



WORKFORCE CONNECTION
of Central New Mexico

Workforce Connection of Central New Mexico Full Board

Monday, December 2, 2019

1:30 pm

809 Copper Ave. NW, Albuquerque, NM 87102

Debbie Ortiz, Chair

Jerry Schalow, Chair-Elect

AGENDA

- Call to Order**
- Roll Call – Determination of Quorum**

- Marvis Aragon** – American Indian Chamber of Commerce New Mexico
- Odes Armijo-Caster** – Luz Energy Corp
- Beth Barela** – Manpower of New Mexico
- Celina Bussey** – Central New Mexico Community College
- Doug Calderwood** - NM Aging & Long Term Services Department
- Theresa Carson** – African American Greater Albuquerque Chamber of Commerce
- Herb Crosby** – AVTEC, Inc.
- Reyes Gonzales** - NM Department of Vocational Rehabilitation
- Marni Goodrich** - Yearout Mechanical Inc.
- Victoria Hernandez** - New Mexico Human Services
- Michael Herrick** - Matterform Media, Inc.
- Richard Holcomb** – CliffDweller Digital
- Gregg Hull** – City of Rio Rancho

- Hank Humiston** – New Mexico JATC for Electrical Industry
- Krista Kelley** – Motiva Corporation
- Joseph LiRosi** – Toni & Guy Academy & Salon
- Valarie Lopez** - Presbyterian Healthcare Services
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- Doug Majewski** – The Harman + Majewski Design Group
- Vaadra Martinez** – RiskSense
- John Mierzwa** – Ingenuity Software Labs, Inc
- Ralph L. Mims** – Village of Los Lunas
- Laura Musselwhite** - University of New Mexico Valencia Campus
- Debbie Ortiz, Chair** - RDO Enterprises
- Stacy Sacco** – SACCO Connections
- Melodee Saiz** – Albuquerque Job Corps

- James Salas** – New Mexico Commission for the Blind
- Waldy Salazar** – New Mexico Department of Workforce Solutions
- Leslie Sanchez** – Dual Language Education of New Mexico
- Diane Saya, Treasurer** – Bottom Line Funding NM, LLC
- Jerry Schalow, Chair-Elect**– Rio Rancho Regional Chamber of Commerce
- Raymond Trujillo** – UA Local 412 Plumbers & Pipefitters Training Center
- Carolyn VanderGiesen** - New Mexico Association of Community Partners
- Bob Walton** - Albuquerque Economic Development
- Isaac J. Zamora** – Zamora Business Accounting, PC
-

Approval of Monday, Decmeber 2, 2019, Agenda

- Motion
- Second
- Action

Tab 1 Approval of Minutes, Full Board, August 19, 2019

- Motion
- Second
- Action

PRESENTATION

Presentation – None

ACTION ITEMS

- Tab 2 **Approval of Follow Up Services Policy, OP – No. 416, Change 6**
 Motion
 Second
 Action
- Tab 3 **Approval of Supplemental Wage Data Policy, OP – No. 437, Change 1**
 Motion
 Second
 Action

INFORMATION & DISCUSSION ITEMS

- Tab 4 **Discussion - Conflict of Interest**
Tab 5 **WIOA Monthly Expenditure Report for October 31, 2019**
Tab 6 **Business and Career Center Update Dashboard/TechHire**

REPORTS/UPDATES

Committee Reports

- Training and Service Provider Committee
- Performance and Monitoring Committee
- Youth Standing Committee
- Economic Development Ad-Hoc Committee
- Disability Standing Committee

WIOA Status Updates

PUBLIC COMMENTS/ADJOURNMENT

Public Comments – Anyone who wishes to address the Board must register with the Program Coordinator of the Board

Adjournment

NOTES

Next Meeting:

Date: Monday, February 17, 2020
Time: 1:30 p.m.
Location: Mid-Region Council of Governments

Anyone requiring special accommodations please notify the MRCOG office at 247-1750 seven (7) days prior to the meeting

“Equal Opportunity Program”

MINUTES
Workforce Connection
of Central New Mexico
Full Board Meeting
Monday, August 19, 2019
New Mexico Workforce Connection
809 Copper Ave. NW, Albuquerque, NM 87102
1:30 pm

Roll Call - Determination of Quorum - by Art Martinez

Present

- Marvis Aragon
- Odes Armijo Caster
- Celina Bussey
- Theresa Carson
- Manuel Casias
- Herb Crosby
- Reyes Gonzales
- Marni Goodrich
- Victoria Hernandez
- Greg Hull
- Hank Humiston
- Krista Kelley – Telephone
- Valarie Lopez
- Doug Majewski
- Vaadra Martinez
- John Mierzwa
- Ralph Mims
- Debbie Ortiz
- Stacy Sacco
- James Salas
- Waldy Salazar
- Diane Saya, Treasurer
- Jerry Schalow, Vice-Chair

Absent

- Beth Barela
- Doug Calderwood
- Carol Culver
- Michael Herrick
- Richard Holcomb
- Laura Musselwhite
- Melodee Saiz
- Leslie Sanchez
- Raymond Trujillo
- Carolyn VanderGiesen
- Bob Walton
- Isaac Zamora

Introduction of new board member Theresa Carson

Approval of Monday August 19, 2019 Agenda

Motion: Doug Majewski
Second: Gregg Hull
No Discussion
Action: Passed unanimously by voice vote

Tab 1 **Approval of Minutes, Full Board, June 17, 2019**

Motion: Celina Bussey
Second: Gregg Hull
No Discussion
Action: Passed unanimously by voice vote

PRESENTATION

Presentation – None

ACTION ITEMS

Tab 2 **Approval of WFCP-03-19, PY19 BAR #1**

by Jesse Turley, Workforce Accounting Manager

- Mr. Turley presented BAR #1 for PY19
- This is based on the NMDWS formula allocation letter, dated May 16, 2019, for PY19 and our carry-in amounts from the prior program year PY18.
- NMDWS issued the PY19 allocation with an increase for WCCNM as follows: Adult \$2,605,689, Dislocated Worker \$4,359,558, Youth \$2,284,174 and Administrative in the amount of \$1,027,713 for a PY19 total allocation.
- NMDWS provided a supplemental Grant Agreement Mod late in PY18 in the amount of \$30,253.
- The PY19 Preliminary Budget estimated carry-in from PY18 to PY19 is \$869,000. The Actual carry-in amount is \$1,014,318. The estimation came out with \$150,000 Adult - the actual carry-in was \$226,862, Estimated \$289,000 Dislocated Worker- actual \$312,652, Estimated \$155,000 Youth - actual Youth \$196,023 and the estimated \$275,000 of Administrative dollars coming in at an actual of \$278,781.
- PY19 Bar # 1 Reduces the preliminary planned transfer of Dislocated Worker over to Adult down from 65% to 55%.
- PY19 Bar # 1 Increases Administration for BCC Improvements up from \$300,000 to \$449,304 removing \$70,000 from Board Contractual and an additional \$72,497 Admin which was plugged into Adult/ DW Client Services line.
- The PY19 Preliminary Budget estimated Ticket to Work monies available PY19 at \$58,000, actual is \$61,525.
- PY19 Preliminary budget estimated the H1B1 TechHire 4-year \$4,000,000 grant in its fourth final year with a remaining balance of \$1,800,000, the actual amount is \$1,715,170.
- PY19 budget total is \$13,639,720.

