



“How to Navigate Through ETPL”
Statewide Peer-to-Peer Event Questions & Answers
Wednesday, September 23, 2020

Q: Will the PowerPoint be shared with the attendees?

A: The PowerPoint, resources, recording, and survey are sent to all attendees after the peer-to-peer event. Once sent to attendees, the information is then housed in the California Workforce Development Board (CWDB) Regional Plan Implementation portal. To obtain the information in the future, please contact your regions Regional Organizer or Regional Training Coordinator.

Q: Do you conduct site visits for every provider, every year?

A: Yes, every provider that is listed on the local ETPL and local directory is monitored annually and every single program at the site is also monitored at the particular site if they South Bay has an IT agreement with.

Q: How long does this registration process take?

A: Registration with ETPL is short. Profiles are done first, then the local area will review, approve, and/or contact and make sure all criteria is fulfilled. For South Bay it can be 30 days or less, but is dependent on how quickly the provider submits documents and how everything is loaded up. Process is a straight forward process: Contact the local area ETPL Coordinator and express interest, register in CalJOBSsm, then it is sent over to the local area. The provider can then add programs onto your provider profile, which will then get reviewed for eligibility.

Q: Should union apprenticeships be processed and entered on the State level first? Do I have to reach out to the local boards to enter the apprenticeship on their local ETPL?

A: Apprenticeships are entered by Max (the State) ETPL Coordinator. Any apprenticeships registered through Department of Labor (DOL) or the Department of Industrial Relations (DIR) Division of Apprenticeship Standards (DAS) be sent to the ETPL email: WSBETPL@edd.ca.gov along with supporting documentation and advice of registration. Once received and processed, information will be sent to start continue registration process. Visit the States ETPL list first and then contact the local area to get on their local ETPL list.

Q: Can you advise how campuses were separated out of the State ETPL list and who was in charge of each site?

A: Per the state ETPL directive, WSD15-07, attachment 1, ETPL programs are managed by the Local Workforce Development Board where the provider is headquartered, even if the provider has programs that are in multiple Local Workforce Development Boards.

Q: How can virtual training be added to the ETPL?

A: Process for virtual training provider is no different than for an in-person training provider. Register through CalJOBSsm, enter their programs, and meet eligibility requirements.

Q: How do you manage "emerging" in-demand industries that may not show up on State lists due to timing or criteria?

A: If an emerging occupation and in demand, just need documentation and employers that need the applicable training. For South Bay, if the program new, a two (2) year ITA agreement is with the training provider, but may cut it down to one (1) year after oversight deems the program is good.

Q: Many of the processes feel like they were made for-profit colleges and not community colleges. Is there any way for community colleges to have input on protocols? For example, we can provide free tuition for those who qualify but some programs demand payment from the Employment Development Department.

A: South Bay has a different criteria for community colleges and universities. Placement is not required upfront but once on the list, placement is required. Free programs can be offered. Usually community college and university costs are less than most private/for profit schools.

Q: How do we access the recording of the presentation?

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Q: Many community colleges do not have a job center but provide work experience. The term placement implies that we can just place someone in a job. This is not possible for our campus because work experience assist with internships and does not place anyone in a position. Any recommendations/guidance?

A: Community colleges only need to make sure they meet the requirement as per [Workforce Services Directive 15-07 WIOA Eligible Training Provider List – Policy and Procedures](#) (Be accredited, training is for an in-demand occupation, and the training will lead to an industry recognized credential). Placement is not a requirement for colleges.

Q: How do you apply additional local requirements on ETPL?

A: Local requirements are the requirements the local area has put in place to in addition to the state requirement in order to determine if the provider is eligible to be on the local areas ETPL list. Local area requirements are built upon, in addition to, the State requirements and cannot be less than the state requirements as per [Workforce Services Directive 15-07 WIOA Eligible Training Provider List – Policy and Procedures](#). If the provider does not meet the state requirements, the state and local area will not list them on either ETPL list.

Q: Upon a WIOA student's graduation from a school/training program, what kinds of things do you do to follow up and learn about a student's job placement so that this data can be updated in the ETPL?

A: South Bay case managers follow up with each client to discuss their employment status. A review of training providers is conducted every few months to review the training provider's outcomes. Once graduation and placement has been completed and outcomes are provided, the case manager will enter the information in CalJOBSsm and close out the file so that the data can be extracted. CalJOBSsm houses the ETPL providers and case management efforts of the local area.

Q: Does CalJOBSsm provide clear instruction/direction on how to process payment for receiving federal/state funds for their approved training program?

A: If providers have questions about how to draw down funds it is encouraged that they contact their local areas ETPL Coordinator for guidance.

Q: Can you define placement?

A: As per Attachment 1. in the [Workforce Services Directive 15-07 WIOA Eligible Training Provider List – Policy and Procedures](#),

- Placement rate shall be calculated as follows: the number of graduates employed in the field as defined in section [94928\(1\) of the code](#) divided by the number of graduates available for employment as defined in section [94928\(d\)](#) of the Code.

Q: Will ETPL training be made available for community colleges?

A: Community colleges are eligible for the ETPL, as long as they meet the requirements in WSD15-07, attachment 1. If the provider has questions about the application process, they can reach out to their Local Workforce Development Board's ETPL Coordinator.

Q: We require that colleges provide performance measures to get on/remain on our ETPL. If the local area tracks performance in CalJOBSsm, is it necessary for the colleges to give us their performance?

A: As per the [Workforce Services Directive 15-07 WIOA Eligible Training Provider List – Policy and Procedures](#), community colleges are required to be accredited, training is for an in-demand occupation, and the training will lead to an industry recognized credential. Once these elements are fulfilled the program can be on the State list without having to meet the placement requirements. Local areas ETPL list may require additional elements to be listed on the local ETPL list.

Q: How often does South Bay programs reviewed?

A: Every few months

Q: Looking on the EDD ETPL web page, where is the ETPL coordinator contact list?

A: Click [ETPL list](#) to access the list available on CalJOBSsm.

Q: What is the purpose of having local requirements then?

A: There may be providers on the State ETPL list that are not on the local areas list because the training provider failed to meet additional local requirements. Local requirements are put in place to allow the local areas to manage, monitor, and maintain a more structured and

accountable ETPL of training providers that the local area have determined meets quality standards to serve their participants.

Q: Does the local area have to manage those that do not meet local policy and can we just deny them or do we have to list them?

A: Local areas have to manage providers that are headquartered in their local area. If a provider is headquartered in their Local Area, and meets the state requirements per WSD15-07, attachment 1, then that provider can be on the state ETPL. Local areas can manage their local ETPL according to their local policy.

Q: How do we reinstate a program(s) at a college that has been removed from the ETPL and the reason was due to placement?

A: Contact their ETPL Coordinator to find out why the college was removed. Program will need to be re-evaluated to ensure it meets the requirements.