

# **OKLAHOMA SERVICELINK DESK AID**

## **WIA MANAGEMENT REPORTS**

*OCTOBER 2011*



*OKLAHOMA EMPLOYMENT  
SECURITY COMMISSION*

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### » Accessing Reports

#### Useful Tips

- Remember, most reports update over the weekend.
- Selecting reports by office instead of by area may make for quicker return of reports.
- When selecting format, select HTML for the initial report. HTML will allow you to drill down into the report when you see an active (underlined) link. When you get where you want to be if you open and save the report in Excel you will have the ability to manipulate and/or sort the information on the report.
- Most reports give a brief description at the bottom of the report explaining which fields in the system were used to populate the report.
- Some reports take longer than other reports to run. Have patience. Do not hit refresh or enter again. If the report times out, you may try running the report again during non-peak hours.
- For the quickest results pursue the smallest timeframe, number of items to reduce the number of fields the system must search to compile the report.

## » Reporting Menu

The screenshot shows the Oklahoma JobLink web application interface. At the top left is the state seal and the text "Oklahoma JobLink". At the top right is a "LOG OUT" link. Below the header is a navigation bar with "Home", "Logout", and "Print" icons. A left-hand navigation menu is open, with "Reporting" highlighted. The "Reporting" menu has a sub-menu open, with "WIA Reports" highlighted. The "WIA Reports" sub-menu has a sub-sub-menu open, with "Management Reports" highlighted. The main content area shows a table titled "Agencies" with a header "Agency Name" and a list of agency names.

**Oklahoma JobLink** LOG OUT

Home Logout Print

**Reporting** ▶

- Labor Market Reports ▶
- WIA Reports** ▶
  - Management Reports**
  - Performance Reports
- TAA Reports ▶
- Labor Exchange Reports ▶
- Case Manager Reports
- EEO Reports
- Provider Reports
- Self Service Reports
- Miscellaneous Reports

**Agencies**

**Agency Name**

|                                           |
|-------------------------------------------|
| Oklahoma Commission on Children and Youth |
| Oklahoma Department of Commerce           |
| Oklahoma Department of Education          |
| Health                                    |
| Community                                 |
| Substance Abuse                           |
| Affairs                                   |
| Finance                                   |
| OSCEP                                     |
| Workforce Oklahoma Integrated Programs    |

## WIA Management Reports Menu

The screenshot shows the Oklahoma JobLink web application interface. At the top left is the Oklahoma State Seal. The header contains the text "Oklahoma JobLink" and a "LOG OUT" link. Below the header is a navigation bar with "Home", "Logout", and "Print" options. A left-hand menu is expanded to show "Management" reports. The main content area lists 15 report categories under the heading "Management Reports".

| Management Reports                     |
|----------------------------------------|
| Aged Pending Client Report             |
| WIA Exit Warning - Statewide           |
| WIA Exit Warning - Local Area/WIB      |
| WIA Exit Warning - Office              |
| WIA No Participation - Statewide       |
| WIA No Participation - Local Area/WIB  |
| WIA No Participation - Office          |
| WIA Recently Exited - Statewide        |
| WIA Recently Exited - Local Area/WIB   |
| WIA Recently Exited - Office           |
| WIA Youth 5 Percent Report - Statewide |
| WIA Youth Elements - Statewide         |
| WIA Youth Elements - Local Area/WIB    |
| WIA Youth Elements - Office            |

## ➤ Aged Pending Client Report

The aged pending report is used to see those enrollments which have not yet been approved and the number of days they have been on the list. Note: services, testing, notes, etc... may be entered prior to approval. Services given prior to enrollment approval should be considered when approving or denying the enrollment.

| Column Heading                                | Comment                                                                                                                          |
|-----------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------|
| Provider, area, office                        | Where enrolled                                                                                                                   |
| PID & client name                             | Clickable when opened in HTML                                                                                                    |
| Specific program enrollment & enrollment date |                                                                                                                                  |
| # of days enrolled                            | Number of days since enrollment occurred and when into a pending status. Enrollments should not be left in pending over 45 days. |
| Staff                                         | Case manager that requested enrollment approval                                                                                  |

Click on the participant ID number which is highlighted on the HTML report, and the Pending Enrollment screen will display and allow approval or denial of the enrollment. If an enrollment is denied a case note is required explaining the denial. Enrollments that are denied must have eligibility re-determined before a new enrollment may be entered.

