COLORADO LABOR MARKET INFORMATION
PROGRESS REPORT FOR JULY 2004 - JUNE 2005
WORKFORCE INFORMATION CORE PRODUCTS AND SERVICES GRANT

The new business model proposed by the ETA requires states to work more closely with the Workforce Development Council and Workforce Investment Boards to transform the workforce information system. In line with this requirement Colorado LMI, in collaboration with the Workforce Development Council, formed the LMI Advisory Committee to inform the LMI product development and enhancement process.

Due to late release of the Workforce Information Core Products and Services TEGL in PY 2002 and 2003, Colorado's spending patterns have been distorted. As a result most of the funds are used in one planning period but not necessarily in the program year.

1. Continue to populate the ALMIS database with State data:

    (a) **Accomplishments:**

    i. *Outcomes:* All core tables version 2.2 of the ALMIS database, as defined by the ALMIS Database Consortium, are populated as per plan. They are regularly updated with current data.

    The new format of the ALMIS Employer Database was loaded into the ALMIS version 2.3 table format. Additionally, the new format was adapted to an existing format so that the Colorado Navigator web application could continue to deliver the data to the public.

    Colorado LMI is in the process of updating its occupational license files. The update process in PY 2004 was complicated by the fact that the files are no longer available from Colorado licensing board in a single file that contains all occupation. License data now must be extracted from many individual files.

    Additional query capability was also added to Navigator's employer listing module in PY 2004. Users can now query the data by employer size or employer name.

    The Current Employment Statistics (CES) data series is now accessible from Navigator. A very easy to use "Printer Friendly" button was added to the user options.

    The Colorado ALMIS Database Administrator attended the ALMIS Database Seminar held in San Diego in August 2005.

    ii. *Conformity to planned milestones:* All planned milestones were met.

    iii. *Actual aggregate expenditure:* $94,000

    (b) **Customer satisfaction Assessment**: N/A

    (c) **Recommendations for improvements:** Colorado LMI is taking steps to purchase software from a vendor that will greatly enhance the ability of the database administrator to load, maintain, and audit data in the ALMIS database.

2.	Industry and Occupational Projections

	A.	Long-Term Industry and Occupational Projections:
		(a) **Accomplishments:**
				i.	*Outcomes:* Colorado analysts completed the 2002 - 2012 sub- state industry and occupational projections using the NAICS industry employment series as per plan.

				ii.	*Conformity to planned milestones:* Projections were completed on time.

				iii.	*Actual aggregate expenditure:* $140,000
		(b) **Customer satisfaction Assessment:** N/A
		(c) **Recommendations for improvements:** Due to increased work load under the Workforce Research & Analysis unit, and increased demands on projections data from the workforce system, Colorado has created a new unit that will focus on projections and related products.

	B.	Short-Term Industry and Occupation Forecasts:
		(a) **Accomplishments:**
				i.	*Outcomes:* Due to unforeseen circumstances, Colorado could not complete the Short-Term Industry and Occupation forecast by the time frame specified in the work plan (June 30, 2005). The ETA regional office was notified and a four month extension was granted. The new deadline is October 31, 2005.

				ii.	*Conformity to planned milestones:* Projections will be completed by the new agreed upon time of October 31, 2005.

				iii.	*Actual aggregate expenditure:* $45,000
		(b) **Customer satisfaction Assessment:** N/A
		(c) **Recommendations for improvements:** Due to increased work load under the Workforce Research & Analysis unit, and increased demands on projections data from the workforce system, Colorado has created a new unit that will focus on projections and related products.

3.	Occupational and Career Information Products:

	A.	Targeted Industries:
		(a) **Accomplishments:**
				i.	*Outcomes:* The Targeted Industries module of the Colorado Navigator web site, which allows the public to quickly determine growing industries and obtain lists of employers in those industries, is dependent on current industry data (from the Quarterly Census of Employment and Wages, QCEW) and current employer data (from the ALMIS/-InfoUSA data base). In PY 2004, the QCEW data set was updated quarterly, while the InfoUSA data was updated semi-annually.

ii. ***Conformity to planned milestones:*** Industry and employer data was updated within two weeks of its release. All milestones were met.

iii. ***Actual aggregate expenditure:*** $45,000

(b) **Customer satisfaction Assessment:** N/A

(c) **Recommendations for improvements:** The Industry/Occupation matrix could be integrated into the Targeted Industries module.

