

**WORKFORCE AND LABOR MARKET INFORMATION (LMI) GRANT
ANNUAL PERFORMANCE REPORT FOR HAWAII
PROGRAM YEAR 2007**

The following report describes Hawaii's accomplishments during the July 2007 to June 2008 program year as required by the Training and Employment Guidance Letter (TEGL) No. 29-06. Hawaii received approval to extend (i.e. a no-cost extension) the performance period to September 2008. All six deliverables in PY 2007 have been met, and within schedule.

Part 1: Accomplishments.

A. Continue to Populate the Workforce Information Database with State and Local Data.

Hawaii continued to populate and maintain all core tables of the Workforce Information Database (WID) for the areas and time periods required in a timely manner, following the guidelines issued by the Analyst Resource Center (ARC). By June 2008, the database was populated with items that went beyond the core requirements such as including more county and island data when available, providing additional years of data for the required tables, and populating other non-core tables. We also collected occupational licensing information, updated the required licensing files (license.dbf and licauth.dbf), and submitted the data files to the National Crosswalk Service Center for inclusion on America's **Career InfoNet** site in November 2007.

Hawaii maintains Version 2.3 of the WI database, and Version 2.4 will be populated and updated in time for CIBER to convert to Version 2.4 of the WID. (Ciber is the site contractor that hosts and maintains our [Hawaii Workforce Informer](#) site where the WID is available online.)

B. Produce and Disseminate Industry and Occupational Employment Projections.

During PY 2007, employment projections were developed for the 2007 to 2009 and 2006 to 2016 periods for the State. Staff completed short-term industry and occupational employment projections based on 2007/Q2 for 2009/Q2 using the methodology, software tools, and guidelines developed by the Projections Consortium and the Projections Managing Partnership (PC &PMP). In addition, statewide long-term industry and occupational projections were developed with calendar year 2006 as the base year and 2016 as the projected year and also utilizing the methodology, software tools, and guidelines issued by PC & PMP.

Due to mass layoffs by major employers primarily in the air and water transportation industries, employment projections required several revisions. Projection data finally was submitted to the Projections Consortium and the Projections Managing Partnership for review in July 2008. Soon after, both short and long-term employment projections were included into the Workforce Information Database and made available to the public through our **Hawaii Workforce Informer** (HIWI) website at www.hiwi.org.

Staff also took advantage of training offered by the Projections Workgroup and the Projections Managing Partnership, attending trainings for the Micro-Matrix System in March 2008 and the Estimated Delivery System in June 2008.

C. Publish an Annual Economic Analysis Report for the Governor and the state WIB.

Our annual economic analysis report ***Hawaii Labor Market Trends*** provides data and information on the state and local labor markets to inform those individuals developing workforce policies and making workforce investment determinations. The report concentrates on providing significant labor market statistics. It highlights job trends occurring in Hawaii's economy within the past 20 months, and forecasts job openings until 2016. The report provides information on size of the workforce; unemployment rates by geographic areas; long-term job openings by education and training required; industry and occupation analyses; and wages were included as well as Local Employment Dynamics (LED) data. Information on Hawaii's older workers from our [The Graying of Hawaii's Workforce 2006](#) publication was also included with state and county data based on the LED program's Quarterly Workforce Indicators.

The [Hawaii Labor Market Trends](#) was made available on the HIWI website in September 2008.

D. Post Products, Information, and Reports on Internet.

Labor market information produced by our office were uploaded to our HIWI website (www.hiwi.org) for dissemination to our customers, and in particular to facilitate use by workforce investment partners. Staff initiated e-mail alerts to site subscribers announcing new products, information, and reports available on the website. These e-mail alerts sparked interest in receiving notices of LMI, and resulted in alerts being sent to offices within our State Department of Labor and Industrial Relations (DLIR). LMI posted on the HIWI website consisted of the monthly news releases on local unemployment rates and non-farm employment counts, employment projections for the state, occupational employment and wages for the state and counties, the annual updates for Affirmative Action programs, Quarterly Census of Employment and Wages (QCEW), and Characteristics of the Insured Unemployed. In addition, new reports added to the Internet included: ***Graying of Hawaii's Workforce 2006***, an update of the U.S. Census Bureau's report *The Geographic Distribution and Characteristics of Older Workers in Hawaii: 2004* and the flyer ***Green-Collar Jobs In Hawaii***, a sample of green-collar jobs organized into the following categories: Renewable Energy, Energy Efficiency, Recycled Materials, and Green Building/Retrofitting. ***Hawaii Labor Market Trends*** was also uploaded to the website. Another link to the LED site was added on HIWI for the upgraded Census' **OnTheMap** Version 3.0 and 3.1 that provides detailed maps and reports showing where people work and where they live for county and rural areas.

