

## Grantee Identifying Information

Grantee Name – State of Oregon Employment Department

Grant Number – MI-244490-13-60-A-41

Program/Project Name – Workforce Data Quality Initiative

Report Submitted by – John Glen, Program Analyst

Grantee Address

875 Union Street NE

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Report Quarter End Date – 9/30/2014

Report Due Date – 11/14/2014

Report Submission Date – 11/14/2014

### A. Summary of Grant Activities

Oregon's grant is tied closely to a complete redesign of Oregon's workforce development system and, related, a redesign of Oregon's workforce system performance measures.

The project has three main phases:

1. Identify and define the workforce performance measures that will be developed and used.

*Phase one was completed during November 2013 and December 2013.*

2. Develop and implement data, survey, and other systems to collect and analyze the necessary performance data. This phase will be completed in collaboration with program and IT state in state and local agencies, organizations, and workforce boards.

*The team is currently in phase two of the project.*

3. Develop and implement a web-based information system giving all relevant audiences the ability to view performance measures based on their customized selections base on geography, program, demographics, etc.

*This phase of the project is scheduled to begin April / May 2015.*

These activities were completed or started during this reporting period.

- ✓ *Business team continued work sessions with the partners to define the data elements required for the newly adopted employment measures. These work sessions determined for each sourcing system how data requirements will be met. Work groups included stakeholders representing Wagner-Peyser, Trade Act, Unemployment Insurance, TANF/JOBS, Vocational Rehabilitation, Title II – Adult Basic Education, Title 1b – Youth, Adults, and Dislocated Workers, Community Colleges – Postsecondary*

*Career Technical Education, SNAP – Supplemental Nutrition Assistance Program, and the WIBs.*

- ✓ *IT staff developed and completed the design of the submission file record layout the partners will use to submit their data.*
- ✓ *DBAs determined that development and test databases can live on existing database servers, thereby eliminating the need for a second server.*
- ✓ *The Quality Assurance Tester met with the partners for the purpose of developing use cases and user stories. These use cases and user stories were refined and placed into Top Team software. This Top Team software will provide QA Test Cases and business process flows.*
- ✓ *Selected team members attended a phone conference hosted by the Secretary of Labor and Secretary of Education regarding the passage of WIOA bill. The passage of this bill will modify the processes and programming around the performance measures. The employment measures, adopted by the partners in November / December 2013, included alignment with the WIA Common Measures. After the passage of WIOA, the partners all agreed the reporting measures within the system should align with WIOA.*

## **B. Status Update on Strategic Partnership Activities**

Oregon Employment Department (OED) has had and continues to have excellent working relationships with the partners from Wagner-Peyser, Trade Act, Unemployment Insurance, TANF/JOBS, Vocational Rehabilitation, Title II – Adult Basic Education, Title 1b – Youth, Adults, and Dislocated Workers, Community Colleges – Postsecondary Career Technical Education, SNAP – Supplemental Nutrition Assistance Program, and the WIBs. All of these partners have had staff around the table as we plan for this new performance measurement system.

The public universities in Oregon are currently administered under the auspices of the Oregon University System (OUS). The OUS is the entity the Oregon Employment Department would ordinarily partner with to link higher education data to workforce data.

However, during the 2013 legislative session, a bill passed transferring the administration of the public universities from OUS to the Higher Education Coordinating Council (HECC). Currently, OUS and HECC are in the midst of the planning process to complete this transfer by June 2015. Included in the bill was the dissolution of OUS scheduled to be completed by June 30, 2015. The staff from HECC are currently in the early phase of identifying staffing needs as they plan the transfer of administrative responsibilities from OUS to HECC.

This procedure of transferring the administration from OUS to HECC has introduced an obstacle for our project team. Staff at HECC have not identified, or hired a data manager which would have the responsibility in collecting, reporting, or sharing of higher education data. This void in staffing leaves our project team in a difficult position of moving forward to link education data with workforce data. Until the transfer of administration is complete or well into the planning phase, and a data manager has been identified or hired, the development of a data sharing agreement between our two agencies is delayed for a indefinite period of time.

### C. Timeline for Grant Activities and Deliverables

This high level [timeline](#) has been developed to show the major tasks within the grant. The overall status of the project is on track. Budget, project dynamics and project health are on track. A caution warning has been assigned to the schedule primarily for two reasons:

- 1) The issue discussed in section B. Status Update on Strategic Partnership Activities. OUS and HECC are working though the transfer of administration of Higher Education in Oregon and is scheduled for completion June 2015. **The result of this unfortunate timing may require our team to apply for an extension of the WDQI grant;** and
- 2) The passage of H.R. 803, the Workforce Innovation and Opportunity Act (WIOA). For more detail please see section E. Key Issues and Technical Assistance Needs.

### Project Status

Schedule	<input type="checkbox"/> On Track	<input checked="" type="checkbox"/> Caution	<input type="checkbox"/> Danger	
Budget	<input checked="" type="checkbox"/> On Track	<input type="checkbox"/> Caution	<input type="checkbox"/> Danger	
Project Dynamics	<input checked="" type="checkbox"/> On Track	<input type="checkbox"/> Caution	<input type="checkbox"/> Danger	
Project Health	<input checked="" type="checkbox"/> On Track	<input type="checkbox"/> Caution	<input type="checkbox"/> Danger	

### D. Data Security and Linkages

No action to report this quarter.

### E. Key Issues and Technical Assistance Needs

The passage of the Workforce Innovation and Opportunity Act (WIOA) arrived at the most inopportune time. During the early planning phase of this project, stakeholders and partners met to identify and define the next iteration of Oregon’s workforce performance measures. This group of stakeholders and partners decided the employment outcome measures i.e., entered employment, employment retention, and average earnings would mirror the federal common measures definitions and operational parameters identified in TEGL 17-05.

The release of the guidance by ETA for the WIOA measures is unknown. The project team must move forward with the project, so the team decided to apply the same operational parameters used in the common measures, but utilize the WIOA measure definitions identified in H.R. 803. The project team is aware that most likely some or all of operational parameters will change under WIOA. By applying the same common measure parameters to the WIOA measures, the end result may save a step or more at the time IT staff begin programming in the operational parameters after the WIOA TEGL is released.

#### **F. Best Practices and Lessons Learned**

Including stakeholders from the onset of the project was essential. By involving key stakeholders and partners during the early planning phase of the project, each work group has had outstanding participation and attendance from each of the partners.

Being flexible is important and a lesson learned by the project team. Some of the tasks within the project may not follow the anticipated timing identified during the early phase of the project, particularly if completion of a deliverable is beyond the control of the project team, e.g., the passage of WIOA, and OUS transferring administration of Higher Education to HECC.

#### **G. Sustainability**

Funding for performance measurement system will be provided by the partners participating in the system. Current partners include the Oregon Employment Department, Department of Human Services, and the Department of Community Colleges and Workforce Development.

#### **H. Additional Information**

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