



**South Dakota  
Workforce Information Grant  
Annual Performance Report**

Labor Market Information Center  
[www.sdjobs.org](http://www.sdjobs.org)

**dr** south dakota department of  
**labor and  
regulation**  
Your workforce experts.

**State of South Dakota**  
**Workforce Information Grant Annual Performance Report**  
**July 1, 2013 through June 30, 2014**

**i. Workforce Information Database (WIDb)**

All of the required core tables have been populated. The PY 2013 projections deliverables, which include the South Dakota 2012-2022 long-term state projections and 2013-2015 short-term projections, have been populated.

Licensing information is collected every other year. Staff collected 2013 licensing information from the state's licensing and certification boards. The licensing data was provided to the National Crosswalk Service Center site and populated in the WID. The licensing information is also a component of the career information available in the Career InSite application. Collection of more current information will begin in the spring of 2015.

The Labor Market Information Center (LMIC) currently hosts the 2014.2 version/edition of the Employer Database. A link on LMIC's website provides public access to the Employer Locator on the Career InfoNet website.

Access for South Dakota Department of Labor and Regulation (DLR) staff is also available through a state Intranet site. This application provides information about selected employers, but has limited file download capability. The Employer Database is also loaded on an LMIC computer, allowing LMIC staff to download larger files and do more intensive searches for customers. The Employer Database is also populated in the WID.

**ii. Industry and occupational employment projections**

South Dakota utilized the online training system and methodology developed by the Projections Workgroup and the Projections Managing Partnership (PMP) to train our staff and produce the projections deliverables. The statewide short-term industry and occupational forecasts for 2013-2015 were completed by the deliverable date of Feb. 28, 2014. The statewide industry and occupational projections for the 2012-2022 time period were completed by the deliverable date of June 30, 2014.

Our projections team participated in the PMP webinars offered during PY 2013, and our industry projections analyst attempted to attend the Projections Conference in Pittsburgh, however cancelled flights due to weather conditions prevented his attendance.

**iii. Annual economic analysis and other reports**

LMIC provided relevant economic analyses and special studies to several users. The Annual Economic Report is available on the LMIC website:

[http://dlr.sd.gov/lmic/pdfs\\_and\\_other\\_files/labor\\_market\\_report\\_2013.pdf](http://dlr.sd.gov/lmic/pdfs_and_other_files/labor_market_report_2013.pdf).

IMPLAN software was used to produce five studies estimating the economic impact of new or expanding businesses; these studies were conducted at the request of the Governor's Office of Economic Development (GOED).

LMIC also produced and provided detailed labor market information for the Workforce Investment Act (WIA) annual report.

LMIC staff also prepared several workforce availability reports for select DLR local offices. These reports were prepared to provide detailed data regarding the availability of workers for new businesses and proposed business expansions. Related to these planned business expansions, LMIC also provided several area workforce reports using OnTheMap, which included commuting information, as well as labor force and industry trends analysis.

LMIC published the following workforce information articles during PY 2013 in the e-Labor Bulletin:

- "Estimating Labor Availability" (November 2013)
- "South Dakota Nonfarm Worker Trends in 2013" (March 2014)
- "2012-2022 South Dakota Industry Projections" (April 2014)

#### **iv. Customer consultations**

The Labor Market Information Center (LMIC) conducts a customer satisfaction survey each year to ensure we continue to meet customers' needs.

The Workforce Information Grant (WIG) encourages the publication of an annual economic analysis report. For the past few years the LMIC has opted to publish other, less comprehensive reports of value related to the labor market and state economy. LMIC decided to return to a more comprehensive annual report for 2013. During PY 2013, LMIC gathered input on topics our users would like to see in the report, as well as how they currently utilize labor market information via a survey. LMIC used SurveyMonkey to collect input from the DLR local office managers and Workforce Development Council members. The survey results are online at [http://dlr.sd.gov/lmic/pdfs\\_and\\_other\\_files/wigpy13/customer\\_satisfaction\\_survey\\_results.pdf](http://dlr.sd.gov/lmic/pdfs_and_other_files/wigpy13/customer_satisfaction_survey_results.pdf). With this feedback in mind, LMIC created its 2013 Annual Economic Report. It was published September 2014.

#### **v. Activities undertaken to meet customer needs**

Collectively, LMIC provides a large amount of information to many user types. LMIC staff handled 17,500 information requests during PY 2013, which included the distribution of 12,504 publications including the distribution of the e-Labor Bulletin. The LMIC website had 77,299 unique views (105,035 total page views) during PY 2013. In addition there were 42,008 hits (or downloads) of electronic (PDF) publications by 16,117 visitors.

Grant-produced products, including workforce data, publications and delivery systems, are published on the LMIC website. Detailed information regarding these products is provided below. User and distribution counts are included in the appendix of this report.

## **LMIC Website**

([www.sdjobs.org/lmic](http://www.sdjobs.org/lmic))

The LMIC website serves as the platform to showcase all of the publications, historical datasets and workforce delivery systems available to our users. The website is also used as the vehicle for three data releases each month. During PY 2013, there were 77,299 unique page views and 104,986 total page views on the LMIC website. In addition, there were 42,008 electronic PDFs downloaded (or hits) by 16,117 visitors to our website.

## **South Dakota e-Labor Bulletin**

LMIC staff produced 12 monthly issues of the *South Dakota e-Labor Bulletin*, which was distributed to a wide variety of users. The *e-Labor Bulletin* is available from a button labeled “e Labor Bulletin” on the homepage of the LMIC site at [www.sdjobs.org/lmic](http://www.sdjobs.org/lmic). When a new issue is published at the end of each month, subscribers receive an e-mail notice, along with a link to the website.

The *e-Labor Bulletin* is an electronic release, which includes a link to a printer-friendly copy (PDF format) of the entire *e-Labor Bulletin*. Three articles were published in the *e-Labor Bulletin* during PY 2013. These special studies are conducted in part to meet deliverable three (conduct and publish relevant economic analyses, special workforce information and/or economic studies).

As a cost-saving measure during PY 2013, LMIC developed a new process for updating and publishing the data tables in the monthly South Dakota e-Labor Bulletin. This resulted in a series break in the Web metrics which track usage of the tables of data. Therefore, the PY 2013 statistics include a merging of the two data sets, matching up the available metrics as closely as possible. Website statistics indicate LMIC’s Web users experienced 3,375 sessions/unique page views, accessing the tables 4,076 times.

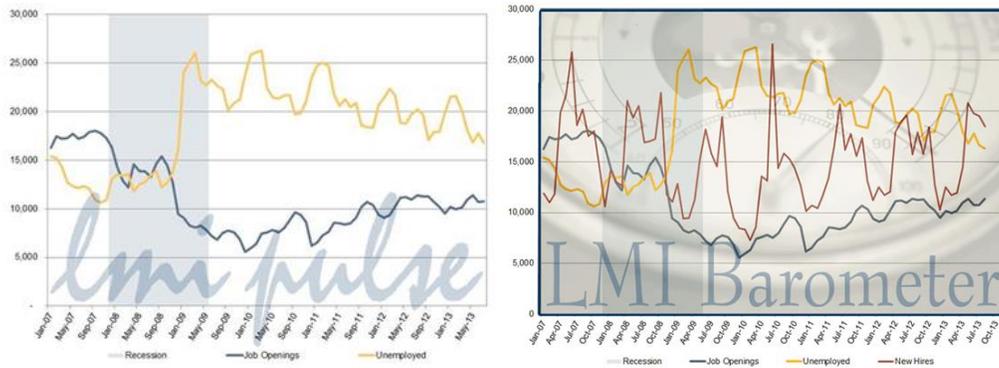
The “What’s New?” page is updated on the first Friday of each month to correlate with the Bureau of Labor Statistics (BLS) release of national labor force and nonfarm data for the prior month. Highlights are provided on the “What’s New?” page of the LMIC site, with a link to the BLS site for the full release.

On the third Wednesday of each month, the “What’s New?” and “Overview” pages of the site are used to publish the public release of statewide labor force and nonfarm data for the prior month. Part of the statewide data release is an “Economic Snapshot” page which provides a comparison of current month data to prior year for national and state labor force estimates, and statewide nonfarm data by major industry. In addition, the South Dakota level of new hires, another key economic indicator, is provided from the Unemployment Insurance Division’s New Hire Reporting Center and is included in the “Economic Snapshot” page.

Later in the month (normally the fourth Friday), substate labor force and nonfarm data, plus additional data such as DLR activities in the local offices and unemployment insurance is included in the release of the *e-Labor Bulletin*.

### **LMI Barometer (formerly LMI Pulse)**

The *LMI Pulse* was first published during PY 2012 in the June 2013 edition of the e-Labor Bulletin. However, due to the threat of a copyright infringement from a private healthcare company, this data graphic is now referred to as the *LMI Barometer* ([http://dlr.sd.gov/lmic/lmi\\_barometer.aspx](http://dlr.sd.gov/lmic/lmi_barometer.aspx)).



