



WORKFORCE DEVELOPMENT BOARD OF VENTURA COUNTY

PROGRAMS COMMITTEE MEETING

Wednesday, December 5, 2018

3:00 p.m. - 4:30 p.m.

Human Services Agency (Redwood Room)
855 Partridge Drive, Ventura, CA

AGENDA

- | | | |
|-----------|---|-------------------|
| 3:00 p.m. | 1.0 Call to Order, Introductions, and Agenda Review | Tony Skinner |
| 3:32 p.m. | 2.0 Public Comments
<i>Procedure: The public is welcome to comment. All comments not related to items on the agenda may be made at the beginning of the meeting only.</i> | Tony Skinner |
| 3:35 p.m. | 3.0 Consent Item <ul style="list-style-type: none">○ Approval of Minutes: October 3, 2018 | Tony Skinner |
| 3:40 p.m. | 4.0 WIOA Workforce Development <ul style="list-style-type: none">a) WDB Grants Update (with Participant enrollment):<ul style="list-style-type: none">i) Prison to Employment Initiative (P2E)ii) National Dislocated Worker Grant (NDWG)iii) Veterans Employment Assistance Program (VEAP)b) Review of HSA/WIOA Monitoring of Youth Contract Providersc) WIOA Performance Indicators Q1 Reports (PY)18-19 | Patrick Newburn |
| 4:20 p.m. | 5.0 Committee Member Comments | Committee Members |
| 4:30 p.m. | 6.0 Adjournment | Tony Skinner |

Next Meeting:

February 6, 2019 (3:00 p.m. – 4:30 p.m.)
Human Services Agency (Redwood Room)
855 Partridge Drive, Ventura, CA 93003

Individuals who require accommodations for their disabilities (including interpreters and alternate formats) are requested to contact the Workforce Development Board of Ventura County staff at (805) 477-5306 at least five days prior to the meeting. TTY line: 1-800-735-2922.



WDB Programs Committee Meeting
October 3, 2018

MINUTES

Meeting Attendees

Committee Members

Tony Skinner (Chair)*
Tressie Nickelberry
Roger Rice*
Leslie Webster

**WDB Members*

Guests

Emily Alexander (Department of Rehabilitation(DOR))
Nancy Ambriz (Human Services Agency/AFS/WIOA (HSA))
Rebecca Evans (HSA-AFS)
Diana Fernandez (Boys & Girls Clubs Greater Oxnard and Port Hueneme (BGCOP))
Tami Hixon (DOR Interpreter)
Vivian Pettit (HSA-AFS)
Mark Robinson (Lifesigns - Interpreter)
Omar Zapata (BGCOP)

WDB Staff

Patrick Newburn
Ma.Odezza Robite

1.0 Call to Order, Introductions, and Agenda Review

Tony Skinner called the meeting to order at 3:00 p.m.

2.0 Public Comments

None

3.0 Approval of Minutes: August 1, 2018

Motion to Approve: Roger Rice
Second: Leslie Webster
Motion approved

4.0 WIOA Workforce Development Planning:

Patrick Newburn provided several updates and reports on the following topics:

- a. Prison to Employment Initiative: \$37 Mil State General Funds approved for “*Prison to Employment Initiative*” to help Justice Involved Individuals gain meaningful employment upon release from prison. WDB was awarded \$47,500! Consultant to be hired to conduct the research and partner collaboration.
- b. WIOA Youth Programs Monitoring for Program Year 2017-2018 Conducted February 2018: Four observations received May 31, 2018 from EDD required corrective action (gas cards, supportive services expenditures, Incentives, and developing Individual Service Strategy). Newburn explained that WDB responded to EDD August 31, 2018 with a corrective action plan on each of the four observations. Subsequently, WDB has implemented several trainings/ Technical Assistance to the youth contractors, updated specific client files, reviewed and revised WDB policies, and has agreed to conduct quarterly review of sample youth client files provided by contractors to insure compliance with recommendation.

