An Environmental Scan:

Labor Market and Workforce Information Sources to Assist Employment, Economic Development, Education and Workforce Investment Planning and Decision Making

Environmental Scan Labor Market and Workforce Information Sources to Assist Employment, Economic Development, Education and Workforce Investment Planning and Decision Making

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U.S. Department of Labor

Assistant Secretary for Employment and Training Washington, D.C. 20210



Dear Colleague:

The shift of the workforce investment system to become more demand-driven requires that programs have access to more and better workforce information. A sharper focus must be developed and directed towards gaining a greater understanding of state and local economic and labor market dynamics, high growth industries, emerging skill requirements, and employer workforce needs which are all essential in order to successfully prepare and connect workers to current and future jobs. The foundation for this sharper focus must be accessible labor market and workforce information that is able to better inform the decisions of those engaged in workforce investment and the One-Stop service delivery system.

The Employment and Training Administration (ETA) has developed a strategy and a new business model to guide and effect significant change in the current labor market and workforce information system. As a first step in strategy development, ETA commissioned this environmental scan to examine documented customer demand for workforce information and to identify some of the most common and widely consulted sources and types of labor market and workforce information available from public, private, and institutional providers. The scan also identifies an array of internet-based information delivery systems as illustrative examples of improved and innovative access to workforce information.

The environmental scan provides a solid sampling of the types of information currently available from a diverse variety of sources and should not be considered as an exhaustive inventory of all information sources. I hope that you will find it to be informative and of use as a departure point to expand current research boundaries and to identify additional sources of relevant labor market and workforce information.

Sincerely,

Emily Stover DeRocco

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Acronyms

ACINET	America's CareerInfoNet
ACRN	America's Career Resource Network
AIDS	Acquired Immune Deficiency Syndrome
ALMIS	America's Labor Market Information System
AMA	American Management Association
ASA	American Staffing Association
BEA	Bureau of Economic Analysis
BLS	Bureau of Labor Statistics
CBER	Center for Business and Economic Research
CES	Current Employment Statistics
CPS	Current Population Survey
DECD	Department of Economic and Community Development
DOVE	Data on Vocational Education
EPF	Employment Policy Foundation
EPI	Economic Policy Institute
EQW	Educational Quality of the Workforce
ESA	Economics and Statistics Administration
ETA	Employment and Training Administration
FRED	Florida Research and Economic Database
FY	Fiscal Year
GAO	General Accounting Office
GDP	Gross Domestic Product
IPEDS	Integrated Post-secondary Education Data System
ISEEK	Internet System for Education and Employment Knowledge
JOLTS	Job Opening and Labor Turnover Survey
LAUS	Local Area Unemployment Statistics
LEHD	Longitudinal Employer Household Dynamics
MIDAS	Metropolitan Information and Data Analysis Services
MLS	Mass Layoff Statistics
MSA	Metropolitan Statistical Area
NAAL	National Assessment of Adult Literacy
NACE	National Association of Colleges and Employers
NAEP	National Assessment of Educational Progress
NAFTA	North American Free Trade Agreement
NAICS	North American Industry Classification System
NCES	National Center for Education Statistics
NHES	National Household Education Surveys
NLS	National Longitudinal Surveys
NTSC	National Training Support Center
OES	Occupational Employment Statistics
OLMIS	Oregon Labor Market Information System

Acronyms (Continued)

OMB	Office of Management and Budget
PALMIDS	Pennsylvania Labor Market Information Database System
PSID	Panel Study of Income Dynamics
QCEW	Quarterly Census of Employment and Wages
SBA	Small Business Administration
SWA	State Workforce Agency
SHRM	Society for Human Resource Management
SIC	Standard Industrial Classification
SIPP	Survey of Income and Program Participation
SOC	Standard Occupational Classification
TWC	Texas Workforce Commission
UI	Unemployment Insurance
U.S.	United States
WIA	Workforce Investment Act of 1998
WIC	Workforce Information Council
WIS	Workforce Information System

Introduction and Purpose

This environmental scan of labor market and workforce information has been requested by the Employment and Training Administration (ETA). The scan seeks to identify sources of workforce and labor market information available to a variety of consumer groups including employers, job seekers, economic development specialists, education and training planners, and public policy leaders. The United States Department of Labor (U.S. DOL) has the primary responsibility for developing, maintaining, and improving a national system of labor market and workforce information. In its efforts to respond to consumer demand, the Department must continue to search for ways to build on its success and improve this system.