Questions & Comments

Motion: Gregg Hull
Second: Herb Crosby
No Discussion

Tab 3 **Approval of WCCNM Policy New and Updated Policies**

by Art Martinez, Workforce Administrator & Lloyd Aragon, Workforce Manager

- Mr. Martinez & Mr. Aragon explained there were three new policies and two policy updates.
- Mr. Aragon explained the policy updates. He noted some of these policies have been reviewed by the Training & Service Provider Committee for recommendations.
- These updated policies provide the Adult/Dislocated Worker and Youth Provider direction for the implementation and/or services such as workforce activities.
- He stated these updates are necessary to comply with the Workforce Innovation and Opportunity Act.

Questions & Comments

a. Approval of MP-304, Monitoring and Resolution Policy – Change 2

- The Monitoring & Resolution Policy updates the WCCNM oversight and monitoring and its WIOA Programs and contractors as required under Title I of WIOA.

Motion: Gregg Hull

Second: Valarie Lopez

Questions

Motion: Mayor Gregg Hull Made a Motion to amend his Motion to approve Tab 3 Item A

Seconded by Valarie Lopez

Action: Passed unanimously by voice vote

b. Approval of OP-412, On-the-job-Training - Change 4

- Mr. Martinez presented the OJT Policy; he stated it had been presented and approved at the June meeting.
- He noted the policy continues to be reviewed along with our performance measures specified by the State and USDOL. Without knowing the penetration rate and the median wage, at this moment we are failing in the Central Region.
- Page 7 of the policy outlines the following changes being proposed:
 - To ensure equitable funding distribution among multiple industries and employers within the Central Region; any one employer shall not exceed twenty WIOA OJT enrolled employees (maximum) in any given fiscal year. Of the twenty (20) participants, but no more than five (5) may be placed in a contract providing a skill upgrade.
 - On the Job Training contracts within the City of Albuquerque and the City of Rio Rancho must have a minimum hourly requirement of \$13.30 per hour. Exceptions may be made when co-enrolling youth participants

in OJT contracts (in the same municipalities); a minimum of \$10.00 per hour is required.

Highlights from Discussion:

- Ms. Celina Bussey stated that she felt 20 was still too high.
- Mr. Martinez offered a compromise; if we decreased the number of participants to 10 then the service providers could add an additional 50 employers and or participants. This may be most appropriate considering the State monitoring had noted an observation that we continue to service the same employers with multiple OJT contracts.
- Mr. Manuel Casias stated that if you have 4 major employers City of Rio Rancho, City of Albuquerque, etc. and are providing excellent service. Shouldn't there be more questions asked before a decision is made to decrease the participation amount?
- Mr. Jerry Schalow questioned on how they define twenty individuals?
- Mr. Martinez explained it does state twenty WIOA OJT enrolled employees in any given program year. We can adjust the language to make sense as we cannot allow someone to come in, place them on contract, take them off and add another individual to that existing contract. This greatly affects our performance measures.
- SerJobs for Progress WIOA Adult provider stated they have a high success rate of OJT's.
- Ms. Valarie Lopez made a suggestion which allows the individual to job shadow before putting them on an actual OJT contract.
- Out of the top four companies the number of enrollees were 25, 17, 17 and 13.
- Board Member Marni Goodrich with Yearout Mechanical Inc. stated, they use OJT contracts and will continue to use those services. Also due to a potential conflict of interest she will abstain from voting. Board Member Doug Majewski, of Harman + Majewski Design Group also stated that due to their involvement with OJTs it could be a potential conflict of interest, therefore abstaining from voting.
- Average cost of an OJT is \$5,141.00
- Mr. Schalow questioned \$13.30 per hour rate and wanted to know why Rio Rancho is incorporated in this amount when we don't have a minimum wage amount.
- Mr. Martinez explained, predominately, Albuquerque and Rio Rancho are the two cities that use this service and have the most participants. If we are going to attempt to affect the performance measures median wages, it was thought best to include those within the area, therefore creating the opportunity to meet the performance criteria. Rural areas were excluded.
- Mr. Schalow would like the City of Rio Rancho to not be excluded for the \$13.30 per hour requirement due to a large number of non-profit agencies using this service and not being able to pay that higher wage.

Motion: Jerry Schalow made a motion to table this portion of the policy until the next meeting. This way he will be able to speak to the businesses who are utilizing this service, perform his due due diligence and also get feedback.

Discussion

Ms. Bussey requested clarification of the proposed motion made by Mr. Schalow. Clarification that he wanted to omit the part of the proposed policy change which makes specific reference to the localities, Rio Rancho and Albuquerque; removing that portion of the proposed change to the policy yet potentially entertain a motion to the maximum number of individuals in any particular year.

Mr. Schalow stated he would like to get clarification on the enrollees and would like to see the entire OJT Policy and defer action to get a better grasp.

Mr. Herb Crosby stated there had been a lot of discussion about this subject. The Board members had taken in a large amount of information and suggested we follow Mr. Schalow's lead on tabling this section and taking the information we heard, and performing more research done on their own to make a final decision.

Mr. Martinez stated that we want to fund jobs which would lead to a career path of wage self-sufficiency. Wage self-sufficiency is \$32.00 an hour; Mr. Martinez believes \$13.30 an hour is reasonable. We don't want to fund entry level positions that do not lead to career path of self-sufficiency and we don't want to fund someone who is going into a dead-end position.

Mr. Martinez made a recommendation to leave it at \$13.30 an hour and move forward with the ten-individual limitation. Knowing that we need to open up more slots for other employers, move toward that self-sufficiency and a career path for those who have openings that we are not able to fill.

Mr. Schalow asked if there was information in this policy showing the hourly wages from last year or anything supporting this.

Mr. Martinez specified that what supports this change is the performance measures itself. This amendment is required in order to meet this performance measure, which is median income. For example, if you have one hundred people employed, the fiftieth person has to make \$13.30 an hour to meet the measure.

Motion: Jerry Schalow made a motion to postpone the OJT policy to the next meeting on October 21, 2019.

Second: Gregg Hull

Roll Call Vote:

Marvis Aragon - Approve

Odes Armijo Caster - No

Celina Bussey - No

Theresa Carson- No

Manuel Casias- Approve

Herb Crosby- Approve

Reyes Gonzales- No

Marni Goodrich – Abstain

Victoria Hernandez - No
Greg Hull – Approve
Hank Humiston - No
Valarie Lopez - No
Doug Majewski – Abstain
Vaadra Martinez - No
John Mierzwa – No
Ralph Mims – Approve
Debbie Ortiz - No
Stacy Sacco – No
James Salas – No
Waldy Salazar – No
Diane Saya, Treasurer – No
Jerry Schalow, Vice-Chair – Yes

Motion failed by roll call vote

Count

Yes - 6

No - 14

Abstain - 2

Motion: Celina Bussey proposed a substitute motion to approve Tab 3b, presented with the commitment as Mr. Schalow had mentioned to put together a sub-committee of board members in conjunction with the service provider to look at the particular issues raised related to the \$13.30 an hour or the implementation of any type of threshold limitations as a good faith gesture to make sure we are listening to employers and the impact that the proposed policy may have on them.

