

## **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 – 6/30/2015

Report Due Date – 8/14/2015

Report Submission Date – 8/12/2015

### **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 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 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 September / October 2015.*

*However, our team is using an iterative and incremental approach of managing the design and build activities, therefore pieces of this phase may begin prior to September.*

These activities were completed or started during this reporting period.

- ✓ *Project staff met with nine partner IT staff for the purpose of reviewing the data dictionary and process to submit files to the system.*
- ✓ *IT staff developed an automated email notifying the Database Administrator that a partner submitted data the PRISM SFTP site.*
- ✓ *Some partner programs don't require participants to provide the SSN in order to receive services. Employment outcome measures require a valid SSN to match to wage records. IT staff have developed an identity resolution program that take those records without SSNs submitted to the system by the partners and match to other records within the system that contain a valid SSN and look for matches with the same first name, date of birth, and gender. This process will increase the number of records in the system used for outcome performance reporting.*
- ✓ *LMI staff processed and signed the Data Sharing Agreement (FEDES) with the State of Maryland Department of Labor for the purpose of obtaining federal wage information for performance reporting. These wage data will be used to supplement employment outcome reporting.*
- ✓ *IT staff developed an extraction process to include out-of-state wage record data from the Wage Record Interchange System (WRIS) and Wage Record Interchange System 2 (WRIS2). These wage data will be used to supplement employment outcome reporting.*
- ✓ *Secure ftp directories were developed by IT staff so that each partner has a separate, secure directory for their quarterly submission files.*
- ✓ *External tables were designed and built so that the partner data files will be automatically loaded into the correct external table.*
- ✓ *An automated email notification process was developed so that the partners will be notified that the four quarterly files they've submitted to the system have been received and will be processed and checked for data validation.*

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

Oregon Employment Department (OED) continues to have excellent working relationships with our partners. These partners will be submitting data to the system for performance reporting:

- 1) Title 1b Youth, Adults, and Dislocated Workers;
- 2) Title II Adult Basic Education;
- 3) Title IV Vocational Rehabilitation;
- 4) Wagner-Peyser Employment Service;
- 5) Community Colleges;
- 6) Temporary Assistance for Needy Families (TANF);
- 7) Supplemental Nutrition Assistance Program (SNAP);
- 8) Trade Act; and
- 9) Unemployment Insurance.

Numbers 1 through 4 are programs authorized by WIOA.

Project team members continue to have discussions with these two education entities for the purpose of including their data in the performance system:

- 10) Higher Education (universities); and
- 11) Education K-12.

**C. Timeline for Grant Activities and Deliverables**

While many aspects of the grant are going well e.g., partnerships, project team dynamics etc., the status of the project schedule indicates a warning of caution. The recent release WIOA data elements by ETA was a welcome site to the project team. However, the project team is eagerly awaiting the release of guidance by ETA for the WIOA measures. Until the guidance is released by ETA, programming for the measures by IT staff have been put on hold. *Depending upon the length of time of the postponement, the schedule for the project may be severely delayed which will likely result in Oregon requesting a one-year grant extension.*

**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**

The project team includes a staff member from the IT security division. The responsibility of this project team member is to review, analyze, and evaluate all processes relative to security of data transmission and data storage.

**E. Key Issues and Technical Assistance Needs**

See C. above.

**F. Best Practices and Lessons Learned**

Flexibility is an important quality to have in a project team. During this project several tasks have been delayed due to circumstances beyond the control of the project team. However, the project team members brainstorm and suggest/recommend tasks that can be accomplished. Team members remain flexible to embrace and move forward on tasks that can be accomplished.

**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 Higher Education Coordinating Commission.

**H. Additional Information**

Name of Grantee Certifying Official/Title – Graham Slater, Research Division Director

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