Updates for the Workforce Information Database (WID) are accessible through our Internet delivery system, HIWI. Staff also continued to provide WID information to HireNet Hawaii (a segment of our department's website) and maintains a link to that website on HIWI.

We continued to be involved in the maintenance of the Workforce Informer (WI) system and participated in Workforce Informer Consortium conference calls with the contractor and other consortium states regarding issues pertinent to the system's operations. Staff also attended a Workforce Informer Technical Group meeting in Sacramento, California in November 2007.

Web statistics from Urchin software reported a 33 percent increase in visitor sessions for PY 2007 from the previous program year. Site users were again interested in career and occupational information, along with labor force data, and wage information. Files receiving the most hits included those with information on nursing, home health care, and social worker careers; unemployment data; and occupational wages.

E. Partner and consult on a Continuing Basis with Workforce Investment Boards and Key Talent Development Partners and Stakeholder.

Our Research and Statistics (R&S) Office provided information and ongoing support to the Workforce Development Council (WDC) office, One-Stop Centers, and Workforce Investment Boards (WIB) through meetings, phone contacts and joint projects during PY 2007. Staff attended state WIB and WDC meetings to be briefed on updates and for guidance on workforce development policies, priorities, and issues. R&S continued to discuss our annual LMI Plan with Council members to ensure that our participation in providing LMI data supported the statewide workforce development initiatives. We made available supply/demand data, occupational wages, long-term industry and occupational projections with training codes, our annual economic review report *Hawaii Labor Market Trends* and other pertinent information in support of WDC's Strategic Plan 2015.

During PY 2007, the R&S Office submitted three proposals to WDC for Reed Act funding. The first proposal involved LMI briefing, consultation, and hands-on orientation for One-stop Center staff and partners. LMI products, services and tools would be presented through the HIWI website -- the LMI Internet delivery system. The proposal also included meetings with LWIB staff and partners to discuss their LMI needs. Our second proposal provided for the development and maintenance of a workforce training website within R&S with the Hawaii Career Information Delivery system (HCIDS) since HCIDS maintains two training-related websites. Final proposal was to conduct a study on Hawaii' green industries and occupations, the workforce demand anticipated, and the skills required. The study is intended to prepare Hawaii in anticipation of funds available through the enacted Green Jobs Act of 2007. To encourage interest in Hawaii's green industries and jobs, staff prepared a flyer listing occupations considered to be green-collar jobs, and copies of the flyer were distributed at a recent statewide WDC meeting.

Outreach activities extended in PY 2007 consisted of a LMI presentation to the Hawaii County LWIB's Planning Committee at the Workforce Development Division's Hilo Office. Staff made a presentation of our products and services along with a demonstration of the Census Local Employment Dynamics (LED) tools via the HIWI website. The Planning Committee was interested in obtaining labor market information to support its workforce development initiatives particularly in the healthcare industry. The shortage of healthcare workers especially doctors is a major problem that committee members are trying to address.

HIWI is the primary means of providing local LMI data and support to the local WIBs. The WID drives HIWI, and most of the data is collected at the county level, which replicates our LWIB geography. LWIBs have access to the most current labor market information available. Staff also has pages for each county on HIWI for easy one-stop access to data focused around geographical areas. The Local Employment Dynamics (LED) information is linked through HIWI, resulting in our continually offering county labor data. In PY 2007, we added another link to the LED site for **OnTheMap** tool that provides detailed maps and reports of where people live and where they work for county and rural areas.

Our **Hawaii's Hot 50** poster continued to be frequently requested and was updated with current information, resulting in WDC offering to print copies primarily for distribution in One-Stop Centers. The report lists occupations with the most annual openings and grouped by the training or education required, along with the skills, abilities, and knowledge needed and their respective wages and job descriptions.

F. Conduct Special Studies and Economic Analyses.

Mass layoffs occurring in PY 2007 brought about our tracking of them and how these developments impact state and local labor force statistics. We were able to provide demographic information of Unemployment Insurance claimants laid off due to workforce reductions affecting the air and water transportation industries and also the agriculture industry. Career exploration and job search information on our HIWI website were available to dislocated workers on a 24/7 basis. A National Emergency Grant (NEG) secured through DLIR provided workers with skills assessment, counseling, career planning, occupational skills, and on-the job training.

