



LOS ANGELES COUNTY DIRECTIVE WIA Youth

NUMBER: LACOD-WIAD08-29

SUBJECT: Approval of WIA Youth Common Measures Waiver and Update of JTA Client Forms Handbook

DATE: 4-30-2008

EFFECTIVE: July 1, 2007

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TO: WIA Youth Service Providers

Purpose:

The purpose of this directive is to notify WIA Youth service providers about the December 11, 2007 approval of California's waiver request by the Department of Labor (DOL), Employment and Training Administration (ETA) to move from the statutory performance measures specified in the Workforce Investment Act (WIA) Section 136(b)(2) to the Common Performance Measures defined in ETA Training and Employment Guidance Letter (TEGL) 17-05 (February 17, 2006). This waiver is **effective July 1, 2007**. Therefore, all WIA Youth service providers will be held accountable for the three Common Performance Measures starting Program Year 2007-08.

The State of California Employment Development Department (EDD) issued the information notice, *Approval of Common Measures Waiver Request*, on February 5, 2008, informing local workforce investment areas about the approval of the waiver. The information bulletin can be found at <http://www.edd.ca.gov/wiarep/wsin07-33.pdf>.

Common Performance Measures:

In summary, the waiver makes the following changes to program accountability for the WIA Title IB Programs.

1. There are no longer separate accountability measures for the Older Youth population who are ages 19-21.

2. The Youth program is accountable for a single set of measures for all eligible Youth ages 14-21:

- **Literacy and Numeracy Gains-** *Of those out-of-school youth who are basic skills deficient:*

The number of youth participants who increase one or more educational functioning levels divided by the number of participants who have completed a year in the youth program (i.e., one year from the date of first youth program service) plus the number of participants who exit before completing a year in the youth program.

- **Placement in Employment or Education-** *Of those who are not in post-secondary education (including the military) at the date of participation:*

The number of youth participants who are in employment (including the military) or enrolled in post-secondary education and/or advanced training/occupational skills training in the first quarter after the exit quarter divided by the number of youth participants who exit during the quarter.

- **Attainment of a Degree or Certificate-** *Of those enrolled in education (at the date of participation or at any point during the program):*

The number of youth participants who attain a diploma, GED, or certificate by the end of the third quarter after the exit quarter divided by the number of youth participants who exit during the quarter.

The Youth program is no longer accountable for the Skill Attainment goals or Youth Retention performance measures. The Skill Goals Form has been retained on the Job Training Automation (JTA) System. It is an optional form that may assist staff in tracking interim goals for Youth program clients.

3. The WIA Title IB program is no longer required to complete the State-level Employer and Job Seeker customer satisfaction survey. The WIA Directive WIAD01-13, WIA Employer Customer Satisfaction (March 11, 2002), will be rescinded. The DOL has requested that the State continue to monitor customer satisfaction. The State will work with the local workforce investment areas to establish a point-of-service customer satisfaction process.

For further descriptions and details of the Common Performance Measures, please refer to TEGL 17-05 at http://wdr.doleta.gov/directives/corr_doc.cfm?DOCN=2195 and TEGL 17-05, Change 1 (August 13, 2007) at http://wdr.doleta.gov/directives/corr_doc.cfm?DOCN=2505.

Reporting of Common Performance Measures:

The Literacy and Numeracy Gains performance measure requires use of a new form to be completed in the JTA System and recorded in the participant's physical case file.

The WIA Youth Test Scores Form shall be used to track the test scores which are required for the Literacy and Numeracy Gains performance measure. This performance measure measures the increase in skills of participants through a common assessment tool administered at program entry and regular intervals thereafter. Only out-of-school youth participants who are basic skills deficient will be measured in this Common Measure. Excluded from the performance measure are in-school youth participants and youth participants who are not basic skills deficient because they have already attained basic literacy and numeracy.

Refer to pages 87 to 92 of *WIA JTA System Client Forms Handbook*, RWSDD-6 Draft Directive (January 11, 2008), at <http://www.edd.ca.gov/wiarep/wsdd-6.pdf> for instructions on the new WIA Youth Test Scores Form. This draft directive, which is now closed for comments, provides an update to the handbook for reporting client information.

Please note that the measurement for the Placement in Employment or Education and Attainment of a Degree or Certificate Common Performance Measures does not require any new reporting procedures. These measures are calculated by the participant information that is already being entered in the JTA System.

Questions regarding this directive should be directed to Maggie Mireles at (213) 738-2198 or Robert Brieff at (213) 351-8924.


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Workforce Investment Board