

**MEMORANDUM**

**DATE:** September 16, 2020

**TO:** Local Workforce Development Board Executive Directors

**FROM:** Keantha B. Moore, Administrator, Bureau of One-Stop and Program Support

**SUBJECT:** Training - Workforce Innovation and Opportunity Act: On-the-Job Training Webinars

*Keantha B. Moore*

The purpose of this memorandum is to announce upcoming Workforce Innovation and Opportunity Act (WIOA) On-the-Job Training program webinars. This training will outline WIOA requirements for On-the-Job Training as well discuss the program's purpose and intent.

**Webinar Information:**

Staff may choose to attend one of the below webinar sessions:

**Date:** Tuesday, September 29, 2020  
**Time:** 2:00 p.m. to 4:00 p.m. Eastern Time

**Date:** Thursday, October 1, 2020  
**Time:** 9:30 a.m. to 11:30 a.m. Eastern Time

Advance registration is required at: <https://attendee.gotowebinar.com/rt/8038502432527826443>.  
Note: The same content will be included in both sessions; therefore, registration is needed for only one session.

After the registration is complete, a confirmation email will be sent containing webinar access information.

If you have any questions or need additional information, please contact Charles Williams at (850) 245-7424 or via email at [Charles.Williams@deo.myflorida.com](mailto:Charles.Williams@deo.myflorida.com).