- c. 85% Program Monitoring Adult & Dislocated Worker & Youth Conducted September 2018: EDD reviewed three main areas (program administration, program operations, and AJCC structure). Newburn listed the specific sections: Workforce Development Board (Policies, Contracts, and Grievance Procedures), Oversight and Monitoring, Eligibility, Training Services, Supportive Services, Youth Services (CAP Verification), Adult, Dislocated Worker & Rapid Response. EDD will provide their report within a few weeks.
- d. WDB Policy Bulletins in Development: Newburn provided a preview of three main program policies that are in development that when drafted will be presented for oversight by the committee. Revision to Policy on Apprenticeship Training (Registered Apprenticeships), New Work Based Learning Policy (Overarching Framework), Revision to Policy on On-the-Job Training and Customized Training, and a New I-9 Work Authorization Verification policy (Pathway to Services).
- e. AJCC Hallmarks of Excellence Continuous Improvement Plan: In September 2018, WDB and AJCC Staff conducted preliminary review of AJCC Continuous Improvement Plan. Hallmarks 1 through 3 were reviewed. Implementation of Hallmark Recommendations now in progress include: AJCC partner meetings conducted monthly, new VOS Computer Greeter System being implemented October 2018 with improved layout, AJCC partner cross-training started, career services staff training started August/September 2018, regional training coordinator is hired by HSA/AFS/WIOA, and Consultant to be hired to augment training in future as needed. AJCC Branding under state/federal review so the building signage remains unchanged. Hallmarks 4-8 remain to be discussed in December 2018.
- f. WIOA Performance Goals and Local Area Negotiations for PY18 & PY19:

Ventura Final PY 2018 Performance Goals				
Adults		Dislocated Workers	Youth	
Employment Rate 2nd Quarter After Exit	64.0%	68.0%	65.4%	Employment or Education Rate 2nd Quarter After Exit
Employment Rate 4th Quarter After Exit	60.5%	63.5%	62.0%	Employment or Education Rate 4th Quarter After Exit
Median Earnings 2nd Quarter After Exit	\$5,200	\$7,450	\$3,491*	Median Earnings
Credential Attainment within 4 Quarters After Exit	53.0%	57.0%	53.0%	Credential Attainment within 4 Quarters After Exit
Measurable Skills Gain* *(Proposed / Not Accountable Yet)	51%*	45.70%*	42.70%*	Measurable Skills Gain July 1 through June 30

Ventura Final PY 2019 Performance Goals				
Adults		Dislocated Workers	Youth	
Employment Rate 2nd Quarter After Exit	66.0%	69.5%	66.9%	Employment or Education Rate 2nd Quarter After Exit
Employment Rate 4th Quarter After Exit	62.5%	65.0%	64.0%	Employment or Education Rate 4th Quarter After Exit
Median Earnings 2nd Quarter After Exit	\$5,600	\$7,600	\$3,591*	Median Earnings
Credential Attainment within 4 Quarters After Exit	54.0%	58.0%	54.0%	Credential Attainment within 4 Quarters After Exit
Measurable Skills Gain* *(Proposed / Not Accountable Yet)	53.0%*	46.70%*	42.70%*	Measurable Skills Gain July 1 through June 30

- g. 2017-2018 Year End Review: Committee members reviewed the 2017-2018 Year-End Review and agreed to make the document final and ready for presentation to the WDB.

5.0 Member Comments

Tony Skinner and Joseph Clausi, ACE (Architecture, Construction & Engineering) Charter High School principal participated on the WDB's outreach campaign Workforce Wednesday on AM radio station KVTa. The topic was highlighting the *International Baccalaureate World School for Career Related Programs* (IBCP) that was recently achieved and awarded to the Camarillo based high school. The ACE career pathways offered are similar to advanced placement and offer college credits upon completion. IB diploma program with a hands-on, individualized curriculum is currently offered in 27 countries. It took two years to establish the International Baccalaureate program and they California's only stand-alone IBCP school!

6.0 Adjournment

Tony Skinner adjourned the meeting at 4:20 p.m.

Next Meeting

December 5, 2018 (3:00 p.m. – 4:30 p.m.)
Human Services Agency (Redwood Room)
855 Partridge Drive, Ventura, CA



Workforce Development Board of Ventura County

WIOA QUARTERLY ETA 9173 REPORT

Program Year 2018 – 2019: First Quarter (Q1) July 1, 2018 to September 30, 2018

WIOA PERFORMANCE INDICATORS

DISCLAIMER: The primary indicators of performance reported herein will serve to provide a “snapshot” of success. This PY 2018-19 quarterly report reflects only partial data reported in two indicators (Employment/Education Rate 4th Quarter, and the Credential Attainment Rate) due to complete data being unavailable in 2016 on the report delivery date. The next PY 2018-19 Q2 report will have full data available