The *LMI Barometer* compares the level of unemployed, the number of job openings posted on SDWORKS (South Dakota’s online jobs database), and the number of newly hired workers (new hires) using the most current data available. As this data is not seasonally adjusted, seasonal patterns are evident. LMIC plans to expand the *LMI Barometer* during PY 2014 to include job openings and seeker data.

### **LMIC Online Applications and Resources**

#### **Community Labor Profiles** ([http://dlr.sd.gov/lmic/menu\\_clp.aspx](http://dlr.sd.gov/lmic/menu_clp.aspx))

The Community Labor Profiles (CLP) application is available online for DLR staff, businesses and economic development groups. The DLR staff use the CLPs for meetings with businesses and economic development groups. The interactive website application enhances the quality and availability of labor supply information. The website application allows the user to select a default area configuration based on commuting patterns or create an area to produce a customized CLP. This option allows for development of regional economic reports, which assists local workforce development efforts in South Dakota. The profiles provide a wide range of labor market information about the area, including:

- Labor Supply
- Population
- Education Levels
- Commuting Times of Workers
- Nonfarm Wage and Salaried Workers by Industry
- Labor Cost by Industry

- Labor Cost by Occupation
- Resident Labor Force
- Job Seekers

From July 1, 2013 through June 30, 2014 a total of 947 CLPs were generated, including 521 Place Profiles [city, town or Census Designated Place (CDP)], 160 Area Profiles [county or Metropolitan Statistical Area (MSA)] and 266 Custom Area Profiles.

### **Career InSite** (<http://www.sdjobs.org/careerinsite/>)

Career InSite provides a variety of South Dakota-specific occupational data (e.g. description, wages, employment estimates and projections, licensing requirements, etc.). In addition, two interest surveys help match users to occupational areas of interest (a link to the Career InSite interest survey is also included on the DLR homepage). The South Dakota Workforce Development Council (WDC) adopted Career InSite as the program of choice to assist Workforce Investment Act (WIA) participants in determining their occupational interest areas. Once clients have taken the built-in interest test in Career InSite, counselors work with the WIA participants using the application to conduct more in-depth occupational exploration. Career InSite also offers links to available training information, job opportunities in South Dakota and a variety of articles and career publications.

Since its inception, 190,841 unique users have utilized Career InSite. From July 1, 2013 through June 30, 2014, there were 289,882 page views of the application.

### **Reality Check**

Reality Check, which is incorporated within Career InSite, is an innovative Web-based tool designed to demonstrate the important connection between standard of living and the need to acquire the postsecondary education and skill sets to make those lifestyle desires possible. Posters and promotional rack cards are available to all the DLR local offices for the Reality Check application and Career InSite. A Career InSite tutorial is also available, which walks users through both Reality Check and InSite. This tutorial gives the user a birds-eye view of the best practices for utilizing both applications. The South Dakota Department of Education (DOE) also includes a link to Reality Check on its SDMyLife website (<http://www.sdmylife.com/>).

Since the inception of Reality Check there have been 15,893 unique users. For the PY 2013 time period, there were 2,868 page views.

### **South Dakota Wage Table by Educational Level**

LMIC uses the Estimates Delivery System (EDS) to analyze occupational wage groups defined by the national educational levels recommended for each occupation. LMIC calculates average wages for seven educational groups. For example, using the most current data available, the average annual wage in South Dakota of occupations for which an associate degree is recommended was \$62,485. The table of wages by educational level published on the LMIC

website at <http://dlr.sd.gov/lmic/wagesbyeducationallevel.aspx> has been a popular resource with educators; they like to share the table with students to encourage them to stay in school and pursue postsecondary education. This information is helpful for economic development purposes as well.

### **Career Products**

*South Dakota CareerWise* is LMIC's career publication for adults. The magazine offers articles, advice and tips for adults competing in the job market. A few updates were made to the online version during PY 2013 (local office map update and resume revisions and additions); a more comprehensive update is planned for PY 2014.

The *South Dakota Hot Careers* flier, which features South Dakota's high growth and high wage occupations by the level of postsecondary education required, was revamped during PY 2013. Instead of publishing separate lists of high demand and high wage occupations, the redesigned flier combined these factors and grouped the resulting occupations by the level of postsecondary education required.

The *South Dakota Hot Careers* poster features the state's top high demand/high wage occupations. A PDF of the poster was published on the LMIC website.

The *Career and Labor Market Information* bookmark continues to be a popular reference tool. The bookmark lists Internet addresses for helpful, reputable career and labor market information for South Dakota and the United States.

The *Pocket Résumé* is a small tri-fold pamphlet which provides space for all the personal and career-related information a person needs when completing a job application or going on a job interview. A completed Pocket Résumé will contain essentially all of the information in a good résumé – only in miniature form so it can be easily folded and carried in a pocket for handy reference at a job site. It also lists tips on preparing for and doing a job interview. It can be downloaded at: [http://dlr.sd.gov/lmic/pdfs\\_and\\_other\\_files/pocket\\_resume.pdf](http://dlr.sd.gov/lmic/pdfs_and_other_files/pocket_resume.pdf).

The bookmarks and *Pocket Résumés* are widely used and distributed by DLR local offices for workforce development activities. These products remain popular among local office staff when they visit local schools and employers, and are made available in their resource centers. The other principle users of these products are school counselors, teachers and school administrators.

LMIC continued to distribute the *South Dakota Hot Trends in Healthcare flier*. The flier is another testament to the good partnerships LMIC has with other state agencies. The flier was developed in PY 2010 for use in the South Dakota Department of Health's Health Occupations for Today and Tomorrow (HOTT) initiative. The initiative's purpose is to encourage more youth to pursue healthcare careers, helping fill the projected high demand for healthcare providers in

the state. The flier provides labor market information highlights of healthcare industries and occupations; it was updated during PY 2013 to incorporate the latest available LMI data.

## **Other Tools and Resources**

### **U.S. Census Bureau Tools**

In addition to staff participating in quarterly conference calls with the Denver Regional State Data Center (SDC)/Census Information Center (CIC)/Business Information Data Center (BIDC) offices, the LMIC uses a variety of tools offered by the U.S. Census Bureau, including:

- **American FactFinder:** This application is used frequently by LMIC staff to provide information for a wide variety of requests received.
- **LED Extraction Tool and QWI Explorer (Local Employment Dynamics tools):** Using these tools, LMIC publishes Local Employment Dynamics (LED) quarterly reports for the two Metropolitan Statistical Areas (MSAs) in South Dakota. Reports for the Sioux Falls and Rapid City MSAs were first published on the LMIC website in February 2011 and are updated on a quarterly basis: [http://dlr.sd.gov/lmic/menu\\_metro\\_area\\_profiles.aspx](http://dlr.sd.gov/lmic/menu_metro_area_profiles.aspx). QWI Explorer has also been used in responses to information requests regarding turnover, demographics of workers, etc.
- **OnTheMap:** This application is used frequently by LMIC staff to produce reports which provide commuting information for the Workforce Availability reports produced by LMIC. The application has also been used as part of responses to other requests involving worker demographics, location, educational levels, etc.
- **TIGER products:** This application is an excellent reference tool for developing maps.

### **Employment and Training Administration (ETA) Tools**

- **The Labor Market Information (LMI) e-Learning Series**  
The product is five-part video series which provides an understanding of how DLR local offices, workforce development professionals, policy makers, business owners, program or economic development planners, etc., can utilize labor market information. The modules are based on a benchmark PowerPoint version provided by the ETA. Video and PDF versions are available by DVD; PDF versions are available on LMIC's website ([http://dlr.sd.gov/lmic/menu\\_lmi\\_learning\\_series.aspx](http://dlr.sd.gov/lmic/menu_lmi_learning_series.aspx)). In June 2014, we provided DVDs to the DLR local offices.
- **Podcasts from LMI Win-Win Network**  
LMIC provides links to LMI-related podcasts from the Win-Win Network on its website ([http://dlr.sd.gov/lmic/menu\\_cop\\_podcasts.aspx](http://dlr.sd.gov/lmic/menu_cop_podcasts.aspx)). These podcasts help learners identify and use labor market and workforce statistics. These podcasts should prove helpful for a broad variety of audiences and purposes, including grant applications; targeting growing industries and occupations; pinpointing labor market hardship; state and regional

planning; and assessing program effectiveness. The podcasts were developed by the Employment and Training Administration's Labor Market Information (LMI) Win-Win Network Community of Practice (CoP).

#### **vi. New tools and resources**

The LMIC developed a new DLR resource, Targeted Occupational Profiles, during PY 2013. The impetus of this project was born of the federal shutdown during October 2013. This effort was to engage staff which typically worked on BLS programs and bypass a temporary layoff. Therefore, a Web search was conducted to review other states' LMI sites to see what WIG products we could replicate.

The Iowa website (<http://iwin.iwd.state.ia.us/iowa/ArticleReader?itemid=00004097>) includes several occupational profiles which provide descriptive insights into a selected occupation's projected employment, wages, skills, education and more. LMIC staff was impressed with this product, and replicated the occupational profiles for specific South Dakota targeted occupations.

