

# Oklahoma Employment Security Commission

Jon Brock, Executive Director



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## Representing Employers

George Ollie, Jr., Commissioner  
Ted Weber, Commissioner

Representing the Public  
Rev. W. B. Parker, Chairman

## Representing Employees

Mary Lowe, Commissioner  
DeWayne Goodman, Commissioner

## Oklahoma Employment and Training Issuance #28-2000

**TO:** WIA Board Staff

**FROM:** Eddie Foreman, Director

**DATE:** May 19, 2000

**SUBJECT:** Oklahoma's Interim Final Policy on WIA Customized Training for Adult and Incumbent Workers.

**MESSAGE:** Comments must be submitted by June 16, 2000. Please send comments to me electronically via my e-mail address.

### OKLAHOMA POLICY FOR CUSTOMIZED TRAINING

#### I. PURPOSE

The purpose of Customized Training is to:

- meet specific job requirements for an employer or group of employers;
- provide an individual successful training resulting in job placement in a long term position;
- pay 50% of the cost of the training for the individual. WIA section 101(8).

#### II. REQUIREMENTS

Customized Training requires a written contract between the Employer and the LWIB under the WIA. A contract can be made between these two entities upon meeting the following criteria:

- A. The employee is not receiving a self-sufficient wage as determined by the local program. WIA section 101(31).
- B. The employer is reimbursed up to 50 percent of the employee's wages to compensate for the employer's extraordinary costs for training. WIA section 101(31)(B).

- C. The LWIB must not contract with an employer who has failed to provide participants with long-term employment with wages, benefits, and working environments equal to those provided regular employees working a similar length of time doing the same type of work. W1A 195(4).
- D. The contract must be limited to a period of time required for the participant to become proficient in the occupation for which the training is being provided.

#### Customized Training for Incumbent Workers

- A. Incumbent workers must meet the above requirements WIA section 101(8), WIA section 101(31)(B)(C), and WIA section 195(4).
- B. The need for the customized training must relate to new technologies, an introduction to new production or service procedures, upgrading for new jobs that need additional skills, workplace literacy or other appropriate reasons to be determined by the LWIB.

**ACTION:** Please distribute this issuance to appropriate staff and include it as part of your permanent records.

**INQUIRIES:** Questions may be directed to your Planning Coordinator or Mike Clark at 405/557-5339.

LS/jyg