Celina Bussey corrected the motion to adopt Tab 3b with the change of any one employer shall not exceed ten WIOA OJT enrolled employees (maximum) in any given fiscal year. Of the ten (10) participants, no more than five (5) may be placed in a contract providing a skill upgrade and keep the remaining motion intact as is.

Second: Odes Armijo Caster

Roll Call Vote:

**Marvis Aragon - Approve
Odes Armijo Caster - Approve
Celina Bussey - Approve
Theresa Carson- Approve
Manuel Casias- Approve
Herb Crosby- Approve
Reyes Gonzales- Approve
Marni Goodrich – Abstain
Victoria Hernandez - Approve
Greg Hull – Approve
Hank Humiston - Approve
Valarie Lopez - Approve
Doug Majewski – Abstain
Vaadra Martinez - Approve
John Mierzwa – Approve**

Ralph Mims – Approve
Debbie Ortiz - Approve
Stacy Sacco – Approve
James Salas – Approve
Waldy Salazar – Approve
Diane Saya, Treasurer – Approve
Jerry Schalow, Vice-Chair – No

Count
Yes - 18
No - 1
Abstain – 2

Comments
Action: Passed by roll call vote

For more information on details you may review the recorded minutes at the office of 809 Copper Ave. NW or request a copy.

c. Approval of OP-436, Assistance Services to Wage Claimants – New

- The Assistance Services to Wage Claimants, is a new policy which provides information and procedures to the WCCNM providers when providing assistance to individuals who wish to file wage claims in the Workforce Connection Centers.

Motion: John Mierzwa
Second: Reyes Gonzales
No Discussion
Action: Passed unanimously by voice vote

d. Approval of OP-437, Supplemental Wage Data – New

- Supplemental Wage Data is now a required policy under WIOA; previously WCCNM only required a procedure. This new policy provides direction to WCCNM Providers regarding the permissible use of supplemental wage information to assist in fulfilling the performance accountability requirements under §116 of the WIOA Act.

Motion: Celina Bussey
Second: Theresa Carson
No Discussion
Action: Passed unanimously by voice vote

e. Approval of OP-438, Work Experience – Transitional Jobs Policy - New

- Work Experience - Transitional Jobs Policy provides directions to the Adult/Dislocated Worker Provider for the implementation of this new Work Experience for WIOA eligible adults or dislocated workers.

Motion: Herb Crosby
Second: Theresa Carson
No Discussion
Action: Passed unanimously by voice vote

INFORMATION & DISCUSSION ITEMS

Tab 4 **WIOA Monthly Expenditure Report for June 30, 2019**

by Jesse Turley, Workforce Accounting Manager

- Jesse Turley, WCCNM Accounting Manager, provided reporting for the WIOA Monthly expenditure report as of June 30, 2019.
- Year-to-date formula and other funding sources, Ticket to Work and USDOL Tech Grant expenditures for the current period, totaled \$1,286,094 with a total year-to-date expenditure totaling \$10,251,149.

Questions and Comments Followed

Tab 5 **Business and Career Center Update/Dashboard/TechHire**

by Joy Forehand, Operation Manager & Tawnya Rowland TechHire Program Director, & Lloyd Aragon, WIOA Manager

- Ms. Forehand gave an update on the Business & Career Centers for June & July 2019.
- She also gave a brief overview of the economic outlook for the region and discussed all the recruiting events that have taken place.
- Mr. Aragon presented the Dashboard for of June 30, 2019.
- He also presented the Performance Measures for the 3rd Quarter in the Central Region.
- Ms. Rowland gave an update on TechHire.

REPORTS/UPDATES

Committee Reports

- **Training and Service Provider Committee**
 - No Report
- **Performance and Monitoring Committee**
 - No Report.
- **Youth Council Committee**
 - No Report.
- **Work to Learn/Learn to Work**
 - No Report.
- **Economic Development**
 - No Report.

WIOA Status Updates

By Art Martinez, WCCNM Administrator

- Mr. Martinez provided an update on workforce activities
- He stated the USDOL monitored TechHire. There were some findings in which TechHire responded. USDOL accepted the response and have cleared all findings.
- Will continue doing outreach with Economic Development.
- We will also be starting a new standing Committee for Disability.

PUBLIC COMMENT/ADJOURNMENT

- **Public Comment –**
- **Adjournment – 3:32 p.m.**

NOTES

Next Meeting:

Date: October 21, 2019

Time: 1:30 p.m.

Location: Mid-Region Council of Governments – Board Room

Approved at the December 2, 2019 WCCNM Full Board Meeting:

Debbie Ortiz, WCCNM Chair

ATTEST:

Secretary

“Equal Opportunity Program”

Workforce Connection of Central New Mexico WIOA Follow Up Policy

Action Requested:

Approval of recommendation from the Full Board regarding the Follow Up Services Policy, OP – No. 416, Change 6 for the Workforce Connection of Central New Mexico, effectively January 1, 2020.

Background:

This updated Follow-Up Service Policy transmits guidance for provided follow up services to customers accessing services through the New Mexico Workforce Connection in the Central Region. The Workforce Innovation and Opportunity Act (WIOA) final rules for Follow-Up activity for Adult, Dislocated Workers and Youth are defined and identified.

WCCNM updated policies provide the Adult/Dislocated Worker and Youth Provider direction for implementation and/or services of such workforce activities for WIOA eligible adults/ dislocated workers and youth. Updates are necessary to comply with the Workforce Innovation and Opportunity Act (WIOA), Final Rule effective October 18, 2016:

Financial Impact: None

Do Pass: _____

Do not Pass: _____

New Mexico
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Central Region

Operational Policy NO. OP- 416, Change 65

Subject: Follow Up Services Effective:

PY19 01/01/2020–12/2/2019
PY18–
6/17/2019

BACKGROUND:

This Follow-Up Service Policy transmits guidance for provided follow up services to customers accessing services through the New Mexico Workforce Connection in the Central Region. The Workforce Innovation and Opportunity Act (WIOA) final rules for Follow-Up activity for Adult, Dislocated Workers and Youth are defined and identified.

POLICY:

Adult and Dislocated Worker

In the past and currently, information on Adult/Dislocated Worker follow up services are provided to the customer in a listed format at the time of orientation to inform customers on-going service availability. Under WIOA, (TEGL No. 19-16) Follow-Up services must be provided, as appropriate, for participants in Adult or Dislocated Worker Workforce Investment Activities who are placed in unsubsidized employment, for up to 12 months after the first day of employment. Supportive Services are not allowed during the followupfollow-up. In an effort to clarify Adult/Dislocated Worker Follow-Up Services, upon employment from the WIOA program, those customers assessed in need of Follow-Up services will be provided with such service:

- Additional career planning and counseling
- Contact with the participant's employer including assistance with work-related problems
- Peer support groups
- Information about additional educational opportunities

- Referral to supportive service to meet the participant's employment goals

Follow-up activity known as data entry in our state data base system ([WCOS](#)) is ~~no longer~~ required, including documentation in the participant case file and activity coding as applicable.

Follow-up activity required for special USDOL funded grants shall follow the Agreements set forth in the grant guidelines.

Note: Appropriate follow-up with be conducted once within the following two quarters of unsubsidized employment.