(Q1) Quarterly Report (PIRL File- ETA 9173) YOUTH CONTRACTED SERVICE PROVIDERS

	Employment or Education Placement Rate 2nd Quarter After Exit (Cohort Period: 10/1/2016 - 9/30/2017)					Employment or Education Placement Rate 4th Quarter After Exit (Cohort Period: 7/1/2016 - 3/31/2017)					Partial Data Credential Attainment within 4 Quarters After Exit (Cohort Period: 7/1/2016 - 3/31/2017)				
	Goal	Qtr. Actual	Rolling 4 Quarters	Success Rate	Clients	Goal	Qtr. Actual	Rolling 4 Quarters	Success Rate	Clients	Goal	Qtr. Actual	Rolling 4 Quarters	Success Rate	Clients
BGCOP	65.4%	66.7%	65.8%	102.0%	2/3	62.0%	100%	80.0%	161.3%	1/1	53.0%	100%	100%	188.7%	1/1
PPT	65.4%	75%	75.4%	114.7%	9/12	62.0%	100%	66.7%	161.3%	1/1	53.0%	0	8.3%	0	0

	Median Earnings 2nd Quarter After Exit (Cohort Period: 10/1/2016 - 9/30/2017)					Measurable Skills Gain (Cohort Period: 10/1/2017 - 9/30/2018)				
	Goal	Qtr. Actual	Rolling 4 Quarters	Success Rate	Clients	Goal	Qtr. Actual	Rolling 4 Quarters	Success Rate	Clients
BGCOP	\$3,491	\$7242	\$4,305	207.4%	2	42.70%*	70.6%	73.1%	171.2%	12/17
PPT	\$3,491	\$3,616	\$3,375	103.6%	9	42.70%*	23.8%	47.7%	53.9%	10/42

LEGEND

PPT: PathPoint

BGC: Boys & Girls Clubs of Oxnard and Port Hueneme

Goal: LWIA Final Performance Levels for PY 2018-2019

Success Rate: Actual performance divided by goal.

Clients: Numerator = only clients with a *positive* outcome.

Denominator = All clients included in the outcome

NA: Not Available

*(Proposed baseline/ Not yet Accountable)

Rolling 4 Quarters Cohort Period

1. Employment, Education or Training Placement Rate (Q2) (Cohort Period: 10/1/2016 - 9/30/2017)
2. Employment, Education or Training Placement Rate (Q4) (Cohort Period: 7/1/2016 - 3/31/2017)
3. Median Earnings (Cohort Period: 10/1/2016 - 9/30/2017)
4. Credential Rate (Cohort Period: 7/1/2016 - 3/31/2017)

WDB Programs Committee revised 12.07.18

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5. Measurable Skill Gains (Cohort Period: 10/1/2017 - 9/30/2018)

ENROLLMENTS: BGCOP

Participation Summary (Q1)	Enrolled		Exited
Participants Carried In (PY17-18)	29		1
New Participants (PY18-19)	<u>31</u>	Goal: 92	<u>0</u>
Total Participants	60		1

ENROLLMENTS: PPT

Participation Summary (Q1)	Enrolled		Exited
Participants Carried In(Py17-18)	26		1
New Participants	<u>48</u>	Goal: 80	<u>0</u>
Total Participants	74		1

(Q1) Quarterly Report (PIRL File)
Human Services Agency/ Adult & Family Services/ WIOA Career Services

	Employment Placement Rate 2nd Quarter After Exit (Cohort Period: 10/1/2016 - 9/30/2017)					Employment Placement Rate 4th Quarter After Exit (Cohort Period: 7/1/2016 - 3/31/2017)					Partial Data Credential Attainment within 4 Quarters After Exit (Cohort Period: 1/1/2017 - 3/31/2017)				
	Goal	Qtr. Actual	Rolling 4 Quarters	Success Rate	Clients	Goal	Qtr. Actual	Rolling 4 Quarters	Success Rate	Clients	Goal	Qtr. Actual	Rolling 4 Quarters	Success Rate	Clients
Adult	64.0%	93.8%	86.0%	146.6%	15/16	60.5%	84.6%	75.4%	139.8%	22/26	53.0%	85.7%	83.9%	161.7%	6/7
DW	68.0%	89.5%	83.2%	131.6%	17/19	63.5%	80.0	84.2%	126.0%	24/30	57.0%	63.2%	79.7%	110.9%	12/19

	Median Earnings 2nd Quarter After Exit (Cohort Period: 7/1/2017 - 9/30/2017)					Measurable Skills Gain (Cohort Period: 7/1/2018 - 9/30/2018)				
	Goal	Qtr. Actual	Rolling 4 Quarters	Success Rate	Clients	Goal	Qtr. Actual	Rolling 4 Quarters	Success Rate	Clients
Adult	\$5,200	\$6,240	\$6,784	120.0%	15	51.0%*	65.6%	67.8%	128.6%	41/61
DW	\$7,450	\$8,815	\$10,072	118.3%	17	45.7%*	55.7%	53.2%	121.9%	44/79

