

PRISM Steering Committee

March 13, 2013

8:00 am to 10:00 am

Oregon Employment Department, Dave Pleasant Conference Room

Attending: Agnes Balassa, John Glen, Meg Reinhold, Graham Slater, Laurie Warner

Absent: Jordana Barclay, Xochitl Esparza, Cam Preus, David Ritacco

Guests: Krissa Caldwell, Elaine Pandolfi, Kurt Tackman

WORKFORCE DATA QUALITY INITIATIVE

Graham gave an overview of the just-released DOL grant: \$1.2 million, three years, a grant application due date of April 25, 2013. More information will follow.

PRISM INITIATIVES, 2012-2013 (MAJOR UPDATES ONLY, SHOWN IN BOLD)

- New measures:
 - o **13th quarter wage gain – worked in test, not in production, still in problem-solving**
 - o Title 1B breakouts – pending Cam discussion/comments later on the agenda
 - o **Veterans – done**
- New programs:
 - o **Commission for the Blind – visited; waiting for new Commissioner director**
 - o **Food Stamp Employment Program – visited; first “implementation” meeting on March 20**
 - o Migrant Seasonal Farm Workers – no action
 - o Youth Conservation Corps – pending direction from Cam/program staff
 - o Senior Community Service Employment Program – probably not happening
 - o **Trade Act – implementation meetings continue**
- PRISM funding / cost allocation – no action needed at this time
- Presentation of reports / tables:
 - o Aggregation of detailed programs to summary levels – pending decisions on 1b data presentation
 - o Distinguishing individuals from completions – completed for placement; not completed (and not top priority) for retention or wage gain
- PRISM Steering Committee:
 - o Membership – completed

HOW WE HANDLE YOUTH

The goal of PRISM-related discussions early in 2012 was that if any program is part of the workforce system, we would want the ability to measure their outcomes, within PRISM. But when we started meeting with individual programs, some complications and grey areas became apparent. For example, is the goal of Oregon Youth Conservation Corps programs that the young people find jobs or that the young people stay in or return to school?

Philosophically, is OYCC a workforce program? Is the primary purpose work? Or education? OYCC is about both. The young people benefit from work experience, but if they're 13 years old, we definitely want them staying in school.

So ideally, we'd want the ability to develop outcome data for both job placement AND enrollment in school. This needs to be considered as plans for the future grant application move forward.

One component of our work in preparing the grant application and implementing the grant, if funded, will be to thoroughly review the current PRISM measures and make sure they're the right ones for the future. (For example, should we add a measure that talks about "being in school"?)

AGREEMENT: OYCC's work does support the workforce system. Whether or not OYCC records belong in PRISM is a conversation for the grant-funded development work.

Continuing discussion: "just staying in school" isn't enough; the goal is that the youth are engaged in career-technical education programs.

We should be able to link to Project ALDER-related data to find out whether OYCC youth are in school. We get SSNs on those individuals. That tracking should be possible.

- **Graham will share discussion about the OYCC-like components of PRISM and the new possible PRISM grant with members of the Project ALDER Executive Committee.**

HOW WE HANDLE DISLOCATED WORKERS

99% of dislocated workers are also registered in the adult 1B program. They're only broken out because of DOL performance measures. The only exception would be a dislocated worker who's not 18.

AGREEMENT: There's no reason to break the dislocated workers out.

PRISM currently has just one line for all of Title 1B.

AGREEMENT: Move the Title 1B data to two lines:

- **Title 1B Adult**
- **Title 1B Youth**

PRISM BUDGET / BUDGET DEVELOPMENT

Graham gave an overview of the PRISM budget, historical budget development, and current cost allocation methodologies.

The summary gave a good view of "what is", and helped raise questions about "what should be" for the future.

AGREEMENT: We need further discussions about the future budget mechanism at a future Steering Committee – to reflect integration, future membership.

