



Benchmarks of Success for Maryland's Workforce System
Data and Dashboard Committee
February 16, 2021 10:00 – 13:30 AM
Virtual Meeting

Attendees: Doug Weimer, Lynda Weber, Patti Morfe, Ellen Beattie, Andre James, Randy Diehl, Tina Turner, Lauren Hall, and Natalie Clements

Handouts: Agenda and Global Work Plan

Minutes

I. News and Notes

- The Communications Committee include a survey question from the Data and Dashboard Committee in the Benchmarks newsletter asking how frontline staff indicate that a participant has gone through financial literacy services. As of this morning, there are 64 responses, but the survey is still open, so there may be more responses soon.
 - The Data and Dashboard Committee will do a formal review of the survey results once there is more data. One trend that the committee is seeing so far is that there is a need for a refresher training on the Maryland Workforce Exchange.
 - The Data and Dashboard Committee can use survey questions in the newsletter to solicit more feedback in the future.
- WIOA Title II Adult Education is doing their mid-year look back at regular reports of providers. Since programs were allowed to use alternative assessments to enroll in programs, there has been a drop in enrollments and completers pre-post test match ups. This will result in a delay of outcomes.

II. Revisit Meeting Schedule (quarterly, 3rd Tuesday at 10 AM)

- Natalie will send a Doodle Poll to gauge what time works best for the committee moving forward.

III. Data Needs of the Governor's Workforce Development Board

- All partners have submitted their data for the GWDB's report!
- This report will be a regular ask of the committee. Each GWDB meeting, the committee will provide a report of four quarters of data.
- In the future, partners will only need to submit their newest quarter of data because the committee leadership already has the previous three and can put the data together.

- The committee leadership will format everyone’s data and may involve the Communications Committee to make sure it looks nice, shows trends and is easy to read.
- Doug will attend the next GWDB meeting to present the report and take data requests. The committee can use these requests to make a highlight section of the report.
- Natalie will send the formatted report to the committee by close of business Thursday for feedback before sharing it with the WIOA Alignment Group.
- The new Unemployment Assistance system affects the current quarter for WIOA Titles I and III, but the committee does not need to put a caveat in the report about that.

IV. Defining Terms for Benchmarks Newsletter

- The Communications Committee is asking the Data and Dashboard Committee to come up with terms and definitions that would be helpful to share in the Benchmarks newsletter.
- The Data and Dashboard Committee created a Glossary of Terms in the past and could highlight one of those terms or define a related term. The term(s) should be helpful for frontline staff.
- Examples of terms that the committee could define are:
 - “participant” versus “reportable individual” by WIOA Title;
 - “exiter” by WIOA Title;
 - “allowable exclusions” by WIOA Title;
 - “order of selection” (DORS term) / “priority of service” (WIOA Title I term); or
 - “work authorization” - could be a resource in the future after MD Labor develops a data validation policy or could refer readers to a resource of the Skilled Immigrant Task Force.
- The committee can work by email to select and define terms for an upcoming Benchmarks newsletter. The committee has not committed to defining terms on a monthly basis.

V. Global Work Plan

- The committee walked through the draft 2021 Global Work Plan and did not have any edits.

VI. PY2019 Benchmarks Data

- The Data and Dashboard Committee will present to the PY2019 Benchmarks data to the WIOA Alignment Group at their April meeting.
- Doug will email a deadline to partners for their data, so he can pull this report together. His email will also indicate what the salary level is for the 200 percent poverty level according to the United States Department of Health and Human Services.

VII. Next Steps and Action Items

- Natalie will send a Doodle Poll to gauge what time works best for the committee moving forward.
- The committee leadership will format everyone’s data and may involve the Communications Committee to make sure it looks nice, shows trends and is easy to read.

- Doug will attend the next GWDB meeting to present the report and take data requests. The committee can use these requests to make a highlight section of the report.
- Natalie will send the formatted report to the committee by close of business Thursday for feedback before sharing it with the WIOA Alignment Group.
- Committee members should submit their PY2019 Benchmarks data to Doug.