



Employment Security Department

WASHINGTON STATE

WorkSource System Policy Employment System Administration and Policy

Washington envisions a nationally recognized fully integrated One-Stop system with enhanced customer access to program services, improved long-term employment outcomes for job seekers and consistent, high quality services to business customers. In order to achieve this vision, Employment System Administration and Policy sets a common direction and standards for Washington's WorkSource system through the development of WorkSource system policies, information memoranda, and technical assistance.

Policy Number: 1022, Revision 1

To: Washington WorkSource System

Effective Date: April 4, 2019

Subject: Referral of Veterans and Other Population with Significant Barriers to Employment to the Disabled Veterans; Outreach Program

1. Purpose:

To communicate the system-wide policy and procedures for core and partner programs included in Washington's Workforce Innovation and Opportunity Act (WIOA) State Plan to identify and refer veterans and other populations with significant barriers to employment (SBE) to the state's Disabled Veterans' Outreach Program (DVOP).

This revision designates additional populations eligible for services from DVOP specialists.

2. Background:

DVOP, which is operated by the Employment Security Department (ESD), provides intensive case management and services, job referrals, and job readiness activities to disabled veterans and other veterans with SBE.

Common Assurance No. 11 in WIOA Unified and Combined State Plan Requirements directs states to provide assurances to the U.S. Departments of Labor and Education that "(s)ervice providers have a referral process in place for directing Veterans with Significant Barriers to Employment (SBE) to DVOP services, when appropriate."

Title I-B Assurance No. 2 similarly directs states to provide assurances to the U.S. Department of Labor that they have "implemented a policy to ensure local areas have a process in place for referring veterans with significant barriers to employment to career services provided by the JVSG program's Disabled Veterans' Outreach Program specialists."

3. Policy:

a. Identification of Veterans and other populations with SBE

Staff of programs under the WIOA State Plan ([Attachment A](#)) who work directly with customers must familiarize themselves with the criteria for veterans and other populations with SBE in [Attachment B](#).

b. Referral of Veterans and other populations with SBE to DVOP

If, through formal or informal means (e.g., intake processes, general discussion, use of a list such as that reflected in [Attachment B](#)), WIOA State Plan core and partner program staff identify veterans with an SBE, they must offer those individuals a referral to the DVOP in the nearest WorkSource (one-stop) center. The WorkSource directory can be found at this [link](#). Whether or not to accept or follow through on a referral is up to the customer.

4. Definitions:

Veterans and other populations with Significant Barriers to Employment– Refer to [Attachment B](#)

5. References:

- Workforce Innovation and Opportunity Act (WIOA) Unified and Combined State Plan Requirements, Common Assurance No. 12 and Title I-B Assurance No. 2
- [Training and Employment Guidance Letter \(TEGL\) 19-13](#), Jobs for Veterans' State Grants (JVSG) Program Reforms and Roles and Responsibilities of American Job Center (AJC) Staff Serving Veterans
- [TEGL 19-13, Change 1](#), Expansion and Clarification of Definitions of Significant Barriers to Employment for Determining Eligibility for the Disabled Veterans' Outreach Program (DVOP)
- [TTEGL 19-13, Change 2](#) Expansion and Clarification of Homeless Definition as a Significant Barrier to Employment (SBE)
- [TEGL 20-13, Change 2](#), Designation of Additional Population of Veterans and Other Populations Eligible for Services from the Disabled Veterans' Outreach Program Specialists
- [Veterans' Program Letter \(VPL\) 03-14](#), Expansion and Clarification of Definitions of Significant Barriers to Employment for Determining Eligibility for the Disabled Veterans' Outreach Program (DVOP)
- [VPL 03-14, Change 2](#), Expansion and Clarification of Homeless Definition as a Significant Barrier to Employment (SBE)
- [VPL 03-19](#), Designation of Additional Populations Eligible for Services from Disabled Veterans' Outreach Program Specialists

6. Supersedes:

WorkSource System Policy 1022, Referral of Veterans with Significant Barriers to Employment to the Disabled Veterans' Outreach Program

7. Website:

[Workforce Professionals Center](#)

8. Action:

LWDBs and their contractors, as well as Employment Security Regional Directors, should distribute this policy broadly throughout the system to ensure that WorkSource System staff are familiar with its content and requirements.

9. Attachments:

- [Attachment A](#) – Programs Included in Washington's WIOA Combined State Plan
- [Attachment B](#) – Criteria for Veterans and other populations with Significant Barriers to Employment

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Attachment A

Programs included in the WIOA Combined State Plan (and to which WorkSource System Policy 1022, Revision 1 applies):

- WIOA Title I Youth, Adult, and Dislocated Worker Programs
- WIOA Title II Adult Education Programs
- WIOA Title III Wagner-Peyser Act Program
- WIOA Title IV Vocational Rehabilitation Programs
- Temporary Assistance for Needy Families (TANF)
- Supplemental Nutrition Assistance Program Employment and Training (SNAP E&T)
- Trade Adjustment Assistance (TAA)
- Jobs for Veterans State Grant (JVSG)
- Unemployment Insurance (UI)
- Senior Community Service Employment Program (SCSEP)
- Housing and Urban Development Employment and Training (HUD E&T)
- Community Services Block Grant (CSBG)
- Reintegration of Ex-Offenders Program (RExO)
- State Board for Community and Technical Colleges' Worker Retraining Program
- Department of Labor and Industries' Office of Apprenticeship (OA)

Attachment B

Veterans and other populations with Significant Barriers to Employment (SBE) who were discharged under other than dishonorable conditions must meet at least one of the following criteria:

- Homeless or in danger of becoming homeless, to include those fleeing or attempting to flee a hostile home environment
- Receiving/pending U.S. Department of Veterans Affairs compensation for a disability
- Currently or previously incarcerated
- Receiving or eligible for public assistance
- Discharged in the past three years and unemployed for 27 weeks or longer in the past 12 months
- Lacking a high school diploma or high school equivalency degree
- Between the ages of 18 and 24 inclusive
- Wounded Warrior or caregiver for a Wounded Warrior
- Separated from the military under other than dishonorable conditions and being discharged due to forced downsizing
- Vietnam-era veteran (inclusive dates February 28, 1961 to May 7, 1975)
- Transitioning member of the armed forces who has been identified as needing individualized career services
- Member of the armed forces who is wounded, ill, or injured and receiving treatment at a military treatment facility (MTF) or warrior transition unit (WTU)
- Having a Department of Defense (DD) Form 2648 (Preseparation Counseling Checklist) that indicates the individual is not meeting the applicable career readiness standards
- Spouse or other family caregiver of wounded, ill, or injured member of the armed forces who is receiving treatment in an MTF or WTU ¹

¹ The following terms, with respect to eligible veterans, are defined in 38 U.S.C. 1720G(d):

- (1) "Caregiver" means an individual who provides personal care services to the veteran.
- (2) "Family caregiver" means a family member who is a caregiver of the veteran.
- (3) "Family member" means an individual who-
 - (A) is a member of the family of the veteran, including-
 - (i) a parent;
 - (ii) a spouse;
 - (iii) a child;
 - (iv) a step-family member; and
 - (v) an extended family member; or
 - (B) lives with, but is not a member of the family of the veteran.