

A photograph of a worker in a field. The worker is wearing a blue and white plaid shirt and is holding a wooden bucket. They are standing in a field of large green plants, possibly tobacco. In the background, there is a large, rounded mountain under a clear blue sky. A wire fence runs across the middle ground. The overall scene is bright and sunny.

IDAHO
DEPT. OF LABOR

MSFW Outreach Worker Part 2

MSFW Outreach Worker Training

- **Becoming Knowledgeable**

- Regulations: 20 CFR 653 and 20CFR 651 (other related: 20 CFR 658, 20CFR 654 and 20CFR 655)
- The Agricultural Outreach Plan (AOP)
- EPIC MSFW Page
- IDOL Farmworker Page
- State Monitor Advocate
- Local, Regional and National Training
- MOUs

MSFW Outreach Worker Training

- **Why is it important to be familiar with the current AOP and where do I find it?**
 - The AOP is required by regulation and it is part of the agency's WIOA plan. It describes goals, objectives and activities that have been approved.
 - It provides an update on progress toward goals and areas that need attention
 - It can be found at: <https://wdc.idaho.gov/wp-content/uploads/sites/62/2018/05/Title-III.pdf>

MSFW Outreach Worker Training

- **The EPIC MSFW page contains:**

- Internal guidance, forms and instructions. Tools for implementing the MSFW program at IDOL
- A link to the Outreach Services Report. This is the report where we document outreach contacts
- USDOL- ETA training modules on agricultural outreach, the Job Service Complaint System and Agricultural Business Services
- Links to IDOL's Website, the complaint system page and the complaint forms.
- Go to EPIC, on the menu at the top, click on ES/Vets. On the page that opens. Click on MSFW.

<https://epic.labor.state.id.us/EmploymentServices/SitePages/Home.aspx>

MSFW Outreach Worker Training


The screenshot shows a SharePoint page with a blue header bar containing the text "SharePoint" and the user name "Dunnia Aplicano". Below the header is a navigation bar with "BROWSE", "PAGE", and "PUBLISH" options, along with "SHARE", "FOLLOW", "EDIT", and a search icon. The main navigation area includes the EPIC logo and a menu with items: EPIC, Administration, Accounting, Workforce Services, ES/Vets, UI, WIOA/TAA, and Other Programs. A search box is located to the right of the menu.

Migrant Seasonal Farm Worker (MSFW) Program

Idaho routinely experiences a surge in agricultural activity in the fields from mid-April through September annually. During the peak of the agricultural season, there may be up to 61,000 farmworkers performing work ranging from rock picking, planting and irrigating to harvesting and packing or processing the agricultural products. Most of the workers are seasonal farmworkers who are able to return to their homes on a daily basis. Some of the workers migrate from other countries, states or other communities within Idaho in search of work, and they live in temporary housing. Others are students who perform agricultural work during the summer months. We refer to these workers as Migrant and Seasonal Farmworkers (MSFWs). Most MSFWs in Idaho are of Hispanic origin and many are monolingual Spanish-speakers.

Department services are offered to MSFWs in all 25 IDOL offices statewide. In addition, ten (10) IDOL offices located in areas with high agricultural activity perform intensive outreach efforts to farmworkers, including visiting workers in the fields, at their homes or in places where they gather. IDOL consultants retain data on all the services

Coordinator:
Dunnia Aplicano
State Monitor Advocate
Dunnia.aplicano@labor.idaho.gov
Extension 3135



The bottom of the screenshot shows a Windows taskbar with several open applications: Outlook, File Explorer, and a browser window titled "ES/Vets - MSFW Pro...". The system tray on the right shows the time as 9:13 AM on 12/12/2019 and a notification icon with the number 3.

MSFW Outreach Worker Training

BROWSE PAGE PUBLISH SHARE FOLLOW EDIT

workers also observe conditions of employment and report any violations of employment laws. Outreach workers “bring the office to the fields” and, as much as possible, they are able to provide direct services, make referrals and take complaints. Effective outreach workers are well-known in the farmworker community and have strong relationships with other agencies and organizations that serve farmworkers.

The MSFW program goal is to provide services to farmworkers that are equal in quality and proportionate in quantity to those provided to the non-farmworker community.

New!