A basic set of labor market measures is maintained at the federal, state, and local levels to gauge performance of economies. Unemployment rates, employment levels, labor force size, and earnings are the statistics most commonly reported. With an economy highly dependent on human capital investment and workforce quality to achieve growth, improved and expanded information about workforce preparation and development is becoming more critical for policymakers to better guide the long-term direction of the economy.

The purpose of the scan is to take a first step to identify and organize a growing body of labor market and workforce information being generated by public and private sources. The scan is not intended as a comprehensive encyclopedia or exhaustive inventory of all that is being produced. We recognize that many of the core databases and statistical sources we identify in the scan serve to generate a vast assortment of studies and reports. The scan should be viewed as a primer for anyone that is interested in identifying and working with labor market and workforce information from a variety of sources in multiple formats. As such this environmental scan would be useful to state and local workforce board members, and One-Stop Career Center management and staff including; counselors and other career development facilitators, employer and business services staff, planners and partner agency staff.

This report is organized into three parts. First, we examine the labor market and workforce information needs in today's economy from various consumer perspectives. We have adopted the classifications of the Workforce Information Council (WIC), a group of state and federal labor market information experts advising the U.S. Department of Labor. Job seekers must assess the availability of job opportunities and the skill requirements to guide their job search, career planning, and education and training investment decisions in a more complex and dynamic job market. Business and industry require more detailed workforce and labor market information to formulate recruitment strategies, develop compensation plans, and set human resource policies in a labor market context that is global. Economic developers analyze detailed information about the characteristics of labor supply to attract employers and advise firms on expansion plans. Education and training officials use information about present and future jobs, skill requirements, and hiring standards to guide students and inform curriculum and program development efforts. The interconnectedness of all these decisions and their overall significance to economic prosperity places an extraordinary importance on labor market and workforce information systems.

In the second section, we examine a mix of labor market and workforce data sources. Our review included the most common and widely consulted sources of labor market and workforce information. The U.S. Department of Labor Bureau of Labor Statistics (BLS) and the U.S. Department of Commerce Census Bureau, along with partnering state labor market information units, are primarily responsible for collecting and reporting data on the nation's workforce and labor market developments. We also looked to the Small Business Administration (SBA) and the Department of Education's National Center for Education Statistics (NCES) for additional data sources related to labor market and workforce developments. In addition to federal data sources, we searched for and identified business firms, non-profit organizations, trade associations, and research institutions that generate labor market and workforce information. While not exhaustive, our scan identifies a solid sampling and provides exposure to a diverse set of data sources.

In the third section, we examined a number of web-based labor market and workforce information delivery systems. With significant leadership and investment from the U.S. Department of Labor's ETA, major strides have been made during the last 10 years in developing new systems to assist job seekers, employers, and other user groups to better access labor market and workforce information. One-Stop career centers, America's Job Bank, America's CareerInfoNet, and O*NET are some of the new tools and information systems that have been added to improve labor market performance, guide career planning, and support workforce analysis. Our review identified a number of innovative web-based labor market and workforce information systems developed and maintained by the Department of Labor's state and local workforce partner agencies. We also found that economic development agencies are taking a more active interest in collecting and reporting labor market and workforce information. Many private firms are also engaged in the business of providing specialized labor market and workforce information as a feature of web-based career planning and job matching systems. Together, all these systems equip us with a highly advanced labor market and workforce information.

