



Workforce Investment Act
Annual Report

Program Year 2006

South Dakota's Workforce Development System History

South Dakota has been designated as a statewide local area with the state board assigned the responsibility to carry out the roles of the local board. This state board, the South Dakota Workforce Development Council (SDWDC), has been the driving force behind workforce development since it was first formed under the Comprehensive Employment and Training Act (CETA). This distinguished group of key state agency heads, employers, and other interested parties has guided the development of today's One-Stop delivery system in our state. The majority of employment and training programs are provided under the umbrella of the South Dakota Department of Labor, which also provides administrative support for the SDWDC. Under this structure, key employment and training programs like the Workforce Investment Act (WIA), Wagner-Peyser, Trade Act, Unemployment Insurance, Job Corps, TANF, Adult Literacy/Education, and Veterans' employment and training programs are brought together with the interests of economic development, vocational technical education, basic education, and vocational rehabilitation.

The SDWDC was formed to maintain the momentum for economic development and vitality by better connecting workforce strategies to economic needs. The 17 member SDWDC is comprised of a majority of private sector members who represent the state's employers, labor unions, community leaders, and representatives of five state agencies including the Secretary of Labor, Secretary of Education, Secretary of Human Services, Secretary of Tourism and State Development, and the Executive Director of the Board of Regents. The SDWDC members share a common purpose: to improve the services to employers and their current and future employees by streamlining the delivery of workforce and training services.

The purpose of the SDWDC continues to be to provide planning, coordination, monitoring, and policy analysis for the state training system as a whole and to advise the governor on policies, goals, and standards for the development and implementation of effective programs.

As a single statewide local area, key policy decisions are made at the state level by the SDWDC. However, a good deal of local control has been built into the system through the local South Dakota Career Center (SDCC) boards. These boards, comprised by a majority business membership, have been developed in each SDCC location. The boards deal with a variety of local workforce issues ranging from alternative schools to overall long term planning for WIA. A unique blend of stable state agencies and flexible local, private, non-profit organizations effectively deliver workforce services to our employer and participant customers.

Employment Trends in South Dakota

The residents of South Dakota participate in the labor force at a very high rate. The most current annual Current Population Survey figures show South Dakota's labor force participation rate was 72.5 percent in 2006. In other words, over 72 percent of all residents age 16 years and over were in the labor force, either working or looking for work. This compares to a 2006 national average of 66.2 percent. Nebraska's rate equaled that of South Dakota, and only four other states (Colorado, Iowa, North Dakota, and Minnesota) had 2006 labor force participation rates higher than South Dakota's. The youth in the state were also active participants in the labor force. In 2006, approximately 63.3 percent of South Dakota's youth (age 16-19 years) were in the labor force, compared to the national rate of 43.7 percent.

Since the labor force participation rate is very high in South Dakota, it is not unexpected that the unemployment rate would be low. In 2006, the annual average unemployment rate was 3.2 percent, compared the national rate of 4.6 percent. Because of the rural nature of the state and close connection to the agricultural economy, South Dakota typically enjoys low unemployment rates.

Worker growth is expected in several industries in South Dakota. Among the fastest growing industries, health care and social assistance, accommodation and food services, construction, and finance and insurance are projected to require the largest number of workers from 2004 through 2014. The health care and social assistance industry will need an additional 15,410 workers during the projections time period.

South Dakota's Projected Fastest Growing Industries

<u>Industry Title</u>	<u>2004 Workers</u>	<u>2014 Workers</u>	<u>Worker Growth</u>	<u>Percent Growth</u>
Healthcare and Social Assistance	50,900	66,310	15,410	30.3%
Arts, Entertainment, and Recreation	6,120	7,710	1,590	26.0%
Professional, Scientific, and Technical Services	8,650	10,890	2,240	25.9%
Administrative and Support and Waste Management Services	12,460	15,330	2,870	23.0%
Construction	19,950	24,360	4,410	22.1%
Accommodation and Food Services	34,570	40,350	5,780	16.7%
Educational Services	6,130	7,090	960	15.7%
Transportation and Warehousing	9,460	10,800	1,340	14.2%
Real Estate and Rental and Leasing	3,630	4,140	510	14.0%
Finance and Insurance	24,210	27,290	3,080	12.7%

Source: South Dakota Department of Labor, Labor Market Information Center

The agriculture, forestry, fishing and hunting industry is the only industry expected to decline, with an estimated loss of 1,590 workers during the projections period. The 2004 estimate of 30,260 workers is expected to decrease by 5.3 percent, to an estimated level of 28,670 workers in 2014. Declines in this industry will be due mainly to technology improvements, as well as the outsourcing of some farm activities.

Information by occupation is also available to assess future worker needs. The South Dakota 2004-2014 occupational projections estimate worker growth by occupation. These projections indicate that many of the fastest growing occupations will require postsecondary talent

development. Most of the fastest growing occupations in South Dakota are related to the health care field, followed by the social assistance and the computer technology fields.

South Dakota's Projected Fastest Growing Occupations 2004-2014

<u>Occupational Title</u>	<u>2004 Workers</u>	<u>2014 Workers</u>	<u>Worker Growth</u>	<u>Percent Growth</u>
Network Systems and Data Communications Analysts	470	743	273	58.1%
Personal and Home Care Aides	989	1,486	497	50.3%
Computer Software Engineers, Applications	278	411	133	47.8%
Computer Software Engineers, Systems Software	232	341	109	47.0%
Diagnostic Medical Sonographers	190	276	86	45.3%
Physician Assistants	324	466	142	43.8%
Medical Assistants	961	1,383	422	43.9%
Dental Hygienists	423	597	174	41.1%
Social and Human Service Assistants	607	848	241	39.7%
Physical Therapist Assistants	257	360	103	40.1%
Dental Assistants	652	906	254	39.0%
Fitness Trainers and Aerobics Instructors	633	873	240	37.9%
Registered Nurses	8,885	12,005	3,120	35.1%
Network and Computer Systems Administrators	990	1,324	334	33.7%
Substance Abuse and Behavioral Disorder Counselors	433	581	148	34.2%

Source: South Dakota Department of Labor, Labor Market Information Center

The South Dakota 2006-2008 short-term occupational projections also indicate most of the fastest growing occupations will require postsecondary talent development. Many of these occupations are related to the computer technology and health services fields.