Rolling 4 Quarters Cohort Period

1. Employment, Education or Training Placement Rate (Q2) (Cohort Period: 10/1/2016 - 9/30/2017)
2. Employment, Education or Training Placement Rate (Q4) (Cohort Period: 7/1/2016 - 3/31/2017)
3. Median Earnings (Cohort Period: 10/1/2016 - 9/30/2017)
4. Credential Rate (Cohort Period: 7/1/2016 - 3/31/2017)
5. Measurable Skill Gains (Cohort Period: 10/1/2017 - 9/30/2018)































*(Proposed baseline/ Not yet Accountable)

ENROLLMENTS: Adult

Participation Summary (Q1)	Enrolled		Exited
Participants Carried In (PY17-18)	49		4
New Participants	<u>31</u>	Goal: 99	<u>0</u>
Total Participants	80		4

ENROLLMENTS: Dislocated Worker

Participation Summary (Q1)	Enrolled		Exited
Participants Carried In (PY17-18)	80		11
New Participants	<u>22</u>	Goal: 107	<u>1</u>
Total Participants	102		12

	First year of "full" WIOA data				
	PY 2016 Oct 2017	PY 2017 Oct 2018	PY 2018 Oct 2019	PY 2019 Oct 2020	PY 2020 Oct 2021
Performance Indicators	% of Data Available on Report Delivery Date*				
<u>Employment Q2</u>	 0%	 100%	 100%	 100%	 100%
<u>Median Earnings Q2</u>	 0%	 100%	 100%	 100%	 100%
<u>Employment Q4</u>	 0%	 50%	 100%	 100%	 100%
<u>Credential – 1 Year</u>	 0%	 50%	 100%	 100%	 100%
<u>Skill Gains (Real Time)</u>	 100%	 100%	 100%	 100%	 100%
<u>Employer Indicators</u>	 0%	 50%	 100%	 100%	 100%

*This information is based on only those Exiters who complete their program on, or after July 1, 2016.



Workforce Development Board of Ventura County ANNUAL REPORT

Program Year 2017 – 2018: July 1, 2017 to June 30, 2018

WIOA PERFORMANCE INDICATORS

DISCLAIMER: The primary indicators of performance reported herein will serve to provide a “snapshot” of success. This PY 2017-18 annual report reflects only partial data reported in two indicators (Employment/Education Rate 4th Quarter, and the Credential Attainment Rate) due to complete data being unavailable in 2016 on the report delivery date. The next PY 2018-19 annual report will have full data available

PY 2017-18

YOUTH CONTRACTED SERVICE PROVIDERS

	1. Employment or Education Placement Rate 2nd Quarter After Exit (Cohort Period: 7/1/2016 - 6/30/2017)				2. Employment or Education Placement Rate 4th Quarter After Exit <i>Partial Data</i> (Cohort Period: 7/1/2016 - 12/31/2016)				3. Credential Attainment within 4 Quarters After Exit <i>Partial Data</i> (Cohort Period: 7/1/2016 - 12/31/2016)			
	Goal	Annual Report	Success Rate	Clients	Goal	Annual Report	Success Rate	Clients	Goal	Annual Report	Success Rate	Clients
BGCOP	65.4%	73.6%	112.5%	53/72	67.2%	75.0%	111.6%	3/4	57.7%	0	0.0%	0/0
PPT	65.4%	76.6%	117.1%	49/64	67.2%	65.2%	97%	15/23	57.7%	0.063	0.001%	1/16

	4. Median Earnings 2nd Quarter After Exit (Cohort Period: 7/1/2016 - 6/30/2017)				5. Measurable Skills Gain (Cohort Period: 7/1/2017 -6/30/2018)			
	Goal	Annual Report	Success Rate	Clients	Goal	Annual Report	Success Rate	Clients
BGCOP	Not Accountable	\$4,053	Not Accountable	47	Not Accountable	78.3%	Not Accountable	36/46
PPT	Not Accountable	\$3,248	Not Accountable	45	Not Accountable	65.6%	Not Accountable	42/64

LEGEND

PPT: PathPoint

BGC: Boys & Girls Clubs of Oxnard and Port Hueneme

Goal: LWIA Final Performance Levels for PY 2017-2018

Success Rate: Actual performance divided by goal.