B.   O*NET database:

(a) **Accomplishments:**

i. ***Outcomes:*** The O*NET database module in the Colorado Navigator received 6,980 requests in PY 2004. This represented a 38.5 percent increase over last year's requests. The O*NET database is now more fully integrated into Navigator, as it allows users to jump directly from a projection for an occupation to O*NET knowledge, skills, abilities, tasks, and related occupations.

ii ***Conformity to planned milestones:*** The milestone of more fully integrating the O*NET database into Navigator was met. Also, updates to the knowledge skills, ability, and tasks tables were accomplished.

iii. ***Actual aggregate expenditure:*** $15,000

(b) **Customer satisfaction Assessment:** N/A

(c) **Recommendations for improvements:** Colorado will implement updates to the contents of knowledge, skills, ability, and tasks table that are released in PY 2005.

C.   Local Employment Dynamics (LED) data:

(a) **Accomplishments:**

i. ***Outcomes:*** In February 2005, in cooperation with web developers from the Census Bureau, a new web page was developed within the main Colorado LMI web site to deliver local employment dynamics data. The web page URL is:http://www.coworkforce.com/lmi/LED/LEHDHome.asp

This page allows users to query the Local Workforce, Quarterly Workforce Indicators, and Top Industries applications on the Census Bureau server, while still browsing the Colorado LMI wed site.

ii. ***Conformity to planned milestones:*** All milestones were met.

iii. ***Actual aggregate expenditure:*** $60,000

(b) **Customer satisfaction Assessment:** N/A

(c) **Recommendations for improvements:** The Census Bureau is currently working to combine two of its data tools (Local Workforce and Top Industries) into one query window. When technical specifications are received, Colorado LMI will implement their new design.

D.   Projections products:
   (a) **Accomplishments:**
      i. *Outcomes:* Colorado produced occupational analysis products for customers from the Long-Term Industry and Occupation projections. These products include the Colorado Occupational Employment Outlook and the Jobs in Colorado series. These products allow job seekers to identify the fastest growing occupations in the state and in selected critical industries such as healthcare, jobs requiring on the job training, jobs requiring higher education for entry as well as average wages for entry and experience levels. In PY 2004 these products were produced using the NAICS codes.
      ii. *Conformity to planned milestones:* All milestones were met.
      iii. *Actual aggregate expenditure:* $40,000
   (b) **Customer satisfaction Assessment:** N/A
   (c) **Recommendations for improvements:** The Jobs in Colorado brochures will be extended to the seven MSAs in Colorado. For each MSA, occupational brochures will include Top Hot Jobs, Jobs Requiring Higher Education and Jobs Requiring On-the-Job Training. Brochures will also be created by industry for the state and the MSAs.

E.   Other Projects:
   (a) **Accomplishments:**
      i. *Outcomes:* In PY 2004, Colorado produced a number of products to fill special requests for customers. These include – Long-Term Declining Industries Occupations, Short-Term Declining Industry Occupations, Skills gap analysis by selected education levels, Long-Term Growth Industry Occupations and Short-Term Growth Industry Occupations.
      ii. *Conformity to planned milestones:* All milestones were met.
      iii. *Actual aggregate expenditure:* $80,888
   (b) **Customer satisfaction Assessment:** N/A
   (c) **Recommendations for improvements:** The skills gap Analysis along with Long-Term and Short-Term projections will be used to create brochures focusing on skills for in-demand occupations. Both statewide and MSA brochures will be produced.

4. <u>Provide Information and Support to State and Local Workforce Investment Boards and Produce other State Information Products and Services:</u>

A.   Area Experts:
   (a) **Accomplishments:**
      i. *Outcomes:* As part of Colorado LMI's effort to increase outreach to key users, particularly Workforce Development Center Directors and staff, analysts gave presentations, answered questions, and provided

information at 12 Workforce Board meetings, 8 Workforce Centers, 3 Business groups, and one high school over the last one year.

    ii. *Conformity to planned milestones:* All milestones were accomplished.

    iii. *Actual aggregate expenditure:* $85,000. Funded through sources other than the ETA One Stop Grant.

(b) **Customer satisfaction Assessment:** Feedback through the Colorado Workforce Development Council, Workforce boards, colleges, and other customer's is frequently sought and has been very positive.