| Aged Pending Enrollment Report - Generated 10/06/2011 |          |                         |                        |                   |               |             |           |                  |
|-------------------------------------------------------|----------|-------------------------|------------------------|-------------------|---------------|-------------|-----------|------------------|
| Agency                                                | Region   | Office                  | Part. ID               | Client Name       | Enrollment    | Enroll Date | # of Days | Staff Name       |
| SCSEP                                                 | Oklahoma | NORTHEAST-SCSEP         | <a href="#">427422</a> | Sullivan, Paul    | SCSEP         | 7/15/2011   | 83        | Mary Satterwhite |
| Workforce Oklahoma                                    | Central  | Norman Workforce Center | <a href="#">903522</a> | Cleaver, Kaylee   | Younger Youth | 4/28/2011   | 161       | Katrina Hollins  |
| Workforce Oklahoma                                    | Central  | Norman Workforce Center | <a href="#">917368</a> | Graham, Charles   | Younger Youth | 6/29/2011   | 99        | Katrina Hollins  |
| Workforce Oklahoma                                    | Central  | Norman Workforce Center | <a href="#">790515</a> | King, Carmen      | Younger Youth | 7/7/2011    | 91        | Katrina Hollins  |
| Workforce Oklahoma                                    | Central  | Norman Workforce Center | <a href="#">851881</a> | Spanhook, Phillip | Younger Youth | 7/18/2011   | 80        | Katrina Hollins  |

Oklahoma JobLink LOG OUT

Home Station RC99 K. Cleaver Logout Print

**Pending Enrollment**

Review enrollment information.

\* Indicates a required field

|                  |                                         |
|------------------|-----------------------------------------|
| Name             | Kaylee Cleaver                          |
| Part ID          | 903522                                  |
| Enrollment       | Younger Youth (Local Formula)           |
| Eligibility Date | 04/28/2011                              |
| * Enroll Date    | <input type="text" value="04/28/2011"/> |

Comments (250 character max.)

[Check spelling](#)

Enroll Detail Print Version Return Approve Add Note Deny

## WIA Exit Warning

The exit warning report is used to see enrollments are scheduled to exit program participation due to lack of service or lack of entry of service. The report will give the program of enrollment, date of last service and number of days until the enrollment closes. This report is an excellent tool for case managers to use to prevent unintended exits. To get the most accurate results the report should be run at the first of the week.

| Column Heading      | Comment                                     |
|---------------------|---------------------------------------------|
| PID, client name    | Clickable when opened in HTML               |
| Staff               | Name of case manager attached to enrollment |
| Program, enrollment | May show multiple programs/enrollments      |
| Days until Exit     | Shows potential exits up to 60 days out     |
| Last service date   | Taken from Service and Training Plan        |

This report is updated weekly and may be run by office or area. When a case manager runs this report by office and saves it in Excel they will have the ability to sort by case manager to find clients from their case load that are about to exit. If the client is still receiving services the case manager can then update the service and training plan and prevent an unintentional exit from occurring.

| WIA Exit Warning Report - OKC - Eastside Workforce Center Office |           |            |                   |                          |                               |                 |                   |                            |
|------------------------------------------------------------------|-----------|------------|-------------------|--------------------------|-------------------------------|-----------------|-------------------|----------------------------|
| As of 10/01/2011                                                 |           |            |                   |                          |                               |                 |                   |                            |
| Printed 10/07/2011                                               |           |            |                   |                          |                               |                 |                   |                            |
| Participant ID                                                   | Last Name | First Name | Case Manager Name | Program Name             | Enrollment Name               | Days Until Exit | Last Service Date | Service Enrollment Type    |
| <a href="#">827339</a>                                           | Peters    | Devin      | Linda Alford      | Workforce Investment Act | Adult (Local Formula)         | 5               | 7/8/2011          | Adult (Local Formula)      |
| <a href="#">827339</a>                                           | Peters    | Devin      | Linda Alford      | Workforce Investment Act | Younger Youth (Local Formula) | 5               | 7/8/2011          | Adult (Local Formula)      |
| <a href="#">866231</a>                                           | Johns     | Joy        | Andrea Baldwin    | Workforce Investment Act | Adult (Local Formula)         | 5               | 7/8/2011          | Self Service Participation |
| <a href="#">899772</a>                                           | Garrett   | Randy      | Karen Davis       | Workforce Investment Act | Adult (Local Formula)         | 5               | 7/8/2011          | Self Service Participation |
| <a href="#">722691</a>                                           | Lee       | Charlotte  | Karen Davis       | Workforce Investment Act | Adult (Local Formula)         | 5               | 7/8/2011          | Adult (Local Formula)      |
| <a href="#">874656</a>                                           | Germany   | Verdell    | Zee Matlock       | Workforce Investment Act | Adult (Local Formula)         | 5               | 7/8/2011          | Self Service Participation |
| <a href="#">912707</a>                                           | Hunter    | Valerie    | Zee Matlock       | Workforce Investment Act | Adult (Local Formula)         | 5               | 7/8/2011          | Referral                   |
| <a href="#">79962</a>                                            | Durley    | Lisa       | Christine Ratliff | Workforce Investment Act | Adult (Local Formula)         | 5               | 7/8/2011          | Adult (Local Formula)      |