Clients: Numerator = only clients with a *positive* outcome. Denominator = *All* clients included in the outcome

NA: Not Accountable/ Baseline to be established

*(Proposed baseline/ Not yet Accountable)

PY2017-18 Annual Report

PY 2017-18 YOUTH ENROLLMENTS: BGCOP

Participation Summary (Annual Rpt)	Enrolled		Exited
Participants Carried In (Py16-17)	14		13
New Participants	93	Goal: 92	65
Total Participants	107		78

PY 2017-18 YOUTH ENROLLMENTS: PPT

Participation Summary (Annual Rpt)	Enrolled		Exited
Participants Carried In(Py16-17)	29		29
New Participants	81	Goal: 80	55
Total Participants	110		84

PY 2017-18 YOUTH ENROLLMENTS: VACE (No Contract Awarded PY17/ All carry-in clients served by BGCOP & PPT)

Participation Summary (Annual Rpt)	Enrolled		Exited
Participants Carried In(Py16-17)	16		15
New Participants	0	Goal: 0	0
Total Participants	16		15

PY2017-18 Annual Report

PY 2017-18

Human Services Agency/ Adult & Family Services/ WIOA Career Services

	1. Employment Placement Rate 2nd Quarter After Exit (Cohort Period: 7/1/2016 - 6/30/2017)				2. Employment Placement Rate Partial Data 4th Quarter After Exit (Cohort Period: 7/1/2016 - 12/31/2016)				3. Credential Attainment within 4 Partial Data Quarters After Exit (Cohort Period: 7/1/2016 - 12/31/2016)			
	Goal	Annual Report	Success Rate	Clients	Goal	Annual Report	Success Rate	Clients	Goal	Annual Report	Success Rate	Clients
Adult	60.0%	85.1%	141.8%	80/94	60.0%	69.8%	116.3%	30/43	53.0%	95.8%	180.8%	23/24
DW	71.0%	82.7%	116.5%	105/127	69.5%	85.9%	123.6%	61/71	63.0%	86.0%	136.5%	43/70

	4. Median Earnings 2nd Quarter After Exit (Cohort Period: 7/1/2016 - 6/30/2017)				5. Measurable Skills Gain (Cohort Period: 7/1/2017 -6/30/2018)			
	Goal	Annual Report	Success Rate	Clients	Goal	Annual Report	Success Rate	Clients
Adult	\$4,800	\$7,110	148.1%	80	Not Accountable	62.2%	Not Accountable	69/111
DW	\$7,523	\$9,061	120.4%	105	Not Accountable	70.7%	Not Accountable	106/150































PY 2017-18 ENROLLMENTS: Adult

Participation Summary (Annual Rpt)	Enrolled		Exited
Participants Carried In (PY16-17)	39		38
New Participants	91	Goal: 79	43
Total Participants	130		81

PY 2017-18 ENROLLMENTS: Dislocated Worker

Participation Summary (Annual Rpt)	Enrolled		Exited
Participants Carried In (PY16-17)	84		77
New Participants	111	Goal: 112	38
Total Participants	195		115

PY2017-18 Annual Report

	First year of "full" WIOA data				
	PY 2016 Oct 2017	PY 2017 Oct 2018	PY 2018 Oct 2019	PY 2019 Oct 2020	PY 2020 Oct 2021
Performance Indicators	% of Data Available on Report Delivery Date*				
<u>Employment Q2</u>	 0%	 100%	 100%	 100%	 100%
<u>Median Earnings Q2</u>	 0%	 100%	 100%	 100%	 100%
<u>Employment Q4</u>	 0%	 50%	 100%	 100%	 100%
<u>Credential – 1 Year</u>	 0%	 50%	 100%	 100%	 100%
<u>Skill Gains (Real Time)</u>	 100%	 100%	 100%	 100%	 100%
<u>Employer Indicators</u>	 0%	 50%	 100%	 100%	 100%

*This information is based on only those Exiters who complete their program on, or after July 1, 2016.

November 21, 2018

Erin Antrim, Executive Director
Boys & Girls Club of Greater Oxnard and Port Hueneme
1900 West 5th Street
Oxnard, CA 93035

RE: "Youth Empowerment Program" Workforce Investment Opportunity Act (WIOA)
Contract - Program and Fiscal Compliance Monitoring Report

Dear Mrs. Antrim:

This letter transmits a final report on the recent monitoring of the referenced contract by the County of Ventura Human Services Agency-Contracts & Grants Unit. A summary of the Fiscal finding and your response to the corrective action is listed below. Based on your response, the finding from this monitoring has been successfully resolved.

FISCAL REVIEW

FINDING

Requirement: V. Compensation Schedule County and Contractor acknowledge and agree that this is a cost reimbursement contract and will comply with all federal, state and local rules and regulations.