As the DLR has limited resources, workforce development efforts were concentrated on critical need fields that pay well enough to justify investment in training and education. The DLR targeted occupations based on the following:

- State occupational employment projections to 2020 and occupational wage data available from LMIC (to identify high wage and high demand occupations)
- Current indicators of supply and demand in occupations as indicated by SDWORKS, DLR's online database of job openings and job seekers
- Employer input regarding worker and skill shortages

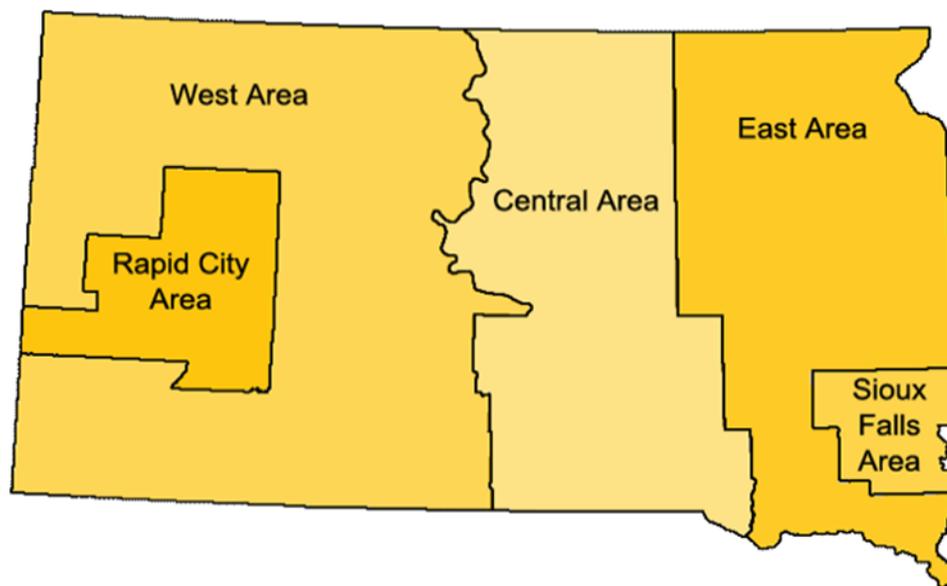
For each of the 29 targeted occupations, occupational profiles were developed in PDF format and posted on the DLR website. The profiles included a brief description of what workers do on the job, identify the work interest areas associated with the occupation (based on the Holland model), highlight the work values, abilities and skills of the occupation from O\*Net, identify the education and training level recommended in South Dakota, provide a list of the industries where the largest portion of workers in South Dakota are employed, show employment projects and wage data, and suggest additional resources for more information.

For each of the 12 targeted occupational areas, Web pages were added to the DLR website (as shown in the following screen shot) which provide links to job openings listed with the DLR that correspond with occupations within the targeted group.

## Targeted Occupations: Information Technology

Computer Support Specialists  
Network and Computer Systems Administrators  
Software Developers, Applications

Click on a geographic area below to find job openings in these occupations currently listed with the South Dakota Department of Labor and Regulation, or view [openings statewide](#).



Each of the pages features a map of South Dakota showing five sub-state areas: the Rapid City and Sioux Falls metro areas, western South Dakota, central South Dakota and eastern South Dakota.

Users can click on the geographic area of interest to view current job openings within the targeted occupations in the area. Users also have the option to view openings listed statewide.

Links were also developed to several other online resources for additional information on the occupations, including South Dakota Career InSite, the Occupational Outlook Handbook, O\*Net Online, and America's Career InfoNet. The links provided for each targeted occupation take the user specifically to information on that particular occupation within the respective online resource.

These profiles provided a comprehensive first-look at the occupations projected to have a high demand for workers through 2020. LMIC has posted the profiles on its website:

[http://dlr.sd.gov/lmic/menu\\_occupational\\_profiles.aspx](http://dlr.sd.gov/lmic/menu_occupational_profiles.aspx).

The profiles include a brief description of what workers do on the job; offer information on corresponding Holland-based interest groups, work values, abilities, basic skills, education and training; indicate NCRC requirements (when appropriate); list South Dakota's top employing industries; and provide South Dakota wages and employment projections.

LMIC provided expertise regarding career outlook and wage information for consideration in selecting occupations to target, and developed materials for career planners and decision-makers featuring the targeted occupations. These profiles are used by DLR staff to help promote the targeted high-demand/high-wage occupations among customers interested in making a career change or selecting a first-time career.

Other new tools and resources developed this program year include the following:

- Created templates of resume examples in our CareerWise publication; these templates are available as Word documents online. Providing the documents in this format makes it easy for users to create and update resumes. While creating these templates, a few updates were made to the resume examples in the online PDFs for CareerWise to keep them current with the guidelines provided by South Dakota's Job Search Assistance Program (JSAP): <http://dlr.sd.gov/lmic/careerwise.aspx#resumes>.
- Developed a *Manufacturing Trends in South Dakota* flier tailored after the healthcare trends flier, to help promote Manufacturing Week in South Dakota in October.
- Created a new page on LMIC's website in order to post the *LMI Win-Win Network Community of Practice (CoP)* website links to the various podcasts on LMI topics: [http://dlr.sd.gov/lmic/menu\\_cop\\_podcasts.aspx](http://dlr.sd.gov/lmic/menu_cop_podcasts.aspx).
- Added a link on appropriate LMIC and DLR Web pages for Davis Bacon/prevaling wage data (U.S. DOL) after handling an inquiry for information and realizing we could do a better job helping our Web users find the resources needed. Using verbiage Bernie provided, also added an explanatory page about Davis Bacon wage determinations.
- Published updated Affirmative Action/EEO data links on the LMIC website.

## **vii. Efforts to create and support partnerships and collaborations**

### **State Longitudinal Database Systems**

Born from the State Longitudinal Database Systems (SLDS) initiative, LMIC staff participated in quarterly meetings with South Dakota staff employed within the Department of Education (which governs the postsecondary Technical Institutes), and the Board of Regents (which governs the state university system), all of which are developing longitudinal database systems.

Related to this partnership, the LMIC conducts wage records research to determine program outcomes for various requests. It is important to note WIG funds are not used for these wage

research projects, but as this activity exemplifies the partnerships and collaboration between workforce and education, it is worth noting within this platform.

### **Aspen Institute**

Of particular interest is the research LMIC conducted for the Aspen Institute (<http://www.aspeninstitute.org>). The Aspen Institute is an educational and policy studies organization based in Washington, D.C., with a mission “to foster leadership based on enduring values and provide a nonpartisan venue for dealing with critical issues.”

The Aspen Institute hosts the Aspen Prize for Community College Excellence. Aspen's [Finalist Selection Committee](#), comprised of former community college presidents, respected researchers and policy experts, selected the 10 finalist institutions after reviewing extensive data on performance and improvements in learning, graduation, workforce outcomes, and equitable outcomes for all students, focusing on those in traditionally underserved racial/ethnic groups — African-American, Hispanic/Latino and Native American — and those from low-income backgrounds. Of the 150 institutions named eligible in January, over one hundred applied to compete for the prize. Lake Area Technical Institute (LATI) in Watertown, S.D., earned finalist-with-distinction honors and was among the top four colleges to share the institute’s \$1 million prize (LATI received \$100,000 for program support).

For the 2013 Aspen Prize for Community College Excellence competition, the LMIC matched 2006 and 2011 LATI graduates to South Dakota wage records and the Wage Record Interchange System (WRIS), as well as WRIS2, which allows states to exchange wage records for program reporting, expanding the number of states included in the wage analysis, therefore providing more comprehensive results. The tables for the labor market outcomes for LATI’s 2006 and 2011 graduates are also included within the economic analysis reports for reference. The report includes a list of the states that participated in WRIS2 at the time of the analysis.

While several components factored into which handful of community colleges the Aspen Institute selected to share the prize, employment/earnings analysis played a vital role. From improving a school’s likelihood to be recognized nationally for its achievements to analyzing the effectiveness of training programs and educational pathways for graduates, sharing data across state lines to track students as they migrate throughout the U.S. is vital. It gives states the ability to deliver more comprehensive information, which in turn provides an increasingly accurate picture of what works and what needs improvement.

### **Dakota Association for College Admission Counseling (DACAC)**

In a partnership activity with the Dakota Association for College Admission Counseling (DACAC), the LMIC received 1,200 copies of its *Educational Opportunities in South Dakota* booklets and distributed them to the DLR local offices. The booklets provide comprehensive information on

all of the post-secondary educational institutions in the state and their program offerings, as well as information about scholarships, grants, etc., available in the state. The local offices find the information very valuable in serving customers interested in postsecondary education. To save postage costs, the LMIC made arrangements for the distribution of the booklets at an in-person meeting where local office managers from across the state gather. This agreement between LMIC and DACAC is a testament to the working partnership they have built over the years in distributing timely and quality career decision-making materials to appropriate audiences across South Dakota.

### **DLR Local Offices**

LMIC also partners with local office staff and economic development agencies to prepare Workforce Availability reports as requested. These reports include data specific to the local office areas, including current unemployment rates, labor supply data, available applicants by occupation, and occupational wages. OnTheMap data is also used to show the commute shed for these areas. During PY 2013, seven of these reports were produced to assist economic development efforts.