(c) **Recommendations for improvements:** Based on priorities of the Workforce Council, this service has been terminated.

  B.   Job Vacancy Survey:

  (a) **Accomplishments:**

    i. *Outcomes:* Colorado LMI has progressed in establishing a statewide Job Vacancy Survey process and has completed surveys for the entire state. Job Vacancy studies were completed for the Denver metro area, Pikes Peak, Mesa County, Pueblo, and Larimer/Weld metro areas as well as for Northwest & Rural Resort, Upper Arkansas, Western & Southwest, Eastern, San Luis Valley and Southeast regions. Published reports were made available on our website (http://lmi.cdle.state.co.us/wra/home.htm).

CLMI survey unit collected data for all Job Vacancies produced in the reference period in-house by phone.

    ii. *Conformity to planned milestones:* All milestones were accomplished.

    iii. **Actual aggregate expenditure:** $648,000. Funded through sources other than the ETA One Stop Grant.

(b) **Customer satisfaction Assessment:** Due to agency organization changes beyond our control, the unit that was conducting focus group surveys was not available.

(c) **Recommendations for improvements:** On line surveys will be used to assess customer satisfaction.

5.   <u>Maintain and Enhance Electronic State Workforce Delivery System:</u>

  (a) **Accomplishments:**

    i. *Outcomes:* During the Program Year 2004, Colorado's Navigator web site, which is the principal delivery system for ALMIS data, received 1,573,323 "hits" and 814,299 "requests." The growth rates for these metrics were 2.4 percent and 0.6 percent respectively, over Program Year 2003. The most popular items retrieved were information on schools and education, training programs, and employer listings.

The Current Employment Statistics data series is now available to users of the Colorado Navigator web site. Users can query by area and industry, and a "Printer Friendly" button is available.

The O*NET database is now accessible from the occupational projec-

tions module in Navigator.

In cooperation with the U.S. Census Bureau, a home page to access the Local Employment Dynamics data was implemented in February 2005.

The year 2004 occupational wage information from the OES survey is now available in the Navigator web site. Users can also jump directly from the occupational wage estimates to the O*NET skills display in Navigator.

Approximately 16 new Job Vacancy Surveys were published to the main Colorado LMI web site in PY 2004. The specific page to reach the Vacancy Surveys is: http://www.coworkforce.com/lmi/WRA/VacSurv.asp

    ii. ***Conformity to planned milestones:*** All milestones were accomplished.

    iii. ***Actual aggregate expenditure:*** $100,000.

(b) **Customer satisfaction Assessment:** N/A

(c) **Recommendations for improvements:** Colorado LMI is exploring the purchase of web site development software that will allow it to integrate its main website at http://www.coworkforce.com/lmi with the database capability of the Colorado Navigator web site. We are currently working with our Purchasing and Contract office to prepare a Request for Information (RFI).

6.   <u>Support state workforce information training activities:</u>

   A.   Internal and External Training for Analysts:

      (a) **Accomplishments:**

         i. ***Outcomes:*** Colorado provided 17 analyst trainings in PY 2004. These included Basic Analyst Training, Microsoft Access 2000: Fundamentals, Microsoft Access 2000: Mastering Tables and Queries, Microsoft Access: Mastering Forms and Reports, Local Employment Dynamics and other soft skills classes. Three analysts attended the LMI forum in Oregon.

         ii. ***Conformity to planned milestones:*** All milestones were accomplished.

         iii. ***Actual aggregate expenditure:*** $13,000.

      (b) **Customer satisfaction Assessment:** N/A

      (c) **Recommendations for improvements:** More advanced classes in excel, Long-Term Projections, Short-Term Projections, and access will be beneficial to the analysts.

   B.   Workforce Information Training Initiatives:

      (a) **Accomplishments:**

         i. ***Outcomes:*** Colorado analysts provided 14 training sessions to Workforce Boards, High Schools and Workforce Center's employees and business groups on Long-term Projections, Job Vacancy Survey data, QCEW data, LAUS data, Occupational wages and the Colorado Navigator.

         ii. ***Conformity to planned milestones:*** All milestones were accomplished.

    iii. *Actual aggregate expenditure:* $20,000

(b) **Customer satisfaction Assessment:** Feed back from customers are frequently sought and has been very positive.

(c) **Recommendations for improvements:** Colorado is working on a comprehensive training plan on LMI and the use of LMI data by different user groups in the state.