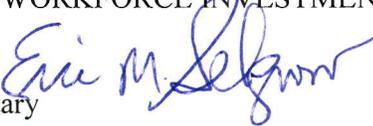


EMPLOYMENT AND TRAINING ADMINISTRATION ADVISORY SYSTEM U.S. DEPARTMENT OF LABOR Washington, D.C. 20210	CLASSIFICATION OWI
	CORRESPONDENCE SYMBOL MSFW
	DATE August 19, 2013

ADVISORY: TRAINING AND EMPLOYMENT GUIDANCE LETTER NO. 3-13

TO: ALL STATE WORKFORCE AGENCIES
ALL STATE WORKFORCE ADMINISTRATORS
ALL STATE WORKFORCE LIAISONS
STATE AND LOCAL WORKFORCE INVESTMENT BOARDS

FROM: ERIC M. SELEZNOW 
Acting Assistant Secretary

SUBJECT: Designation of Significant Migrant and Seasonal Farmworker (MSFW) and Bilingual American Job Centers (AJCs) for Program Year 2013

1. **Purpose.** To publish the nationwide list of AJCs that the Employment and Training Administration (ETA) has designated as significant MSFW and bilingual local offices.
2. **Reference.**
 - Wagner-Peyser regulations, 20 CFR 651.10, 653 subpart B, and 658 subpart G.
3. **Background.** Federal regulations published at 20 CFR 651.10 require ETA to designate as “significant” local offices where MSFWs account for 10 percent or more of annual participants in the Wagner-Peyser program. These regulations also require ETA to designate as “significant” bilingual MSFW local offices where 10 percent or more of MSFW participants are estimated to require service provisions in Spanish (or other languages). State Workforce Agencies (SWAs) or the Administrator of ETA’s Office of Workforce Investment may determine that additional local offices should be designated as significant MSFW/bilingual offices due to special circumstances, such as an estimated large number of MSFWs in the local office service area.

The attachment to this Training and Employment Guidance Letter (TEGL) contains the list of AJCs designated by ETA as significant MSFW/bilingual local offices.

4. **Responsibilities for Significant MSFW and Bilingual Offices.** The following is a list of responsibilities associated with AJCs designated as significant MSFW/bilingual local offices:

RESCISSIONS None	EXPIRATION DATE Continuing
----------------------------	--------------------------------------

- Each significant MSFW local office must provide staff assistance to each MSFW participant in order for MSFWs to effectively obtain specific and general information on where and how to find employment.
 - Those offices designated as significant MSFW bilingual offices must explain the services available through the local office to the MSFW in Spanish (or other language), if necessary or requested during any period of substantial MSFW activity, such as when there is an increase in MSFW applications or an increase in agricultural job order activity. Significant MSFW local offices must conduct especially vigorous outreach in their service areas, which may include thorough and extensive outreach efforts so that a large number of MSFWs in the area are aware of the full range of the employment and training services offered through the AJCs.
 - SWAs must assure that all significant MSFW local offices not reviewed onsite by Federal staff are reviewed at least once a year by state staff to the extent possible. Also, if necessary, state staff should review those local offices in which significant problems, such as compliance findings, are revealed by required reports, management information, the Job Service complaint system, or otherwise, as soon as possible.
 - When SWAs conduct reviews of significant MSFW local offices, SWAs must submit a copy of the onsite local office formal monitoring review report and corrective action plan to the appropriate ETA regional office.
5. **Action Required.** SWAs must comply with the procedures outlined in this TEGL and the regulations set forth at 20 CFR Parts 651, 653, and 658. SWA Administrators should ensure that State Monitor Advocates, AJC managers, and all other appropriate staff are familiar with the requirements in this TEGL.
6. **Inquiries.** Please direct any questions concerning this TEGL to the ETA Regional Monitor Advocate for your state, or the National Monitor Advocate:
- Region 1 – George J. Kincannon, at kincannon.george.j@dol.gov or (617) 788-0135
 - Region 2 – Nicole Duchman, at duchman.nicole@dol.gov or (215) 861-5208
 - Region 3 – Toni Buxton, at buxton.toni@dol.gov or (404) 302-5367
 - Region 4 – Jesus Morales, at morales.jesus@dol.gov or (972) 850-4616
 - Region 5 – Eric Hernandez, at hernandez.eric@dol.gov or (312) 596-5419
 - Region 6 – Krister Engdahl, at engdahl.krister@dol.gov or (415) 625-7960
 - National Monitor Advocate – Juan M. Regalado, at nma@dol.gov or (415) 625-7904
7. **Attachment.** Nationwide list of significant MSFW/bilingual local offices

List of significant MSFW/Bilingual Local Offices for Program Year 2013 * = Bilingual Offices ** = Special Circumstance Offices		
Arizona	Casa Grande *	**
Arizona	Douglas *	**
Arizona	Phoenix Southwest *	**
Arizona	San Luis *	**
Arizona	Yuma *	**
California	Salinas *	
California	Gilroy *	**
California	Watsonville *	**
California	Hollister *	**
California	Napa *	**
California	Santa Rosa *	**
California	Ukiah *	**
California	Sacramento *	**
California	Lakeport *	**
California	Marysville *	**
California	Oroville *	**
California	Merced *	**
California	Los Banos *	**
California	Modesto *	**
California	Turlock *	**
California	Stockton *	**
California	Manteca *	**
California	Oxnard *	**
California	Fresno *	**
California	Mendota *	
California	Hanford *	
California	Santa Maria *	**
California	Porterville *	
California	Visalia *	
California	San Luis Obispo *	**
California	Bakersfield *	
California	Delano *	
California	Indio *	**
California	Blythe *	
California	Oceanside *	**
California	Chula Vista *	**
California	Calexico *	
California	El Centro *	