### **Governor's Office**

The LMIC staff assisted the Governor's office in preparing a public report regarding the proposed legislation of increasing the state minimum wage. LMIC staff provided detailed information regarding the number of workers expected to benefit from a minimum wage increase, by geographic region and industry. The Estimates Delivery System (EDS) was used to compile employment data categorized by select wage intervals. A copy of this report is included in the appendix.

### **Governor's Office of Economic Development (GOED)**

The GOED is in its fourth year of conducting occupational wage analysis for all 50 states regarding actual take home pay after taxes. This study helps to provide answers to these questions such as "how much can you buy with your hard earned wages?" and "does it matter where you work and live regarding your purchasing power?" LMIC assists this project by downloading the OES data for all the states and providing technical assistance regarding occupational descriptions and assistance with Standard Occupational Classification (SOC) coding questions and crosswalks. This GOED application is available at:

<http://www.sdreadytowork.com/50-State-Comparison.aspx>.

The GOED also utilized a wage benchmark tool, developed through LMIC's use of the EDS, to help determine eligibility for key incentive programs. Projected wages to be paid by new and expanding companies that are applying for assistance through the GOED's major finance incentive programs are compared to the current applicable industry and regional wages. The

data used in the benchmark tool is updated quarterly by LMIC, giving the GOED real-time data to gauge the viability of projects.

LMIC also accommodated several other local economic development agencies, including:

- Aberdeen Development Corporation
- Absolutely! Aberdeen/Prairie Vision
- Deadwood Chamber of Commerce and Visitors Bureau
- District III Planning
- Fort Pierre Development Corporation
- Greater Huron Development Corporation
- Lake Area Development Corporation
- Minnehaha County Economic Development Association/Lincoln County Economic Development Association
- Mitchell Area Development Corporation
- Planning and Development District III
- Sioux Falls Development Foundation
- Watertown Development Company
- Webster Area Development Corporation
- Yankton Office of Economic Development

**Interstate Data Sharing Agreements** Data sharing agreements with other states allows for longitudinal matching of workforce participants who are not included within the WRIS and WRIS two databases. South Dakota currently has data sharing agreements with Iowa, Montana, Nebraska and Wyoming.

### **LMI Institute**

The LMIC takes advantage of the LMI Institute partnership offered to LMI shops. Several LMI staff have participated in webinars, trainings and conferences offered by the institute, all of which have proved to be very informative and helpful.

### **South Dakota Department of Education (DOE)**

In other partnership activities, LMIC provided a detailed occupational projections and wages file, which included all three of the national educational/training/work experience category designations for each occupation, to the DOE. The DOE is in the process of implementing requirements for postsecondary program approval based on occupational high demand/high wage determinations. In other words, unless postsecondary technical education programs being proposed are designed to prepare completers for high demand/high wage occupations, they will not be funded. At DOE's request, LMIC provided technical expertise and language to

DOE for incorporating high demand and high wage definitions into a South Dakota Administrative Rule.

### **South Dakota Department of Health**

To help address workforce development and retention issues in the healthcare industry, LMIC provided the South Dakota Department of Health's Office of Rural Healthcare with employment projections and wage data on healthcare-related occupations. To help in efforts to encourage youth to consider healthcare career fields (through the "Health Occupations for Today and Tomorrow" (HOTT) program, the LMIC designed an updated *Hot Trends in Healthcare* flier; it provided several snippets of labor market information related to healthcare occupations and the healthcare industry, in a visually appealing format.

### **South Dakota Department of Social Services**

The Division of Child Care Services, in cooperation with LMIC, conducts a market rate survey to determine reimbursement rates for childcare subsidy programs in the state. LMIC analyzes survey information, develops reports and provides consultation to the Division of Child Care Services regarding the survey.

### **South Dakota WINS (SD WINS) – South Dakota Workforce Initiative**

<http://www.southdakotawins.com/>

South Dakota Workforce Initiatives (SDWINS) brings together government, education and business leaders to capitalize on South Dakota's tremendous potential. The components of this program will help South Dakota develop and attract a stronger, better educated workforce, positioning us well to compete in a dynamic global economy.

Gov. Dennis Daugaard and the SDWINS Cabinet hosted six regional Workforce Summits during the spring of 2014 to discuss what state, community, business and education leaders can do next to advance South Dakota's workforce initiatives. The summits were open to the public and provided a forum to discuss current programs, learn about demographics and workforce trends and determine what strategies to move forward. The day's event included panel discussion and breakout groups. Over 1,000 people provided input about workforce needs.

In September, Gov. Daugaard then revisited each community that featured a workforce summit to speak about the data collected at each summit and what the state can do in the future. The final report's findings and results were shared. The report also outlined what all sectors can do next to create an effective workforce system. Each community was challenged to develop a cross-sector workforce development plan and present to the Workforce Development Council in December for consideration of recommendations.

Four LMIC staff attended the Aberdeen Summit. The LMIC administrator is currently a member of a SDWINS Sub-cabinet workgroup, providing labor market information and technical

assistance as needed for this initiative. The LMIC information supervisor maintains the SDWINS website. Workforce Summit resources, videos and presentations are available at [www.southdakotawins.com/workforcesummits](http://www.southdakotawins.com/workforcesummits).

### **Publication Design Work**

As further testimony to the importance of partnership efforts, LMIC staff lent their publication design and development skills to numerous DLR projects during PY 2013. A comprehensive list of publications and related design projects completed for LMIC partners during PY 2013 is included in the appendix.

### **viii. Activities to leverage LMI-WI funding**

Activities previously mentioned in this report which leverage LMI-WI funding include the LMI e-Learning Series, ETA's podcasts from the LMI Win-Win Network, Targeted Occupations and fillable resumes.

### **ix. Recommendations to ETA for changes and improvements to WIGS requirements**

South Dakota does not have recommendations at this time.

## **Appendix**

**State of South Dakota  
Labor Market Information Center  
Workforce Information Grant Annual Performance Report  
July 1, 2013 through June 30, 2014**

**PY 2013 Special Studies & Economic Reports Web Links**

**Publications and Design Work for Partnership Activities**

**Customer Usage Reports**

## **PY 2013 Special Studies & Economic Reports Web Links**

[http://dlr.sd.gov/lmic/pdfs\\_and\\_other\\_files/wigpy13/black\\_hills\\_mfg.pdf](http://dlr.sd.gov/lmic/pdfs_and_other_files/wigpy13/black_hills_mfg.pdf)

[http://dlr.sd.gov/lmic/pdfs\\_and\\_other\\_files/wigpy13/brookings\\_commuter\\_info2.pdf](http://dlr.sd.gov/lmic/pdfs_and_other_files/wigpy13/brookings_commuter_info2.pdf)

[http://dlr.sd.gov/lmic/pdfs\\_and\\_other\\_files/wigpy13/brookings\\_employment\\_trends.pdf](http://dlr.sd.gov/lmic/pdfs_and_other_files/wigpy13/brookings_employment_trends.pdf)

[http://dlr.sd.gov/lmic/pdfs\\_and\\_other\\_files/wigpy13/brookings\\_workforce\\_availability.pdf](http://dlr.sd.gov/lmic/pdfs_and_other_files/wigpy13/brookings_workforce_availability.pdf)

[http://dlr.sd.gov/lmic/pdfs\\_and\\_other\\_files/wigpy13/implan\\_gregory\\_hutchinson.pdf](http://dlr.sd.gov/lmic/pdfs_and_other_files/wigpy13/implan_gregory_hutchinson.pdf)

[http://dlr.sd.gov/lmic/pdfs\\_and\\_other\\_files/wigpy13/implan\\_meat\\_packing.pdf](http://dlr.sd.gov/lmic/pdfs_and_other_files/wigpy13/implan_meat_packing.pdf)

[http://dlr.sd.gov/lmic/pdfs\\_and\\_other\\_files/wigpy13/implan\\_welders.pdf](http://dlr.sd.gov/lmic/pdfs_and_other_files/wigpy13/implan_welders.pdf)

[http://dlr.sd.gov/lmic/pdfs\\_and\\_other\\_files/wigpy13/local\\_office\\_manager.pdf](http://dlr.sd.gov/lmic/pdfs_and_other_files/wigpy13/local_office_manager.pdf)

[http://dlr.sd.gov/lmic/pdfs\\_and\\_other\\_files/wigpy13/prairie\\_business\\_nonfarm\\_mfg.pdf](http://dlr.sd.gov/lmic/pdfs_and_other_files/wigpy13/prairie_business_nonfarm_mfg.pdf)

[http://dlr.sd.gov/lmic/pdfs\\_and\\_other\\_files/wigpy13/rapid\\_city\\_msa\\_workforce\\_availability.pdf](http://dlr.sd.gov/lmic/pdfs_and_other_files/wigpy13/rapid_city_msa_workforce_availability.pdf)

[http://dlr.sd.gov/lmic/pdfs\\_and\\_other\\_files/wigpy13/us\\_sd\\_black\\_hills\\_recessionary\\_impacts.pdf](http://dlr.sd.gov/lmic/pdfs_and_other_files/wigpy13/us_sd_black_hills_recessionary_impacts.pdf)