Worker shortages in the healthcare industry especially in the rural areas of the state continued to prevail during the past program year. Hawaii County's LWIB Planning Committee funded a survey of healthcare workers (i.e. physicians and surgeons) conducted by the Hawaii Health Workforce Collaborative (Workforce Hui) group. We received results of the survey shared by the group at a meeting. In the past, R&S has contributed our data and expertise to the Workforce Hui group. As mentioned previously, we also provided a LMI presentation and demonstration of LED tools to Hawaii County's LWIP Planning Committee in support of the committee's workforce development plans pertaining to the county's lack of healthcare workers.

We produced data and analyses on Hawaii's aging workforce for the DLIR's incumbent training initiatives, and also updated the U.S. Census Bureau's report *The Geographic Distribution and Characteristics of Older Workers in Hawaii: 2004* with more timely data on Hawaii's older workers. [*The Graying of Hawaii's Workforce 2006*](#) report provides state and county information based on the LED program's Quarterly Workforce Indicators (QWI), including comparisons over a 10-year period. The report concentrates on the employment, industry distribution, turnover rates, and earnings of Hawaii's private industry workers that are 55 years of age and older.

Part II. Customer Consultations

Throughout PY 2007, the R&S Office consulted with its customers through emails, phone calls, and in-person exchanges about the usefulness of products developed and services provided by our office. The “in-person” encounters involved attending meetings and participating in technical workgroups, sometimes on a monthly basis, to inform and ensure that future development of workforce information aimed to satisfy our customers’ needs.

We maintained a close working relationship with the Workforce Development Council (WDC) and Workforce Investment Boards (WIB) by responding to requests for data and investigating areas of concern that Hawaii’s workforce investment system was interested in studying and pursuing for further action. Our attendance at council meetings and informal contacts with the WDC office provided guidance and direction that allowed us to work collaboratively on developing appropriate products to inform state and local customers about the current state of our workforce situation.

R&S staff continued to participate in the Hawaii Health Workforce Collaborative (Workforce Hui) group, attending meetings and met specifically with the principals of the group to share our occupational employment projections material, regarding those on healthcare workers. During the program year, the workgroup successfully obtained a grant to fund the conduction of a survey on the Big Island of Hawaii that resulted in the establishment of a database of selected healthcare workers (i.e., physicians, surgeons) that determined worker shortages in the rural areas of the state. We hoped that the sharing of data and methodology would validate and improve our job projections.

We remained in contact with the Hawaii State Center for Nursing (HSCN) and continued as a member of the Center’s Workforce Data Collaborative Workgroup. HSCN has taken the lead in collecting and analyzing data on the nursing workforce due to anticipated workforce shortages. We supported the Center’s attendance at the National Nursing Education Capacity Summit in Washington, D.C., June 2008. Consequently, HSCN is working on the development of a strategic plan to increase the educational capacity in nursing for Hawaii. Data collection will be a part of the Center’s strategic plan. Our staff hopes that by collaborating with this group and sharing data, it will validate and improve our projections statistics. In support of HSCN’s initiatives, R&S staff also participated in a Workforce³ One Webinar titled ***Blowing Open the Bottleneck in Nursing Education: An After Summit Recap and Discussion***.

Based on our internal log of customer requests for labor market information, we satisfied clients in a timely manner by mainly referring requesters to our HIWI website and the appropriate location of the data they were researching or mailing out published material, especially the popular Hot 50 poster, which many job counselors found useful for listing the employment, skills, knowledge, and abilities of the top 50 jobs ranked by average annual job openings and grouped by education and training levels.

In a couple of instances, we produced customized files for the user. One involved combining short-term and long-term projected jobs and wages so that the client could determine which high paying jobs were unfilled or in shortage. Another addressed the need for assessing the wages paid by selected occupations within the tourist industry in relation to other industries statewide as well as with other states in which tourism plays a significant role. The Occupational Employment Statistics Survey program provided the wage data that shed light on the local viability of wages earned in the tourist industry, particularly from hotels.

Our efforts to keep interested parties aware of the latest labor market updates on our website via email alerts extended beyond HIWI subscribers and included state labor department administrators. This resulted in receiving favorable feedback from WDC staff, a program manager of WDD, and the Wage Standards administrator, and in turn, more email addresses were added to the alert list.

Part III. Recommendations for Improvements or Changes to the Deliverables.

The R&S office recommends that ETA continue to support the tools needed for LMI analysis. The projects listed below in Tools for LMI Analysis are critical to our delivery of quality labor market and workforce information for our customers and partners. In addition, we would like to convey our responses to questions submitted to the Workforce Information Council regarding the ETA Workforce Information Planning Grant.

