



**State of Utah**

**GARY R. HERBERT**  
*Governor*

**SPENCER J. COX**  
*Lieutenant Governor*

**Department of  
Workforce Services**

**JON S. PIERPONT**  
*Executive Director*

**CASEY R. CAMERON**  
*Deputy Director*

**GREG PARAS**  
*Deputy Director*

June 1, 2016

Dear Legislators,

One of the top priorities for the Department of Workforce Services (DWS) is a successful transition of the Utah State Office of Rehabilitation (USOR) into the department. With the passing of House Bill 325 in the 2016 Legislative Session, it was evident that this would be a large undertaking with collaboration needed from both sides.

To ensure a smooth transition, we formed a committee of 25 key members from DWS and USOR to identify and manage components of the move, including communication, programs, clients, employees, budget and finance, facilities and technical support.

The draft plan was shared with stakeholders to ensure everything had been addressed before finalizing the plan. Many stakeholders attended our public input sessions around the state and watched the online presentation to provide thoughtful feedback on all aspects. We greatly appreciate the amount of interest and engagement, which helped us develop a comprehensive plan.

The final plan is attached and posted online at [jobs.utah.gov/usortransition](http://jobs.utah.gov/usortransition). The website also features an in-depth FAQ sheet, a video highlighting the planning phase, and additional tools used throughout the building of the plan. Comments or questions not addressed on this webpage may be submitted to [usortransition@utah.gov](mailto:usortransition@utah.gov). All emails to this address are reviewed by the committee and responded to in a timely manner.

Moving forward, the plan will be updated every two weeks to keep stakeholders informed on the progress. Our committee is prepared to manage the execution of the plan and is confident of a successful completion of the transition effective October 1, 2016.

Best,

Jon Pierpont  
Executive Director  
Department of Workforce Services