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Youth

Follow-up services (20 CFR S 681.580) are critical services provided following a youth's exit (participant has not received services for 90 days and no additional services are scheduled) from the program to help ensure the youth is successful in employment and/or postsecondary education and training. Follow-up services may include regular contact with a youth participant's employer, including assistance in addressing work-related problems that arise. (Follow-up services may begin immediately following the last expected date of service in the Youth Program when no future services are scheduled. Follow-up services do not cause the exit date to change and do not trigger re-enrollment in the program.)

Follow-up services for youth also may include the following program elements:

- Supportive services
- Adult mentoring
- Financial literacy education
- Services that provide labor market and employment information about ~~in demand~~ in demand industry sectors or occupation available in the local area, such as career awareness, career counseling, and career exploration services. f
- Activities that help youth prepare for and transition to postsecondary education and training.

All youth participant must be offered an opportunity to receive follow-up services that align with their individual service strategies. Furthermore, follow-up services must be provided to all participants for a minimum of 12 months unless the participant declines to receive follow-up services or the participant cannot be located or contacted.

The types of services provided and the duration of services must be determined based on the needs of the individual and therefore, the type and intensity of follow-up services must include more than only a contact attempted or made for securing documentation in order to report a performance outcome.

Provisions of these program elements must occur after the exit date in order to count as follow-up services. When these follow-up services are provided, they are coded as ~~followup~~follow-up services in WCOS as opposed to program services provided prior to program exit. This allows WCOS to clearly differentiate follow-up services from those services provided prior to exit.

In addition, such follow-up services should be documented in the case file that they were provided as follow-up services post exit.

APPLICABILITY

All WCCNM contracted service providers.

INQUIRIES

WIOA Manager 505-724-3629

This Policy has received approval by the Workforce Connection of Central New Mexico Board and rescinds any policy previously in effect.



WCCNM Board Chair

Workforce Connection of Central New Mexico WIOA Supplemental Wage Data Policy

Action Requested:

Approval of recommendation from the Full Board regarding the Supplemental Wage Data Policy, OP – No. 437, Change 1 for the Workforce Connection of Central New Mexico, effectively December 2, 2019.

Background:

This updated Supplemental Wage Data policy provides direction to WCCNM Providers regarding the permissible use of supplemental wage information to assist in fulfilling the performance accountability requirements under §116 of the WIOA Act.

WCCNM updated policies provide the Adult/Dislocated Worker and Youth Provider direction for implementation and/or services of such workforce activities for WIOA eligible adults/dislocated workers and youth. Updates are necessary to comply with the Workforce Innovation and Opportunity Act (WIOA), Final Rule effective October 18, 2016:

Financial Impact: None

Do Pass: _____

Do not Pass: _____

New Mexico
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Connection



Central Region

(DRAFT)

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Operational Policy NO. OP — 437, Chage 1

Subject: Supplemental Wage Data

Effective: PY19, 12/2/201908/19/2019

PURPOSE. The purpose of this guidance is to provide direction to WCCNM Providers regarding the permissible use of supplemental wage information to assist in fulfilling the performance accountability requirements under §116S-16 of the Workforce Innovation and Opportunity Act (WIOA).

REFERENCE(S).

- Workforce Innovation and Opportunity Act (WIOA), July 22, 2014: §116S-16.
- WIOA Final Rules - U.S. Department of Labor (Title I): 20 CFR S677.175.
- Training and Employment Guidance Letter WIOA No. 19-16 and 26-16 Operating Guidance for the Workforce Innovation and Opportunity Act

BACKGROUND

The Workforce Innovation and Opportunity Act (WIOA) sets the primary indicators of performance and performance reporting requirements. This policy provides guidance on the use of supplemental wage information, when reliance on such information is necessary for verifying and reporting on employment related performance indicators.

AVAILIABILITY OF SOCIAL SECURITY NUMBERS (SSNs) AND WAGE RECORDS

The use of wage records to measure the primary indicators of performance is the primary data source for employment related performance indicators. New Mexico Department of Workforce Solutions (NMDWS) does recognize there may be circumstances where systems may not be able to capture wages records. To ensure

that programs can track participants for performance accountability even if their information is not contained in the quarterly wage record system, described below, it is permissible to use other information as is necessary to measure the progress of those participants through methods other than quarterly wage information.

CIRCUMSTANCES FOR COLLECTING EMPLOYMENT RELATED DATA USING SUPPLEMENTAL METHODS

The quarterly wage record system will be the primary data source for verifying participant outcomes for the purpose of calculating the employment related primary indicators of performance. The quarterly wage record system includes wages from:

- The employer tax filings in the New Mexico UI wage system,
- The Wage Record Interchange System (WRIS) which contains employer tax filings from member state UI wage systems, and
- The Federal Employment Data Exchanges (FEDES) which contains employment records from Federal employers (OPM, DOD, and USPS).

Within each quarter after exit for which wages are required to be collected, if a direct match from the quarterly wage record system is used to determine both employment status and wages for the period, then the same direct wage match record must be used for both wages and employment status. Likewise, if supplemental wage information is used to determine both employment status and wages within the same reporting period, then the same supplemental wage information must be used for both wages and employment status. There is no requirement that the same direct wage record match or supplemental wage information be used across multiple reporting periods.

Participants quarterly earnings used to determine the median earnings indicator must only reflect actual wages paid, not earned, to the participant during the quarter.

SUPPLEMENTAL WAGE INFORMATION METHODS

Acceptable forms of supplemental wage information relevant to the core program include:

Tax documents, payroll records, and employer records, including the following:

- Copies of quarterly tax payment forms to the Internal Revenue Service, such as a Form 941 (Employer's Quarterly Tax Return); • Copies of pay stubs (minimum of two pay stubs); or
- Signed letter or other information from employer on company letterhead attesting to an individual's employment status and earnings.

Other supplemental wage records, such as the following:

- Income earned from commission in sales or other similar positions; • Data matching with other partners with whom data sharing agreements exist; or

- One-Stop operating systems' administrative records, such as current records of eligibility for programs with income-based eligibility (e.g., Temporary Assistance for Needy Families (TANF) or Supplemental Nutrition Assistance Program (SNAP).

Since the New Mexico UI wage system is a source of data to the quarterly wage record system, documentation obtained from the New Mexico UI wages system is not an acceptable form of supplemental wage data.

TIME PERIOD FOR COLLECTING SUPPLEMENTAL WAGE INFORMATION The timing for collecting supplemental wage data may vary based on whether the case manager know or expects that data will not be available in the quarterly wage record system. The need for supplemental wage data for a participant may not be apparent until no match is found in the quarterly wage record system, which become available on a time-lagged basis. Wage data for employment related performance indicators during the second quarter will not become available until the latter part of the third quarter after exit and wage data for indicators during the fourth quarter will not become available until the latter part of the fifth quarter after exit.

The optimal time to collect supplemental wage information is as soon as possible following the close of the second and fourth full quarters after exit. When the case manager knows or predicts that UI wage data will not be available for a participant the case manager does not need to wait two quarters after the close of the second and fourth quarters after exit to formally document the supplemental wage data. The WCCNM's Service Providers must develop or modify participant exit procedures to ensure that case managers inform participants, before exit, that they or their employers may be contacted to obtain confirmation of employment status and earnings, and to explain the expected timeframe for those follow-up contacts.

Table 1: Summarizes the times when data match or supplemental wage data are to be collected.