THE WORLD OF WOMIS

Elaine and Kurt gave an overview of WOMIS. Key points:

- WOMIS has data on adults, but it does not gather information on youth. (However, youth are entered into i-Trak, which is part of WOMIS.)
- WOMIS manages common customer data: e.g. address changes, other updates.

- WOMIS is about “common information we need to know about a person”, common registration.
- WOMIS has four key components: WIN, iMatchSkills, I-Trac, TAAMIS (Trade Act). It will add UI, once UI is part of a common registration process.

WOMIS has two primary purposes:

1. Get initial registration, make eligibility determinations from one single registration. This was a huge accomplishment.
2. Provide data for the federal performance measures.

Individual data from WOMIS feeds into the OED Data Warehouse.

SHOULD THE PLACEMENT RATE BE AN ENTERED EMPLOYMENT RATE? DISCUSS.

Greg Newton asked whether PRISM is tracking placement (a hands-on activity) or employment (i.e. the person we served shows up as employed). Put another way, placement is a service; we’re tracking an outcome.

Is there any reason not to just change the title to “entered employment?” One problem is that the federal measures use “entered employment” with a slightly different definition.

AGREEMENT: Change the Placement Rate to the Employment Rate.

OTHER BUSINESS

- Project ALDER: Graham is providing more information to the Project ALDER team, regarding PRISM and the need to find out if workforce system participants are in school.
- OWIB Outcome Measures, Federal Measures, PRISM: we currently have three sets of measures; conversations are taking place about how best to use them, without confusion. Graham asked that he be included in those conversations.
- PRISM Steering Committee meetings:
 - o May 8; July 10; September 11; November 13 ... all 8 am to 10 am.
- Future agenda items:
 - o Project ALDER – An Overview
 - o ORCA (Vocational Rehabilitation Data System) – An Overview
 - o Add items from today’s meeting.