South Dakota's Projected Fastest Growing Occupations 2006-2008

<u>Occupational Title</u>	<u>2006 Workers</u>	<u>2008 Workers</u>	<u>Worker Growth</u>	<u>Percent Growth</u>
Computer Software Engineers, Applications	440	492	52	11.8%
Network Systems and Data Communications Analysts	599	663	64	10.7%
Computer Software Engineers, Systems Software	368	401	33	9.0%
Meat, Poultry, and Fish Cutters and Trimmers	1,853	2,017	164	8.9%
Physician Assistants	438	473	35	8.0%
Medical Assistants	806	867	61	7.6%
Welding, Soldering, and Brazing Machine Operators	414	444	30	7.2%
Financial Analysts	363	389	26	7.2%
Customer Service Representatives	8,769	9,371	602	6.9%
Industrial Engineers	292	312	20	6.8%
Cost Estimators	574	613	39	6.8%
Network and Computer Systems Administrators	1,104	1,179	75	6.8%
Radiologic Technologists and Technicians	900	960	60	6.7%
Cabinetmakers and Bench Carpenters	916	977	61	6.7%

Source: South Dakota Department of Labor, Labor Market Information Center

The projections data presented thus far provided information regarding worker growth, long-term and short-term. The South Dakota Career Center (SDCC) job openings can be used to indicate the immediate staffing needs of employers. The following table shows the occupations with more than 1,000 openings registered with SDCCs during Program Year 2006.

South Dakota's Occupations with Most Openings

Occupational Title	Number of Openings
Freight, Stock, and Material Movers, Hand	4,854
Laborers and Freight, Stock, and Material Movers, Hand	4,431
Customer Service Representatives	3,583
Retail Salespersons	2,537
Slaughterers and Meat Packers	2,500
Maids and Housekeeping Cleaners	2,404
Cashiers	1,915
Landscaping and Groundskeeping Workers	1,776
Construction Laborers	1,689
Janitors and Cleaners, Except Maids and Housekeeping Cleaners	1,595
Waiters and Waitresses	1,463
Nursing Aides, Orderlies, and Attendants	1,378
Office Clerks, General	1,362
Production Laborers	1,299
Registered Nurses	1,291
Bill and Account Collectors	1,110
Combined Food Preparation and Serving Workers, Including Fast Food	1,079
Cooks, Restaurant	1,049
Note: This list includes jobs with most openings registered with South Dakota Career Centers	

Source: South Dakota Department of Labor, Labor Market Information Center

Most of the occupations in the SDCC list of most openings do not require postsecondary talent development; these occupations typically experience higher turnover and thus require a large number of workers to keep them staffed. However, the large numbers reflected in this list do not accurately reflect the demand for workers. The actual demand for workers is estimated through the production of occupational projections data.

The demand for workers is measured by the 'new workers needed' statistic, which represents the hiring to meet job growth and net replacement needs. Net replacement measures the movements of workers in and out of occupations. Some become employed in a different occupation as a result of a promotion, a desire to change careers, or the loss of an existing job. Others who leave an occupation stop working altogether because they retire, move, become ill or have another reason for leaving. Individuals who change employers but remain in the same occupation (the sum of which are often referred to as 'turnover') are not included in counts of replacement needs, because job changes by these individuals have no impact on the number of openings for an occupation. As mentioned previously, high turnover rates are typical for the occupations in the SDCC list of job openings.

With respect to the occupations needing the most new workers needed, there are over 40 occupations that will each require more than 100 workers per year through the year 2014. These occupations lead the list of those occupations projected to need the most workers yearly and that require some postsecondary talent development:

- Registered Nurses
- Teacher Assistants
- Carpenters
- General and Operations Managers
- Elementary School Teachers, Except Special Education
- Secondary School Teachers, Except Special and Vocational Education
- First-Line Supervisors/Managers of Retail Sales Workers
- First-Line Supervisors/Managers of Office and Administrative Support Workers
- Accountants and Auditors
- Farmers and Ranchers
- Executive Secretaries and Administrative Assistants
- Automotive Service Technicians and Mechanics

Although the number of farmers and ranchers is expected to decline, new workers will be needed each year to replace farmers and ranchers leaving the labor force.

Comparing the demand for workers (new workers needed) and the supply of those workers is important because it identifies where there are potential shortages in meeting the need for future workers. A job outlook rating can be used to compare the demand and supply of workers. Based on the 2004-2014 occupational projections, there are 167 occupations which have a 'favorable' or 'very favorable' job outlook. Although the job outlook rating does not directly measure shortages, it shows the occupations that will present the best job opportunities for workers. Within this list of occupations with a 'favorable' or 'very favorable' job outlook, the vast majority require some type of postsecondary talent development.

Occupations requiring some type of postsecondary talent development are expected to grow at rate of 14.2 percent, generating over 65,000 new jobs from 2004-2014. Occupations that require on-the-job talent development are expected to grow 11.9 percent, generating about 100,000 new jobs for the same time period. Jobs in these occupations tend to be lower paying and experience high turnover because workers think of these jobs as stepping stones to better paying jobs. Many of these jobs are taken by younger workers or workers who want part-time jobs.

Meeting the Challenges of Employment Trends in South Dakota

There will be two great challenges with respect to preparing workers for future jobs and meeting the demand for new workers. One will be to provide skilled workers for occupations that require postsecondary talent development. The second challenge will be to ensure that an adequate supply of good workers are available to fill jobs that require no postsecondary talent development, but tend to be entry-level, lower-paying, and have higher turnover.

There are three factors that will determine whether or not an adequate number of workers are available for occupations requiring postsecondary talent development. Making sure there are enough workers trained for these higher-skilled occupations jobs is important, since some of these jobs are critical to the state's economy.