Table 1: Timeline for Commencing Data Collection for Employment-Related Performance Indicators	
Performance Indicator^a	UI Wage Data Becomes Available
	Collection of Supplemental Wage Information May Be in ^b
Employment Rate — Second Quarter after Exit including Title I Youth	During third or fourth quarter after exit
	Beginning third quarter after exit

Employment Rate — Fourth Quarter after Exit including Title I Youth	During fifth or sixth quarter after exit (first or second quarter, next program year)	Beginning fifth quarter after exit
Median Earnings Second Quarter after Exit	During third or fourth quarter after exit	Beginning third quarter after exit
Credential Attainment — within 1 Year after Exit	During second or third quarter after exit	Beginning second quarter after exit

a For all performance indicators, exit is the point after which a participant who has received services through any program meets the criteria for exit from that program, or meets the criteria for exit under an applicable common exit policy (20 CFR 677.150(c), 34 CFR 463.150(c), and 34 CFR 361.150(c)).

b For individuals for whom the agency knows or predicts UI wage data will not be available (such as those participants who do not provide an SSN, or for participants receiving entrepreneurial or self-employment training),

Supplemental wage information should be collected as close to the reference period as possible.

Exit Quarter	Report Employment Rate - 2 nd Quarter (including Title Youth) by End of:	Report Employment Rate — 4th Quarter (including Title I Youth) by End of:	Report Median Earnings by End of:	Report Credential Attainment (Employment) — within 1 Year after Exit by End of:
First Quarter (Q1) (July 1 - September 30)	Q1, Next Program Year (four quarters later)	Q3, Next Program Year (six quarters later)	Q1, Next Program Year (four quarters later)	Q3, Next Program Year (six quarters later)

Second Quarter (Q2) (October 1 — December 31)	Q2, Next Program Year (four quarters later)	Next Program Year (six quarters later)	Q2, Next Program Year (four quarters later)	Q4, Next Program Year (six quarters later)
Third Quarter (Q3) (January 1 — March 31)	Q3, Next Program Year (four quarters later)	Q1, Second Program Year After Exit (six quarters later)	Q3, Next Program Year (four quarters later)	Second Program Year After Exit (six quarters later)
Fourth Quarter (Q4) (April 1 — June 30)	Next Program Year (four quarters later)	Q2, Second Program Year After Exit (six quarters later)	Next Program Year (four quarters later)	Q2, Second Program Year After Exit (six quarters later)

TABLE 2: The timeframes when employment-related information must be reported.

PROCEDURES

Written procedures to collect data in a valid and reliable manner will be developed and maintained in the AE and Providers offices. [Supplemental Wage Data activity know as data entry in our state data base system \(WCOS\) is required, including documentation in the participant case file and activity coding as applicable.](#)

APPLICABILITY:

All WCCNM Service Providers

INQUIRIES:

WIOA Manager 505-247-1750

This Policy has received approval by the Workforce Connection of Central New Mexico Board and rescinds any policy previously in effect.