Finding: Contractor invoiced the County for \$4,000 for bus passes. However, as of October 31, 2018, the Contractor had not purchased the bus passes for which the County was invoiced. Costs not incurred in support of the program are not eligible expenditures and are therefore disallowed.

Corrective Action: Contractor invoiced the County for \$4,000 for bus passes. However, as of October 31, 2018, the Contractor had not purchased the bus passes for which the County was invoiced. Costs not incurred in support of the program are not eligible expenditures and are therefore disallowed.

Contractors Response: *Actions already implemented by Boys & Girls Club: Contractor submitted a receipt for the bus pass purchase of \$4,000 dated October 31, 2018. Contractor's corrective action is to only invoice for expenses incurred and paid during the invoice period.*

Status of Finding: Contractor's corrective action plan is to ensure that they only invoice for costs incurred and paid during the invoice period adequately resolves the issue. The Contractor has also provided documentation that the bus passes were purchased on 10/31/2018 and therefore shall not be required to refund the prior payment. However, contractor should ensure that the expense is not double-billed on the October invoice.

If there are any facts or regulatory issues that you feel are not included in this report that would have a material impact on the decisions included herein, please notify me immediately. Thank you again for your efforts in assisting us in making this program a continuing success. This report has been reviewed by Melissa Livingston, acting WDB Director. If you have any questions, please contact Diana Aguayo-Saldana at 477-5440 or myself at 477-5442.

Sincerely,

Tina Knight
Contracts & Grants Manager



WORKFORCE DEVELOPMENT BOARD OF VENTURA COUNTY Programs Committee

PRIMARY PERFORMANCE INDICATORS

At a Glance

Under section 116(b)(2)(A) of WIOA, there are six primary indicators of performance:

1. **Employment Rate – 2nd Quarter After Exit:** The percentage of participants who are in unsubsidized employment during the second quarter after exit from the program (for title I Youth, the indicator is the percentage of participants in education or training activities, or in unsubsidized employment during the second quarter after exit);
2. **Employment Rate – 4th Quarter After Exit:** The percentage of participants who are in unsubsidized employment during the fourth quarter after exit from the program (for title I Youth, the indicator is the percentage of participants in education or training activities, or in unsubsidized employment during the fourth quarter after exit);
3. **Median Earnings – 2nd Quarter After Exit:** The median earnings of participants who are in unsubsidized employment during the second quarter after exit from the program;
4. **Credential Attainment:** The percentage of those participants enrolled in an education or training program (excluding those in on-the-job training (OJT) and customized training) who attain a recognized postsecondary credential or a secondary school diploma, or its recognized equivalent, during participation in or within one year after exit from the program. A participant who has attained a secondary school diploma or its recognized equivalent is included in the percentage of participants who have attained a secondary school diploma or its recognized equivalent only if the participant also is employed or is enrolled in an education or training program leading to a recognized postsecondary credential within one year after exit from the program;
5. **Measurable Skill Gains:** The percentage of program participants who, during a program year, are in an education or training program that leads to a recognized postsecondary credential or employment and who are achieving measurable skill gains, defined as documented academic, technical, occupational, or other forms of progress, towards such a credential or employment. Depending on the type of education or training program, documented progress is defined as one of the following:
 - Documented achievement of at least one educational functioning level of a participant who is receiving instruction below the postsecondary education level;
 - Documented attainment of a secondary school diploma or its recognized equivalent;
 - Secondary or postsecondary transcript or report card for a sufficient number of credit hours that shows a participant is meeting the State unit's academic standards²;
 - Satisfactory or better progress report, towards established milestones, such as completion of OJT or completion of one year of an apprenticeship program or similar milestones, from an employer or training provider who is providing training; or
 - Successful passage of an exam that is required for a particular occupation or progress in attaining technical or occupational skills as evidenced by trade-related benchmarks such as knowledge-based exams.
6. **Effectiveness in Serving Employers:** WIOA sec. 116(b)(2)(A)(i)(VI) requires the Departments to establish a primary indicator of performance for effectiveness in serving employers. The Departments are piloting three approaches designed to gauge three critical workforce needs of the business community.
 - Approach 1 – Retention with the same employer – addresses the programs' efforts to provide employers with skilled workers;
 - Approach 2 – Repeat Business Customers – addresses the programs' efforts to provide quality engagement and services to employers and sectors and establish productive relationships with employers and sectors over extended periods of time; and

PILOT
PROGRAM:
TBD

- Approach 3 – Employer Penetration Rate – addresses the programs’ efforts to provide quality engagement and services to all employers and sectors within a State and local economy.

Calculations in Detail

The following provides the methodology for calculating the primary indicators of performance for the Title I Adult, Dislocated Worker, Youth and Title III Wagner-Peyser programs.