First, there have to be enough students enrolled and graduating from these postsecondary programs. Second, it is important that graduates who have to be licensed or certified for their chosen occupations can pass the required licensing test or meet the certification requirements. Third, enough graduates have to remain in the state and take jobs related to their education. Because all three factors impact the supply of workers, the number of enrolled students in and graduates of educational programs will have to be higher than the projected demand for new workers. In some cases, the enrollment and graduate levels have to be substantially more.

The Occupational Supply Demand System (OSDS), developed by the Georgia Career Information Center and Georgia State University for the United States Department of Labor, provides information and resources that assist with the analysis and discussion of supply and demand issues. Information is available for all states, including information on program completers and related occupations.

Other factors need to be examined in determining whether or not an adequate number of workers are available for occupations that do not require postsecondary talent development. South Dakota's population is relatively slow-growing and getting older, which can have a negative impact on the supply of workers, especially the supply of younger workers. The supply of young workers is also impacted by a growing trend of secondary students selecting college after high school instead of employment, regardless of their interest or aptitudes. This trend has a negative impact on the supply of workers for certain types of jobs that do not require postsecondary talent development.

Currently, according to wage record research (using administrative records) conducted in the state, there were about 68,228 new workers appearing on company payrolls in 2006 who were not on payrolls in 2005. These workers come from many different sources, including workers moving to the state, residents previously unemployed, residents of other states commuting to South Dakota to work, and new entrants and re-entrants to the workforce. The new entrants would include high school students, college students, recent graduates, etc. Workers returning to the workforce after absences because of long-term illness, family responsibilities, etc. would make up the re-entrant category.

The 2006 number of new workers actually increased compared to the 2005 statistic of 66,693 new workers. This is a positive indicator, which in spite of the projected declining number of younger residents and the declining supply of younger workers, the number of new workers entering the labor force is increasing.

Also related to meeting employment challenges is the fact some occupations face problems with job turnover. Job turnover represents the labor flows into the labor market and also between businesses. The job turnover picture has two perspectives--job entries and job exits. Research data on South Dakota job turnover shows a fairly high level of job turnover in certain business sectors. Job turnover has both a seasonal pattern and a cyclical pattern. Exits rise during the fall and winter quarters as many businesses staff down for the winter and students return to their classes. Also, entries increase in the spring and early summer as seasonal businesses ramp up for their busy time of the year. As with other types of demand, job turnover tends to drop during business slow-downs, because the opportunity for a better job has decreased.

Although some of the turnover can be explained by the seasonal nature of the business sector in the state, some of the turnover is related to job mismatches and/or because those industries staff many jobs considered entry-level or stepping stones to better careers. Thus, it is very

important students and other career decision-makers have access to career information so informed choices can be made regarding occupations they are interested in and have the aptitude for. Career information is essential in helping eliminate career choice mismatches and help workers progress to their highest potential.

In South Dakota, workforce development is a joint partnership that involves government, education, and business. Government organizations provide the vision and communication/collaboration and create an attractive education and business environment. Educational institutions provide the pathway to knowledge and skills and create and encourage a challenging and innovative environment. And businesses provide for investment and opportunity. This collaboration is known as the Workforce 2025, an initiative of Governor Rounds. The combined efforts of this partnership focus on ensuring a qualified and highly capable workforce to allow for economic growth and expansion and sustain our youth population by establishing meaningful, fulfilling, and interesting career opportunities with high paying, high growth jobs.

With job trends becoming more positive, an efficient labor market exchange that will effectively match worker skills to employer needs is a key component for economic growth. The Workforce 2025 partnership will be a catalyst for an efficient labor market exchange and continued economic growth in South Dakota.

The *Dakota Roots* workforce development initiative aims to reach out to South Dakotans who live in other states, as well as current citizens who want to take advantage of South Dakota's economy and quality of life. *Dakota Roots* will expand the South Dakota workforce by encouraging those with ties to the state to return – to live, grow and build. It was launched on October 20, 2006, by Governor Mike Rounds and is a joint partnership between the Department of Labor, the Department of Tourism and State Development, and the Governor's Office. The program has partnered with some of the state's most progressive businesses in order to provide another workforce recruiting tool for those who want to make South Dakota home.

Family and friends can be referred through www.DakotaRoots.com. Information will then be shared with them by mail, email or phone. Once registered, *Dakota Roots* will begin matching participants with available career openings appropriate to their skills. If interested, the participants can pursue the opportunities directly with the employer. The individual's information remains confidential throughout the process. Another option is to perform a self-referral, register, and begin searching the online job data-base of almost 10,000 listings immediately.

Working Together – South Dakota Career Centers

The state and South Dakota Department of Labor through the network of South Dakota Career Centers (SDCC), has developed a system that is customer oriented and makes maximum use of current technology to reach the greatest number of customers. Employers and job seekers have direct access through Internet technology or personal contact with staff to assist in the employment and training process. The system is able to access the expertise and programs of partner entities such as education, rehabilitation, economic development, social services, and others as may be appropriate.

South Dakota has made considerable strides in utilizing technology to link related workforce services and bring them closer to the public. A broad range of information is currently available to customers through Internet access. The general public can self-register for services, access

labor market information, use South Dakota's SDWORKS online system, check out approved training providers and their levels of performance, and access resume packages and other valuable tools.

For employers, the system is able to offer relevant labor market information, a ready pool of job applicants, a referral and screening system, training programs, and a single point of contact for pertinent employment and training information. The system is able to respond quickly to the needs of the employer community.