As workforce development becomes increasingly vital to economic well-being, there will be a growing demand for improved and expanded information and data systems. Impressive progress is being made among both the public and private entities as traditional sources of labor market and workforce information have become more accessible and new information systems, surveys, and databases are being added. Along with the federal government, economic development agencies, trade associations, university research centers, and private firms are contributing efforts. There is vast potential to make better use of this information for improved labor market analysis and more effective workforce planning.

Part I. Workforce Information Needs for the New Economy

Overview

Technology, innovation, and global competition are profoundly impacting work and the structure of the economy. Millions of jobs have been created and new industries have appeared on the scene. Concurrently, millions of jobs have been lost, and some traditional industries have disappeared entirely from the U.S. economic landscape. The nature of work itself is being transformed, albeit unevenly, for most occupations and industries throughout the economy. The scale and speed of restructuring create extraordinary challenges for those maintaining occupational taxonomies, devising labor market metrics, and building workforce information systems.

Employers and workers are also engaging in more innovative employment practices including contingent work arrangements, the use of employee leasing companies, job sharing, and telecommuting. Technology is being rapidly applied to directly improve the operations of labor markets. Internet-based job and talent banks are beginning to provide for more efficient connections between employers seeking workers and workers seeking jobs. On-line education and training systems make access to skill development and knowledge acquisition convenient and low in cost. Forecasters predict that technology innovation and the Internet will continue to rapidly transform the nature of work, workings of the labor market, and skill development.

New technologies and employment practices are redefining the boundaries of labor markets and workplaces. Most of our labor market performance measures and workforce information systems are based on traditional employment and hiring practices and definitions. We have not yet effectively incorporated many of the labor market and workplace innovations into our metrics of labor market performance and systems of workforce information. At the same time, complex labor markets and rapidly changing workplaces demand that employers, economic development experts, education and training planners, and workers consult labor market and workforce information sources more regularly to gain practical knowledge and insight about the workings of labor markets and workforce practices in flux.

What Customers Need: Building More Effective Decision-Support Systems

It was the futurist John Naisbitt, who in his book *Megatrends* of 20 years ago, warned that we were as a nation and as a society "drowning in information but starved for knowledge." In spite of impressive developments with hardware and software, including powerful multimedia platforms, our society continues to suffer from Naisbitt's dichotomy. Suppliers of labor market and workforce information must continue to focus on the design, development, and implementation of highly complex information environments that are easy to use and provide satisfying experiences for users.

The WIC, made up of state and federal representatives of agencies responsible for collecting and disseminating labor market and workforce information, has adopted a customer focus in its mission statement. The WIC emphasizes "value and meaning" in the analysis of the data that are being collected. Consultations with and feedback from information consumers are also

prominently mentioned, along with a commitment to capacity-building and professional development for staff.

The segmentation of information consumers is one way to begin the process of building more focused and responsive information systems for the benefit of end users. The WIC has identified the following information consumer segments:

- **Employers** make decisions about product and financial markets; business location; and employee recruitment, compensation, and training. Once upon a time, the decisions occurred in narrow geographic markets with limited competition. Today, business decision-making must factor in global circumstances including the availability and cost of labor. Beyond cost and availability, there is more emphasis on labor quality as skills and knowledge become key determinants of job performance. Methods of employee recruitment, screening, and assessment are also being transformed as a result of new database and multimedia technologies that are Internet-based. How effective are these new systems? Who uses them? Answers to these questions have formidable cost implications for employers as they devise effective and efficient human resource practices.
- Elected Officials and Policymakers make decisions about law, policy, budgets, and regulations. Sound policy and appropriate regulations demand a keen understanding of contemporary labor market issues and challenges, dynamics of the modern workplace, and the needs of individuals and families. One or two single indicators are no longer adequate depictions of the economic health of a state or region. Sound policy and regulations development requires a more complex combination of economic and workforce indicators. Risk factors of local industries, perishable skills of the workforce, and indicators of workforce preparedness are just some of the indicators that must be considered.
- **Intermediaries**, such as parents, counselors, teachers, mentors, job placement specialists, and caseworkers, assist others in choosing education and training opportunities and in finding employment. These intermediaries face extraordinary challenges in identifying and retrieving from among the multiple sources of information. Although considerable progress is being made in consolidating and presenting multiple sources of labor market and career information in easy-to-access portals, more work needs to be done in fitting these tools to user needs.
- **Program Planners** determine what workforce and economic development services to provide and evaluate program performance. As economic development strategies become dependent on human rather than physical capital, planners must focus more of their attention on human resource and labor market analysis. Details about the availability and quality of labor supply have always been basic considerations for firms seeking to locate or expand. Increasingly, however, this basic information needs to be supplemented with data related to preparation of the future workforce, access to education and training for workers, and the state of social capital and community resources. No longer can planners make simple assumptions of what drives firms'