The standardization of WIOA indicators of performance introduces the ability to “share” performance across core programs, which enables multiple core programs to take credit for co-enrolled participants. For example, if a participant is co-enrolled in Title I Adult, and Title IV VR, both programs can take performance credit for the recognized credential obtained from attending training funded by Title IV. For Title I programs, subrecipients staff should enter performance information (credentials, MSG, etc.) received through other core programs into CalJOBS to ensure performance credit is received. Additionally, up to three Local Workforce Development Areas (Local Areas) can share performance for a participant that is co-enrolled across Local Areas.

1. Employment Rate – 2nd Quarter (Q2) After Exit

The percentage of participants who are in unsubsidized employment (and/or education for Youth participants) during the second quarter after program exit.

A. Adult, DW, and Wagner-Peyser

The number of program participants who exited during the reporting period who are found to be employed, either through direct Unemployment Insurance (UI) wage record match, federal or military employment records, or supplemental wage information in the second quarter after exit (numerator) DIVIDED BY the total number of program participants who exited during the reporting period (denominator). For example:

$$\frac{\text{\# employed or in education Q2 after exit}}{\text{Total \# exited during reporting period}} = \text{Employment Rate Q2 After Exit}$$

B. Youth

The number of program participants who exited during the reporting period who are found to be employed, either through direct UI wage record match, federal or military employment records, or supplemental wage information, OR found to be enrolled in secondary education, postsecondary education, or occupational skills training in the second quarter after exit (numerator) DIVIDED BY the total number of program participants who exited the program during the reporting period (denominator). For example:

$$\frac{\text{\# employed or in education Q2 after exit}}{\text{Total \# exited during reporting period}} = \text{Employment Rate Q2 After Exit}$$

2. Employment Rate – 4th Quarter (Q4) after Exit

The percentage of participants who are in unsubsidized employment (and/or education for Youth participants) during the fourth quarter after program exit.

A. Adult, DW, and Wagner-Peyser

The number of program participants who exited during the reporting period who are found to be employed, either through direct UI wage record match, federal or military employment records, or supplemental wage information in the fourth quarter after exit (numerator) DIVIDED BY the total number of program participants who exited during the reporting period. For example:

$$\frac{\text{\# employed in Q4 after exit}}{\text{Total \# exited during reporting period}} = \text{Employment Rate Q4 After Exit}$$

B. Youth

The number of program participants who exited during the reporting period who are found to be employed, either through direct UI wage record match, federal or military employment records, or supplemental wage information, OR found to be enrolled in secondary education, postsecondary education, or occupational skills training in the fourth quarter after exit (numerator) DIVIDED BY the total number of program participants who exited the program during the reporting period. For example:

$$\frac{\text{\# employed or in education in Q4 after exit}}{\text{Total \# exited during reporting period}} = \text{Employment Rate in Q4 After Exit}$$

3. Median Earnings – 2nd Quarter after Exit

The median earnings of program participants who are in unsubsidized employment during the second quarter after program exit.

The median earnings of participants who are found to be employed, either through direct UI wage record match, federal or military employment records, or supplemental wage information in the second quarter after exit. To find the median wages in the second quarter after exit, place the wage values of each participant in numerical order from lowest to highest and find the middle wage. To simplify, the example below will use values with no more than two digits:

12, 3, 5 becomes 3, 5, 12. The middle digit is 5, therefore, the **Median is 5**

When there are an even amount of numbers, place them in numerical order, find the middle pair of numbers, add them together, and then divide their total by 2. For example:

3, 13, 7, 5 becomes 3, 5, 7, 13. So, $5 + 7 = 12 \div 2 = 6$ The middle digit is 6, therefore, the Median is 6.

The following participants are excluded from the median earnings performance indicator:

- Participants who have exited and are not employed in the second quarter after exit.
- Participants who have exited a program and for whom earnings information is not yet available.
- Participants who have exited from a program and who have \$0 income in the 2nd quarter after exit.

4. Credential Attainment

The number of participants enrolled in an education or training program (excluding On-the-Job Training [OJT] or customized training) who attain a recognized postsecondary credential or a secondary school diploma,* or its recognized equivalent during participation, or within one year of program exit.

A. Adult and DW

The number of participants who attained a recognized postsecondary credential during participation or within one year of program exit (numerator) DIVIDED BY the total number of participants who were enrolled in postsecondary education or training during program participation (excluding OJT or customized training) who have exited. For example:

$$\frac{\text{\# attained credential within time period}}{\text{Total \# exited who enrolled in education or training}} = \text{Credential Attainment}$$

B. Youth

Youth Participants who obtain a secondary school diploma, or its recognized equivalent, must also either be employed, or enrolled in a postsecondary program leading to a recognized postsecondary credential within one year of exit to be included in this performance indicator.