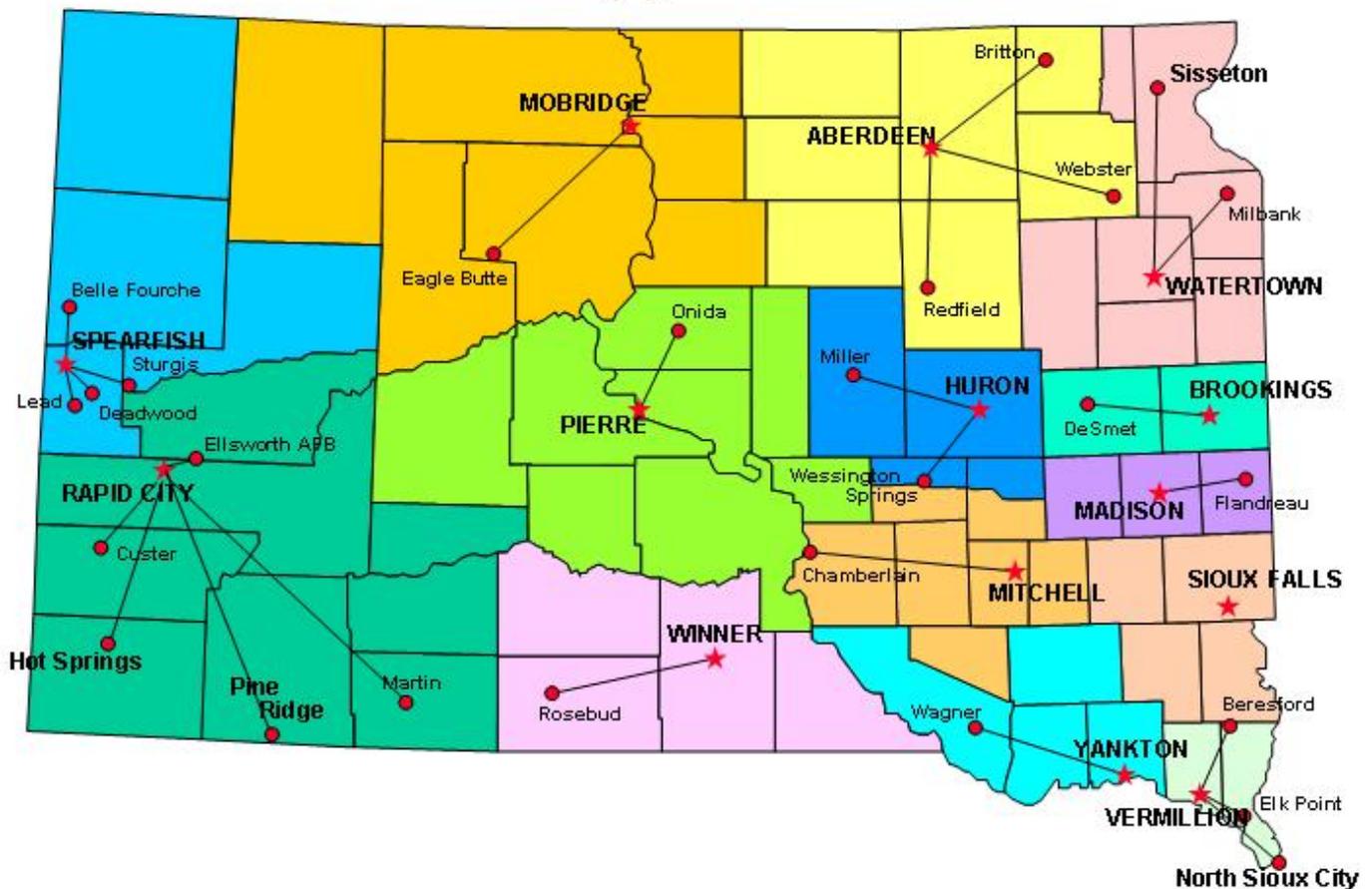
Job seekers also have ready access to labor market information, employment opportunities, unemployment insurance, employment guidance and counseling, and training, as well as a single point of contact for employment and training information.

Services and activities are promoted and made available to the various segments of the workforce. Youth, adults, dislocated workers, veterans, disabled individuals, and older workers all have the opportunity to fully access WIA through the SDCCs. Accommodations are easily made to allow any individual to benefit from services that may be appropriate. The following services are available through certified SDCCs:

- Labor Exchange
- Veterans' Employment Programs
- Unemployment Insurance
- Job Corps Recruitment and Placement
- Foreign Labor Certification
- Dislocated Worker Retraining
- Adult Training Programs
- Youth Training Programs
- Food Stamp Employment & Training
- Occupational Skill Training
- Labor Market Information
- Older Worker Training
- Temporary Assistance for Needy Families
- Aptitude/Interest/Basic Skill Assessment
- Resource Room
- Job Search Assistance Workshops
- Vocational Rehabilitation

South Dakota Career Centers (14)

Satellite Offices (4) and Itinerant Sites



Service Delivery – Business Services

Employers are critical to the success of South Dakota’s Career System. Business services are available through the 14 certified South Dakota Career Centers (SDCC), four satellite offices, and itinerant sites located throughout the state.

Employer services include:

- Computerized Job Matching
- Training Services Including Basic Skills, Re-Training, and Skills Upgrading
- Welfare-To-Work and Work Opportunity Tax Credits
- Rapid Response
- Clerical Skills Testing
- Free Access to SDCCs to Recruit, Interview, and Screen Applicants
- Resources on Labor and Employment Law
- Veterans’ Services
- Foreign Labor Certification

Employers can also access employment services through the Internet at www.sdjobs.org. Employers can list a job opening, search for applicants, and obtain information about issues related to doing business in South Dakota. By entering this site, a customer is able to access:

- Current and Historical Labor Market Information
- Unemployment Insurance (UI) Information
- New Hire Reporting
- SDWORKS (job posting system)
- America's Job Bank
- America's Career Kit
- Workers' Compensation Information
- Workforce Investment Act Training Provider Information
- Foreign Labor Certification
- Labor and Employment Laws

The South Dakota Department of Labor's (SDDOL) SDCC offices created customized Business Outreach Plans for their communities and outlying service areas. The purpose of the plans created is to become better service providers to the business communities the SDCCs serve.

SDCC managers and staff are now more concentrated on marketing the programs and services offered by SDDOL, establishing new business contacts, and maintaining and expanding existing contacts throughout each office's service area.

The Business Outreach Plans are providing a higher quality of services to both businesses and the job seekers of South Dakota. It has taken a well-working system and transformed it into an optimal system. Some of the highlights of effective Business Outreach Plans developed for the SDCC System include:

- Developing and strengthening existing partnerships with entities engaged in business development and worker supply;
- Actively listening to the needs of employers;
- Providing businesses with resource rooms at the local SDCCs;
- Assisting businesses in filling their staffing needs;
- Emphasizing SDCC customer service on a continuous basis;
- Training the workforce for today's business needs; and,
- Working closely with business to address youth employment issues.

