

DEPARTMENT OF WORKFORCE DEVELOPMENT  
DIVISION OF EMPLOYMENT AND TRAINING  
ADMINISTRATOR'S MEMO SERIES

ACTION  
 NOTICE 10-09

ISSUE DATE: 5/10/2010  
DISPOSAL DATE: Ongoing

\*PROGRAM CATEGORIES:

AS  FL  ML  TR  
 CR  IT  RA  WIA  
 FM  JC  TC  YA  
 LM  TA

To: Workforce Development Board Directors and Staff  
Workforce Investment Act Staff and Partners  
Job Service Directors

From: Ron Danowski  
Division Administrator



RE: Wisconsin Workforce Investment Act Common Measures Implementation

PURPOSE: To announce the implementation of the Workforce Investment Act's  
Common Performance Measures for program year 2009 - 2010.

Major Legislative/Regulatory References

- Training and Employment Guidance Letter 17-05 Common Measures Policy for the Employment and Training Administration's Performance Accountability System and Related Performance Issues, February 17, 2006
- Training and Employment Guidance Letter 24-08 Workforce Investment Act and Wagner-Peyser Act Performance Accountability Reporting for the American Recovery and Reinvestment Act of 2009, March 21, 2009
- Training and Employment Guidance Letter 17-05, Change 2 Clarification of the Youth Literacy and Numeracy Measure, May 20, 2009
- U.S. Department of Labor Letter Response to Wisconsin's Waiver Requests, November 13, 2009

BACKGROUND:

The U.S. Department of Labor (DOL) established common performance measures in 2005 that was coupled with the anticipation of the Workforce Investment Act Reauthorization. While the reauthorization has not yet taken place, DOL proceeded with the implementation of the six common measures, but due to the law, still required reporting of the existing WIA performance measures. Attachment A is a DOL summary of the Common Measures. States that wanted to implement Common Measures submitted waiver plans to DOL. DOL's November 13, 2009,

\*PROGRAM CATEGORIES:

AS--Apprenticeship  
Standards  
CR--Civil Rights

FM--Financial Management  
Requirements  
FL--Foreign Labor Certification  
IT--IT Systems  
JC--Job Center

LM--Labor Market  
Information  
ML--Migrant Labor  
RA--Refugee Assistance  
TC--Tax Credit Programs  
TA--Trade Assistance

TR--Transportation  
WIA--Workforce  
Investment Act  
YA--Youth Apprenticeship

letter approved Wisconsin's waiver request to report only on Common Measures for all WIA Title 1-B programs for program year 2009-2010. The waiver also exempts the State from the federal reporting requirement to report customer satisfaction results to DOL. The Department of Workforce Development, Division of Employment and Training (DET) negotiated the State's performance goals for the Common Measures with DOL. Attachment B lists those goals that are the basis for DET's negotiations with the Workforce Development Boards for local performance goals within each workforce development area.

This link is the DOL common measures webpage with the Training and Employment Guidance Letters and other information:

[http://www.doleta.gov/performance/guidance/tools\\_commonmeasures.cfm](http://www.doleta.gov/performance/guidance/tools_commonmeasures.cfm)

**POLICY:**

This policy is the implementation of the Workforce Investment Act (WIA) State's common measures waiver for program year 2009 - 2010.

**Monitoring and Performance**

Monitoring on the Common Measures waiver implementation will occur through DET's continued on-site monitoring visits, and quarterly reporting to DOL. Additional information may be requested of the WDBs for purposes of meeting the DOL Annual Report requirements. The WDB's Common Measures performance goals met/unmet will be analyzed to determine any technical assistance needs and negotiations for the next program years' goals.

**ACTION SUMMARY STATEMENT:**

The Common Measures performance is effective July 1, 2009, and will be used for purposes of official DOL reporting.

**CONTACT:** If you need additional information regarding this policy, please contact

(1) Dianne Reynolds on common measures policy issues (608) 266-0988

[dianne.reynolds@dwd.wisconsin.gov](mailto:dianne.reynolds@dwd.wisconsin.gov)

and

(2) Mathew Mita on common measures ASSET reporting issues (608) 267-9484

[Matt.mita@dwd.wisconsin.gov](mailto:Matt.mita@dwd.wisconsin.gov)

**Attachment(s):** 2

ATTACHMENT A: COMMON MEASURES AT-A-GLANCE

**ADULT MEASURES**

**Entered Employment**

*Of those who are not employed at the date of participation:*

# of adult participants who are employed in the first quarter after the exit quarter

# of adult participants who exit during the quarter

**Employment Retention**

*Of those who are employed in the first quarter after the exit quarter:*

# of adult participants who are employed in both the second and third quarters after the exit quarter

# of adult participants who exit during the quarter

**Average Earnings**

*Of those adult participants who are employed in the first, second, and third quarters after the exit quarter:*

Total earnings in the second plus the total earnings in the third quarters after the exit quarter

# of adult participants who exit during the quarter

**YOUTH MEASURES**

**Placement in Employment or Education**

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

# 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

# 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):*

# of youth participants who attain a diploma, GED, or certificate by the end of the third quarter after the exit quarter

# of youth participants who exit during the quarter

**Literacy and Numeracy Gains**

*Of those out-of-school youth who are basic skills deficient:*

# of youth participants who increase one or more educational functioning levels

# of youth participants who have completed a year in the program (i.e., one year from the date of first youth program service) plus the # of youth participants who exit before completing a year in the youth program

ATTACHMENT B: STATE PERFORMANCE GOALS

**Wisconsin**

**Final Negotiated Program Year 2009 - 10 Goals for  
Workforce Investment Act Common Measures for  
Adult, Youth, Dislocated Worker and Employment Service**

<b>Performance Measures</b>	<b>Final Negotiated PY 09 Goals</b>
<b>Adult</b>	
Adult Entered Employment	72
Adult Retention	84
Adult Average Earnings	\$9,800
<b>Dislocated Worker (DW)</b>	
DW Entered Employment	84
DW Retention	93
DW Average Earnings	\$14,400
<b>Youth</b>	
Youth Placement in Employment or Education	72
Youth Attainment of a Degree or Certificate	75
Literacy and Numeracy Gains	30
<b>Employment Service (ES)</b>	
ES Entered Employment	61
ES Retention	84
ES Average Earnings	\$12,500