The screenshot shows the Oklahoma JobLink web application. The header includes the Oklahoma JobLink logo and a 'LOG OUT' button. Below the header is a navigation bar with links for Home, Station T987, B. Clyma, Logout, and Print. The main content area displays a 'Service/Training Plan for Bobby D Clyma' with a table of services. The table has columns for Service Type, Provider, Status, and Completed. The services listed are: Supportive Services One Time (Wholesale Tool - SS for Tools for OJT, Completed, 07/25/2011), Career Guidance (ResCare Workforce Services, Completed, 07/13/2011), Comprehensive Assessment (ResCare Workforce Services, Completed, 07/13/2011), and Individual Employment Plan (ResCare Workforce Services, Completed, 07/13/2011). Below the table is a message: 'Please click the Add Service button to add a new service or training. Click the Services Quick Entry button to add a new completed service. Click the Call-in button to generate a call-in notice to the client. Click the Service Type link to view/edit details for existing services.' At the bottom are buttons for Services Quick Entry, Add Service, Enrollment Details, and Call-in.

## WIA No Participation

The No Participation report is used to display enrollments that were opened without the entry of a service into the Service and Training plan.

| Column Heading           | Comment                                  |
|--------------------------|------------------------------------------|
| PID & client name        | Clickable when opened in HTML            |
| Staff                    | Staff person that entered the enrollment |
| Program, enrollment name | Program of enrollment                    |
| Days since enrollment    |                                          |

The report is updated weekly and may be run by area or office. This report should be used to ensure staff are entering a service each time they enter a program enrollment. An enrollment without a service does not count. Normally these errors can be corrected by a correct entry of a service into the Service and Training Plan. This report may be used as a training tool to ensure staff understand the importance of entering a program service to match the date of enrollment. If an enrollment is done and a service has not been given, state office must be contacted so the enrollment can be removed.

| WIA No Participation Report - Holdenville Workforce Center Office -- Printed 10/07/2011 |                   |           |              |                      |                 |                 |                       |
|-----------------------------------------------------------------------------------------|-------------------|-----------|--------------|----------------------|-----------------|-----------------|-----------------------|
| Participant ID                                                                          | Case Manager Name | Last Name | First Name   | Program Name         | Enrollment Name | Enrollment Date | Days Since Enrollment |
| <a href="#">178492</a>                                                                  | Mary Sanderson    | Camp      | Jesse        | Workforce Investment | Adult (Local)   | 9/30/2011       | 6                     |
| <a href="#">89575</a>                                                                   | Mary Sanderson    | Story     | Darly        | Workforce Investment | Adult (Local)   | 9/30/2011       | 6                     |
| <a href="#">502740</a>                                                                  | Mary Sanderson    | Thomason  | Melinda      | Workforce Investment | Adult (Local)   | 9/28/2011       | 8                     |
| <a href="#">448327</a>                                                                  | Mary Sanderson    | Goodman   | Roy (Tyrell) | Workforce Investment | Adult (Local)   | 9/27/2011       | 9                     |
| <a href="#">86388</a>                                                                   | Mary Sanderson    | Davis     | Judeth       | Workforce Investment | Adult (Local)   | 9/26/2011       | 10                    |

