

# WYOMING DEPARTMENT OF WORKFORCE SERVICES

## MENU OF SERVICES



# WHO WE ARE

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The Department of Workforce Services (DWS or Department) assists Wyoming's communities to adapt and thrive, providing a livable wage for families through sustaining income, fair and legal employment, enforcement of child labor laws, legal payment of wages, and a safe working environment for Wyoming workers.

To develop a sustainable and quality workforce, the Department assists Wyoming businesses and serves a variety of clients, including employers, employees, injured workers, job seekers, individuals with disabilities, families working toward earning self-sustaining wages, healthcare providers, child care providers, parents of young children, older workers, veterans, individuals seeking social security disability benefits, training providers, youth, and many more!

Read on— let's venture through the variety of programs and services our agency has to offer our fellow Wyomingites!

*The data presented in this document represents State Fiscal Year 2020  
(July 1, 2019, through June 30, 2020), unless otherwise specified.*

# DIVISIONS

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The Department is structured into three primary divisions: Workforce Programs; Standards and Compliance; and Research, Policy, and Communications. Each of the Department's divisions are viewed as an integration of services following the merger of two state agencies in 2011. All divisions are either mandated by law or connected to mandates. The Department's programs are deeply impactful in terms of safety advocacy and enforcement, job connection and training, benefits to those who have lost employment, have been injured on the job or have become disabled, and enforcement of labor law. The Department administers 55 state and federal programs in 20 field offices across Wyoming.

## WORKFORCE PROGRAMS

**Provides employment and workforce support services including Workforce Centers, Vocational Rehabilitation, and Unemployment Insurance.**



## STANDARDS AND COMPLIANCE

**Provides regulatory and compliance/enforcement including Workers' Compensation (WC), WC Safety and Risk (WCSR), Wyoming Occupational Safety and Health Administration (OSHA), Labor Standards, and Employment Tax. Disability determinations are also conducted through this Division.**



## RESEARCH, POLICY, & COMMUNICATIONS

**Provides education, information and outreach to the public (including research and marketing), tracks and oversees legislative matters, acts as a liaison between the Department and the Wyoming Workforce Development Council (WWDC), and oversees policy on the Department's behalf. The Wyoming Occupational Epidemiologist, whose job it is to collect and report on work-related injuries, illnesses, and fatalities, also exists under this Division.**





# WORKFORCE SUPPORT SERVICES

## Workforce Centers

Workforce Centers are a central point of service for those seeking employment, training, and related services. Services are offered to job seekers and employers, and include personalized job search expertise, resume and cover letter assistance, mock interviews, career interest testing, job advertising, and prescreening applications.

## Vocational Rehabilitation

The Vocational Rehabilitation (VR) Program assists individuals with disabilities to obtain and maintain competitive employment. Assisting the client with finding employment may be part of their employment plan. However, the long-term goal is economic self-sufficiency. VR is co-located in 14 of the 20 DWS local workforce centers, along with two independent offices, and 19 outreach locations.

## Disability Determination Services

Disability Determination Services (DDS) is the state-level agency responsible for determining whether claimants are eligible for Social Security disability benefits. DDS makes the initial determination for each Social Security disability benefits application. DDS also rules on cases that are resubmitted for reconsideration.

## Unemployment Insurance

Unemployment Insurance (UI) is a safety net program that provides monetary assistance to eligible workers who are unemployed through no fault of their own. The UI system has been fully modernized to a cloud based interface. This interface can be replicated by other states, and improves the experience of claimants.



## Workers' Compensation

Workers' Compensation is funded by premiums paid by employers to provide coverage for lost wages and medical bills when an on the job injury occurs. In exchange, employers receive the benefit of reduced medical costs and are protected against lawsuits from the injured party.