WCCNM Board Chair

WORKFORCE CONNECTION

OF CENTRAL NEW MEXICO

FINANCIAL REPORT

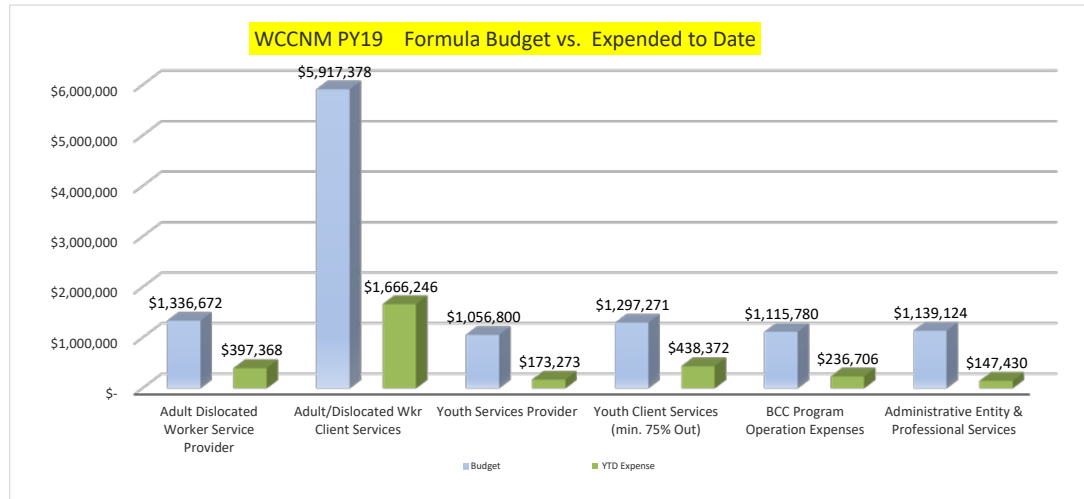
YEAR TO DATE
October 31, 2019

**WORKFORCE CONNECTION
OF CENTRAL NEW MEXICO**

**PROGRAM YEAR 2019
BUDGET TO ACTUAL COMPARISON
As of October 31, 2019**

		Budget	Current Period	Of Year 33% Year to Date	Encumbrance	Unspoken For 45% Variance
1	Adult Dislocated Worker Service Provider					
	Service Provider - SER Jobs for Progress	1,336,672	223,308	397,368	939,304	0
	Subtotal	\$ 1,336,672	\$ 223,308	\$ 397,368	\$ 939,304	\$ 0
2	Adult/Dislocated Wkr Client Services					
	Adult/Disl Wkr Participant Services	5,867,378	590,558	1,641,688	790,362	3,435,328
	Adult/Disl Wkr Supportive Services	50,000	4,987	24,558	1,500	23,942
	Subtotal	\$ 5,917,378	\$ 595,545	\$ 1,666,246	\$ 791,862	\$ 3,459,270
3	Youth Services Provider					
	Service Provider - YDI	1,056,800	69,084	173,273	883,527	0
	Subtotal	\$ 1,056,800	\$ 69,084	\$ 173,273	\$ 883,527	\$ 0
4	Youth Client Services (min. 75% Out)					
	Youth Participant Services	1,035,271	99,841	389,080	113,000	533,191
	Youth Supportive Services	225,000	11,304	37,057	5,000	182,943
	Worker's Compensation Insurance Policy	37,000	-	12,235	-	24,765
	Subtotal	\$ 1,297,271	\$ 111,145	\$ 438,372	\$ 118,000	\$ 740,899
5	BCC Program Operation Expenses					
	Business & Career Center Facility Operation	450,000	39,205	173,479	276,521	0
	Business & Career Center Facility Reimbursemet	(308,000)	-	-	(308,000)	-
	Business & Career Ctr Mgmt - MRCOG Operator	148,213	10,455	30,461	117,752	0
	Business & Career Ctr Mgmt - MRCOG Operations Staff	181,508	10,781	29,971	151,537	0
	Business & Career Ctr Mgmt - MRCOG Project Grad ABQ	97,859	-	-	-	97,859
	Business & Career Ctr Mgmt - MRCOG Project DWS Apprenticeship	218,896	-	-	-	218,896
	Business & Career Ctr Mgmt - MRCOG Operations Staff Reimbursements	(122,000)	-	-	(122,000)	-
	Business & Career Center Improvements	449,304	2,795	2,795	-	446,509
	Subtotal	\$ 1,115,780	\$ 63,236	\$ 236,706	\$ 115,810	\$ 763,265
6	Administrative Entity & Professional Services					
	AE/Fiscal Agent - MRCOG	653,524	41,785	127,305	526,219	0
	Program Support/Board Expense	80,000	282	9,455	-	70,545
	Contractual Services	50,000	-	133	-	49,867
	Contingency & Sale Of Lease	300,000	-	-	-	300,000
	Legal Services	20,000	599	3,036	11,964	5,000
	Audit Services	35,600	-	7,500	28,100	-
	Subtotal	\$ 1,139,124	\$ 42,665	\$ 147,430	\$ 566,283	\$ 425,412
7	TOTAL FORMULA BUDGET PY19	\$ 11,863,025	\$ 1,104,983	\$ 3,059,395	\$ 3,414,784	\$ 5,388,846
	OTHER FUNDING:					
8	Social Security - Ticket To Work					
	Social Security TTW - PY18 Balance Available Carry Forward	\$ 61,525	TTW Mo Growth / Net Exp	YTD		\$ 61,525
	Additional TTW Current Year PY19 Earnings		\$ -	-	\$ -	\$ -
	Total Current Year PY19 Expended		488	1,872	-	1,872
	Subtotal		\$ (488)	\$ (1,872)	\$ -	\$ 59,653
						TTW Balance
9	US DOL Tech Grant					
	HIB Tech Grant (7-1-16 to 6-30-20): 4 Year Grant. PY19 is Year 4					
	Training:					
	Participant Services	777,019	238,582	483,050	166,009	127,960
	Travel	3,000	-	279	-	2,722
	Software	-	-	-	-	0
	Marketing & Other	-	-	-	-	0
	Supplies	4,500	-	-	-	4,500
	Employer Outreach	-	-	250	-	0
	Facility Cost	17,500	-	-	17,500	0
	Professional Services:					
	Contracted Services	153,684	(4,500)	4,500	13,500	135,684
	MRCOG / AE & Program Staff	759,467	27,927	82,409	243,000	434,058
	Subtotal	\$ 1,715,170	\$ 262,009	\$ 570,487	\$ 440,009	\$ 704,924
10	TOTAL WCCNM Budget PY19	\$ 13,639,720	\$ 1,367,481	\$ 3,631,754	\$ 3,854,793	\$ 6,153,423

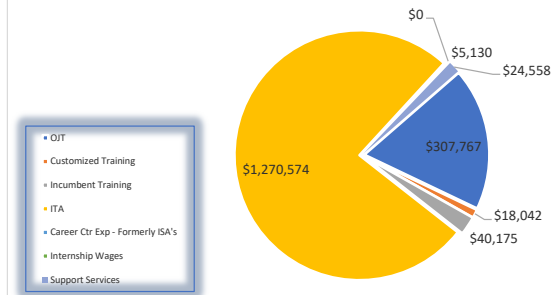
	Budget	YTD Expense		
Adult Dislocated Worker Service Provider	\$ 1,336,672	\$ 397,368		
Adult/Dislocated Wkr Client Services	\$ 5,917,378	\$ 1,666,246		
Youth Services Provider	\$ 1,056,800	\$ 173,273		
Youth Client Services (min. 75% Out)	\$ 1,297,271	\$ 438,372		
BCC Program Operation Expenses	\$ 1,115,780	\$ 236,706		
Administrative Entity & Professional Services	\$ 1,139,124	\$ 147,430		
	\$ 11,863,025	\$ 3,059,395	\$ 8,803,630	74%



Data:
 OJT
 Customized Training
 Incumbent Training
 ITA
 Career Ctr Exp - Formerly ISA's
 Internship Wages
 Support Services

	307,767
	18,042
	40,175
	1,270,574
	-
	5,130
	24,558
Check \$	1,666,246
Diff \$	-

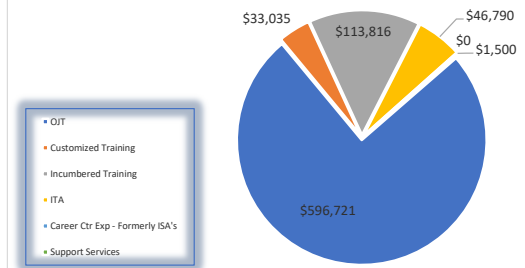
PY19 YTD Adult DW Client Services Expended

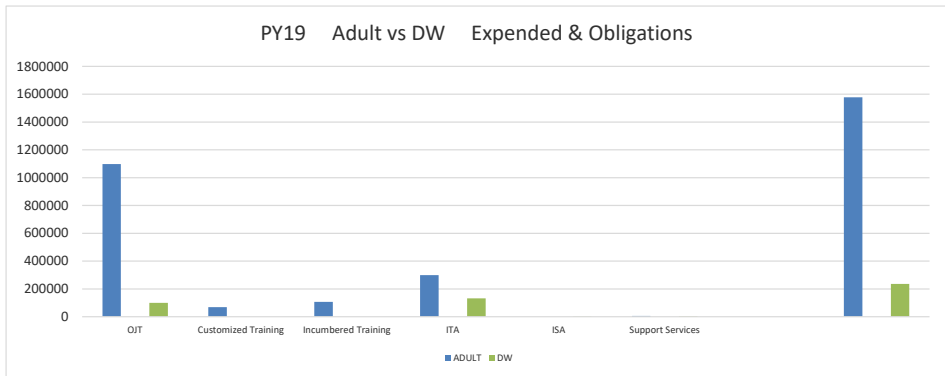


Data:
 OJT
 Customized Training
 Incumbered Training
 ITA
 Career Ctr Exp - Formerly ISA's
 Support Services

	596,721
	33,035
	113,816
	46,790
	-
	1,500
Ck \$	791,862
Diff \$	-

PY19 YTD Adult DW Client Services Obligations



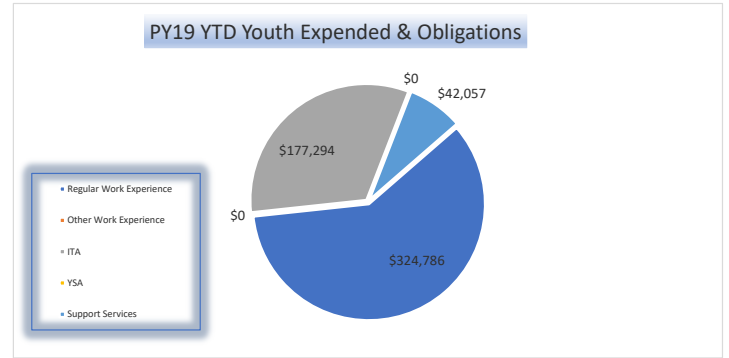


	Adult	DW	
OJT	827,737	76751.48	
Customized Training	51,077	0	
Incumbered Training	153,991	0	
ITA	1,132,736	184,628	
Career Ctr Exp - Formerly ISA's	-	-	
Internship Work Exp	5,130	-	
Support Services	18,929	7,129	
	2,189,600	268,508	2,458,108
	89%	11%	
Ck	2,458,108		
Ck	2,458,108		
Diff	-		

Data:
 Regular Work Experience
 Other Work Experience
 ITA
 YSA
 Support Services