| WIA Program Details for Jesse R Camp                                                                                                      |                                                                                                               |
|-------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------|
| Click on the appropriate link to add, view, or edit the information. You will be restricted to information based on your privilege level. |                                                                                                               |
| Program ID                                                                                                                                | 3416231                                                                                                       |
| Reassign Office                                                                                                                           | Current Office: Holdenville Workforce Center<br>Reassign the office for this particular program registration. |
| Wages                                                                                                                                     | Enter wage information.                                                                                       |
| Outcomes                                                                                                                                  | Enter outcome information.                                                                                    |
| Program Notes                                                                                                                             | There have been no notes entered for this program.                                                            |
| Enrollment/Eligibility Date List                                                                                                          | View the enrollment and eligibility dates.                                                                    |
| Printable Version                                                                                                                         | Select the program sections to print.                                                                         |
| <b>WIA Enrollments</b>                                                                                                                    |                                                                                                               |
| Adult (Local Formula)                                                                                                                     | 09/30/2011 - Open                                                                                             |

| WIA Adult (Local Formula) Enrollment Details for Jesse R Camp                                                                             |                                                                                                                                 |
|-------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------|
| Click on the appropriate link to add, view, or edit the information. You will be restricted to information based on your privilege level. |                                                                                                                                 |
| Participant ID                                                                                                                            | 178492                                                                                                                          |
| Program ID                                                                                                                                | 3416231                                                                                                                         |
| Enrollment ID                                                                                                                             | 3526660                                                                                                                         |
| Enrollment Info                                                                                                                           | Enrolled: 09/30/2011. Non Stimulus Funding.                                                                                     |
| EEO Notice                                                                                                                                | 09/30/2011                                                                                                                      |
| Primary Casetracker                                                                                                                       | Mary Sanderson<br>Mary.Sanderson@oesc.state.ok.us<br>Phone: (405) 379-5452<br>Alt. Phone: (405) 702-3061<br>Fax: (405) 379-6355 |
| Enrolled By:                                                                                                                              | Mary Sanderson                                                                                                                  |
| Testing Information                                                                                                                       | View the client's information about testing related to this enrollment.                                                         |
| Goals and Interests                                                                                                                       | No goals have been entered.                                                                                                     |
| Educational Grants                                                                                                                        | No grants have been entered.                                                                                                    |
| Service and Training Plan                                                                                                                 | No services have been entered.                                                                                                  |

## WIA Recently Exited

The WIA Recently Exited report is used to see those enrollments which have exited within the last 1-60 days

| Item Shown          | Comment                                                                                                                                            |
|---------------------|----------------------------------------------------------------------------------------------------------------------------------------------------|
| PID, client name    | Clickable when opened in HTML                                                                                                                      |
| Staff, Office       | Office where exit occurred and staff that was assigned to enrollment                                                                               |
| Program, enrollment | Program and enrollment that exited                                                                                                                 |
| Days since exit     |                                                                                                                                                    |
| Program exit date   | Exit date is occurs 90 days after the last program service and the exit date is retroactive back to the date of the last program service.          |
| Date processed      | Exit dates are processed on the first Saturday after 90 days have elapsed from the last date a staff assisted service was recorded for the client. |

This report is updated every weekend and may be run by state, area or office. Staff have the option to choose a report showing those who have exited within past 10,20,30,40,50 or 60 days. This report is invaluable as a case management tool in letting case managers know who has exited and potentially needs to have exit questions answered and/or outcomes entered. It can also be used to identify any exits that may have occurred that were not caught on the soft exit warning report. Staff must keep in mind that due to common measure guidelines the exit date may reflect a self-service or a service given by another program such as Job Service, TAA or RES.

| WIA Recently Exited Report - Ada Workforce Center Office -- Printed 10/07/2011 |           |            |              |                      |                          |                       |                 |                   |                |
|--------------------------------------------------------------------------------|-----------|------------|--------------|----------------------|--------------------------|-----------------------|-----------------|-------------------|----------------|
| Participant ID                                                                 | Last Name | First Name | Case Manager | Office               | Program Name             | Enrollment Name       | Days Since Exit | Program Exit Date | Date Processed |
| <a href="#">892862</a>                                                         | Chaney    | Matthew    | Brandy Ke    | Ada Workforce Center | Workforce Investment Act | Adult (Local Formula) | 1               | 7/7/2011          | 10/6/2011      |
| <a href="#">917834</a>                                                         | Edwards   | Damon      | Brandy Ke    | Ada Workforce Center | Workforce Investment Act | Adult (Local Formula) | 1               | 7/7/2011          | 10/6/2011      |
| <a href="#">916824</a>                                                         | Crane     | Gayle      | Brandy Ke    | Ada Workforce Center | Workforce Investment Act | Adult (Local Formula) | 2               | 7/6/2011          | 10/5/2011      |
| <a href="#">915166</a>                                                         | Harris    | Timothy    | Brandy Ke    | Ada Workforce Center | Workforce Investment Act | Adult (Local Formula) | 2               | 7/6/2011          | 10/5/2011      |
| <a href="#">220921</a>                                                         | Lamoni    | Janita     | Brandy Ke    | Ada Workforce Center | Workforce Investment Act | Adult (Local Formula) | 2               | 7/6/2011          | 10/5/2011      |
| <a href="#">917160</a>                                                         | Merchant  | MarySue    | Brandy Ke    | Ada Workforce Center | Workforce Investment Act | Adult (Local Formula) | 2               | 7/6/2011          | 10/5/2011      |