TEN THINGS YOU SHOULD KNOW ABOUT THE PRISM BUDGET

March 13, 2013

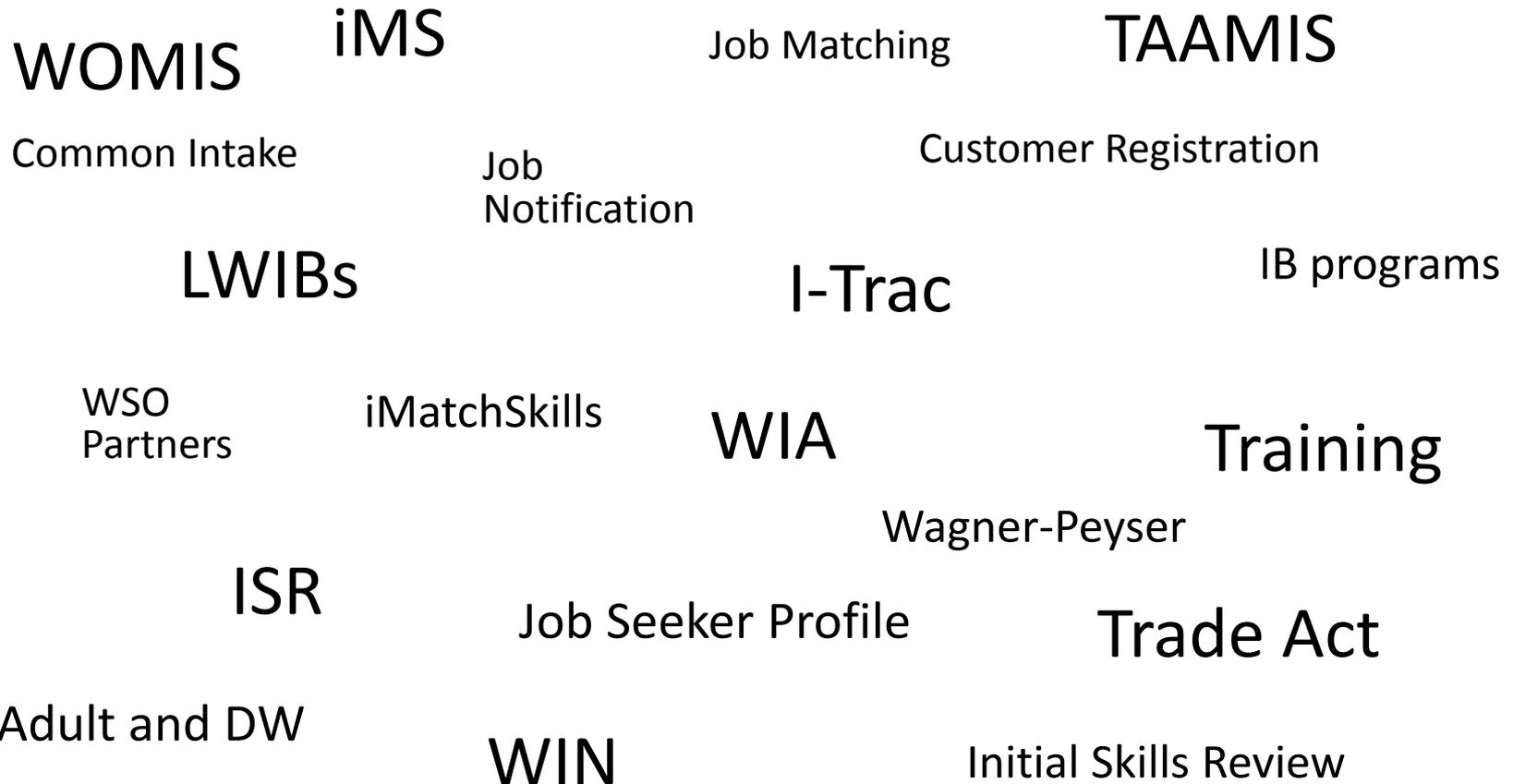
1. The PRISM budget funds most of the PRISM Coordinator's position, a 0.2 FTE PRISM back-up staff person, part of a PRISM-focused IT position, and small portions of two or three other staff (including relevant managers).
2. The PRISM budget is intended to cover the cost of a) routine operation of PRISM, b) communicating the information from PRISM (responding to information requests, giving presentations), c) fixing problems, and d) making minor to moderate program improvements.
3. The PRISM budget has hovered in the \$430,000 - \$465,000 (biennial) range for the last five biennia.
4. The PRISM budget is paid for by the PRISM member agencies. Currently, those are Department of Community Colleges and Workforce Development, Department of Human Services, and Employment Department.
5. The PRISM budget is allocated to the member agencies based on the following:
 - a. The number of SSNs submitted to and processed (matched) by PRISM.
 - i. This builds on our standard charging practice for non-PRISM SSN-wage record matches: \$500-\$1,500 per wage record match, depending on the number of SSNs.
 - ii. This accounted for about \$32,000 of the total PRISM budget for 2013-2015.
 - b. Remaining costs equally shared among the three partner agencies.
 - c. As a result, DHS pays roughly \$152,000, while CCWD and OED each pay roughly \$156,000.
6. During the biennial budget development process, OED proposes the following biennium's PRISM budget; program and budget staff from the member agencies agree on the final amounts.
7. There has long been agreement that the system is best-served by making it as easy as possible for new member agencies to join, including giving them some sort of "gradual" process toward full budget contributions. (To an extent, even if a new member agency pays a less-than-full share of their normal budget contribution, that still reduces costs for the existing member agencies.)
8. The current funding mechanism will work well as we add more programs from within the existing three member agencies to PRISM. However, it likely would not work well if we add some very small agencies to PRISM. It doesn't seem feasible for a stand-alone agency that serves, for example, 200 people per year, to be paying tens of thousands of dollars toward PRISM.
9. Before we add new member agencies, we will develop and propose alternative cost allocation models for the Steering Committee's consideration.
10. There's not a tenth thing. The PRISM budget isn't that complicated.