- [Registration English2.docx](#)
- [How to access your MSFW reports and files in IdahoWorks.docx](#)
- [MSFW Definition - Criteria.docx](#)
- [Services for Farmworkers 2017 Part 2.pptx](#)
- [Services for Farmworkers 2017- Part 1.pptx](#)
- [Agricultural Outreach Plan PY 2015-2016 \(003\).docx](#)
- [Training and Employment Guidance Letter 20-16 Dated March 1 2017 pdf](#)

USDOL-ETA Training Modules and Other Links

- URL
- [Training Module - Job Service Complaint System](#)
- [Training Module - Agricultural Outreach Worker](#)
- [Training Module - Agricultural Business Services Representative](#)
- [Outreach Services](#)
- [Idaho Farm Labor Information \(LMI\)](#)
- [Farm Worker Information \(IDOL website\)](#)

9:16 AM 12/12/2019

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SharePoint

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Dunnia Aplicano

- Services for Farmworkers 2017 Part 2.pptx
- Services for Farmworkers 2017- Part 1.pptx
- Agricultural Outreach Plan PY 2015-2016 (003).docx
- Training and Employment Guidance Letter 20-16 Dated March 1, 2017.pdf
- How to Document MSFW Outreach Contacts in the Outreach Report.docx

MSFW Documents

Name	Modified	Modified By
Complaint Form IDOL-8429 (RVSD 06-11-2018)English- extended for customer use	December 18, 2018	Dunnia Aplicano
Complaint Form IDOL-8429-S (RVSD 06-11-2018)Spanish-extended for customer use	December 18, 2018	Dunnia Aplicano

[IT Support](#) [Learning Central](#) [Help Desk Request](#) [Labor Connection](#)
[Human Resources](#) [HRIS](#) [EPIC support](#) [Site Map](#)

For issues on this page please contact the [Sharepoint Administrator](#) or [Help Desk](#).

9:18 AM 12/12/2019

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IDOL Farmworker Page:

The screenshot shows the Idaho Department of Labor website. At the top, it says "Idaho's home for job seekers and employers." Below this is a large heading "HOW CAN WE HELP YOU?" and a search bar with the text "How do I...". To the right, there is a blue box titled "LEARN HOW TO Earn While You Learn" with a right-pointing arrow. Below the heading, there are three main columns of navigation options:

- JOB SEEKERS**
 - Find Job Openings
 - Learn about Job Seeker Services (circled in red with a red arrow pointing to it)
 - Find On-the-Job Training
- UNEMPLOYMENT**
 - File for Unemployment
 - Learn about Unemployment Benefits
 - Find Answers to Frequent Questions
- EMPLOYERS**
 - Post a Job
 - Learn about Employer Services
 - Pay Unemployment Taxes Online

The browser's address bar shows "https://www.labor.idaho.gov/dnn". The taskbar at the bottom shows the date and time as "9:28 AM 12/12/2019".

MSFW Outreach Worker Training

The screenshot shows a web browser window with the URL <https://www.labor.idaho.gov/dnn/Job-Seekers>. The page features several service tiles:

- Idaho Job Corps**: Training and job opportunity program for qualifying youth 16-24.
- JobScope**: Career search tool helps job seekers, students and veterans make informed decisions.
- Veteran Services**: Access statewide job and training programs and support tailored for Idaho veterans.
- Apprenticeships**: On-the-job paid training and education can lead to certification and permanent employment.
- Able to Work**: Connects people with disabilities to employment opportunities.
- Farmworker Services**: Ensuring migrant and seasonal farmworkers are getting their pay and benefits entitled by law. (This section is circled in red in the original image.)

The Windows taskbar at the bottom shows the time as 9:35 AM on 12/12/2019. Open applications include 'Outreach worker tra...', 'File Explorer', 'Inbox - Dunning.Apli...', and 'Job Seekers - Intern...'.

MSFW Outreach Worker Training

It contains:

- A description of MSFW services
 - A link to the Farm Labor Contractor registry
 - The Directory for IDOL Outreach Workers
 - Links to external and Internal resources
- * The complaint system link is available at the bottom menu of each page, under “ABOUT US”

<https://www.labor.idaho.gov/dnn/Job-Seekers/Farmworker-Services>

MSFW Outreach Worker Training

State Monitor Advocate belongs to the Monitor Advocate System (A large network across the country) with primary responsibilities:

- Monitoring
- Advocating
- Reporting

The State Monitor Advocate is a resource for the Outreach Workers.

MSFW Outreach Worker Training

Local, regional and national training:

- Idaho Farmworker Awareness – MSFW /H2A Training Conference
- Regional Training – San Francisco Federal Building - ETA Regional Office
- National Monitor Advocate Conference.
- Subscribe!!! Workforce GPS Agricultural Connection:

<https://farmworker.workforcegps.org/>

MSFW Outreach Worker Training

MOUs:

- Review the WIOA MOU for your Region/Office
- SMA and NFJP
- USDOL WH and IDOL
- IDOL and HEP/CAMP (Letter)
- Other Informal: Idaho Legal Aid and other agencies and organizations