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To: Program Managers, SETA-Funded WIA Service Providers,  
Site Supervisors, Sacramento Works Career Centers

From: Kathy Kossick, SETA Executive Director

RE: Implementation of the U.S. Department of Labor Common  
Measures for reporting performance in all Workforce Investment  
Act programs

WIA Directive #07-01

In 2001, the President required the U.S. Departments of Labor (DOL) and Education (DOE) develop common performance measures across similar programs. In response to this initiative, the DOL Employment Training Administration (ETA) announced its intention to implement a set of Common Measures on July 1, 2005. The ETA common performance measures described in the TEGL 17-05 (February 17, 2006) reflect the agreed upon measures for the federal employment and training programs.

The State of California, Labor and Workforce Development Agency is currently implementing an initiative to move forward with the Common Measures. The key elements of the initiative include:

- Combining performance measurement of clients served with Adult and Dislocated Worker WIA funds;
- Using a single set of measures for clients served through the Youth funding stream, thus eliminating Older Youth as a sub-population for the purpose of the performance measurement;
- Eliminating the credential measure for Adults and Dislocated Workers; and
- Eliminating the customer satisfaction measurement system required by DOL.

California currently reports 17 performance measures for the WIA Title I programs. There are four primary measures across three funding streams – Adult, Dislocated Worker, and Older Youth, three performance measures for Younger Youth, and two customer satisfaction measures.

***“Preparing People for Success: in School, in Work, in Life”***

The State of California has requested a waiver from the U.S. Department of Labor to simplify the WIA performance system by **discontinuing use of the current 17 performance measures and reducing the WIA outcome measures to six**. Table 1 below lists the six performance measures California is proposing to implement effective July 1, 2007, under the waiver. Table 2 provides a detailed definition for each of the Common Measures.

TABLE 1. COMMON PERFORMANCE MEASURES

<u>PROGRAM</u>	<u>PERFORMANCE MEASURE</u>	<u>TOTAL MEASURES</u>
Adults & Dislocated Workers	Entered Employment; Employment Retention; Average Earnings	3
Youth	Placement in Employment or Education, Attainment of a Degree or Certificate; Literacy and Numeracy Gains	3
Total Measures		6

TABLE 2. COMMON MEASURES AT-A-GLANCE

ADULT MEASURES	YOUTH MEASURES
<p><b>Entered Employment</b>  <i>Of those who are not employed at the date of participation:</i></p> <p>The number of adult participants who are employed in the first quarter after exit quarter divided by the number of adult participants who exit during the quarter</p>	<p><b>Placement in Employment or Education</b>  <i>Of those who are not in post-secondary education or employment (including the military) at the date of participation:</i></p> <p>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.</p>
<p><b>Employment Retention</b>  <i>Of those who are employed in the first quarter after exit:</i></p> <p>The number of adult participants who are employed in <u>both</u> the second and third quarters after exit quarter divided by the number of adult participants who exit during the quarter</p>	<p><b>Attainment of a Degree or Certificate</b>  <i>Of those enrolled in education (at the date of participation or at any point during the program):</i></p> <p>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</p>

<p><b>Average Earnings</b>  <i>Of those adult participants who are employed in the first, second, and third quarters after the exit quarter:</i></p> <p>The total earnings in the second plus total earnings in the third quarters after the exit quarter divided by the number of adult participants who exit during the quarter</p>	<p><b>Literacy and Numeracy Gains</b>  <i>Of those out-of-school youth who are basic skills deficient:</i></p> <p>The number of youth participants who increase one or more educational functioning levels divided by the number of youth participants who have completed a year in the program (i.e., one year from the date of first youth service) plus the number of youth participants who exit before completing a year in the youth program.</p>
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**Local Implementation of the Common Measures:**

Effective July 1, 2007, the Sacramento Employment and Training Agency will discontinue use of the 17 performance measures listed in Section 136 of the Workforce Investment Act and will implement the common performance measures described in Training and Employment Guidance Letter (TEGL) 17-05.

WIA subgrant agreements will include the Common Measures for Adults and Youth that are described in Tables 2 and 3 of this directive. Performance measures will change in the following ways:

1. Outcome goals/performance measures for WIA Adult and Dislocated Workers will be combined. Subgrantees will have one goal for each of the three adult measures and all adults and dislocated workers exited from the program will be included in the cohort used to calculate performance.
2. A single set of measures will be used to measure customers served through the WIA Youth program.
3. All out-of-school youth must be tested for basic reading and math skills and, if they are basic skills deficient, they must receive academic services and a post-test prior to exit.
4. Measures requiring a “credential” for Adults and Dislocated Workers are eliminated.
5. WIA Goals Form is eliminated.