These are but a few of the ideas SDCC offices have created over the past year. These strategies will continue to expand and/or change as the business communities' needs change. The Business Outreach Plans have re-energized office managers and staff members because the specific details are outlined concisely with a 'road map' of how to accomplish the set goals.

Service Delivery – Job Seekers

South Dakota Career Centers (SDCC), under WIA, ensure employment and training services to the universal customer. Once job seekers are assessed as needing occupational or skills training, one or more of the following program options may be available to them:

- WIA Adult Training
- WIA Youth Training
- WIA Dislocated Worker
- TAA Assistance
- Veterans' Training
- Temporary Assistance for Needy Families (TANF)
- Job Corps

Services offered to job seekers through the SDCC system include the following:

- Computer Access to South Dakota's Job Bank, America's Job Bank, Resume Preparation Tools, and Labor Market Information
- Job Referrals
- Veterans' Services
- Job Search Assistance
- Job Skills Workshops
- Skills Testing
- Career Counseling
- Connection to Educational Opportunities
- Vocational Assessment
- Job Training Opportunities

WIA Youth, Adult, and Dislocated Worker Programs

Non-competitive funds are provided to local South Dakota Career Centers (SDCC) for their job training and education programs designed to assist individuals seeking employment.

Individualized services focused on a thorough assessment and development of an employment plan allows for customer choice.

Funding for competitive projects is used to contract for services offered by approved service providers, school districts, and business partners.

Youth Training Programs

Youth training programs provide services to low-income youth ages 14 through 21. Programs are designed to prepare youth who are facing serious barriers to employment for participation in the labor force. This includes opportunities for assistance in attainment of a high school education with preparation for further education and occupational exploration, and training for employment. WIA effectively teaches youth the skills needed to balance education, work, and family.

- **Occupational Skills:** Educational and job skills program designed to provide youth with basic education, vocational assessment, career exploration, job search, job retention, job specific skills, and life-coping skills.

The local South Dakota Career Centers (SDCC) paid registrations for WIA participants eligible to attend career activities sponsored by other agencies, provided transportation to review postsecondary educational settings, and revamped their summer programs. They are discovering that with these new programming options, youth are interested in pursuing more services under WIA and remaining in programs.

Each local SDCC receives an allocation to provide the following training options:

- **On-the-Job Training (OJT):** Training by an employer for a participant who is engaged in productive work to develop the knowledge and skills essential to the performance of the job.
- **Work Experience Activities:** Designed for the participant to gain knowledge of demands of the work place and good work habits which can assist the participant in obtaining unsubsidized employment.
- **Occupational Skills Training:** Activity is tailored to meet specific needs of the participant based on aptitude, interests, and basic skills. It provides an educational program, which leads to higher wages and high demand occupations. This activity may be long- or short-term occupational training normally done in a classroom environment with a qualified instructor.

The Department of Corrections receives WIA funding to provide occupational assessments with job preparation and retention skills programs for youth just prior to returning to their home community.

Sixteen Alternative Schools receive funding to provide individual service strategies such as basic skills remediation if needed, course credits to be achieved, identification of an employment goal, and necessary life skills. Services must include preparation for postsecondary education and connect to the Career Center system. The sites must meet the Department of Education's accreditation requirements.

The State of South Dakota puts \$450,000 general funds into the South Dakota Department of Labor (SDDOL) Alternative School programming. Both WIA funds and state funds must be matched by local district funds. The funds are to provide WIA required assessment and employability planning for non-economically disadvantaged youth, although the youth must have the WIA recognized barriers to attend the SDDOL affiliate Alternative Schools. Each employability plan is to document the student's individual barrier and the related programming to assist the youth in overcoming the barrier to completing their education and obtaining employment.

The school districts involved with the WIA programming requirements at the Alternative Schools are listed on the next page.

The number of youth participating in the required WIA programming is outlined in table form on page 15.

WIA funded Alternative School Locations	School Districts Served
Advance High <i>Pierre</i>	Pierre and Fort Pierre
Aim High <i>Madison</i>	Madison, Chester, Coleman-Egan, Rutland, Howard, and Oldham-Ramona
Black Hills Education Connection <i>Spearfish</i>	Spearfish and Belle Fourche
George Mickelson Alternative School <i>Redfield</i>	Redfield and Turtle Creek residential setting
Joe Foss High School <i>Sioux Falls</i>	Sioux Falls
NOVA <i>Watertown</i>	Watertown
Pride High <i>Huron</i>	Huron
Rapid City Academy <i>Rapid City</i>	Rapid City
Reach High <i>Sioux Falls</i>	Brandon Valley, Harrisburg, and West Central
Second Chance <i>Mitchell</i>	Mitchell
SElect High <i>Brookings</i>	Brookings, Deubrook, and Sioux Valley
Southeast High Alternative <i>Vermillion</i>	Vermillion and Elk-Point-Jefferson
Southern Hills Education Consortium <i>Hot Springs</i>	Custer, Hot Springs, Hill City, Oelrichs, and Edgemont
Strive High <i>Dell Rapids</i>	Dell Rapids, Garretson, Tri-Valley, and Baltic
Sturgis Academy <i>Sturgis</i>	Sturgis, Newell, Lead-Deadwood
Zenith High <i>Wagner</i>	Wagner
Star Academy <i>Custer</i>	Approved residential education district

South Dakota Department of Labor Affiliate
Alternative Schools
July 1, 2006 through June 30, 2007

Community	Alternative High School	Goal to Serve	Non WIA	Total WIA
Brookings	SElect High	84	34	65
Custer	Southern Hills Consortium	55	17	9
Hot Springs			13	17
Huron	PRIDE High	85	30	56
Madison	AIM High	116	37	24
Dell Rapids	STRIVE High		43	21
Mitchell	Second Chance	86	32	49
Pierre	Advance High	70	88	50
Rapid City	Rapid City Academy	158	161	55
Redfield	G Mickelson Alt School	55	34	16
Sioux Falls	Joe Foss	131	87	67
Sioux Falls	Reach High	80	53	29
Spearfish	BH Education Connection	69	35	53
Sturgis	Sturgis Academy	70	52	48
Vermillion	Southeast High Alternative	57 *	39 *	20 *
Jefferson				
Wagner	Zenith High	49	26	23
Watertown	NOVA	85	167	126
Totals		1,250	948	728
Custer	STAR Academy	120	36	96

The Workforce Investment Act assists low income youth with developing skills to set realistic career goals and select the best path to achieving the goals through education and employment.