List of significant MSFW/Bilingual Local Offices for Program Year 2013

* = **Bilingual Offices** ** = **Special Circumstance Offices**

Colorado	Brighton AJC (Adams Local Workforce Investment Area) *	**
Colorado	Delta AJC (Western Local Workforce Investment Area) *	**
Colorado	Greeley AJC (Weld Local Workforce Investment Area) *	**
Colorado	Monte Vista AJC (South Central Local Workforce Investment Area) *	**
Colorado	Rocky Ford AJC (Southeast Local Workforce Investment Area) *	**
Colorado	Lamar AJC (Southeast Local Workforce Investment Area) *	**
Delaware	Dover *	
Florida	Plant City *	
Florida	Wauchula *	
Florida	Belle Glade *	
Florida	Homestead *	
Florida	Clewiston *	
Florida	Immokalee *	
Florida	Quincy *	**
Florida	Winter Haven *	**
Florida	Bradenton *	**
Florida	Sebring *	**
Florida	Port Saint Lucie *	**
Georgia	Americus	**
Georgia	Bainbridge	**
Georgia	Cordele	**
Georgia	Douglas	**
Georgia	Dublin	**
Georgia	Moultrie	**
Georgia	Tifton	**
Georgia	Valdosta	**
Georgia	Vidalia	**
Georgia	Waycross	**
Idaho	Canyon County *	
Idaho	Rexburg *	
Idaho	Blackfoot *	
Idaho	Pocatello *	
Idaho	Mini-Cassia *	
Idaho	Mountain Home	**
Idaho	Idaho Falls	**
Idaho	Magic Valley	**
Idaho	Payette	**
Idaho	Bonnars Ferry	**

List of significant MSFW/Bilingual Local Offices for Program Year 2013
 * = Bilingual Offices ** = Special Circumstance Offices

Illinois	Champaign *	
Illinois	Peoria *	
Iowa	Iowa City *	
Iowa	Burlington	
Iowa	Waterloo	
Iowa	Marshalltown *	
Iowa	Council Bluffs	**
Michigan	Sparta *	
Michigan	Shelby *	
Michigan	Holland *	
Michigan	Mason	
Michigan	Dowagiac	
Minnesota	Faribault *	
Minnesota	Mankato *	
Minnesota	Rochester *	
Minnesota	Wilmar *	
Montana	Dillon AJC	
Montana	Glasgow AJC	
New Jersey	Vineland	**
New Jersey	Hammonton	**
New Mexico	Deming AJC (Southwestern Local Workforce Investment Area) *	
New Mexico	Sunland Park AJC (Southwestern Local Workforce Investment Area) *	
New Mexico	Las Cruces AJC (Southwestern Local Workforce Investment Area) *	**
New York	Pine Island: Satellite to Middletown (Orange County)	
New York	Albion (Orleans County)*	**
New York	Rochester/Lyons (Wayne County)*	**
New York	Riverhead/Spanish Apostolate: Satellite to Patchogue (Suffolk County)*	**
New York	Dunkirk (Chautauqua County)*	**
New York	Plattsburgh (Clinton County)*	**
New York	Hudson (Columbia County)*	**
New York	Kingston (Ulster County)*	**
New York	Lockport (Niagara County)*	**
New York	Syracuse (Onondaga County)*	
North Carolina	Clinton *	
North Carolina	Edenton *	
North Carolina	Kenansville *	
North Carolina	Lincolnton *	
North Carolina	Lumberton *	

List of significant MSFW/Bilingual Local Offices for Program Year 2013

* = Bilingual Offices ** = Special Circumstance Offices

North Carolina	Rocky Mount *	
Oregon	Ontario *	
Oregon	Hermiston *	
Oregon	The Dalles *	
Oregon	Woodburn *	
Oregon	Salem *	**
Oregon	Hillsboro/Beaverton *	**
Oregon	Medford *	**
Pennsylvania	Gettysburg *	
Puerto Rico	Humacao	
Puerto Rico	Ponce	
Puerto Rico	Mayagüez	
Puerto Rico	San German	
Puerto Rico	Arecibo	
Puerto Rico	Guayama	
South Carolina	Beaufort *	
South Carolina	Charleston *	
South Carolina	Greenwood *	
South Carolina	Spartanburg *	
South Carolina	Sumter *	
Texas	Mission AJC (Lower Rio Grande Workforce Development Area) *	
Texas	Edinburg AJC (Lower Rio Grande Workforce Development Area) *	
Texas	Weslaco AJC (Lower Rio Grande Workforce Development Area) *	
Texas	Raymondville AJC (Lower Rio Grande Workforce Development Area)	
Texas	Eagle Pass AJC (Middle Rio Grande Workforce Development Area)	
Texas	Floydada/Plainview AJC (South Plains Workforce Development Area)	
Texas	Muleshoe AJC (South Plains Workforce Development Area)	
Texas	Fabens AJC (Upper Rio Grande Workforce Development Area)	
Virginia	Onley *	
Virginia	Winchester	**
Washington	WorkSource Sunnyside *	
Washington	WorkSource Central Basin *	
Washington	WorkSource Okanogan – Omak *	
Washington	Wenatchee WorkSource Affiliate *	
Washington	WorkSource Walla Walla *	
Washington	WorkSource Columbia Gorge *	
Washington	WorkSource Columbia Basin *	
Washington	WorkSource Yakima *	
Washington	WorkSource Skagit *	**

List of significant MSFW/Bilingual Local Offices for Program Year 2013
 * = **Bilingual Offices** ** = **Special Circumstance Offices**

West Virginia	Martinsburg	
Wisconsin	Beaver Dam *	
Wisconsin	Wautoma *	