[http://dlr.sd.gov/lmic/pdfs\\_and\\_other\\_files/wigpy13/watertown\\_labor\\_force.pdf](http://dlr.sd.gov/lmic/pdfs_and_other_files/wigpy13/watertown_labor_force.pdf)

[http://dlr.sd.gov/lmic/pdfs\\_and\\_other\\_files/wigpy13/labrticle\\_november2013\\_labor\\_supply.pdf](http://dlr.sd.gov/lmic/pdfs_and_other_files/wigpy13/labrticle_november2013_labor_supply.pdf)

[http://dlr.sd.gov/lmic/pdfs\\_and\\_other\\_files/wigpy13/lbarticle\\_march2014\\_sd\\_nonfarm\\_trends.pdf](http://dlr.sd.gov/lmic/pdfs_and_other_files/wigpy13/lbarticle_march2014_sd_nonfarm_trends.pdf)

[http://dlr.sd.gov/lmic/pdfs\\_and\\_other\\_files/wigpy13/lbarticle\\_june2014\\_ind\\_proj.pdf](http://dlr.sd.gov/lmic/pdfs_and_other_files/wigpy13/lbarticle_june2014_ind_proj.pdf)

## LMIC Publications and Design Work PY 2013

### LMIC Publications, Projects and Design Work, PY 2013

#### July 2013

- Updated local office map for *South Dakota CareerWise* publication. New PDF posted online to reflect local office changes.
- Created *Trends in South Dakota's Manufacturing Industry* flier.
- Updated the *Hot Careers in Healthcare* flier as requested by Halley Lee with the South Dakota Department of Health.

#### August 2013

- Updated wages and projections data in *Career Destinations* flier.
- Designed *LMI Barometer* for LMIC website, to be updated monthly.
- Updated online Metro Area profiles for Rapid City and Sioux Falls MSAs with second quarter 2012 data.
- Coordinated the creation of an electronic order form for LMIC publications.

#### September 2013

- Redesigned *South Dakota Hot Careers* flier. Instead of publishing separate lists of high demand and high wage occupations as we have in the past, the flier combines these factors as well as levels of postsecondary education required.
- Completed LMIC publications/design section for the *South Dakota Workforce Information Grant Annual Performance Report (PY 2012)*.
- Designed cover for *WIG Annual Report (PY 2012)*.

#### October 2013

- Created *Labor Market Treats* fun fact flier. Contained labor market related information about Halloween. Posted on LMIC site as part of limited e-Labor Bulletin and on the DLR's social media sites.
- Updated online Metro Area profiles for Rapid City and Sioux Falls MSAs with third quarter 2012 data.

### **November 2013**

- Created Thanksgiving-related fun fact article for Labor Bulletin, highlighting establishment/employment information in South Dakota. Online and print-friendly (PDF) versions available.

### **December 2013**

- Created fun fact feature related to Small Business Saturday, featuring small retail trade businesses in South Dakota as well as list of gift ideas from South Dakota retailers.
- Created fun fact feature about South Dakota wages for Santa, Mrs. Claus and the elves. Published online during the week before Christmas and as part of the December e-Labor bulletin. Online and print version available. Also highlighted on DLR social media.
- Created fun fact article for Labor Bulletin which looked at South Dakota employment and establishment information for some industries that contribute to New Year celebrations and activities.

### **January 2014**

- Created a set of Occupational Profiles for Targeted Occupations. PDFs published online.
- Created South Dakota regional area map (East, Central, West, Rapid City MSA and Sioux Falls MSA).
- Updated LMI career resources and marketing brochures to reflect that the *Greening of South Dakota's Economy* and *Career Aware* are out of print. Both still available online and can be downloaded (PDF format).
- Developed a *South Dakota Career Trends*, a PowerPoint presentation of employment projections information for the Rapid City local office. Used in a presentation to the American Association of University Women (AAUW) in the area.

### **February 2014**

- Updated online Metro Area profiles for Rapid City and Sioux Falls MSAs with fourth quarter 2012 data.
- Created *South Dakota Sweet Stats*, a fun fact article highlighting the connections between Valentine's Day and various South Dakota industries (establishment and employment counts). Links to article posted on Facebook and Twitter as well as publication on LMIC website.

### **March 2014**

- Wrote article about LMIC's Occupational Profiles for inclusion in the *Healthcare Workforce Newsletter*.

- Created *South Dakota Industries Receive the Luck O' the Irish*, a fun fact article highlighting the connections between St. Patrick's Day and various South Dakota industries (establishment and employment counts). Links to article posted on DLR social media sites as well as publication on LMIC website.

#### **April 2014**

- Enhancements made to *Occupational Profiles for Targeted Occupations*: created map of sub-state regions and added corresponding wages and employment data. (Sub-state regions: Rapid City MSA, Sioux Falls MSA, East Area, Central Area and West Area.) Later in the month, updated the wage data in the Employment Projections and Wage Data section for *Targeted Occupations* documents posted on the DLR website. Enhanced format, such as using the same color coding as is used for each group in the Occupational Profiles.
- Updated resumes in online PDF of *CareerWise*. Also created and posted online shell versions in Microsoft Word for job seekers who want to use as a template.
- Designed Web pages for each table in the South Dakota e-Labor Bulletin and began publishing without the system built by BIT as a cost-saving measure and to prevent last-minute problems in timely data release.

#### **May 2014**

- Created fun fact feature regarding Older Americans in the workforce for Older Americans Month. Published in May Labor Bulletin.
- Designed and published new Web pages for *Occupational Profiles for Targeted Occupations*, one Web page for each target occupations group. Regional map links to current job openings in the targeted occupations groups.

#### **June 2014**

- Updated online Metro Area profiles for Rapid City and Sioux Falls MSAs with first quarter 2013 data. Added more charts and data.
- Created report based on analysis of the Annual Economic Report Survey conducted to identify users' needs in order to build annual report around these needs.
- LMI Learning Series (e-Learning series) videos completed. DVDs contain videos and PDFs; PDFs can also be found on LMIC's website.

#### **Ongoing in PY 2013**

- Updating *CareerWise* as time allows. More work will be done on this project in PY14.

## **LMIC Partnership Activities – Publications, Projects and Related Design Activities, PY 2013**

### **September 2013**

- Helped create DLR's *2014 Aberdeen Area Job Fair* booklet.
- Designed a menu card for DLR's hosting of the 2013 NASWA UI Directors' Conference and IT/Legal Issues Forum in the Black Hills.

### **October 2013**

- Created map requested by DLR highlighting 7 counties in western South Dakota as part of a Disability Employment Initiative (DEI) presentation.

### **December 2013**

- Created the Aberdeen DLR and BIT holiday directory.

### **January 2014**

- Updated Dakota Roots Participant Map to include participants through 2013 for DLR Annual Report.
- Recreated map showing the communities participating in the Rural Healthcare Facility Recruitment Assistance Program (2012) for *SDWINS 2012-2013 Annual Report Highlights*.
- Created local office map for DLR budget presentation.
- Created a PowerPoint template for a SDWINS presentation for the Governor to use at workforce meetings. Assisted with data-based graphics (tables, graphs, etc.) for the finished PowerPoints.
- Designed an SDWINS brochure of highlights from the annual report.

### **February 2014**

- Designed a postcard invitation to the Workforce Summits to be hosted by Governor Dennis Daugaard and the SDWINS cabinet.

### **March 2014**

- Updated DLR/Southeast Technical Institute Medical Job fair materials (invitation, postcard and poster).
- Set up DLR's *2014 Yankton Area Job Fair* booklet.
- Set up DLR's *2014 Access-Brookings Job Fair* booklet.

- Developed a one-page electronic invitation for the SDWINS Workforce Summits.
- Designed a Web page shell for the SDWINS Workforce Summits online registration site.

**April 2014**

- Designed *South Dakota Workforce Programs for Employers* brochure. Provided at the Workforce Summits to promote DLR's programs and services for employers.

**June 2014**

- Designed DLR ad for the *Sioux Falls Shopping News All School Directory*.

