



PRIORITY SERVICE FOR VETERANS AND ELIGIBLE SPOUSES PROCEDURE

EFFECTIVE DATE: April 1, 2019

REFERENCE: State Policy #1009 Rev 2, Local One Stop Guidance #10-01 & WDA Local Directive 16-150

PURPOSE: To ensure Veterans and eligible spouses Veterans are notified they receive priority for services over non-covered persons in accessing services in “qualified” programs administered by WorkSource Central Basin including, but not limited to, Wagner-Peyser, Trade Act, Workforce Innovation & Opportunity Act, and any other program funded by the Department of Labor. WorkSource Central Basin center staff will understand and implement Veteran’s prioritization procedures.

PROCEDURE:

- WorkSource customers receive information regarding Veteran’s priority service at first point of program entry (orientations/front desk) through oral presentation, power point and/or Priority of Service flyer. The WorkSource Central Basin center offers several programs and each gives orientation information regarding Priority of Service for Eligible Veterans and Eligible Spouses.
- New customers to the WorkSource Central Basin are asked to complete a registration form. The customer is asked to indicate whether they are a Veteran or Spouse of an Eligible Veteran. If the customer indicates “yes” they are given the WorkSource Priority of Service for Veterans flyer.
- The WorkSource Priority of Service for Veterans flyer is visible to customers and posted at the front desk.
- Eligible veterans or the spouse of an eligible veteran who qualify for any program at the WorkSource Central Basin center are advanced to the top of any pool or wait list for that program and receive priority of service.

Training

WorkSource staff will be trained on procedures by managers and or supervisors using the following:

- Priority Services for Veterans and Eligible Spouses State Policy #1009 Rev 2
- Local One Stop Guidance #10-01
- North Central WDA Local Directive #16-150
- Priority Services for Veterans and Eligible Spouses Procedure
- Priority of Service Flyer

Managers and/or supervisors will document staff trainings with meeting agenda and minutes indicating staff members present at training.



Have you ever served in the military?

Or, are you the spouse of a veteran?

One very important reason we ask is that federal law requires priority of service for veterans and eligible spouses in several employment and training programs.

If you are a Vet, or the spouse of a Vet, then we'd like to say—

“Thank you, for serving our Country!”

SkillSource is here to serve you.

- SkillSource offers veterans and their eligible spouses priority of service in employment and training programs (certain conditions apply)
- Workshops including assessment, career planning, and job search techniques are available. Basic skills instruction, vocational education and on-the-job training are also available on a limited basis for those veterans who also meet workforce investment eligibility requirements for low income adults or dislocated workers.

Jobs for Veterans Act definition of a veteran or eligible spouse:

- You must have exited active duty U.S. Military service with a discharge of other than dishonorable (Members of the Reserves or National Guard who were activated to federal service under Title 10 qualify): or
- You are the spouse of a U.S. Military veteran who:
 - died as the result of a service-connected disability; or is reported as MIA, a POW, or is forcibly detained or interned in the line of duty by a foreign government or power for more than 90 days; or
 - has a total disability, permanent in nature, resulting from a service-connected disability, or has died while a disability so evaluated was in existence.

Veterans' Priority of Service is an entitlement to qualified veterans and spouses under the Jobs for Veteran's Act. SkillSource is required to provide the opportunity for covered veterans and spouses to identify their status for receiving priority service. Under the law, there are certain circumstances which dictate veterans will have priority to receive earlier service which may include obtaining funding for training or support services when applicable.

SkillSource is an equal opportunity employer/program.

Auxiliary aids and services are available upon request to individuals with disabilities.

WA relay 711



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