World of WOMIS

WorkSource Oregon Management Information Systems

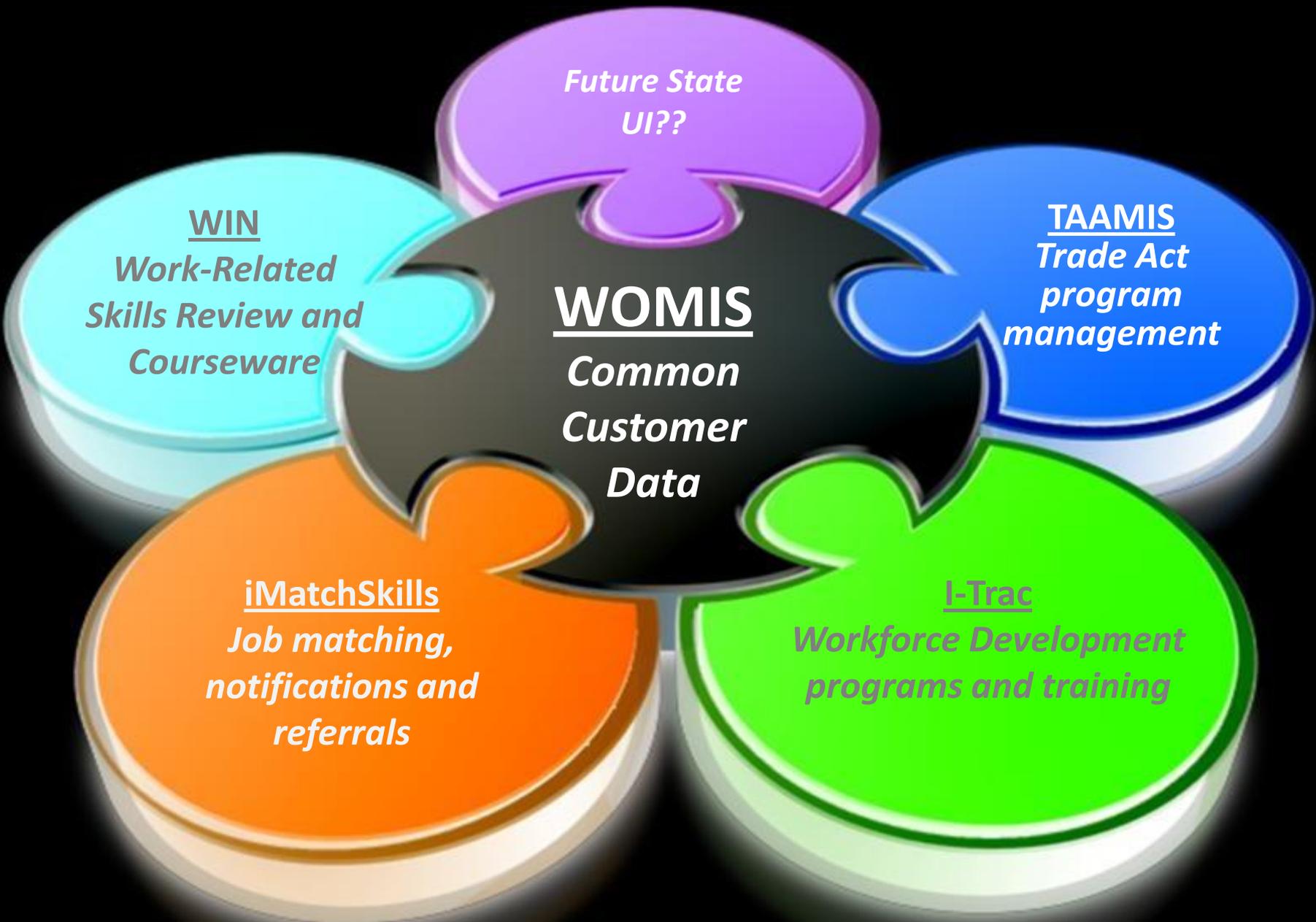
March 2013

Where does WSO get data?? How does WSO use data??