## WORKFORCE CENTERS

✓  
**6,212**

BUSINESSES ASSISTED  
WITH RECRUITMENT  
UNDER WAGNER-PEYSER

**282**

VETERANS SERVED UNDER  
WAGNER-PEYSER



**646**

RECEIVED WIOA  
CAREER SERVICES

**185**

RECEIVED A WIOA  
CREDENTIAL

**260**

EMPLOYED OR  
ENROLLED IN POST-  
SECONDARY  
EDUCATION (WIOA)



## VOCATIONAL REHABILITATION

AVERAGE WAGE

**\$490.05**

PER WEEK

**4,505**

SERVED

**562**



SUCCESSFUL PLACEMENTS

## DISABILITY DETERMINATION

**\$210.43** million paid annually  
in disabled benefits

**\$44.57** million paid annually to  
aged, blind, and disabled benefits

**\$2.04  
BILLION**

PAID IN SSA BENEFITS  
ANNUALLY



**96.6%**

SSD DETERMINATION  
INITIAL CLAIMS  
ACCURACY

## UNEMPLOYMENT INSURANCE

**61,159**

INITIAL CLAIMS FILED

**23,571**

ACTIVE  
EMPLOYER  
ACCOUNTS

**\$114,540,211**

BENEFIT EXPENDITURES



## WORKERS' COMPENSATION

**\$209,029,011**

TOTAL CLAIMS  
EXPENDITURES

**\$212,734,592**

TOTAL PREMIUMS COLLECTED



**10,664**  
INJURIES  
REPORTED





# BUSINESS SERVICES

## WORKFORCE DEVELOPMENT TRAINING FUND

The Workforce Development Training Fund (WDTF) is a unique Wyoming-based program connecting employers with professional development opportunities to increase employee skill attainment. Grant options include: Business Training Grants, Pre-Hire Economic Development Grants, Pre-Obligation Grants, Apprenticeship Grants, and Internship Grants.



**\$709,530** in Pre-Hire Grants

**260** trainees under Pre-Hire Grants

**\$2,729** average cost per trainee. These trainees support **three** major industries

## NEXT GENERATION SECTOR PARTNERSHIPS

Next Generation Sector (Next Gen) Partnerships are industry-led, community-supported partnerships that strengthen regional economies and connect people to jobs. Business leaders from a single industry in the same region collaborate in making their industry more competitive. Next Gen Partnerships are supported jointly by a regional team of public partners who work together to respond to industry priorities and contribute to the overall success of the partnership.



**12**   
PARTNERSHIPS



**9**  
REGIONS



NEXT GEN PARTNERSHIPS HAVE LAUNCHED MORE THAN 25 NEW INDUSTRY-LED INITIATIVES SO FAR. AMONG THESE INITIATIVES ARE:

A new introductory manufacturing course and manufacturing plant tours to introduce this career as a viable opportunity in Albany County;

A healthcare camp and curriculum for middle and high school students in the Big Horn Basin;

A directory of healthcare resources in Goshen, Platte, and Niobrara counties to connect providers and reduce the need to go outside the region for health care;

A new dual enrollment program in the skilled trades involving local school districts and the community college in Laramie County to help students find good jobs immediately after high school;

Promotion of local assets and involvement with community initiatives to improve air service and market the northeast region; and,

A manufacturing operator program to train students in the southwest region for high-demand jobs (most students from the first class already have job offers).



## SAFETY IMPROVEMENT FUND

In 2012, the Wyoming Legislature passed Wyoming Statute § 9-2-2608, which allows the Department of Workforce Services to administer the Workplace Safety Contract Program, also known as the Safety Improvement Fund. The purpose of this program is to assist Wyoming employers in enhancing or implementing new safety training, and/or purchasing safety equipment.

**71** APPLICATIONS **29** RECIPIENTS **\$ 150,866.32** AWARDED

## WORKERS' COMPENSATION DISCOUNT PROGRAMS

Workers' Compensation Discount Programs encourage employers to use best practices in health and safety to earn discounts on workers' compensation premiums. Discount programs incentivize a drug free workplace, implementation of a health and safety program, compliance assistance in collaboration with OSHA, and provision of health and safety equipment. Discounts range from 3%-50%, based on the program(s) for which an employer is enrolled.

**31** NEWLY ENROLLED  
IN DRUG/ALCOHOL  
DISCOUNT

**304** RENEWED IN DRUG/  
ALCOHOL DISCOUNT



**38** NEWLY ENROLLED IN  
SAFETY DISCOUNT

**337** RENEWED IN SAFETY  
DISCOUNT

## WYOMING GROWN

Wyoming Grown is one solution to help solve projected workforce shortages in Wyoming. The initiative spotlights Wyoming's unmatched quality of life and job opportunities. The program aims to match Wyoming businesses with the best available worker – ensuring that our employers have the talent they need to grow and be successful.