| Program Registrations                      |                                                        |
|--------------------------------------------|--------------------------------------------------------|
| Job Service                                | 04/20/2011 - 07/07/2011 in Ada Workforce Center office |
| Project Moves                              | The client is not eligible for PM.                     |
| Workforce Investment Act                   | 04/20/2011 - 07/07/2011 in Ada Workforce Center office |
| Participant Entered Self-Service Activity  | There are 40 self-services recorded.                   |
| Date of Last Login                         | 07/07/2011                                             |
| To find out about my skills and abilities. | 07/07/2011 OK State Admin                              |
| To get assistance with my job search.      | 07/07/2011 OK State Admin                              |
| To get assistance with my resume.          | 07/07/2011 OK State Admin                              |

## WIA Youth 5 %

The WIA Youth 5% report shows the participants enrolled and served who do not meet the minimum income requirement to be considered eligible youth. The report can only be run statewide and on a program year basis. The program year is chosen by indicating the end date of the program year desired for viewing.

| Column Heading       | Comment                                                                                         |
|----------------------|-------------------------------------------------------------------------------------------------|
| Area                 | Statewide is the first area listed followed by LWIB .                                           |
| Older Youth Served   | Total number of all Older Youth served during the specified program year                        |
| Older Youth 5%       | Total of those Older Youth served that were enrolled by qualifying under the 5% rule            |
| Younger Youth Served | Total number of all Younger Youth served during the specified program year                      |
| Younger Youth 5%     | Total number of those Younger Youth served that were served by qualifying under the 5% rule     |
| Total Youth Served   | Total number of both Older and Younger Youth served during the specified program year           |
| Total Youth 5%       | Total number of those Older and Younger Youth that were served by qualifying under the 5% rule. |
| Percent Served 5%    | Percentage of total youth that were served by qualifying under the 5% rule.                     |

The report is updated every weekend. The ARRA columns were for Program Year 2009 only. Staff may drill down to the participant level if the report is opened in HTML.

| Youth Served 5% Report for OK<br>07/01/2010 thru 06/30/2011<br>Generated 10/07/2011 |                     |                   |                      |                   |                     |                   |                   |                     |                   |                        |
|-------------------------------------------------------------------------------------|---------------------|-------------------|----------------------|-------------------|---------------------|-------------------|-------------------|---------------------|-------------------|------------------------|
| Area                                                                                | Older Youth Served  | Older Youth 5%    | Younger Youth Served | Younger Youth 5%  | Total Youth Served  | Total Youth 5%    | Percent Served 5% | ARRA Youth Served   | ARRA Youth 5%     | Percent Served ARRA 5% |
| <b>State Total</b>                                                                  | <b>557</b>          | <b>2</b>          | <b>800</b>           | <b>10</b>         | <b>1357</b>         | <b>12</b>         | <b>0.88%</b>      | <b>1039</b>         | <b>4</b>          | <b>0.38%</b>           |
| 05-CentralRegion                                                                    | <a href="#">243</a> | <a href="#">1</a> | <a href="#">271</a>  | <a href="#">1</a> | <a href="#">514</a> | <a href="#">2</a> | 0.39%             | <a href="#">190</a> | <a href="#">0</a> | 0.00%                  |
| 06-SouthCentralRegion                                                               | <a href="#">45</a>  | <a href="#">0</a> | <a href="#">119</a>  | <a href="#">4</a> | <a href="#">164</a> | <a href="#">4</a> | 2.44%             | <a href="#">41</a>  | <a href="#">0</a> | 0.00%                  |
| 07-NorthEastRegion                                                                  | <a href="#">30</a>  | <a href="#">0</a> | <a href="#">33</a>   | <a href="#">0</a> | <a href="#">63</a>  | <a href="#">0</a> | 0.00%             | <a href="#">78</a>  | <a href="#">0</a> | 0.00%                  |

| Younger Youth 5%<br>07/01/2010 thru 06/30/2011<br>Generated 10/07/2011 |                  |               |                              |            |     |
|------------------------------------------------------------------------|------------------|---------------|------------------------------|------------|-----|
| Participant ID                                                         | Name             | Area          | Office                       | Staff      | 5%  |
| <a href="#">822949</a>                                                 | Sidwell, Heather | CentralRegion | Youth & Family Services, WIA | Huff, Kirk | Yes |