Link to images of publications, projects and related design work:

[http://dlr.sd.gov/lmic/pdfs\\_and\\_other\\_files/wigpy13/publication\\_images.pdf](http://dlr.sd.gov/lmic/pdfs_and_other_files/wigpy13/publication_images.pdf)

# LMIC REQUESTS

## by Subject and User Type

07/01/2013 to 06/30/2014

		# of Requests for Info	# of Copies Requested
<b>1 Labor force data, where source is LAUS program. Any CPS data</b>			
1	Public and private, K-12 schools. (Includes residential secondary schools, i.e., School f/t Deaf, School f/t Visually Impaired)	1	
9	Colleges, universities and post-secondary technical institutes, BOR (Board of Regents)	1	
20	SD Local Offices, Career Learning Centers	3	
22	SD Department of Labor and Regulation (excluding Local Offices, CLC's, Workforce Training, Banking/Insurance/Securities Regulation)	22	
24	State government, excluding SDDL, GOED, Voc Rehabs & Corrections	8	
26	Governor's Office of Operations	2	
50	Media	4	
60	Individuals	3	
70	Business and Industry, Chamber of Commerce and other business associations	7	
71	Tourism & State Development (except GOED) and Local economic development groups	7	
	<b>Total</b>	<b>58</b>	
<b>2 Nonfarm wage &amp; salary workers</b>			
9	Colleges, universities and post-secondary technical institutes, BOR (Board of Regents)	1	
20	SD Local Offices, Career Learning Centers	1	
22	SD Department of Labor and Regulation (excluding Local Offices, CLC's, Workforce Training, Banking/Insurance/Securities Regulation)	15	
24	State government, excluding SDDL, GOED, Voc Rehabs & Corrections	3	
26	Governor's Office of Operations	11	
31	Bureau of Labor Statistics	1	

		# of Requests for Info	# of Copies Requested
<b>2 Nonfarm wage &amp; salary workers</b>			
50	Media	1	
71	Tourism & State Development (except GOED) and Local economic development groups	2	
	<b>Total</b>	<b>35</b>	
<b>3 Workers &amp; Pay Covered by UI (QCEW)</b>			
9	Colleges, universities and post-secondary technical institutes, BOR (Board of Regents)	2	
20	SD Local Offices, Career Learning Centers	8	
22	SD Department of Labor and Regulation (excluding Local Offices, CLC's, Workforce Training, Banking/Insurance/Securities Regulation)	6	
24	State government, excluding SDDL, GOED, Voc Rehabs & Corrections	4	
25	Out-of-State local and state governments	1	
26	Governor's Office of Operations	2	
27	Local governments and quasi-governments such as planning districts (NECOG)	3	
30	Federal government, excluding BLS, OVAE, ETA & military	2	
40	Legislators, state or national	1	
50	Media	5	
60	Individuals	1	
70	Business and Industry, Chamber of Commerce and other business associations	9	
71	Tourism & State Development (except GOED) and Local economic development groups	11	
72	Governor's Office of Economic Development (GOED)	3	
82	Insurance Regulation	1	
	<b>Total</b>	<b>59</b>	
<b>4 Mass Layoff Statistics (MLS)</b>			
27	Local governments and quasi-governments such as planning districts (NECOG)	1	
80	Workforce Training (WIA, GED, Adult Education)	1	

		# of Requests for Info	# of Copies Requested
<b>4 Mass Layoff Statistics (MLS)</b>			
	<b>Total</b>		<b>2</b>
<b>7 Census Bureau data (includes household and family income, poverty data, population data, etc.)</b>			
1	Public and private, K-12 schools. (Includes residential secondary schools, i.e., School f/t Deaf, School f/t Visually Impaired)	1	
9	Colleges, universities and post-secondary technical institutes, BOR (Board of Regents)	2	
20	SD Local Offices, Career Learning Centers	9	
22	SD Department of Labor and Regulation (excluding Local Offices, CLC's, Workforce Training, Banking/Insurance/Securities Regulation)	12	
27	Local governments and quasi-governments such as planning districts (NECOG)	2	
30	Federal government, excluding BLS, OVAE, ETA & military	1	
50	Media	5	
60	Individuals	2	
70	Business and Industry, Chamber of Commerce and other business associations	1	
71	Tourism & State Development (except GOED) and Local economic development groups	4	
	<b>Total</b>		<b>39</b>
<b>8 BEA data (includes personal income statistics, gross state domestic product, etc.)</b>			
22	SD Department of Labor and Regulation (excluding Local Offices, CLC's, Workforce Training, Banking/Insurance/Securities Regulation)	3	
50	Media	2	
70	Business and Industry, Chamber of Commerce and other business associations	2	
72	Governor's Office of Economic Development (GOED)	1	
	<b>Total</b>		<b>8</b>

		# of Requests for Info	# of Copies Requested
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**9 Career information (job opportunities, hiring preferences, etc.). Occupational and industry projections, staffing patterns.**

9	Colleges, universities and post-secondary technical institutes, BOR (Board of Regents)	4	
20	SD Local Offices, Career Learning Centers	4	
22	SD Department of Labor and Regulation (excluding Local Offices, CLC's, Workforce Training, Banking/Insurance/Securities Regulation)	6	
24	State government, excluding SDDL, GOED, Voc Rehabs & Corrections	3	
30	Federal government, excluding BLS, OVAE, ETA & military	2	
60	Individuals	4	
70	Business and Industry, Chamber of Commerce and other business associations	5	
71	Tourism & State Development (except GOED) and Local economic development groups	2	
80	Workforce Training (WIA, GED, Adult Education)	1	
	<b>Total</b>	<b>31</b>	

**10 Occupational wage information, occupational wage analysis**

9	Colleges, universities and post-secondary technical institutes, BOR (Board of Regents)	7	
20	SD Local Offices, Career Learning Centers	14	
22	SD Department of Labor and Regulation (excluding Local Offices, CLC's, Workforce Training, Banking/Insurance/Securities Regulation)	5	
24	State government, excluding SDDL, GOED, Voc Rehabs & Corrections	3	
27	Local governments and quasi-governments such as planning districts (NECOG)	1	
60	Individuals	10	
70	Business and Industry, Chamber of Commerce and other business associations	19	
71	Tourism & State Development (except GOED) and Local economic development groups	10	
72	Governor's Office of Economic Development (GOED)	3	
	<b>Total</b>	<b>72</b>	

		# of Requests for Info	# of Copies Requested
<b>12 Local Office data (job seekers, openings, wages for openings, etc.). UI Claims data.</b>			
20	SD Local Offices, Career Learning Centers	1	
22	SD Department of Labor and Regulation (excluding Local Offices, CLC's, Workforce Training, Banking/Insurance/Securities Regulation)	2	
70	Business and Industry, Chamber of Commerce and other business associations	6	
	<b>Total</b>	<b>9</b>	
<b>13 CPI, ECI and other cost indexes</b>			
9	Colleges, universities and post-secondary technical institutes, BOR (Board of Regents)	1	
20	SD Local Offices, Career Learning Centers	1	
22	SD Department of Labor and Regulation (excluding Local Offices, CLC's, Workforce Training, Banking/Insurance/Securities Regulation)	1	
60	Individuals	2	
70	Business and Industry, Chamber of Commerce and other business associations	2	
71	Tourism & State Development (except GOED) and Local economic development groups	1	
	<b>Total</b>	<b>8</b>	
<b>14 Labor market analysis, IMPLAN analysis</b>			
9	Colleges, universities and post-secondary technical institutes, BOR (Board of Regents)	4	
20	SD Local Offices, Career Learning Centers	4	
22	SD Department of Labor and Regulation (excluding Local Offices, CLC's, Workforce Training, Banking/Insurance/Securities Regulation)	4	
24	State government, excluding SDDL, GOED, Voc Rehabs & Corrections	6	
30	Federal government, excluding BLS, OVAE, ETA & military	2	
70	Business and Industry, Chamber of Commerce and other business associations	1	
71	Tourism & State Development (except GOED) and Local economic development groups	4	
72	Governor's Office of Economic Development (GOED)	3	

		# of Requests for Info	# of Copies Requested
<b>14 Labor market analysis, IMPLAN analysis</b>			
<b>Total</b>		<b>28</b>	
<b>15 Prevailing wage determinations (FLC, DBA, SCA)</b>			
22	SD Department of Labor and Regulation (excluding Local Offices, CLC's, Workforce Training, Banking/Insurance/Securities Regulation)	111	
60	Individuals	1	
<b>Total</b>		<b>112</b>	
<b>16 Community Labor Profiles, labor supply</b>			
20	SD Local Offices, Career Learning Centers	3	
70	Business and Industry, Chamber of Commerce and other business associations	3	
72	Governor's Office of Economic Development (GOED)	7	
<b>Total</b>		<b>13</b>	
<b>18 Employer Database</b>			
30	Federal government, excluding BLS, OVAE, ETA & military	1	
<b>Total</b>		<b>1</b>	
<b>19 Wage records data</b>			
9	Colleges, universities and post-secondary technical institutes, BOR (Board of Regents)	1	
22	SD Department of Labor and Regulation (excluding Local Offices, CLC's, Workforce Training, Banking/Insurance/Securities Regulation)	1	
35	LMI shops in other states, Workforce Information Council (WIC) and Policy Councils	1	
71	Tourism & State Development (except GOED) and Local economic development groups	1	
<b>Total</b>		<b>4</b>	
<b>21 South Dakota e-Labor Bulletin (email format starting in Feb 06)</b>			
1	Public and private, K-12 schools. (Includes residential secondary schools, i.e., School f/t Deaf, School f/t Visually Impaired)	449	3