*The following data summarizes program accomplishments since the program's inception*

**\$3.8**  
**MILLION**  
IN SALARIES EARNED  
**PER YEAR**



**WYOMING  
GROWN**



**71**  
ASSISTED FINDING WORK  
IN WYOMING

**INDUSTRIES**

Business Management  
Fiscal Operations  
Administration and Sales  
Science and Technology  
Legal and Education  
Arts, Entertainment, and Media  
Farming, Fishing, and Forestry  
Healthcare  
Engineering  
Construction and Extraction

# WORKFORCE DEVELOPMENT TRAINING FUND INTERNSHIP GRANT

The purpose of this grant is to provide Wyoming businesses the opportunity to offer structured learning experiences to individuals through internships that enhance an individual's work skills, knowledge, and abilities.

- ✓ Available to Wyoming-based businesses registered with the Secretary of State and in good standing with Workers' Compensation, Unemployment Insurance, and the Workforce Development Training Fund Program. Government entities, except Wyoming County Hospitals, are not eligible to participate.
- ✓ Priority will be given to businesses in preferred industries as defined by the WWDC.
- ✓ Requires a structured learning experience designed to offer interns the opportunity to more fully explore career interests.

Internship grants will allow reimbursement of up to

**\$12/hour**

for up to 1040 hours/state fiscal year.

*Wyoming businesses have received **\$249,634** in funding - putting **25** interns on the job - since the program's beginning in April of 2020 .*





# ADDITIONAL DETAILS

Limit on the number of interns based on business size per state fiscal year as follows:

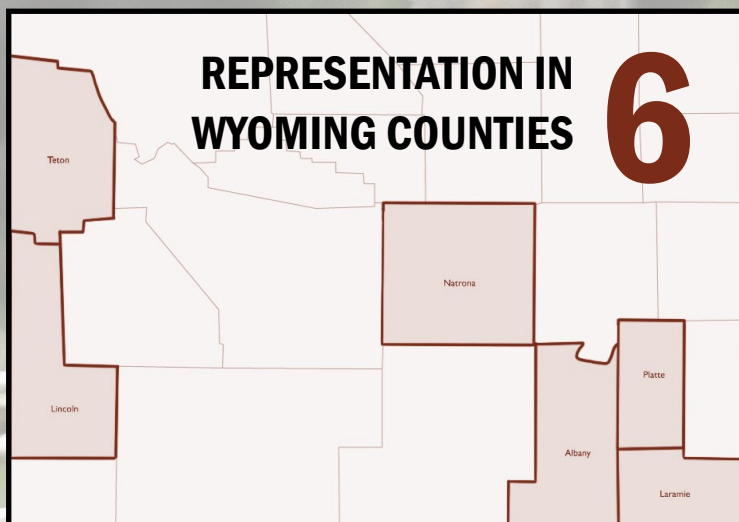
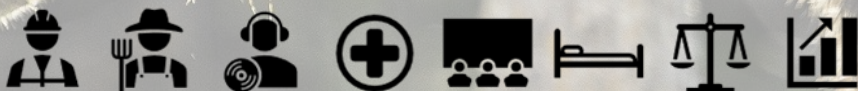
- ✓ One intern for businesses with 1-8 employees
- ✓ Up to two interns for businesses with 9-49 employees
- ✓ Up to three interns for businesses 50+ employees.

Reporting requirements include a final report due 45 days after completing the internship outlining the results and documenting how the structured learning experience increased the skill level of the intern and supported the business.

*Intern eligibility is reserved for those who do not qualify for WIOA or Vocational Rehabilitation services in order to complement federal-funded work experience opportunities and not create a competing grant option.*

## CURRENT INDUSTRIES OF PLACEMENT

Construction, Agriculture, Technology, Medical Manufacturing, Arts, Hospitality, Law, Business Development



Information and data updated July 14, 2020

# EDUCATION

## RESEARCH AND PLANNING (R&P)

R&P is a statistical entity that collects, analyzes, and publishes timely and accurate labor market information, meeting established statistical standards. R&P uses administrative data and workforce surveys to explore labor market information and publish research to serve employers, job seekers, legislators, educators, business leaders, researchers, and the media.