## WIA Youth Elements

The WIA Youth Elements report is used to show the number of service by element for younger and older youth. This report may be run statewide or by Local Area or office. Staff may also choose what timeframe they want the report to cover and whether they want a detailed report or a summary report.

### Detailed Report

| Column Heading                | Comments                       |
|-------------------------------|--------------------------------|
| PID, client name              | Clickable when opened in HTML  |
| Service, start date, end date |                                |
| Case Manager                  | Staff that entered the service |
| Youth type                    | Older or Younger               |
| Element                       | Element the service is tied to |

| Youth Enrollments in Elements Report<br>Participant between 07/01/2010 and 06/30/2011 |                 |                              |               |             |                 |         |                                        |
|---------------------------------------------------------------------------------------|-----------------|------------------------------|---------------|-------------|-----------------|---------|----------------------------------------|
| Participant ID                                                                        | Name            | Service                      | Start Service | End Service | Case Manager    | Youth   | Element                                |
| <a href="#">622505</a>                                                                | Ashley Abutoh   | Tutoring                     | 11/1/2010     | 11/3/2010   | Linda Alford    | Older   | Educational Achievement Services       |
| <a href="#">842216</a>                                                                | Jessika Cornish | Alternative Secondary Scho   | 4/15/2011     | 5/15/2011   | Linda Alford    | Older   | Alternative Secondary School Offerings |
| <a href="#">911598</a>                                                                | Amy Tumbleson   | Summer Employment Oppc       | 6/8/2011      |             | Linda Alford    | Younger | Summer Employment Opportunities        |
| <a href="#">852183</a>                                                                | Alyess Anderson | Work Experience              | 7/15/2010     | 11/19/2010  | Linda Alford    | Older   | Work Experience                        |
| <a href="#">863646</a>                                                                | Ebony Williams  | Occupational Skills Training | 10/4/2010     | 3/4/2011    | Jeromy Buchanan | Younger | Occupational Skills Training           |
| <a href="#">852183</a>                                                                | Alyess Anderson | Life Skills Training         | 10/22/2010    | 10/22/2010  | Linda Alford    | Older   | Leadership Development Opportunities   |
| <a href="#">622505</a>                                                                | Ashley Abutoh   | Supportive Service Transpo   | 5/16/2011     | 5/16/2011   | Linda Alford    | Older   | Supportive Services                    |
| <a href="#">777810</a>                                                                | Wvasmine Love   | Adult Mentoring              | 9/15/2010     | 9/15/2010   | Yolanda Russell | Younger | Adult Mentoring                        |

### Summary Report

| Column Heading | Comments                                                                |
|----------------|-------------------------------------------------------------------------|
| Youth Element  | Name of Element                                                         |
| Younger Youth  | Total Younger Youth that received service tied to that specific element |
| Older Youth    | Total Older Youth that received service tied to that specific element   |

| Youth Enrollments in Elements Report<br>Participant between 07/01/2010 and 06/30/2011 |               |             |
|---------------------------------------------------------------------------------------|---------------|-------------|
| Youth Element                                                                         | Enrollments   |             |
|                                                                                       | Younger Youth | Older Youth |
| <b>Total</b>                                                                          | <b>253</b>    | <b>204</b>  |
| Educational Achievement Services                                                      | 112           | 59          |
| Alternative Secondary School Offerings                                                | 6             | 3           |
| Summer Employment Opportunities                                                       | 16            | 3           |
| Work Experience                                                                       | 35            | 22          |
| Occupational Skills Training                                                          | 35            | 62          |
| Leadership Development Opportunities                                                  | 31            | 18          |
| Supportive Services                                                                   | 17            | 37          |
| Adult Mentoring                                                                       | 1             | 0           |

**» WIA Youth Elements**

**For further assistance with any Oklahoma Service Link WIA reports,  
contact:**

**Robyn Coman  
robyn.coman@oesc.state.ok.us  
405-557-5318**

**Or**

**Pam Hoskins  
pam.hoskins@oesc.state.ok.us  
405-557-5462**