- WSO learns about the Job Seeker** through online customer registration in WOMIS.
- WOMIS creates a Common Customer Data** record for the Job Seeker used by WSO programs.
- WOMIS manages Common Customer Data** for WSO programs.

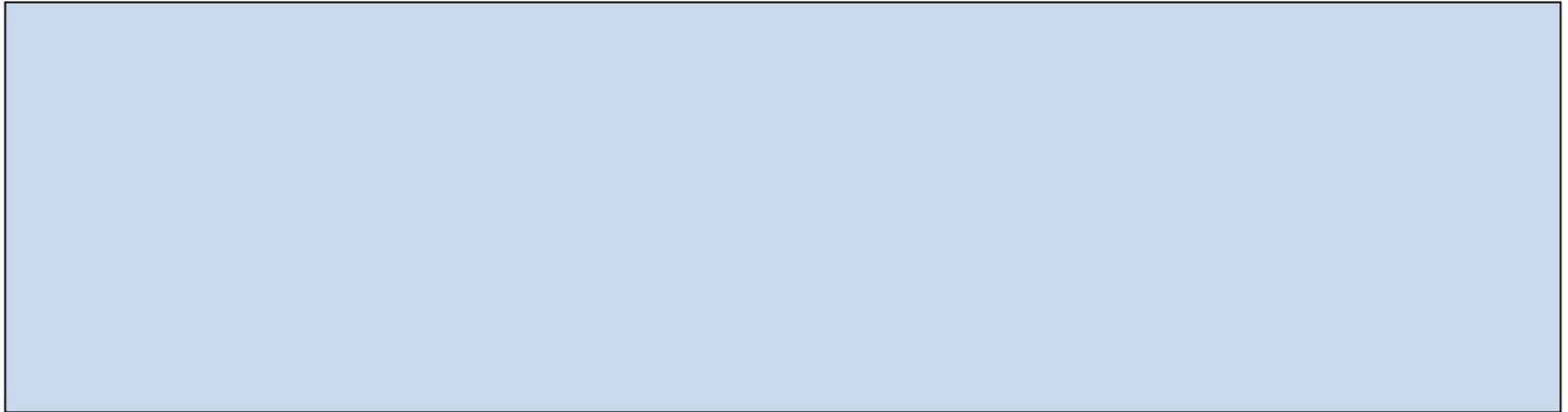


WorkSource Oregon's MISSION: To communicate effectively with key audiences so that information is easy to find and resources are readily available to all Oregon businesses and workers.

WOMIS

Worksource Oregon Management Information System

***Serving the Customer :
Job Seekers and Employers***



***Federal & Mgmt Performance
Reporting***



To access the WSO system, create a user name and password

New User

* First Name:

Middle Name:

* Last Name:

Suffix: <-- Select -->

Maiden Name:

SSN: [Why does WorkSource Oregon need my SSN?](#)

Confirm SSN:

* Birth Date (MM/DD/YYYY):

* Confirm Birth Date (MM/DD/YYYY):

* Username:

Username must be at least 8 and no more than 75 characters, no spaces, cannot be all the same character, and must contain at least one letter and at least one number or special character.
Username may only contain the following:

- letters (a-z,A-Z)
- numbers (0-9)
- @
- period
- dash
- underline

* Password:

Password must be at least 8 characters, cannot be the same as the username, and must contain at least one letter and one number.

Login to complete the registration process.

Registration - Welcome Back



Welcome back to the WorkSource Oregon Online Registration

The information that you've previously entered has been saved. The Registration process will begin at the beginning, so that you may review your information as you complete the remaining process.

