information about participants' lives and demographics. For example, failing to report that a person has low income can result in a lower result on this metric, even if they have received legitimate priority.

The Executive Director, or designated official, shall establish appropriate procedures to ensure faithful compliance with the percentage established by DOLETA. It shall inform, in writing, the Local Board, the procedure to be used to achieve compliance, no later than thirty days after the approval of this public policy. As part of the procedure, it will include that monthly, it will inform the Local Board by writing the number of participants attended and the percentage of compliance.

The following individuals with barriers to employment will also be considered as priority populations for individualized training and career services, if they do not fall within one (1) of the populations required by WIOA:

1. People with disabilities;
2. individuals with criminal records; and
3. Single mothers and fathers.

Veterans and eligible spouses continue to receive priority of service among all eligible individuals; however, they must meet the Adult Program eligibility criteria and comply with the criteria established in

Section 134(c)(3)(E) of WIOA. As described in TEGE 19-16, when programs are required by law to give priority, as is the case with the Adult Program, then priority must be provided in the following order:

Priority One: Veterans and their eligible spouses who are beneficiaries of public education, other low-income individuals, or individuals who are skilled in basic skills.

Priority two: individuals who are recipients of public assistance, other low-income individuals, or who are deficient in basic skills.

Priority three: Veterans or their eligible spouses who are not included in WIOA priority groups.

Prior Four: Those individuals who are not included in WIOA's priority groups for the Adult Program: individuals with disabilities, individuals with a primary background, and individual parents.

Priority Five: Other non-included individuals in WIOA priority groups.

The priority of the service should be evaluated at the time of eligibility determination, and participants should be informed if they will receive priority. This will be recorded in the participant's file. If, during participation, the Career Planner/Case Manager becomes aware of changes in an individual's situation in relation to his or her priority status, the Career Planner/Case Manager must make a statement of the Career Planner/Case Manager. the necessary adjustments to enforce the priority that corresponds to. For example, if a person who did not have low income when they entered the program becomes so during their participation, they will begin to receive a higher priority as soon as the career planner/case manager becomes aware of the change. In relation to individuals with deficiencies in basic skills, it will be verified by administering tests that measure the latter. The results of the evidence shall be included in the file of the administration.

The Case Management Supervisor will prepare a monthly report regarding the number of participants attended and the percentage of compliance. If the information is given that the established percentage is not met, it will inform the Executive Director and the President of the Local Board, which will require an action plan.

This public policy will be placed in an accessible place in the Single Labor Management Center so that it can be read by all clients and participants who

visit our facilities. In addition, it will be published on the electronic page of the Local Board.

A leaflet will be prepared in which participants will be guided in relation to their right to priority in the time of receiving services, individualized career and training. This will be delivered to the point of determining eligibility and will be recorded in the participant's file.

V. NON-COMPLIANCE:

If the Local Board does not comply with the compliance percentage, it may be sanctioned according to the Procedure for the Determination of Violations and the WIOA Sanctions Procedure approved by the State Labor Development Board (JEDL). If the minimum priority service requirement is not met, it must submit a corrective action plan to the PCL with the reasons why the requirement was not met and the steps the Local Board will take to address the gaps in the priority of the services. The corrective action plan must be submitted within 60 days of receiving notification from the PCL that the Local Board did not comply with the service priority requirement. As part of the Corrective Action Plan, the following will be considered:

- Comparison of the current priority industry. With the index of the previous Program Year.
- Work Plan to meet the priority percentage next year.
- What the Local Area will do differently from the previous year.
- Strategies used to leverage concurrent participation resources including the identification of existing programs that serve populations that meet the service priority requirement.
- How compliance with the service priority requirement is monitored.
- This is the technique that is needed to comply with the requirement of priority of service.

VI. CLAUSE OF SEPARABILITY:

If any provision of this public policy is challenged by the Court and declared unconstitutionally void, such decision shall not affect, impair or invalidate the remaining provisions of this public policy, but shall be limited to the provision or type specifically designated. The nullity or invalidity of any position or type shall not affect or impair in any way its application or validity in any other case. except when specified and expressly invalid in all cases.

VII. COMPLIANCE:

Compliance with the provisions and requirements established in this public policy will be evaluated by the Monitor attached to the Local Board as part of its functions.

As a minimum, it must evaluate compliance with what is established in this public policy in relation to the priority given to the participants of the Adult Program, in relation to employment and activities in the Adult Program, without being able to do so the der ec ho s of the participants who do not belong to this group. Priority for individual career and training services should be given to participants who belong to at least one (1) of the three (3) priority populations.

VIII. FAIR PRACTICES AND ACCESSIBILITY:

All persons shall have the same opportunities and access to physical services and facilities without regard to race, religion, colour, sex, age, national origin or descent, marital status, parental status, sexual orientation, acid impairment or veteran status. Staff members will be responsible for ensuring the necessary support for participants with disabilities who need assistance in accessing CGU/AJC facilities and services.

IX. ACTION REQUIRED

The Executive Director of the Local Board will be responsible for disseminating this public policy, as well as training the Officials of the Single Labor Management System in relation to this public policy. In addition, they must answer all those queries or requests for information related to it. The Executive Director of the Local Board shall be responsible for sending a copy to the Office of Labor Connection Program Planning, Evaluation, Validation, and Statistics Evaluation Spec list no later than sixty (60) after approval

X. INTERPRETATION

Words and phrases in this policy shall be interpreted according to the content and meaning endorsed in common and current usage, except where they have been specifically defined. The words used in the present tense also include in the future; those used in the masculine gender include the feminine and neutrality or in cases where such an interpretation results in the ab sur da; The number singular includes the plural and the plural includes the singular, provided that the interpretation does not contravene the purpose of provision. The terms of time, in days, which are established in this policy, refer to natural days.

XI. VALIDITY:

This public policy was approved by the Mayagüez - Las Marías Local Board in a meeting on April 30, 2025. The same will be in force on April 30, 2025, and will be in force until it is amended or repealed by the Local Board.

For the record, I hereby sign this public policy in Mayagüez, Puerto Rico to the 30 days of the month of April 2025.



José A. Justiniano Rodríguez
President of the Local Board