

Oklahoma Employment Security Commission



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Oklahoma Employment and Training Issuance #06-2009

DATE: 03/31/2009

FROM: Richard J. Gilbertson, Director
Workforce Integrated Programs Division

TO: Chief Local Elected Officials
LLWIB Chairs
LLWIB Staff
Center Managers
System Coordinators

SUBJECT: State Incentive Award Policy for Local Workforce Investment Areas

PURPOSE: This policy outlines the criteria for awarding incentives to Local Workforce Investment Boards (LWIBs) for program year 2008 and rescinds Oklahoma Employment and Training Issuance (OETI) 14-2008.

REFERENCES: Title I of the Workforce Investment Act of 1998 (WIA), Oklahoma Employment and Training Issuance (OETI) 14-2008 Training and Employment Guidance Letter (TEGL) 3-04, TEGL 17-05, TEGL 17-05, change 1 and TEGL 17-07.

BACKGROUND: In July of 2008, the Oklahoma Employment Security Commission (OESC) with assistance of a workgroup consisting of Wagner Peyser and WIA Staff issued OETI 14-2008, State Incentive Policy for Local Workforce Investment Areas (LWIA), establishing 3 new Integrated Service Measures that applied to the Adult, Dislocated Worker and Labor Exchange Programs and 3 new Program Measures that applied to the Youth Programs. This issuance also stated that the USDOL Common Measures for Adults and Youth would also be used but for incentive purposes, the Adult measures would apply to a combined customer pool to include WIA Adults, Dislocated Workers and Labor Exchange customers. That issuance charged Local Workforce Investment Boards (LWIB) with the goal of improving access to quality services through program integration with a focus on demand driven, skills based and integrated service delivery.

The cumulative results were to be calculated and shared with LWIA Board Staff and Center Managers no later than 15 days after the end of each calendar quarter for informational purposes with incentive award eligibility based on a program year, calculated on an annual basis with results distributed after October 1 following the end of the program year.

MESSAGE:

Due to problems encountered capturing the data needed to calculate the 3 Integrated Service Measures for the Adult combined customer pool and the 3 new program measures that applied to the Youth Program, the OESC reconvened the workgroup and determined that these measures must be amended, and some excluded for Program Year 2008.

1. This policy establishes new performance levels for the Integrated Adult Skills Development Service Measures, the Integrated Adult Career Readiness Certificate Measure and rescinds the Integrated Adult Subsequent Service Measure.
2. This policy rescinds the Foster Care Youth Program Measure and the Youth Career Readiness Certificate Measure, leaving the Out of School Youth Measure intact and at the level established by OETI 14-2008.
3. USDOL Common Measures for Adults and Youth will be used for incentive purposes with the Adult program measures and Adult negotiated level applying to a combined pool that includes the WIA Adult program, Dislocated Worker Program and the Labor Exchange program.
4. The eligibility to receive an incentive award for Program Year 2008 is dependant on meeting or exceeding the USDOL program performance measures at the levels negotiated with the State by the LWIB's for the Adult (combined pool) and Youth programs.
5. This policy outlines how the distribution of incentive awards is determined and how those funds may be utilized.

Adult Integrated Service Measures

1. Skills Development Services – Goal –15%

Methodology:

Of those customers receiving a staff assisted service during the program year:

The number of those who receive a skills development service.

Operational Parameters:

- Program year is July 1 through June 30.
- Staff assisted service refers to those services taking place in a physical location.
- Customer refers to co-enrolled WIA Adults, Dislocated Worker and Labor Exchange clients.
- A skills development service is a short term prevocational service, occupational skill training, on-the-job training, work experience or apprenticeship.
- Oklahoma Service Link will be the vehicle used to determine those that received a staff assisted service and those that received a skills development service.

2. Career Readiness Certificates – Goal – 5%

Methodology:

Of those customers receiving a staff assisted service during the program year:

The number of those who obtain a Career Readiness Certificate.

Operational Parameters:

- Program year is July 1 through June 30.
- Staff assisted service refers to those services taking place in a physical location.
- Customer refers to co-enrolled WIA Adults, Dislocated Workers and Labor Exchange clients.

- Oklahoma Service Link will be the vehicle used to determine obtainment of a Career Readiness Certificate.

