

## U.S. Department of Labor

Employment and Training Administration  
Sam Nunn Atlanta Federal Center  
Room 6M12 - 61 Forsyth Street, S.W.  
Atlanta, Georgia 30303



February 6, 2004

WIA AND SWA ISSUANCE NO. 04-01

SUBJECT: Region 3 Training – Analyzing WIA Performance at the State Level

1. Purpose. The subject training session, scheduled for April 27-28, 2004, in Atlanta, Georgia, will assist State officials in examining how to analyze past WIA performance outcomes in order to identify performance problems and possible solutions. In addition, information will be provided on developing steps and procedures for assessing ongoing performance in order to address potential performance problems before they occur. The training is provided by Public/Private Ventures (P/PV) in partnership with USDOL/ETA.

The training session will focus on three key areas:

**Looking Behind the Numbers:** This portion of the training is designed to help States analyze key issues that may have contributed to the performance outcome for specific WIA measures. For example, important factors possibly impacting the earnings change measure such as the average pre-earnings wage per participant in the State and in individual local areas, the percentage of earners with no prior wages, etc., would be discussed.

**Identifying Interim Indicators of Performance:** This portion of the training will focus on helping States to identify interim indicators of performance or factors that influence the achievement of key WIA outcomes. For example, the session would look at a measure such as the older youth credential measure and identify key things the State might monitor such as the number of older youth assigned to a training activity (training being a key indicator that a youth is on the way to getting a credential).

**Organizing to Conduct Analysis and Provide Ongoing Feedback to Local Areas:** This portion of the training is designed to help State officials determine how they can organize their operations to conduct ongoing analyses of WIA performance and identify key reports and other means for providing useful data and analyses to local areas so they can better monitor and assess their own performance.

2. Reference. The Workforce Investment Act (WIA) of 1998.

3. Action Requested. It is recommended that each Region 3 State send a team of approximately 4-5 individuals. Key State staff attending this event would include individuals from: WIA Adult, Dislocated Worker and Youth programs, WIA Performance Monitoring and Management Information Systems. In addition, overall program directors or other senior management may want to attend and are welcome.

This training session is scheduled for April 27 and 28, 2004, in Atlanta, Georgia. Training will start at 1 p.m. on April 27 and end at 4 p.m. on April 28 at the following location:

Sheraton Hotel - Midtown Atlanta at Colony Square  
188 14<sup>th</sup> Street  
Atlanta, Georgia 30361  
Reservations: toll-free at 1-866-912-1171 or direct at (404) 892-6000  
Group Name: U.S. Department of Labor/Employment and Training

A block of rooms at the government rate of \$112 per night has been secured for attendees requiring lodging. The "cut-off date" for accepting reservations into this room block is March 26, 2004. Individuals are responsible for making their own reservations. Refer to the group name listed above when making room reservations.

Please provide a list of attendees from your State (name, title and contact information, including e-mail address) to [caso.eugene@dol.gov](mailto:caso.eugene@dol.gov) and [sickles.brad@dol.gov](mailto:sickles.brad@dol.gov) by April 1, 2004. P/PV will provide attendees with additional information pertaining to the agenda/format of the training session.

4. Contact. Questions concerning this Issuance may be directed to Mr. Gene Caso, Office of System Performance, at (404) 562-2119 or Mr. Brad Sickles, Office of Systems Support, at (404) 562-2095.

5. Expiration Date. May 1, 2004.

*Helen N. Parker*

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