324,786
 -
 177,294
 -
 42,057

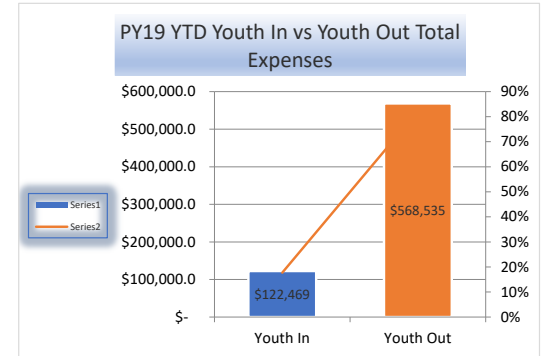
Check \$ 544,137
 Diff \$ 544,137
 0



Data:
 Youth In
 Youth Out

\$ 122,468.8 18% 17.72%
 \$ 568,534.9 82% 82.28%

Check 691,004
 Off Financials \$ 691,004
 Not Board Report



WORKFORCE CONNECTION

OF CENTRAL NEW MEXICO

Reports

Dashboard

Performance

Business and Career Center Update

TechHire

YEAR TO DATE
October 31, 2019

Workforce Connection of Central NM
WIOA Dashboard - PARTICIPANT SERVICES
PY19

Month of :

Oct-19

33.33%

To 6-30-20	TRAINING Budget	Total Exp & Oblig	Budget Balance	# Clients Served	AVG COST PER PARTICIPANT				
FORMULA	%Training to Total WCCNM Budget	% to Training Budget	% to Training Budget	% to All Categories					
	62.39%	\$ 7,214,649	\$ 3,020,007	41.86%	\$ 4,194,642	58.14%	1,269		
	ADULT / DW	5,867,378	2,432,375	41.46%	3,435,003	58.54%	820	64.62%	\$2,966
	INDIVIDUAL CAREER SERVICES (Formerly -INTENSIVE SERVICES)	0	0	0.00%	0	0.00%	2	0.16%	\$0
	INDIVIDUAL TRAINING ACCOUNTS	1,309,489	1,309,489	22.32%	1,309,489	22.32%	243	19.15%	\$5,389
\$304,697 From PY18	ON THE JOB TRAININGS	917,818	917,818	15.64%	917,818	15.64%	389	30.65%	\$2,359
	CUSTOMIZED TRAINING	51,077	51,077	0.87%	51,077	0.87%	28	2.21%	\$1,824
	INCUMBENT WORKER TRAINING	Max 20% Yr = \$1,504,797	153,991	2.62%	153,991	2.62%	157	12.37%	\$981
	TRAINING OBLIGATED CURRENT YR PAID NEXT YR	0	0	0.00%	0	0.00%	1	0.08%	\$0
	Adult / DW Internship	5,527	5,527	0.09%	5,527	0.09%	1	0.08%	\$0
	SUPPORTIVE SERVICES ADULT / DW	50,000	25,733	51.47%	24,267	48.53%	129	10.17%	\$199
	YOUTH TRAINING ITA's & Work Exp	1,072,271	514,315	47.97%	557,956	52.03%	178	14.03%	\$2,889
	SUPPORTIVE SERVICES YOUTH	225,000	42,057	18.69%	182,943	81.31%	142	11.19%	\$296
	TOTAL	\$ 7,214,649	\$ 3,020,007	41.86%	\$ 4,200,169	58.22%	\$ 1,269	100.00%	\$2,380

CERTIFICATIONS

On the Job Training

Administrative Office Asst
Administrative Services Manager
Applications Programmer
Appraiser Assistant
Architectural Intern II
Assembler
Associate Developer
Basic Lab Technician
BASP Coordinator
Beginning Field Technician
Behavioral Management Specialist
BIM Director
Business Development
Business Office Administrator
Caregiver
Carpenter I
Cement Mason
Client Relationship Management
College Guidance Coordinator
Community Relations
Construction Laborer
Cook
Crew Leader
Culinary Specialist Lead
Customer Service

OJT cont.

Administrative Assistant
Analyst I Web Developer
Analytical Chemist
Animal Control/Kennel Worker
Apprentice Technician
Art Director
Assembler II
Assistant Director
Assistant Property Manager
Assistant Teacher
Billing/Claims Specialist
Business & Retail Operations Administrator
Business Development Manager
Business Operations Specialist
Cabinetmaker
Catalyst Manufacturing
Commercial Insurance Sales
Construction Equipment Operator/Laborer
Construction Management/Supervisor
Curriculum Coordinator/Lead Teacher
Customer Service Representative
Director of Technical Services
District Manager
Education Site Manager
Engineering Manager
Environmental Graphic Designer I

OJT Cont.

Event Manager
Executive Administrative Assistant
Fabricating Shop Foreman
Facilities Manager
Financial Managers, Branch or Department
Front Desk Administrator
General Manager
Health Care Social Worker
Heavy and Tractor-Trailer Truck Driver
Helper - Production Worker
Hotel Maintenance Engineer
House Manager
HRIS Administrator/Generalist
ILR Draftsman/Platte Facilitator
Independent Insurance Agent
Inspectors, Testers, Sorters, Samplers and Weigher
Instructional Assistant/Library Assistant
Junior Digital Research Analyst
Junior Marketing Specialist
Landing Gear Technician Final Assembly/Teardown
Legal Assistant
Maintenance Technician
Marketing Manager
Medical Receptionist
Mobile Heavy Equipment Mechanic
Office Manager

Customized Training

ABC New Mexico Chapter Electrical Apprentice
AGC - New Mexico - Project Manager Development
APP 3530-SEL-3530 Real Time Automation Control Automotive Technician
BILT North American Design Technology Summit
Bluebeam Extreme Conference
Boiler Operator Class
Canon Self Maintenance Training/UV Flatbed
Caselle Professional Services Training
Championing the Brand Experience
Cicerone Certified Beer Server Certification Training
COMP TIA A+ Certification Training
DBT Therapy Training
DPLEak Containment Testing Training
EUCI Course: SCADA 101 - Fundamentals with
Front Office Operations Training (FOOT Trainin
Kiddle Academy Corporate Life Essential Trainin
Light Duty RAI Class
Master Municipal Clerk Academy
Nexstar HVAC Install and HVAC Sales
NIGP - The Institute for Public Procurement An
Paulson Advanced Processing Seminar
Permaculture Design
SAGE RTU Training
The Central New Mexico Law Enforcement Aca
TONI&GUY Creative Painting Concepts with acc
Veeder Root TLS-450
Viewpoint User Conference

ITA

Accounting
Alternative Teacher
Automotive Technician
Ayurvedic Health Counselor
Bio Technology
Business Administration
Ayuvedica Studies
Bio Technology
CDL Truck Driver
Clinical Laboratory Assistant
Culinary Arts
Dental Assistant
Dental Hygienist
Diagnostic Medical Sonography
Electrical Lineman
Electrical Lineworker W/CDL
Diagnostic Medical Sonography
EMT
Geographic Information Tech
Massage Therapist
Medical Assistant
Medical Billing & Coding
Medical Office Admin
Network System Admin
Nursing

ITA Cont.