A. Tools For LMI Analysis.

- The *Hawaii Workforce Informer* (HIWI), our version of the Workforce Informer (WI) Internet system, is the primary delivery system of LMI, and where updates of the WID database are available online. The WI system is about six (6) years old and needs upgrading to newer technologies for improved information processing and delivery. Additional resources will be required to support any upgrade of the current WI Internet system. In PY 2008, we are required to contract the maintenance and hosting of the WI Internet system (HIWI) through open bid process. We no longer will sole source with CIBER (Consultants in Business, Engineering and Research) to maintain and host the HIWI website.
- Estimates Delivery System (EDS) needs continued funding support and technical support from the Projections Management Partnership (PMP). EDS allows us to produce county level occupational wages and employment projections. Industry staffing patterns can be produced from the EDS software and used in the MicroMatrix system to create occupational projections for the state and counties. We participated recently in a PMP Steering Committee survey on the Projections Suite: Short-term and Long-Term Industry Projections, Micro-Matrix, and Data Preparation Module. The survey specifically asked our preference as to the development of the Projections Suite in a desktop or Internet environment. Our major concern was that data security and confidentiality issues needed further addressing before we could support the development of an Internet system to produce projections.
- Local Employment Dynamics (LED), a Census Bureau product in partnership with the states, needs continued funding to provide technical support for the product. LED provides demographic and socio-economic information on the workforce for the state and counties. Another Census product is OnTheMap tool, which is part of the LED product. Version 3.0 and 3.1 of the mapping tool was recently released and staff attended the Workforce³ One Webinar titled **Local Employment Dynamics: OnTheMap Version 3.0**. Continued funding support is needed to allow Census to maintain and enhance the system, in particular, to provide the availability of more current data. OnTheMap shows data from 2002 through 2006.
- Community Economic Development (CED) HotReports provides county profiles, with tables and charts on the workforce, economy, population, income and commuting patterns. Reports provide local users with readily accessible data for planning and training purposes. This tool should be expanded to display state and national data that could be compared with the county reports and more current data should be made available to users.

- Skills-Based Employment Projections (SEP) project needs continual funding since it generates information on supply and projected demand, as well as, skills gap and replacement for job requirements by combining occupational projections with O*Net data. R&S staff did start to use the tool in assessing supply/demand data, particularly the skills gap index.
- Longitudinal Tracking System (LTS), although still in the planning and implementation stage by BLS and selected pilot states including Hawaii, it will definitely assist us in tracking, comparing and measuring employment and wage outcomes of a broad range of individuals, including mass layoffs and dislocated workers. LTS would enable our office to provide more timely information to our customers and partners.

B. Hawaii Responds to ETA Workforce Information Planning Grant Questions.

(ETA asked the following questions at a WIC meeting in July 2008. WIC polled region states to develop a consensus response to the four questions raised by ETA. Our responses to questions 1 and 2 are combined and also responses to questions 3 and 4.)

- 1) Should workforce information grant planning be folded into the broader WIA state plan?
- 2) What needs to be part of the workforce information grant planning process?

Hawaii does not support combining the Workforce Information Grant with the total state funding for WIA. Building staff capacity and expertise require a stream of funding to support workforce information planning, and the development and delivery of labor market information. Labor market intelligence would be degraded when funds are diverted to support other program operations. Without a separate budget line item for LMI, we would suffer from indiscriminate cuts.

In Hawaii, the WI Grant planning and the WIA State Plan are in sync. The State WIB, through the Workforce Development Council, works in collaboration with the Hawaii LMI to prepare the WIA plan. LMI staff participates in the WDC planning work groups to prepare the state strategic plan and report to the Governor.

Hawaii submits its LMI Plan to the WDC staff for review. WDC staff provides comments and suggestions for improvement and alignment with the State workforce development strategic plan. The LMI Plan is then presented to the full Council for action/approval.

- 3) Should the basic grant process – core deliverables – be maintained or should a completely different approach be taken?
- 4) Should the current deliverables remain or should they be modified?

The WI Grant process needs a better timeline to prepare and submit the funding application. Timely issuance of guidelines is necessary to get funding. Also, we do not see the need to submit a cover letter and certification to be co-signed by the State WIB Chair or Governor. Our Department Administrator should be able to sign the ETA grant on behalf of the Hawaii LMI.

The six deliverables could be streamlined, combining certain items. For example, Deliverables C and F could be consolidated, to conduct special studies and economic

analyses and to publish annual economic analysis report. For the projections (Deliverable B), we may want to consider another time period, such as a 5-year projection. A short-term projection (1-2 years) for the industries may still be useful, particularly with the current downturn in the economy. Deliverable E, partner and consult with WIBS, seems to be a process, rather than a deliverable. Deliverable A - Workforce Information Database (WID- formerly ALMIS), Deliverable B - Projections, and Deliverable D - Internet Delivery require significant resources. We need to build staff capacity and retain LMI staff expertise to meet these deliverables