Adult Program Measures

1. Adult Entered Employment Rate – 71%

Methodology:

Of those who are not employed at the date of participation:

The number of adult participants who are employed in the first quarter after the exit quarter divided by the number of adult participants who exit during the quarter.

Operational Parameters:

- “Adult” refers the integrated customer pool that encompasses WIA Adult, Dislocated Worker and Labor Exchange.
- **See TEGL 17-05 for additional operational parameters.**

2. Adult Employment Retention Rate – 83%

Methodology:

Of those who are employed in the first quarter after the exit quarter:

The number of adult participants who are employed in both the second and third quarters after the exit quarter divided by the number of adult participants who exit during the quarter.

Operational Parameters:

- “Adult” refers to the integrated customer pool that encompasses WIA Adult, Dislocated Worker and Labor Exchange.
- **See TEGL 17-05 for additional operational parameters.**

3. Average Earnings –11,200

Methodology:

Of those adult participants who are employed in the first, second, and third quarters after the exit quarter:

Total earnings in the second quarter plus total earnings in the third quarter after the exit quarter divided by the number of adult participants who exit during the quarter.

Operational Parameters:

- “Adult” refers the integrated customer pool that encompasses WIA Adult, Dislocated Worker and Labor Exchange.
- **See TEGL 17-05 for additional operational parameters.**

Youth Program Measures

1. Youth Placement in Employment or Education – 61.5

Methodology:

Of those 14-21 who are not in post-secondary education or employment (including the military) at the date of participation:

The number of youth participants who are in employment (including the military) or enrolled in post-secondary education and/or advanced training/occupational skills training in the first quarter after the exit quarter divided by the number of youth participants who exit during the quarter.

- See TEGL 17-05 for operational parameters.

2. Youth Attainment of a Degree or Certificate – 43.5

Methodology:

Of those 14-21 enrolled in education (at the date of participation or at any point during the program):
The number of youth participants who attain a diploma, GED, or certificate by the end of the third quarter after the exit quarter divided by the number of youth participants who exit during the quarter.

- See TEGL 17-05 for operational parameters.

3. Youth Literacy & Numeracy Gain – 31

Methodology:

Of those out-of-school youth who are basic skills deficient:

The number of youth participants who increase one or more educational functioning levels divided by the number of participants who have completed a year in the youth program (i.e., one year from the date of first youth program service) plus the number of participants who exit before completing a year in the youth program.

- See TEGL 17-05, change 1 for operational parameters.

4. Out of School Youth Enrollment–State Goal – 50%

Methodology:

Of those ages 14-21 enrolled in a WIA Youth Program during the program year:
The percentage of those that meet the definition of Out-of-School Youth

Operational Parameters:

- Program year is July 1 through June 30.
- Out-of-School Youth are defined in TEGL 17-05.
- Oklahoma Service Link will be the vehicle used to determine the percentage of Out-of-School youth enrolled during the program year.

Award Eligibility Process

Incentive awards will be based on the LWIAs meeting or exceeding the levels the state negotiated with the USDOL for the combined Adult program and the Youth program. LWIAs may be eligible for an incentive award for each measure that is met or exceeded, provided they *do not* fall below 90% of the level negotiated by the State with USDOL on any one measure. The amount of the incentive award is dependant upon each LWIAs total contribution to meeting the statewide goal. The numerators (number of those individuals achieving) of measures met or exceeded will be divided into the total incentive fund giving each individual in the numerator a monetary value. Each LWIA will be awarded

a dollar amount based on number of individuals from their LWIA that had a positive effect on the measure that was met or exceeded. Incentive award eligibility will be based on a program year, calculated on an annual basis and the incentive award eligibility results distributed after October 1 following the end of the program year.

Awarding of Incentive Funds

LWIAs eligible for incentive awards based on the guidelines set out by this policy will be notified of the monetary value of the award by October 30 following the end of the program year. The incentive award will be distributed to the fiscal agent who must follow the LWIB's approved budget in expending the funds. Incentive funds shall be used to foster coordination and integration of Workforce Development services as outlined by the LWIB's Integrated Service Delivery Design.

Action Required: Please distribute this issuance to appropriate staff and include it as part of your permanent records.

Rescissions: This issuance rescinds OETI 14-2008

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