**16,600+**  
PROGRAM  
SURVEYS  
ANNUALLY

**1,582**  
LABOR FORCE  
TRENDS SENT PER  
MONTH

**9**  
ANNUAL  
PUBLICATIONS

## OSHA CONSULTATION

The OSHA Consultation program provides no-cost, confidential consultation services, and empowers private sector employers to improve safety and health in their workplaces. Through the development of strong working relationships, Consultation provides employers with services designed to help them implement and maintain effective safety and health management systems.

**487**  
HAZARDS  
ABATED

**650**  
EMPLOYEES  
TRAINED ONSITE

**143**  
ON-SITE  
VISITS

## STATE OCCUPATIONAL EPIDEMIOLOGIST

The State Occupational Epidemiology Program is charged with analyzing occupational fatalities and injuries in order to identify occupational safety trends. The program engages on a regular basis with industry groups to discuss hazards and safety concerns found commonly in their sector.

**219**  
GRANT  
PARTICIPANTS

**\$114,245**  
APPROVED  
GRANTS\*

**194**  
SCHOLARSHIP\*\*  
PARTICIPANTS

**\$171,421**  
SCHOLARSHIPS\*\*  
AWARDED

**109**  
RISK  
ANALYSES

**15**  
OTHER  
PRESENTATIONS

## WORKERS' COMPENSATION SAFETY AND RISK (WCSR)/ RISK MANAGEMENT

WCSR offers safety advisors who provide expert safety and health advice to Wyoming businesses and public sector employers at no additional cost. Risk Management offers certified risk managers who provide policy education, data trending analysis, Experience Modification Rating education, and discount program information.

**2,297**  
HAZARDS  
ABATED

**934**  
ON-SITE  
VISITS

**WY  
Quality  
Counts!**

## WY QUALITY COUNTS

WY Quality Counts' mission is to raise awareness about why quality child care matters for Wyoming's children, their families and our future. WY Quality Counts helps Wyoming parents and child care providers identify and create quality learning experiences, to ensure a bright, innovative and viable workforce for the future. The program provides funding for professionals in early childhood education.

\*Grants are provided for training/conferences for early childhood providers  
\*\*Scholarships are provided for the Child Development Associate certificate or a degree in early childhood education



# ENFORCEMENT

## OSHA COMPLIANCE

The Enforcement Program enforces safety and health standards in private and public industry workplaces, investigates complaints, fatalities and catastrophes, safety and health whistleblower discrimination complaints for private, state, and local governments, and provides public sector outreach services. These state safety personnel work to ensure worker safety and health through worksite enforcement.

**187**

INSPECTIONS

**255**

 DOCUMENTED RULE  
VIOLATIONS

**\$540,605**

IN PENALTY FINES

**\$919,670**

MILLION ISSUED IN INITIAL PENALTIES

**8**

 INVESTIGATIONS  
FOR WORKPLACE FATALITIES

## LABOR STANDARDS

Labor Standards' primary objective is the fair and unbiased enforcement of Wyoming labor standards and fair employment provisions and educating the public on labor law. The program serves employees, employers, and the general public. The program ensures employees are afforded timely and effective services for both wage and fair employment complaints. Handling claims at an administrative level lessens the need for claimants to pursue the issues in a court setting. The program enforces the Wyoming Preference statutes for employers and employees.

 UNPAID WAGE  
CLAIMS

**516**

CHARGES FILED

**482**

CHARGES CLOSED

**\$247,234**

TOTAL WAGES COLLECTED


 FAIR  
EMPLOYMENT

**131**

CHARGES FILED

**111**

CHARGES CLOSED

**\$231,175**

TOTAL WAGES COLLECTED

## THE STATE MINE INSPECTOR'S OFFICE

The State Mine Inspector's Office ensures mining operators adhere to workplace standards pertaining to the health and safety of the miners, and recommends legislative changes in such regulations when needed. Pursuant to these statutes, each mining operation in the state is inspected for compliance several times each year. All fatal or serious accidents are investigated as well as complaints by employees of unsafe working conditions. (Figures below reflect calendar year 2019)


**0 FATALITIES**  
IN WYOMING MINES

**1,055 SAFETY AND  
HEALTH INSPECTIONS**
**117 MINING COMPANIES**  
WORKED **10,000 HOURS +**  
WITHOUT A LOST TIME ACCIDENT

## EMPLOYMENT TAX (AUDIT AND COLLECTIONS)

The Employment Tax Division is responsible for the Audit and Compliance functions of the UI and Workers' Compensation Programs. The U.S. Department of Labor requires each audit meet minimum standards set forth in their Tax Performance System, and has implemented Effective Audit Measures to evaluate state audit programs, including elements of worker misclassification detection and enforcement. The division communicates with employers regarding legal requirements and obligations under tax and premium collection provisions, and benefit provisions.