The registration process will consist of approximately six screens. Please allow 30 minutes to complete the process. If you are unable to complete all the screens, you may exit and resume at a later date.

Please click the "Next" button to continue.

[Next](#)

[Exit](#)

Oregon

** Indicates a required field.*

All information collected is confidential and may be used for federal reporting purposes.



Contact Information includes mailing address, phones, email.

Registration - Contact Information

Progress: 10%

* First Name:	<input type="text" value="Snickers"/>	
Middle Name:	<input type="text"/>	
* Last Name:	<input type="text" value="Hound"/>	
Maiden Name:	<input type="text"/>	
Suffix:	<-- Select --> <input type="button" value="v"/>	
SSN:	<input type="text"/>	Why does WorkSource Oregon need my SSN?
Confirm SSN:	<input type="text"/>	
* Birth Date (MM/DD/YYYY):	<input type="text" value="01/01/1985"/>	
* Confirm Birth Date (MM/DD/YYYY):	<input type="text" value="01/01/1985"/>	
* Gender:	<input type="radio"/> Male <input checked="" type="radio"/> Female	
* Mailing Address:	<input type="text" value="1234 Main Street"/>	
* City:	<input type="text" value="Eugene"/>	
* State:	<input type="text" value="Oregon"/> <input type="button" value="v"/>	
* Zip Code:	<input type="text" value="97401"/>	
Non-U.S. Province/State:	<input type="text"/>	
* Country:	<input type="text" value="United States"/>	
Home Phone:	<input type="text"/>	
Cell Phone:	<input type="text"/>	

General Information includes demographic and Veteran's status.

Registration - General Information

Progress: 30%

* Do you experience a disability?	<input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Choose not to respond
* Are you a citizen of the United States of America?	<input type="radio"/> Yes <input type="radio"/> No
Race: (select all that apply)	<input type="checkbox"/> Asian <input type="checkbox"/> Native American or Alaskan Native <input type="checkbox"/> Black or African American <input type="checkbox"/> Hawaiian Native or Other Pacific Islander <input type="checkbox"/> White <input type="checkbox"/> Unknown or Undeclared
* Are you of Hispanic or Latino ethnicity?	<input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Not Declared
To understand WorkSource Oregon services, do you require information in a language other than English?	<input type="radio"/> Yes <input type="radio"/> No
Preferred Language:	---- Select a Language ---- <input type="button" value="v"/>
* Did you serve on active duty in the military? If in the National Guard or Reserves, do not consider training days such as Basic Training or Annual Training.	<input type="radio"/> Yes <input type="radio"/> No
* Are you the spouse or dependent (per Title 38, Ch 35) of a veteran who has a 100% service-connected disability, who died of a service-connected disability, who died while on active duty, or who was/is Missing in Action?	

Income Status includes factors that determine program eligibility and barriers.

Registration - Income Status

Progress: 

* Are you currently employed?	<input type="radio"/> Yes <input type="radio"/> No
* Are you currently homeless?	<input type="radio"/> Yes <input type="radio"/> No
* Are you currently a student?	<-- Select -->
* Highest grade completed:	<-- Select -->
* Do you require assistance in overcoming barriers to employment resulting from a record of arrest or conviction?	<input type="radio"/> Yes <input type="radio"/> No
* Were most of your wages in the last 12 months from working on any or all of the following?:	
• Farm	<input type="radio"/> Yes <input type="radio"/> No
• Orchard	
• Plant Nursery	
• Christmas tree farm	
• Packing shed	
* Are you receiving or have you been determined eligible for...	

Selective Service is required for participation in some WSO programs.

Registration - Selective Service

Progress:



In order to qualify for certain federally funded benefits, every man ages 18 through 25 and residing in the United States must register with Selective Service (otherwise known as "the Draft").

I have registered with Selective Service.