Title I Out-of-school Youth in one of the following are included in this indicator:

- Occupational Skills Training;
- Secondary or postsecondary school attendance school during participation;
- Title II-funded Adult Education at or above the 9th grade level;
- YouthBuild during participation; or
- Job Corps during participation.

The number of Youth participants who obtain a secondary school diploma, or its recognized equivalent, and who are either employed within 4 quarters after program exit or enrolled in a postsecondary program leading to a recognized postsecondary credential within one year (365 days) of program exit DIVIDED BY the total number of participants who enrolled in an education or training program (excluding OJT or customized training) who exited during the reporting period.

$$\frac{\text{\# attain diploma \textbf{and} employed/education w/in time period}}{\text{Total \# exited who enrolled in education or training}} = \text{Credential Attainment}$$

5. Measurable Skill Gains (MSG)

MSGs track a participant's interim progress; therefore, it is intended to capture important pathway progressions based upon "real time." It is NOT an exit-based performance indicator. This enables subrecipients to track and report progress and performance for participants while they are in the program.

Subrecipients are required to document MSGs during the PY (July 1 – June 30) that a participant is enrolled in education or training, regardless if the participant exits in the same PY. This requirement applies to each PY the participant is enrolled in an education or training program.

The five MSG measures require documentation contingent upon the type of training or education for which the participant is enrolled. Participants may fall into one or more of the MSG measures. If a participant falls into more than one MSG measure, subrecipient staff have the flexibility to choose which measure to report. Subrecipients can report on all MSG measures, but only one skill gain per participant will be factored into the performance measure. The following are the five MSG measures, and their corresponding documentation:

1) Educational Functioning Level

Achievement of at least one educational functioning level for a participant receiving instruction below the postsecondary level.

- Compare educational functioning levels using a pre-test and post-test as described in TEGL 10-16.
 - Pre-tests may be provided up to six months prior to program entry.
 - The date of post-test must be within the PY and must be before the program exit date.
- Earned credits from an adult high school program that leads to a secondary school diploma or recognized equivalent.
- Local Boards must work with the local school districts to determine what constitutes as an "earned credit."
- Exits program at the secondary level and enrolls in postsecondary education or training during the PY.

2) Secondary School Diploma

Achievement of a secondary school diploma, or its recognized equivalent.

3) Transcript/Report Card

Secondary or postsecondary transcript or report card that documents the participant is meeting the state's academic standards outlined by the CDE.

- Enrolled in secondary education: transcript or report card for one semester meeting the state's academic standards.
 - Enrolled in postsecondary education: transcript or report card showing a completion of a minimum of 12 hours per semester, or for part-time students a total of at least 12 credit hours over two completed consecutive semesters during the PY, and showing that the participant is meeting the state's academic standards
- 4) Progress Towards Established Milestones
- A satisfactory or better score/evaluation on a training or progress report from the employer, or training documenting progress of meeting established benchmarks (e.g.: an employer/training provider documents a participant's completion of an apprenticeship milestone).
- Progress report showing the attainment of an established milestone from an employer or training provider within the reporting period.
 - Documentation may vary as subrecipients should identify appropriate methodologies based up on the nature of services being provided, but the progress reports must document substantive skill development that the participant has achieved. Examples include:
 - Training reports on milestones completed as the individual masters the required job skills, or steps to complete an OJT or apprenticeship program
 - Increase in pay resulting from newly acquired skills
 - Increase in performance based on newly acquired skills
 - Completion of one year of a registered apprenticeship program
- 5) Passage of an Exam
- Successful passage of a knowledge-based exam that is required to document progression of trade or training-related benchmarks. Documentation may include:
- Passage of an exam in an occupational program.
 - Employer-required knowledge-based exam.
 - Passage of an occupational competency-based assessment.
 - Completion test necessary to obtain a credential.

This indicator includes the number of participants, who, during a PY, are in an education or training program that leads to a recognized postsecondary credential or employment, and who are achieving documented measurable skill gains (numerator) DIVIDED BY the number of participants, who, during any point in the PY are in an education or training program that leads to a postsecondary credential or employment (denominator). The denominator includes participants receiving ongoing services and/or who have received services during the reporting period and have exited the program. For example:

$$\frac{\text{\# in education, training, or employment **and** earned a MSG}}{\text{Total \# that were in education, training, employment}} = \text{MSG}$$