Recognized Barriers at Point of Registration:

Dropout	1,081
Basic Skills Below 9th Grade	688
Below Grade Level	720
Individual with Disabilities	125
Homeless	48
Runaway	63
Offender	420
Foster Care	214
Pregnant or Parenting	154
Required Additional Assistance to Complete School & Obtain Employment	1,241
Male	835
Female	782

Educational Achievements:

Total Credits	3,137 **
Total High School Graduates	458

Adult Programs

Adult training programs provide services to persons age 18 and older with a priority of service given to low-income individuals and recipients of public assistance. These programs lead to increased employment, higher earnings, and reduced welfare dependency.

Adult programs include the following:

- **Intensive Services:** Individuals who are unable to obtain suitable employment after receiving core level services may be referred for intensive services. These are activities designed for the individual to learn about the labor market, receive employment guidance, and set a plan leading to suitable employment. Allowable activities include: assessment, employment counseling, employment planning, pre-vocational services, and case management.
- **Service Provider Training:** This training is from a community-based educational/job skills program designed to provide participants with job specific skills, vocational assessment, career exploration, basic education, job search skills, job retention skills, and life-coping skills.
- **Postsecondary Individualized Skill Training:** Formal classroom training provided by the approved training providers leading to higher wages and high demand occupations.

Each local South Dakota Career Center receives an allocation to provide the following training options:

- **On-the-Job Training (OJT):** Training by an employer for a participant who is engaged in productive work to develop the knowledge and skills essential to the performance of the job.
- **Work Experience Activities:** Designed for the participant to gain knowledge of the world of work and to develop effective work habits, which can assist the participant in obtaining unsubsidized employment.
- **Individualized Skills Training:** Activity is tailored to meet specific needs of the participant based on aptitude, interests, and basic skills. It provides an educational program leading to higher wages and high demand occupations. This activity may be long- or short-term occupational training normally done in a classroom environment with a qualified instructor.



Success Story:

Kristin was a single mother who at the time of WIA enrollment was on food stamps, rental assistance, child support, and Medicaid. Through assessment, informal and formal, a goal was established to become a welder. She attended and completed the summer welding training held at Southeast Technical Institute in Sioux Falls. Once training was completed, Gehl Manufacturing in Madison invited her for an interview and a welding test. Both went well and later that week Gehl offered her a full-time welding position starting at \$13.13/hour plus benefits.

Dislocated Worker Programs

Dislocated Worker Programs provide basic readjustment and retraining services for workers unemployed as the result of a business closure or mass layoff. Rapid Response is conducted by the state, which initiates a plan of action in response to worker dislocations.

Each local South Dakota Career Center has access to WIA funds to provide the following opportunities:

- **Rapid Response and Basic Readjustment:** Assistance in preparing for job transition. This service includes assessment, provision of labor market information, employment planning, and other work readiness activities.
- **On-the-Job Training (OJT):** Training by an employer for a participant who is engaged in productive work to develop the knowledge and skills essential to the performance of the job.
- **Individualized Skills Training:** Activity is tailored to meet specific needs of the participant based on aptitude, interests, and basic skills. It provides an educational program leading to higher wages and high demand occupations. This activity may be

long- or short-term occupational training normally done in a classroom environment with a qualified instructor. Most programs are provided through the state technical institutes.

- **Work Experience Activities:** Designed for the participant to gain knowledge of the world of work and to develop effective work habits. This activity is very limited and may not be appropriate for most dislocated workers.



Success Story

Lori, a single mother of three, is currently employed full-time at Kolberg-Pioneer, Inc. of Yankton, South Dakota as a gas metal arc welder. She was employed at SKF/Chicago Rawhide, a manufacturer of automotive seals, when they moved the plant to Mexico and closed the Springfield, South Dakota plant. As a dual enrolled WIA and Trade Adjustment Assistance (TAA) dislocated worker, Lori participated in the June 2006 Welding Class at the Regional Technical Education Center (R-TEC) in Yankton, South Dakota. Her training was funded by TAA. She finished the class in March 2007 and was hired at Kolberg-Pioneer, Inc., full time at \$12.15 per hour immediately following her training. Visiting with Lori, she stated she enjoys welding and is doing well at Kolberg-Pioneer, a leading manufacturer of heavy road construction equipment.

Service Delivery – Job Training

Service provider training is from a community-based educational/job skills program designed to provide participants with job specific skills, vocational assessment, career exploration, basic education, job search skills, job retention skills, and life-coping skills.

Special projects funds are for statewide workforce investment activities authorized in WIA, regardless of whether the funds were allocated through the youth, adult, or dislocated worker funding streams. Special project funds are also to be used for South Dakota Workforce Development Council costs, audits, staff, overhead, or other administrative costs.

15% Special Projects include the following:

- **Apprenticeship** – A successful partnership has developed between private sector business and government through the Apprenticeship Project. Working with the United States Department of Labor – Bureau of Apprenticeship and Training, South Dakota Department of Labor SDDOL) has connected with the business community to help provide related instruction for registered apprentices.

The state has worked with 10 businesses and associations to provide related instruction to 456 individuals. The project has provided related training for industries as diverse as electrical, sheet metal, plumbing, general contracting, meat packing, computer technology, and dental.

This project is helping to address industry's need to remain competitive by investing in the development and continuous upgrade of the skills of its workforce. This in turn will reduce turnover and the cost of training, ensure availability of related technical instruction and reduce absenteeism, and result in recognized certifications.

SDDOL will continue to work with and encouragement other areas to consider apprenticeship trainings in the future.

