



OFFICE OF DISABILITY EMPLOYMENT POLICY-

SCOPE OF WORK/SERVICES

January 20, 2026

THE NEVADA OFFICE OF DISABILITY EMPLOYMENT POLICY (ODEP)

Mission- To optimize work and employment for Nevada businesses and people with disabilities.

THE FOUR ODEP AREAS OF FOCUS

1. OUTREACH & ENGAGEMENT

Summary- Outreach and Education on VR Service Array

- a) Human to human outreach and meetings with potential employers and current business partners about ROI of inclusive business practices
- b) Offer disability awareness training (Windmills, etc.) for supervisors and employees
- c) Attend job fairs, events, community led discussions, give presentations, speak publicly
- d) Collaborate with counselors and job developers to build relationships with employers as opposed to placement agreements (take the long view on what the relationship could be)
- e) Participate in sector partnerships and industry-led collaboratives to increase awareness of VR services for business
- f) Promote VR Business Services and VR overall through social media, write posts, share videos, write articles in trade journals, etc.
- g) Share industry specific data with business managers, CEOs, HR, labor groups
- h) Support the Summer Youth Internship Program by speaking to youth at the camps on the employer perspective on disability hiring
- i) Offer disability awareness training (Windmills, etc.) for supervisors and employees

2. TALENT ACQUISITION & HIRING/WORK BASED EXPERIENCES

Summary- Inclusive hiring consulting, talent matching, CASs, OJT, WBEs

- a) Educate employers about:
 - i. Work Opportunity Tax Credit (WOTC)- refer to our state contact
 - ii. Disabled Access Credit
 - iii. Barrier Removal Tax Deduction
 - iv. Federal bonding program
 - v. Apprenticeship incentives
 - vi. Workforce training grants (e.g., WIOA, state training funds)
 - vii. 700-hour program
- b) Develop or support on-the-job trainings (OJTs) customized to employer needs
- c) Provide education to Regional Counselors on OJT and how to implement with employers
- d) Provide guidance to employers on universal design for training and onboarding of new hires
- e) Rapid response for job loss prevention services
- f) Help develop inclusive screening processes, job descriptions, essential functions analysis, and inclusive interview practices, tips for ensuring AI screeners are inclusive
- g) Develop relationships for community assessments, WBEs, hand off to CAS or WBE leads
- h) Help identify employer sites for the Summer Youth Internship Program
- i) Promote Silver State works program
- j) Work to connect VR clients to registered apprenticeships
- k) Award employer partners with an inclusive employment award

3. RETENTION & OPTIMIZATION

Summary- Training and Consulting on Retention, Accommodations, ADA & Optimization

- a) Consult with employers on workplace challenges involving employees with disabilities

- b) Send out emails, training fact sheets, data fact sheets on accommodations, ROI data briefs on job loss costs, ROI, etc. or other tools and tips to promote employee retention (some industry specific)
 - c) Offer disability awareness training (Windmills, etc.) for supervisors and employees
 - d) Provide consultation on disability-related business practice topics (inclusion, etiquette, language, accommodations).
 - e) Offer guidance on ADA responsibilities and reasonable accommodation processes.
 - f) Conduct job-site walkthroughs or accessibility reviews (informal, not compliance enforcement).
 - g) Assist with evaluating assistive technology (AT) needs or connecting employers to AT experts.
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4. IMPACT & POLICY

Summary- Demonstrating Impact & Return on Investment, Policy & Leadership

- a) Engage with local, regional, statewide and national decision makers, policy leaders and groups to innovate and advance disability employment policy, program and practice changes
 - b) Coordinate cross-agency efforts (workforce system, Medicaid, education, AT programs, for example work with AT specialist to remove barriers and improve productivity with employer before or during employment).
 - c) Producing data and research driven needs assessments, reports, talking points, one sheets, briefs on disability and employment issues and identifying and deploying innovative models
 - d) Measuring & evaluating & reporting ODEP outcomes
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