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| LOCAL COMMISSIONERS MEMORANDUM |
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DSS-4037EL (Rev. 9/89)

Transmittal No: 95 LCM-83

Date: July 28, 1995

Division: Economic Security

TO: Local District Commissioners

SUBJECT: MOA Between State DSS and State DOL

ATTACHMENTS: None

The Memorandum of Agreement (MOA) between the State Department of Labor and the State Department of Social Services to provide local districts with staff to place applicants and ADC recipients in employment, will be renewed again on October 1, 1995. The Federal Fiscal Year (FFY) 1994-95 agreement required that DOL staff funded through the MOA only perform activities designed to prepare and/or place clients in employment as follows:

1. Direct Job Placement/Development
2. Supervised Job Search
3. Job Club/Employment Readiness Training
4. Referral to OJT/TEAP
5. Referral to WTI - Work Experience

The FFY 1994-95 MOA also established specific performance standards for both DOL and local district staff. Each DOL staff is expected to assist 4 applicants/recipients into jobs each month. To meet this goal, local districts are expected to refer 150 employable applicants/recipients during the year to each DOL staff, with a minimum of 12 referred each month.

The FFY 1995-96 MOA will require DOL to continue to perform the above activities. The performance standards will also remain the same.

Under the October 1, 1995 MOA, each district must execute a local agreement identifying which of the above mandated activities will be performed by DOL staff. This agreement should also address other expectations and responsibilities such as the location of DOL staff and the availability of the DOL Terminal On-Line Placement (TOPS) System.

Date July 28, 1995

Trans No. 95 LCM-83

Page No. 2

Statewide, DOL staff levels will decrease by approximately 10% for FFY 1995-96. Therefore, all local districts wanting to decrease, increase or maintain their current DOL staff must respond to this memorandum. DOL staff will be allocated based on the performance standards outcomes during FFY 1994-95. DOL staff requests must be forwarded by August 28, 1995 to Russ Oliver, New York State Department of Social Services, Division of Economic Security, 10th Floor, Section B, 40 North Pearl Street, Albany, NY 12243. Requests can also be faxed to (518) 486-7650.

Questions regarding this Memorandum may be directed to Russ Oliver (AV2030) at (518) 486-7660.

Patricia A. Stevens
Deputy Commissioner
Division of Economic Security