- **Dakota Corps/Teacher Initiative** – These programs allow students financial access to outstanding postsecondary education, while encouraging them to remain in state upon graduation working in critical need occupations. SDDOL has designated current critical need occupations as: Teaching K-12 music, special education, or foreign language; teaching high school math or science; or Licensed Practical Nurse, Registered Nurse, or in other allied health care fields.
- **Inmate Carpentry Apprenticeship Program (ICAP)** - The ICAP program is intended to help correctional inmates successfully return to society. A partnership between the Department of Corrections, the Housing Development Authority, and the SDDOL has been established to link with the South Dakota Home Builders Association. This joint effort has implemented a building trades curriculum that provides skills that are needed in the construction industry. Combining these skills with appropriate guidance and counseling strives to reduce recidivism and ensure the success of the returning inmate.
- **Training Coordinator – R-TEC:** The Regional Training and Education Center (R-TEC) is a partnership of local community leaders, economic development organizations, and state government designed to provide solutions to the demands of business for a trained

and skilled workforce. The state's investment of WIA funds is met with contributions from the partners for a coordinator position to identify the needs of the business community and to design and deliver a program of training meeting that need. This project covers a six county area and serves youth, adults, and dislocated workers.

Service Delivery – Supportive Services

The intent of WIA is to assist individuals to overcome barriers to employment. South Dakota recognizes training may not address other issues that can make the road to self-sufficiency difficult. The judicious use of supportive assistance can be an integral component of a comprehensive plan of service.

Supportive services may include the following:

Youth Supportive Services

- Transportation Assistance
- Health Care Services
- Child Care Assistance
- Training-Related Clothing
- Lodging Assistance

Adult and Dislocated Worker Supportive Services

- Transportation Assistance
- Health Care Services
- Child Care Assistance
- Training-Related Clothing
- Lodging Assistance
- Job Search Allowance
- Relocation

SDDOL Affiliated Career Learning Centers

South Dakota's Career Learning Centers (CLC) work closely with South Dakota Career Centers (SDCC) and South Dakota Department of Labor (SDDOL) to provide education and training services that meet the needs of local employers. The CLCs enroll students from a wide range of backgrounds including those who are underemployed, economically disadvantaged, welfare recipients, high school dropouts, dislocated workers, and older workers. The curriculum in a CLC is individualized, self-paced, and open entry/exit. Career Specialists determine the individual client's interests, aptitudes, abilities, and motivation. Then an employability plan is prepared to address that participant's education and job training needs. Participants not only learn how to look for a job, they also learn job retention skills so they know what employers expect.

CLC staff also offer counseling based on assessments to clients on such topics as budgeting, alcohol and drug abuse, personal hygiene, and self-esteem. Participants who complete CLC programs are ready to enter the workforce as highly motivated and productive employees.

In addition to services supported through the WIA, most CLCs also provide additional services. These may include writing resumes, offering computer training courses, providing customer training services, or providing some type of training for businesses.

The CLCs partner with other organizations and agencies including SDCCs, Social Services, Vocational Rehabilitation, Corrections, local school districts, the state's technical institutes, higher education, court services, Experience Works, AARP, mental health agencies, and local businesses.

Success Story

Jessica was a 17-year-old drop-out without a job when she first went to the Career Learning Center of the Black Hills. Jessica's one work experience was at a fast food operation with a verbally abusive supervisor. WIA counselors used Jessica's assessment results as conversation starters and found out Jessica thought physical therapy would be the profession of choice but had no real knowledge of what a therapist duties really were.

WIA professionals made a contact at the Regional Rehabilitation Institute about a job shadow to help Jessica become familiar with the physical therapy daily tasks, the work environment, what some of the patients may be like, etc. The job shadow went well and an internship was developed for a part-time position allowing Jessica to study for her GED.

Jessica was hesitant to start and it was discovered her fear was based on inappropriate attire. WIA counselors helped her access a few items through a community clothing closet set up for new job seekers. Next were problems with family members expecting her to babysit. Again, WIA counselors helped her rearrange classes and balance work, family, and her GED preparation.

Staff at the Regional Rehabilitation Institute was impressed with Jessica's ability to comprehend so many new work duties so quickly. Her work schedule increased. Last May Jessica obtained her GED in one testing session. In July, Jessica was hired by the Institute at \$9.50 an hour plus benefits for 30 hours a week. Jessica didn't stop the learning process though. Jessica is continuing to improve her working knowledge by taking Medical Terminology via distance learning.

Directory of SDDOL Affiliated Career Learning Centers

Aberdeen(57402-4730)
Career Planning Center
420 S. Roosevelt St.

Brookings(57006-3841)
Brookings CLC
1310 S. Main Ave. Suite 104

Huron(57350-2406)
Cornerstones CLC
33 3rd St. Suite 202

Mitchell (57301)
Cornerstones CLC
1321 N. Main Ave.

Pierre (57501-2431)
The Right Turn
124 E. Dakota

Rapid City (57701-4178)
CLC of the Black Hills
730 E. Watertown St.

Sioux Falls (57104)
Volunteers of America
1401 W. 51st St.

Vermillion (57069-0351)
Southeast Job Link
1024 W. Cherry

Watertown (57201)
Watertown CLC
2001 9th Ave. SW Suite 100

Yankton (57078)
Yankton CLC
1200 W. 21st St.

Adult Education Programs

The South Dakota Department of Labor officially became the sponsoring agency for Adult Education and Literacy (AEL) and the GED Testing Program on July 1, 2001. AEL is an umbrella for Adult Basic Education, Adult Secondary Education, GED preparation, English as a Second Language, and Family Literacy. Success in these programs will demonstrate an individual's ability to read, write, and speak in English, and compute, and solve problems at levels of proficiency necessary to function on the job, in the family of the individual, and in society. Fifty percent of the AEL programs are co-located with WIA locations.

Adult Education and Literacy (AEL)

AEL is designed to substantially raise the educational level of adults, 16 years and older, in their ability to read, write, speak in English, compute, and solve problem at levels of proficiency necessary to function on the job, in the family of the individual and in society.

Adult Basic Education (ABE)

ABE includes instruction provided to adult learners reading at 0-8.9 grade level equivalent as determined by standardized testing. Services include basic skills and literacy instruction as well as employability and career readiness skills. Employability and career readiness skills include education and training in job readiness, job skills, life skills, parenting skills, citizenship, job seeking skills, and job retention activities that include further secondary education and training.