 UI AUDITS CONDUCTED: **252**

 WC AUDITS CONDUCTED: **215**

 TOTAL UNDERPAID UI TAXES FOUND:  
**\$30,515.33**

 TOTAL UNDERPAID WC TAXES FOUND:  
**\$56,514.39**

 NEW UI COVERED WORKERS DISCOVERED: **437** NEW WC COVERED WORKERS DISCOVERED: **454**

 TOTAL UI PAYROLL AUDITED:  
**\$92,593,695.38**

 TOTAL WC PAYROLL AUDITED:  
**\$112,799,033.61**



The logo for the Wyoming Workforce Development Council. It features the word "Wyoming" in a blue script font at the top, with a small silhouette of a cowboy on a horse below it. Underneath is the word "WORKFORCE" in a bold, blue, sans-serif font, followed by "DEVELOPMENT" in the same style. At the bottom, the word "COUNCIL" is written in a smaller, blue, sans-serif font with wide letter spacing.

## Wyoming WORKFORCE DEVELOPMENT COUNCIL

Under the federal Workforce Innovation and Opportunity Act (WIOA), each state has Workforce Development Boards charged with directing federal, state, and local funding to workforce development programs. Workforce Development Boards also oversee the workforce centers. Wyoming has one state-level Workforce Development Board which advises the Wyoming Department of Workforce Services and its 20 full-service workforce centers in the state. In Wyoming, this board is called the Wyoming Workforce Development Council (WWDC) and serves in the capacity as “Local Board(s)” as well.

The WWDC is a 30-member board charged with assisting the Governor in directing Wyoming’s workforce development system, ensuring the system is fundamental in supporting robust regional and state economies and producing a high quality, self-sufficient workforce valued by Wyoming employers. Members represent a range of groups including businesses and industry leaders, organized labor, legislature, education, social service agencies, and others who have a stake in employment and training issues. The WWDC regularly assesses Wyoming’s employment needs, advises the Governor on setting performance goals and priorities to improve the workforce development system and helps leaders to shape workforce development policy at the local level. The WWDC has been empowered by the WIOA and the Governor to promote, fund, and oversee Sector Strategies, Career Pathways, and Apprenticeships for the State of Wyoming.

As a result of WIOA, the Wyoming Workforce Development Council has been reappointed in-line with Executive Order 2015-5. WIOA was written, “to amend the Workforce Investment Act of 1998 to strengthen the United States workforce development system through innovation in, and alignment and improvement of, employment, training, and education programs in the United States, and to promote individual and national economic growth, and for other purposes.”

WIOA authorizes and brings together the following core programs:

- Employment and training services for adults, dislocated workers, and youth;
- Wagner-Peyser employment services;
- Adult education and literacy programs; and
- Vocational Rehabilitation state grant programs that assist individuals with disabilities in obtaining employment.





## DIRECTOR'S NOTE

Thank you for your interest in the Department of Workforce Services' programs and collaborative efforts throughout Wyoming! This report exemplifies the combined effort of the various resources administered by DWS. The Department is proud to serve Wyoming businesses and workers, and the information outlined here highlights our stewardship of these resources.

A thriving workforce impacts everyone in Wyoming, and it is DWS' goal to be the leader in employment and safety. The data and information you have read illustrates the Department's intentional focus to support Wyoming's workforce and businesses during evolving economic conditions. These efforts and their outputs are the culmination of the hard work and dedication of Wyoming's workforce professionals.

Thank you for reading!

A handwritten signature in blue ink that reads "Robin Sessions Cooley". The signature is fluid and cursive, with the first letters of each word being capitalized and prominent.

Robin Sessions Cooley, J.D.  
Director



*July 1, 2019–June 30, 2020*



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