I have not registered for one of the following reasons:

- During the time I was required to register for Selective Service I was incarcerated, institutionalized, hospitalized, or confined to home.
 - I entered the United States or became a nationalized citizen after my 26th birthday.
 - I changed my gender, affecting my eligibility for Selective Service registration.
 - I have non-immigrant alien status and so am not required to register
 - I was unaware of the requirements to register - I did not knowingly or willfully fail to register.

I was aware of the requirements to register - I know and understand this affects my qualification for certain

Registration - Agreement

Progress:

80%

WorkSource Oregon Equal Opportunity Statement

[In Spanish - En español](#)

[In Russian - in русский](#)

[In Vietnamese - Trong tiếng Việt](#)

EQUAL OPPORTUNITY IS THE LAW

It is against the law for this recipient of Federal financial assistance to discriminate on the following bases: Against any individual in the United States, on the basis of race, color, religion, sex, national origin, age, disability, political beliefs, marital status, familial status, or parental status; and Against any beneficiary of programs financially assisted under Title I of the Workforce Investment Act of 1998, on the basis of the beneficiary's citizenship/status as a lawfully admitted immigrant authorized to work in the United States, participation in any WIA Title I financially assisted program or activity. The recipient must not discriminate in any of the following areas: Deciding who will be admitted, or have access to, any WIA Title I financially assisted program or activity; providing opportunities in, or treating any person with regard to, such a program or activity; or making employment decisions in the administration of, or in connection with, such program or activity.

WHAT TO DO IF YOU BELIEVE YOU HAVE EXPERIENCED DISCRIMINATION

If you think that you have been subjected to discrimination under a WIA Title I financially assisted program or activity, you must file a complaint within 180 days from the date of the alleged violation with either: the recipient's Equal Opportunity Officer (if the person whom the recipient has designated for this purpose); or the Director, Civil Rights Center (CRC), U.S. Department of Labor, 200 Constitution Avenue NW, Room N-4123, Washington, D.C. 20210. If you file your complaint with the CRC, you must wait either until the recipient issues a written Notice of Final Action, or until 90 days have passed (whichever is later) before filing with the Civil Rights Center (see address above). If the recipient does not give you a written Notice of Final Action within 90 days of the day on which you filed your complaint, you do not have to wait for the recipient to issue the Notice of Final Action before filing a complaint with the CRC. However, you must file your CRC complaint within 30 days of the 90-day deadline (which is 120 days after the day on which you filed your complaint with the recipient). If the recipient does give you a written Notice of Final Action on your complaint, but you are dissatisfied with the decision or resolution, you may file a complaint with the CRC within 30 days of the date on which you received the Notice of Final Action. In addition to the information and procedures listed above, each local office maintains a process for dealing with grievances and complaints. Participants and other interested parties affected by the local Workforce Investment System, including one-stop centers, are encouraged to contact a staff member for a copy of this process.

WorkSource Oregon Job Seeker Responsibilities

WorkSource Oregon may make corrections to the information contained in your iMatchSkills or close the account if you are aware of inaccurate or inappropriate information. WorkSource Oregon will attempt to contact the owner of the account to remove the information from the system or before making corrections if the accuracy of the information is in question. Items that might be considered inaccurate or inappropriate include but are not limited to: curse words, offensive language, inappropriate remarks or comments, information that could be used to discriminate against the job seeker, including race, history, education history, experience, licenses, certificates, etc., duplicate records when matching job listings. Oregon staff and employers are prohibited from using disability information or medical-related history as a basis for hiring decisions. If an applicant can perform the essential functions of a job, do not include disability information or medical-related information as part of your iMatchSkills registration information. To keep your iMatchSkills status active, you must at least log on to your account and contact a WorkSource Oregon office; your iMatchSkills account will automatically be inactivated after three months. Inactive job seekers may perform job matches on their own but will not be included in any job matches performed by WorkSource Oregon staff or employers. You may reactivate your account at any time.