		# of Requests for Info	# of Copies Requested
<b>21 South Dakota e-Labor Bulletin (email format starting in Feb 06)</b>			
5	Alternative secondary schools	24	0
7	Secondary multi-districts and coops	24	0
9	Colleges, universities and post-secondary technical institutes, BOR (Board of Regents)	519	0
11	Job Corps	192	0
15	Noneducational residential care (i.e., Adjustment Training Centers, McCrossan Boys Ranch)	12	0
16	Vocational Rehabilitations (state government)	48	0
20	SD Local Offices, Career Learning Centers	2,541	0
22	SD Department of Labor and Regulation (excluding Local Offices, CLC's, Workforce Training, Banking/Insurance/Securities Regulation)	324	0
23	Correctional institutions and adjudicated youth camps	24	0
24	State government, excluding SDDL, GOED, Voc Rehabs & Corrections	442	0
25	Out-of-State local and state governments	79	0
27	Local governments and quasi-governments such as planning districts (NECOG)	425	1
30	Federal government, excluding BLS, OVAE, ETA & military	351	0
31	Bureau of Labor Statistics	24	0
32	Military	24	0
34	ETA, NASWA, CESER and State Consortiums	48	0
35	LMI shops in other states, Workforce Information Council (WIC) and Policy Councils	36	0
40	Legislators, state or national	12	0
50	Media	273	0
60	Individuals	658	0
70	Business and Industry, Chamber of Commerce and other business associations	8,739	2
71	Tourism & State Development (except GOED) and Local economic development groups	214	0
72	Governor's Office of Economic Development (GOED)	60	0
	<b>Total</b>	<b>15,542</b>	<b>6</b>

		# of Requests for Info	# of Copies Requested
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## 22 Affirmative Action tables

27	Local governments and quasi-governments such as planning districts (NECOG)	1	
70	Business and Industry, Chamber of Commerce and other business associations	1	
<b>Total</b>		<b>2</b>	

## 23 LMIC brochure

1	Public and private, K-12 schools. (Includes residential secondary schools, i.e., School f/t Deaf, School f/t Visually Impaired)	1	10
32	Military	1	50
<b>Total</b>		<b>2</b>	<b>60</b>

## 24 CareerWise

1	Public and private, K-12 schools. (Includes residential secondary schools, i.e., School f/t Deaf, School f/t Visually Impaired)	1	15
9	Colleges, universities and post-secondary technical institutes, BOR (Board of Regents)	1	2
20	SD Local Offices, Career Learning Centers	4	430
22	SD Department of Labor and Regulation (excluding Local Offices, CLC's, Workforce Training, Banking/Insurance/Securities Regulation)	1	
24	State government, excluding SDDL, GOED, Voc Rehabs & Corrections	1	2
32	Military	1	50
70	Business and Industry, Chamber of Commerce and other business associations	2	3
<b>Total</b>		<b>11</b>	<b>502</b>

## 27 Occupational wage publication

1	Public and private, K-12 schools. (Includes residential secondary schools, i.e., School f/t Deaf, School f/t Visually Impaired)	16	2
5	Alternative secondary schools	1	0
9	Colleges, universities and post-secondary technical institutes, BOR (Board of Regents)	5	0

		# of Requests for Info	# of Copies Requested
<b>27 Occupational wage publication</b>			
20	SD Local Offices, Career Learning Centers	1	0
24	State government, excluding SDDLRL, GOED, Voc Rehabs & Corrections	2	0
27	Local governments and quasi-governments such as planning districts (NECOG)	29	6
50	Media	7	4
60	Individuals	5	1
70	Business and Industry, Chamber of Commerce and other business associations	873	164
71	Tourism & State Development (except GOED) and Local economic development groups	3	1
	<b>Total</b>	<b>942</b>	<b>178</b>

**28 Quarterly Census of Employment & Wages flier and online QCEW publication**

1	Public and private, K-12 schools. (Includes residential secondary schools, i.e., School f/t Deaf, School f/t Visually Impaired)	19	29
5	Alternative secondary schools	1	1
9	Colleges, universities and post-secondary technical institutes, BOR (Board of Regents)	10	59
12	Libraries (non-school)	4	4
20	SD Local Offices, Career Learning Centers	23	23
24	State government, excluding SDDLRL, GOED, Voc Rehabs & Corrections	10	10
25	Out-of-State local and state governments	5	5
27	Local governments and quasi-governments such as planning districts (NECOG)	3	3
30	Federal government, excluding BLS, OVAE, ETA & military	5	5
31	Bureau of Labor Statistics	2	2
35	LMI shops in other states, Workforce Information Council (WIC) and Policy Councils	1	1
50	Media	2	2
60	Individuals	12	12

		# of Requests for Info	# of Copies Requested
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**28 Quarterly Census of Employment & Wages flier and online QCEW publication**

70	Business and Industry, Chamber of Commerce and other business associations	66	66
71	Tourism & State Development (except GOED) and Local economic development groups	9	11
72	Governor's Office of Economic Development (GOED)	1	10
<b>Total</b>		<b>173</b>	<b>243</b>

**29 Employee benefits brochure and online publication**

1	Public and private, K-12 schools. (Includes residential secondary schools, i.e., School f/t Deaf, School f/t Visually Impaired)	1	2
9	Colleges, universities and post-secondary technical institutes, BOR (Board of Regents)	1	50
20	SD Local Offices, Career Learning Centers	1	
25	Out-of-State local and state governments	1	
70	Business and Industry, Chamber of Commerce and other business associations	2	1
<b>Total</b>		<b>6</b>	<b>53</b>

**30 LED Information, includes business births and deaths, turnover, and separations and accessions data**

20	SD Local Offices, Career Learning Centers	6	
22	SD Department of Labor and Regulation (excluding Local Offices, CLC's, Workforce Training, Banking/Insurance/Securities Regulation)	1	
27	Local governments and quasi-governments such as planning districts (NECOG)	1	
50	Media	1	
60	Individuals	1	
70	Business and Industry, Chamber of Commerce and other business associations	3	
71	Tourism & State Development (except GOED) and Local economic development groups	1	
<b>Total</b>		<b>14</b>	

		# of Requests for Info	# of Copies Requested
<b>32 Bookmarks</b>			
1	Public and private, K-12 schools. (Includes residential secondary schools, i.e., School f/t Deaf, School f/t Visually Impaired)	2	2
9	Colleges, universities and post-secondary technical institutes, BOR (Board of Regents)	1	25
20	SD Local Offices, Career Learning Centers	21	4,315
60	Individuals	1	1
70	Business and Industry, Chamber of Commerce and other business associations	2	22
	<b>Total</b>	<b>27</b>	<b>4,365</b>
<b>36 Hot Careers brochure (formerly known as Career Spotlights)</b>			
1	Public and private, K-12 schools. (Includes residential secondary schools, i.e., School f/t Deaf, School f/t Visually Impaired)	3	127
20	SD Local Offices, Career Learning Centers	3	415
32	Military	1	50
70	Business and Industry, Chamber of Commerce and other business associations	1	2
	<b>Total</b>	<b>8</b>	<b>594</b>
<b>38 Career Wonders</b>			
1	Public and private, K-12 schools. (Includes residential secondary schools, i.e., School f/t Deaf, School f/t Visually Impaired)	7	371
9	Colleges, universities and post-secondary technical institutes, BOR (Board of Regents)	1	75
20	SD Local Offices, Career Learning Centers	1	200
24	State government, excluding SDDL, GOED, Voc Rehabs & Corrections	1	3
	<b>Total</b>	<b>10</b>	<b>649</b>
<b>40 South Dakota Hot Careers Poster (formerly Top of the Charts)</b>			
1	Public and private, K-12 schools. (Includes residential secondary schools, i.e., School f/t Deaf, School f/t Visually Impaired)	6	44

		# of Requests for Info	# of Copies Requested
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**40 South Dakota Hot Careers Poster (formerly Top of the Charts)**

9	Colleges, universities and post-secondary technical institutes, BOR (Board of Regents)	2	3
20	SD Local Offices, Career Learning Centers	1	15
60	Individuals	1	1
<b>Total</b>		<b>10</b>	<b>63</b>

**41 Career Destinations booklet**

1	Public and private, K-12 schools. (Includes residential secondary schools, i.e., School f/t Deaf, School f/t Visually Impaired)	2	6
9	Colleges, universities and post-secondary technical institutes, BOR (Board of Regents)	2	52
20	SD Local Offices, Career Learning Centers	1	25
24	State government, excluding SDDL, GOED, Voc Rehabs & Corrections	1	3
70	Business and Industry, Chamber of Commerce and other business associations	2	351
<b>Total</b>		<b>8</b>	<b>437</b>

**42 Career InSite**

60	Individuals	1	
<b>Total</b>		<b>1</b>	

**43 Career Peeks**

1	Public and private, K-12 schools. (Includes residential secondary schools, i.e., School f/t Deaf, School f/t Visually Impaired)	1	5
24	State government, excluding SDDL, GOED, Voc Rehabs & Corrections	1	3
<b>Total</b>		<b>2</b>	<b>8</b>