Paralegal Study
Photovoltaic
Practical Nursing
Radiologic Technician
Registered Nurse
Respiratory Therapist
Security IT
Social Worker
Sociology
Sterile Processing Tech
Surgical Technician
Treating Practitioner
Veterinary Assistant
Welding

On the Job Training (OJT)	# of Contracts	# of Participants	\$ Paid To Date
Bernalillo	116	226	\$237,937
Sandoval	29	70	\$33,265
Torrance	28	34	\$18,513
Valencia	28	34	\$54,772
Encumbered Mixed Ctys	0	0	\$573,331
Total	201	364	\$917,818

Custom Trng & Encumb	# of Contracts	# of Incumbent Workers	# of CT Participants	\$ Paid To Date
Bernalillo	42	138	26	\$49,217
Sandoval	3	3	3	\$9,000
Torrance	0	0	0	\$0
Valencia	8	16	7	\$0
Encumbered Mixed Ctys	0	0	0	\$146,851
Total	53	346	36	\$205,068

Individual Training Accounts - Adult / DW (ITA)	\$ Paid To Date
Bernalillo	\$845,734
Sandoval	\$149,876
Torrance	\$51,593
Valencia	\$215,396
Encumbered Mixed Ctys	\$46,890
Total	\$1,309,489


Youth ITA's	\$ Paid To Date
Bernalillo	\$73,827
Sandoval	\$12,274
Torrance	\$19,005
Valencia	\$53,620
Encumbered Mixed Ctys	\$0
Total	\$158,727



Adult / DW Work Experience	\$ Paid To Date	Adult / DW Supp Se	\$ Paid To Date
Bernalillo	\$5,527	Bernalillo	\$11,547
Sandoval	\$0	Sandoval	\$6,798
Torrance	\$0	Torrance	\$1,329
Valencia	\$0	Valencia	\$4,559
Encumbered Mixed Ctys	\$0	Encumbered Mixed	\$1,500
Total	\$5,527	Total	\$25,733

Youth Work Experience	\$ Paid To Date
Bernalillo	\$97,127
Sandoval	\$32,726
Torrance	\$40,339
Valencia	\$49,197
Encumbered Mixed Ctys	\$136,199
Total	\$355,588

Youth Supp Services	\$ Paid To Date
Bernalillo	\$10,345
Sandoval	\$5,002
Torrance	\$10,340
Valencia	\$11,371
Encumbered Mixed Cty	\$5,000
Total	\$42,057

Central Region Performance Report for Program PY19 Through Q1

Select area 

Report generated by FutureWork Systems	Adult				DW			
	Median	Median Cohort	Plan	Percent of Plan Achieved	Median	Median Cohort	Plan	Percent of Plan Achieved
Total	\$ 7,469.33	80	\$ 8,580.00	 87%	\$ 7,641.07	13	\$ 8,300.00	 92%

	Actual	LWDB Plan	% Goal Achieved
Employment Q2 Adult	75.7%	80.0%	94.7%
Employment Q2 DW	73.6%	75.7%	97.2%
Employment Q2 Youth	57.1%	70.0%	81.6%
Employment Q4 Adult	77.7%	78.9%	98.5%
Employment Q4 DW	67.1%	71.3%	94.2%
Employment Q4 Youth	69.9%	63.2%	110.6%
Skill Gains Adult	10.7%	0.0%	Infinity
Skill Gains DW	12.9%	0.0%	Infinity
Skill Gains Youth	8.6%	0.0%	Infinity
Credential Adult	64.0%	69.5%	92.0%
Credential DW	69.8%	58.3%	119.7%
Credential Youth	42.1%	55.0%	76.6%

CENTRAL AREA BUSINESS & CAREER CENTER SERVICE REPORT
WIOA DIVISION Adult Program Central

PY 19

Oct-19

TEAM	JOB SEEKER SERVICES	BUSINESS SERVICES	Current Month	Prior Month	Yearly total					
WELCOME	CUSTOMER PROFILE SURVEY CARD RESOURCE ROOM TELEPHONE WORKSHOP BLUE CARD (REGISTRATION)									
VETERANS	CUSTOMER PROFILE VETERAN SERVICES SURVEY CARD JOB REFERRAL JOB PLACEMENT RESOURCE ROOM BLUE CARD (REGISTRATION)									
PRE-SKILLS/RESOURCE ROOM	RESOURCE ROOM -TELEPHONE -FAX/COPIES JOB REFERRALS JOB SEARCH JOB PLACEMENTS PROGRAM INFORMATION REGISTER AS JOB SEEKER BLUE CARD(REGISTRATION) SHOW VIDEO(REEMPLOYMENT) WORK KEY/KEY TRAIN/PROVE-IT/ LMI WORKSHOP BASIC COMPUTER WORKSHOP SIGN UP									
						75	178	537		
			143	141	663					
RE-EMPLOYMENT	U.I. PROFILING WORKSHOPS ORIENTATION VIDEO REFERRED TO TRAINING/WIA JOB PLACEMENT									
SKILLS TRAINING	ELIGIBILITY (Enrollments) CAREER PLANNING (IEPs) INTENSIVE SERVICES INDIVIDUAL TRAINING ACCTS TAA SERVICES ON-THE-JOB TRAINING WORK EXPERIENCE ORIENTATION CO-ENROLLS (Tech-hire) CO-ENROLLS (Youth/Adu)	see business team								
						65	178	527		
						65	178	527		
			0	0	0					
			39	68	302					
			238	260	1067					
			0	0	0					
			1	0	4					

TEAM	JOB SEEKER SERVICES	BUSINESS SERVICES					
BUSINESS TEAM *	Unsubsidized	OUTREACH (NEW) IP	50	24	153		
		OUTREACH (NEW) OT	183	76	419		
		JOB ORDERS TAKEN					
		JOB ORDERS FILLED					
		NEW EMPLOYERS REG					
		JOB PLACEMENTS	56	43	197		
		CUSTOMIZED TRAINING	8	98	182		
		ON-THE-JOB TRAINING	25	26	103		
		APPRENTICESHIP TRNG	0	64	100		
		OUTREACH (EXI) IP	37	23	118		
	OUTREACH (EXI) OT	161	131	586			
LABOR MARKET INFORMATION	UNEMPLOYMENT RATE						
	JOB INCREASE \ LOSS						
	BUSINESS						
	Openings						
	Closings						
Expansions							
Contractions							

Common Measures

Reported Period:

	Negotiated	Actual				
Entered Employment	A 81%/DW 82%					
Retention Rate	89%/93%					
Average Wage	\$11,000/\$14,200					
Literacy/Numeracy	25%					
Placement in Employment or	64%					
Attainment of Degree or Certificate	35%					

Training Activity Formula/SESP/NEG	Adult (Current Month)		Dislocated (Current Month)		Youth (Current Month)		Last Month No. Contracts	Last Month No. Clients	Yearly Total No. Contracts	Yearly Total No. Clients
	No. Contracts	No. Participants	No. Contr.	No. Partic.	No. Contracts	No. Clients				
ITA's	33	33	6	6			68	68	302	302
ISA's	0	0	0	0			0	0	0	0
OJT	18	24	1	1			19	23	78	103
Customized Trng	6	8	0	0			21	96	49	182
Apprenticeship	0	0	0	0			13	64	19	100
TAA										
Transitional Jobs	0	0	0	0			0	0	0	0
Internships	0	0	0	0			0	0	0	0