Adult Secondary Education (ASE)

ASE includes instruction to adult learners functioning at the 9.0 to 12.9 grade level equivalent as determined by standardized testing. Services include instruction to prepare for the General Educational Development (GED) test battery which is a recognized equivalent for a high school diploma as well as employability and career readiness skills. Employability and career readiness skills include education and training in job readiness, job skills, life skills, parenting skills, citizenship, job seeking skills, and job retention activities that include further secondary education and training.

English as a Second Language (ESL)

ESL is offered to speakers of other languages looking to improve their English speaking, math, reading, and writing literacy skills. English literacy includes programs of instruction designed to assist adult learners of limited English proficiency achieve competence in the English language. Services include basic skills and literacy instruction as well as employability and career readiness skills. Employability and career readiness skills include education and training in job readiness, job skills, life skills, parenting skills, citizenship, job seeking skills, and job retention activities that include further secondary education and training. Free classes are offered to those adults showing I-94 identification and possessing picture identification. Citizenship classes are offered to all seeking to become U.S citizens. Civics education is included to assist students in understanding and utilizing a variety of systems within western culture.

Family Literacy

Adult Education is a partner with family literacy which embraces the intergenerational links which can interrupt the cycle of illiteracy. By teaching the parents and grandparents how to increase their academic skills, it allows them to be a child's first teacher.

WIA / AEL-GED Success Story

Blake is a 22-year-old WIA/GED participant who was in high school when he was told he was suffering from a chronic health problem that he would have for the rest of his life. He dropped out of high school and worked at various jobs for a few years. Blake had always wanted to be an architect. He knew to achieve his goal, he would need post-secondary education. To pursue post-secondary education, he was going to need a high school diploma or GED. Blake enrolled in Watertown's Adult Education Program and worked towards his GED. In a national statistic of GED participants, it is said that 15% of graduating United States high school seniors achieve a GED score of 2900 or higher. It is also said that less than 2% receive a score of 3350 or higher. Blake took his GED and scored a 3680. Blake was accepted by Lake Area Technical Institute in Watertown and is currently working towards an Engineering/Architectural Drafting degree. He received a 4.0 grade point during his first year at the institute and is currently in his second year of training. Blake agrees his future is looking brighter than ever.

South Dakota's WIA Performance Indicators

South Dakota has established operating procedures for data collection and handling to ensure the quality and integrity of the data. The WIA data collection and compilation process is completely automated. Written and verbal instructions are provided to staff that collect and compile the data.

Performance data submitted on federal reports are verified and validated by state staff. The process involves checking the accuracy of a sample of the computerized records. The data verification process is the verification of the accuracy of keyed entries by their comparison with the original source(s) to identify and correct errors. Data validation involves checking the accuracy of the data entered into the computerized data base and the source documentation of the data. South Dakota is committed to continuous improvement of its information and data system.

State WIA staff conduct annual desk audits and/or on-site evaluations of workforce investment activities by program for each service provider. A comprehensive and thorough review will document effective practices being utilized by local offices. It will identify training and/or technical assistance needs of staff. Evaluations result in establishing and implementing methods for continuous improvement in the efficiency and effectiveness of the statewide workforce investment system in improving employability for job seekers and competitiveness for employers.

The evaluation process includes a self-evaluation by the service provider. A review by state staff of the administrative, procedural, programmatic, and financial aspects of the service provider assesses the extent to which the provider is complying with federal regulations and guidelines. State staff review program data for verification and validation. Program goals and progress toward meeting and/or exceeding performance standards are reviewed.

State staff provide an overview of the results/recommendations of the evaluation during an exit meeting with the local program administrator and staff. A written report of deficiencies and a plan for correcting deficiencies is provided within 30 days of the evaluation review. Technical assistance is provided when applicable.

Following are statements regarding the cost of workforce investment activities relative to the effect of the activities on the performance of the participants as required in WIA section 136(d)(2)(c):

South Dakota WIA activities have been conducted in a manner that is fully compliant and consistent with our Unified Plan for Workforce Investment. The state's South Dakota Workforce Development Council (SDWDC) has ensured all funds have been used appropriately and for the stated purpose of WIA for eligible youth, adults, and dislocated workers.

Activities have been designed to meet the individual needs of participants. Customer choice is the key principal to program success. At times, customer choice has prompted a greater mix of services to assist the participant in meeting his/her specific educational and occupational goals. As such, the programs have been quite flexible and creative in helping individuals utilize available WIA tools leading them to successful outcomes consistent with their individual service strategy.

The SDWDC truly believes WIA funds are an investment that need to be carefully weighed for the greatest return to the participant, the community, the state, and ultimately to the nation. In treating these resources as investment capital, we are careful to be prudent but demanding with our ventures. The state exercises great care in delivering high quality services at the most reasonable cost.

The state expects a high level of motivation from participants and service providers alike. This high level of personal energy working together creates a positive environment. This generates a platform for the delivery of core, intensive and training services that are productive.

The SDWDC utilizes its expertise to allocate funds for activities with the expectation that all customers, both job seekers and employers, will be served. This methodology also capitalizes on the use of the latest technology and use of effective service providers. A review of WIA performance for the program year suggests the state has invested its resources wisely. The return on the WIA investment in South Dakota has been productive for the program and beneficial to participants and the state.

Cost of Program Activities PY06

		Total Federal Spending
Local Adults		1,855,080
Local Dislocated Workers		428,783
Local Youth		2,019,005
Rapid Response (Up to 25%) WIA Section 134(a)(2)(B)		18,122
Statewide Required Activities (Up to 25%) WIA Section 134 (a)(2)(B)		225,174
Statewide Allowable Activities WIA Section 134 (a)(3)	Program Activity Description	
	Apprenticeship Initiative	55,000
	ICAP	51,916
	ABE Activities	21,984
	Teacher Initiative	6,000
	Dakota Corp	273,586
	Training Coordinator – R-TEC	43,000
	Adult Transition	385,798
Total of all Federal Spending Listed Above		5,383,448