**45 Career Aware**

1	Public and private, K-12 schools. (Includes residential secondary schools, i.e., School f/t Deaf, School f/t Visually Impaired)	1	25
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		# of Requests for Info	# of Copies Requested
<b>45 Career Aware</b>			
9	Colleges, universities and post-secondary technical institutes, BOR (Board of Regents)	1	25
<b>Total</b>		<b>2</b>	<b>50</b>
<b>46 Pocket Resume</b>			
1	Public and private, K-12 schools. (Includes residential secondary schools, i.e., School f/t Deaf, School f/t Visually Impaired)	2	90
9	Colleges, universities and post-secondary technical institutes, BOR (Board of Regents)	1	500
20	SD Local Offices, Career Learning Centers	19	2,410
32	Military	1	50
70	Business and Industry, Chamber of Commerce and other business associations	1	20
<b>Total</b>		<b>24</b>	<b>3,070</b>
<b>47 South Dakota OnTheMap</b>			
20	SD Local Offices, Career Learning Centers	3	
<b>Total</b>		<b>3</b>	
<b>50 Technical assistance (NAICS, SOC and ONET coding, technical questions about products or services including LMIC website)</b>			
1	Public and private, K-12 schools. (Includes residential secondary schools, i.e., School f/t Deaf, School f/t Visually Impaired)	1	
9	Colleges, universities and post-secondary technical institutes, BOR (Board of Regents)	1	
20	SD Local Offices, Career Learning Centers	6	
21	Workforce Development Council	1	
22	SD Department of Labor and Regulation (excluding Local Offices, CLC's, Workforce Training, Banking/Insurance/Securities Regulation)	9	
24	State government, excluding SDDL, GOED, Voc Rehabs & Corrections	7	
25	Out-of-State local and state governments	1	
26	Governor's Office of Operations	2	

		# of Requests for Info	# of Copies Requested
<b>50 Technical assistance (NAICS, SOC and ONET coding, technical questions about products or services including LMIC website)</b>			
30	Federal government, excluding BLS, OVAE, ETA & military	1	
31	Bureau of Labor Statistics	8	
35	LMI shops in other states, Workforce Information Council (WIC) and Policy Councils	6	
50	Media	2	
60	Individuals	3	
70	Business and Industry, Chamber of Commerce and other business associations	3	
71	Tourism & State Development (except GOED) and Local economic development groups	3	
72	Governor's Office of Economic Development (GOED)	2	
	<b>Total</b>	<b>56</b>	
<b>51 Customer support (providing information to users when no specific LMIC product is delivered).</b>			
1	Public and private, K-12 schools. (Includes residential secondary schools, i.e., School f/t Deaf, School f/t Visually Impaired)	1	
9	Colleges, universities and post-secondary technical institutes, BOR (Board of Regents)	1	
20	SD Local Offices, Career Learning Centers	2	
22	SD Department of Labor and Regulation (excluding Local Offices, CLC's, Workforce Training, Banking/Insurance/Securities Regulation)	1	
31	Bureau of Labor Statistics	2	
60	Individuals	1	
70	Business and Industry, Chamber of Commerce and other business associations	3	
	<b>Total</b>	<b>11</b>	
<b>52 Other (request does not fit into detailed subject category.) USE ONLY AS LAST RESORT.</b>			
20	SD Local Offices, Career Learning Centers	16	
22	SD Department of Labor and Regulation (excluding Local Offices, CLC's, Workforce Training, Banking/Insurance/Securities Regulation)	3	

		# of Requests for Info	# of Copies Requested
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**52 Other (request does not fit into detailed subject category.) USE ONLY AS LAST RESORT.**

24	State government, excluding SDDL, GOED, Voc Rehabs & Corrections	3	
25	Out-of-State local and state governments	1	
60	Individuals	1	
70	Business and Industry, Chamber of Commerce and other business associations	3	
81	Banking Regulation	9	
<b>Total</b>		<b>36</b>	

**56 Career Resources Brochure (currently titled "Unlock Your Career Possibilities")**

1	Public and private, K-12 schools. (Includes residential secondary schools, i.e., School f/t Deaf, School f/t Visually Impaired)	3	19
9	Colleges, universities and post-secondary technical institutes, BOR (Board of Regents)	2	7
20	SD Local Offices, Career Learning Centers	2	150
24	State government, excluding SDDL, GOED, Voc Rehabs & Corrections	1	1
32	Military	1	100
<b>Total</b>		<b>9</b>	<b>277</b>

**66 Referred to other division/agency, including referrals to their website**

1	Public and private, K-12 schools. (Includes residential secondary schools, i.e., School f/t Deaf, School f/t Visually Impaired)	1	
20	SD Local Offices, Career Learning Centers	3	
22	SD Department of Labor and Regulation (excluding Local Offices, CLC's, Workforce Training, Banking/Insurance/Securities Regulation)	6	
24	State government, excluding SDDL, GOED, Voc Rehabs & Corrections	1	
25	Out-of-State local and state governments	2	
40	Legislators, state or national	1	
50	Media	2	
60	Individuals	7	

		# of Requests for Info	# of Copies Requested
<b>66 Referred to other division/agency, including referrals to their website</b>			
70	Business and Industry, Chamber of Commerce and other business associations	5	
<b>Total</b>		<b>28</b>	
<b>68 Assistance with other DLR publications</b>			
20	SD Local Offices, Career Learning Centers	3	
22	SD Department of Labor and Regulation (excluding Local Offices, CLC's, Workforce Training, Banking/Insurance/Securities Regulation)	6	
82	Insurance Regulation	3	
<b>Total</b>		<b>12</b>	
<b>69 Green jobs poster (Have you considered going green...?)</b>			
1	Public and private, K-12 schools. (Includes residential secondary schools, i.e., School f/t Deaf, School f/t Visually Impaired)	3	5
<b>Total</b>		<b>3</b>	<b>5</b>
<b>70 The Greening of South Dakota's Economy (includes New Hires results)</b>			
1	Public and private, K-12 schools. (Includes residential secondary schools, i.e., School f/t Deaf, School f/t Visually Impaired)	1	1
32	Military	1	5
<b>Total</b>		<b>2</b>	<b>6</b>
<b>72 Hot Trends in Healthcare Flier</b>			
1	Public and private, K-12 schools. (Includes residential secondary schools, i.e., School f/t Deaf, School f/t Visually Impaired)	2	27
9	Colleges, universities and post-secondary technical institutes, BOR (Board of Regents)	2	53
60	Individuals	1	1
<b>Total</b>		<b>5</b>	<b>81</b>
<b>73 Career InSite/Reality Check Poster</b>			
1	Public and private, K-12 schools. (Includes residential secondary schools, i.e., School f/t Deaf, School f/t Visually Impaired)	4	7

		# of Requests for Info	# of Copies Requested
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### 73 Career InSite/Reality Check Poster

9	Colleges, universities and post-secondary technical institutes, BOR (Board of Regents)	2	3
24	State government, excluding SDDL, GOED, Voc Rehabs & Corrections	1	1
<b>Total</b>		<b>7</b>	<b>11</b>

### 74 Reality Check Rack Card

1	Public and private, K-12 schools. (Includes residential secondary schools, i.e., School f/t Deaf, School f/t Visually Impaired)	1	5
9	Colleges, universities and post-secondary technical institutes, BOR (Board of Regents)	1	10
20	SD Local Offices, Career Learning Centers	16	1,470
24	State government, excluding SDDL, GOED, Voc Rehabs & Corrections	1	1
70	Business and Industry, Chamber of Commerce and other business associations	2	12
<b>Total</b>		<b>21</b>	<b>1,498</b>

### 75 Career InSite Rack Card

1	Public and private, K-12 schools. (Includes residential secondary schools, i.e., School f/t Deaf, School f/t Visually Impaired)	2	6
9	Colleges, universities and post-secondary technical institutes, BOR (Board of Regents)	1	10
20	SD Local Offices, Career Learning Centers	1	300
24	State government, excluding SDDL, GOED, Voc Rehabs & Corrections	1	1
70	Business and Industry, Chamber of Commerce and other business associations	2	12
<b>Total</b>		<b>7</b>	<b>329</b>

### 76 Longitudinal research information (WDQI)

30	Federal government, excluding BLS, OVAE, ETA & military	1	
31	Bureau of Labor Statistics	1	

		<b># of Requests for Info</b>	<b># of Copies Requested</b>
<b>76 Longitudinal research information (WDQI)</b>			
34	ETA, NASWA, CESER and State Consortiums	2	
70	Business and Industry, Chamber of Commerce and other business associations	1	
	<b>Total</b>	<b>5</b>	
<b>77 Estimates Delivery System (EDS)</b>			
20	SD Local Offices, Career Learning Centers	4	
22	SD Department of Labor and Regulation (excluding Local Offices, CLC's, Workforce Training, Banking/Insurance/Securities Regulation)	1	
23	Correctional institutions and adjudicated youth camps	1	
50	Media	2	
71	Tourism & State Development (except GOED) and Local economic development groups	1	
	<b>Total</b>	<b>9</b>	
<b>78 LMI Learning Series</b>			
20	SD Local Offices, Career Learning Centers	16	16
22	SD Department of Labor and Regulation (excluding Local Offices, CLC's, Workforce Training, Banking/Insurance/Securities Regulation)	1	1
24	State government, excluding SDDL, GOED, Voc Rehabs & Corrections	1	1
	<b>Total</b>	<b>18</b>	<b>18</b>