

Fresno Area Workforce Investment Corporation

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*Cindy Merzon
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LOCAL POLICY BULLETIN

FAWIC Policy Bulletin # <u>14-01</u> Date: <u>July 3, 2001</u>
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TO: All FAWIC Providers of Services

FROM: Alex Babigian, COO

SUBJECT: Employer Outreach Coordination Plan-AB67

Effective Date: July 3, 2001

Assembly Bill AB67 designates the Employment Development Department (EDD) of the State of California as the lead agency in coordinating employer outreach activities and the solicitation of entry level and other job openings among government funded programs. Locally, the Fresno Area Workforce Investment Corporation (FAWIC) is committed to participate with other agencies and EDD in implementing the local plan. The primary mandate of AB67 is to facilitate the match between job seekers and prospective employers through the use of "CalJOBS", which is the statewide Employer Contact Management System (ECMS). Further, its purpose is to establish cooperative and collaborative relationships between and among local agencies in reducing duplicative contact with employers and increasing job openings that are accessible to all job seekers.

As a contractor for services, all FAWIC Providers of Services are required to participate in this collaborative and attend employer outreach and service coordination meetings from time to time and at various locations as scheduled by the EDD.

Additionally, each FAWIC Provider of Services is required to designate a representative who will attend all meetings to assist in the implementation of the Employer Outreach Coordination Plan, an employer driven system. It is recommended that the Provider of Services representative be a Supervisor level employee with "Job Developer" or "Employer Representative" experience who can be committed to attend all meetings, with a minimum of substitution.

Roles and Activities to be Performed by EDD and FAWIC Providers of Services:

- EDD will take the lead role in the coordination of employer outreach activities and the solicitation of entry level and other job openings in Fresno County and communicate job openings to all collaborating partners and the Job Seekers they serve. All job openings received will be entered into the Internet based system, CalJOBS.
- EDD will maintain the CalJOBS system, provide training to collaborating partners, and enter employer contact information in the ECMS.
- FAWIC Provider of Services shall use the ECMS to obtain employer contact information and will avoid unnecessary duplication of employer contacts.
- FAWIC Provider of Services will utilize the job openings identified by EDD by promoting the use of CalJOBS to WIA and WtW customers.
- FAWIC Providers of Services have the right to enter some job openings into the system as "suppressed" so that they may provide employers with special recruitment and screening for certain skill levels or for target populations, and
- FAWIC Providers of Services will encourage WIA and WtW customers to list their resumes in the CalJOBS system.