WorkSource Oregon Privacy Statement

Privacy Statement

State and Federal law requires the protection and privacy of your records. The WorkSource Oregon is committed to protecting the privacy of our system users, and to providing a safe and secure user experience. WorkSource Oregon is requesting that you provide your Social Security Number (SSN) for the purpose of serving you more effectively. If you do so, your SSN will be used for keeping records, doing research and planning. Your SSN will not be given to the general public. Providing your SSN means that you consent to the use of the number in the manner described above. If you do not provide your SSN, this will not be used as a basis to deny you any services provided by WorkSource Oregon. Authority to request the use of your Social Security Number is established under OAR 471-010-0100(2). Other programs may request or require you to give your SSN as a condition of obtaining services. These programs will separately inform you of this if you apply for their services.

Job seeker information (including your social security number, address, work history, wage information, and unemployment insurance claim information), may be shared in the delivery of workforce programs with WorkSource Oregon agencies and partners that have entered into agreements with the Oregon Employment Department regarding the provision of services and use of personal information. State and Federal laws protect the privacy of this information and those WorkSource Oregon agencies and partners are required to safeguard and not further disclose this information.

Translation Disclaimer Statement

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[In Spanish - En español](#)

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I have read and understand the Equal Opportunity Statement, Job Seeker Responsibilities and Privacy Statement, and I certify that the information entered is true and accurate and I understand that the above information, if misrepresented, inaccurate or incomplete, may be grounds for immediate termination of services and penalties as specified by law.

If you do not agree and choose to Exit, you understand your registration information will not be saved and your access to services will be limited.

I Agree I Do Not Agree

[Back](#)

Accepting the registration agreement allows the customer to access WSO services that they are eligible for.

Welcome, Snickers.

Please complete the following. This will allow you to learn more about the full range of WorkSource Oregon employment services.

- ✓ **Complete your Registration.** Provide some basic information about yourself.
Create your Job Seeker profile in [iMatchSkills](#) This includes your skills, work history, and occupations you are seeking. This will help match you to job openings.
Meet one on one with staff. Learn more about services including career options and options for skill development. Please bring valid identification.

Completed steps are marked with a check.

[Refresh List](#)

Jobs

[iMatchSkills](#)

Unemployment

[File an Unemployment Claim](#)[Job Listings](#)

Resources & Services

[Work-Related Skills Review and Free online Lessons](#)

The Skills Review is a free way to check your work-place skills in Reading, Math, and Locating Information. After you complete the review, free on-line lessons are available to help improve your skills. This is the first step toward earning your National Career Readiness Certificate. [National Career Readiness Certificate](#)

[Job Seeker Resources](#)

This site includes links to job boards, job search tools, career information, training options and other helpful resources.

Common Customer Data (statewide system, used by Public and Staff)
Registration – Eligibility

Serving the Customer:
 Job Seekers and Employers

DATA Transfer between systems

IMS
 (statewide, used by Public and Staff)
 • Job Seeker Profile
 • Job Matching
 • Job Notification
 • Employer Job Posting

I-Trac
 (statewide, used by Partner Staff)
 • Svcs Tracking

TAAMIS
 (statewide, used by Staff)
 • Petition Administration
 • Case Mgmt
 • TRA Administration

WIN
 Initial Skills Assessment

Federal & Mgmt Performance Reporting

OED Data Warehouse

WIA Data from CCWD (monthly)

REPORTING				
Federal	WISARD	9000 Series	TAPR	WISPR (future)
<i>Performance Management Reporting ~ AD HOC Reporting Capability</i>				

WorkSource Oregon

Program	Process	Application
Common Customer Data	Registration – Eligibility	WOMIS
Wagner Peyser	Job Listings, Job Matching, Job Notifications	iMatchSkills (iMS)
WIA – Title IB (Adult & DW)	Workforce Development and Training	I-Trac
Trade Act	Trade Act program management	TAAMIS

*It starts with the Job Seeker and
the Job Seeker starts in WOMIS...*

For more information, please contact:

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