decisions to expand or locate. Definitions of what constitutes the labor market and what makes up the potential labor supply have become much more complex. This requires more sophisticated analysis as physical boundaries are replaced by digital ones.

- Education and Training Providers, including teachers and curriculum specialists, design, deliver, and evaluate programs that develop students' knowledge and skills. A rapidly changing work environment where technology applications and management innovations flourish means that those designing curricula, developing programs of study, or setting standards of competence must spend considerably more time tracking and understanding these developments. Our signaling systems for communicating these types of workplace developments remain underdeveloped and not very responsive.
- Individuals, including young people and adults, make choices about careers, education, training, and job search. The choices that confront the "labor market navigators" today are much more complex than those just a generation ago. Economy-wide restructuring and the transformation of work pose serious challenges to those investing in education and training, including suppliers and consumers. What type of schooling? How many years of schooling? Choosing employment offering horizontal and vertical career progression over jobs with limited mobility has important implications for earnings and overall well-being. The selection of most effective job-finding methods becomes a more complex choice as the market offers more competing alternatives.
- **Researchers** study how the labor market works and conduct policy research. Researchers and policy analysts not only represent consumers of labor market and workforce information but are often responsible in their framing of research questions that lead to the collection of new data. In a time of structural shifts in the economy and innovations in workplaces and labor markets, the efforts of labor market and workforce researchers must be harnessed more effectively in shaping relevant labor market and workforce information systems.

Segmentation of information for unique audiences and increasing consumer sensitivity on the part of those collecting and disseminating labor market and workforce information will help to bridge the gap between suppliers and users of that information. This new sensitivity will help to shape information into an environment that allows users to create, manage, and share its very substance in a framework that provides semantic relevance.

Part II. Review of Labor Market and Workforce Information Data Sources

Overview

Labor market information and workforce statistics are being collected and disseminated by federal agencies, state governments, trade associations, non-profit entities, and private firms. The primary purpose for the establishment of such an information system on the public side is for the government to assess overall economic and labor market performance. Such statistics also play an important part in the identification of needs and distribution of public funds. Statistical profiles of labor markets and characteristics of the workforce aid in economic development and planning of workforce strategies for firms. Individuals examine labor market and workforce developments in making employment and career decisions. Education and training providers also look to labor market and workforce information in selecting training programs and curriculum content.

The BLS is the principal federal agency for collecting and reporting labor market information and monitoring the employment situation. The Census Bureau is the other major federal agency responsible for conducting extensive data collection related to population, housing, and the economy, including details about workers and business establishments. Combined, these two federal agencies reported expenditures of nearly one billion dollars to carry out their work during Fiscal Year (FY) 2002. The General Accounting Office (GAO) estimates that the BLS alone spent 80 million dollars in FY 2002 to support its cooperative data collection efforts with state labor market information programs. Other federal agencies such as the NCES and the SBA are also prominent sources that collect, organize, and report vital information about the workforce. In addition to federal efforts, private firms, non-profit organizations, and trade associations are also making considerable investments to collect and report information on workforce and labor markets developments. Both of the major statistical agencies of the U.S. Government have recognized that, as the economic environment changes, expands, and reshapes itself faster than ever before, the U.S. must continue to invest to maintain its position as the world's economic information leader.

This section identifies major data collection efforts, statistical programs, and topical surveys that are the foundation for reporting on labor market and workforce developments. In addition to the sources collected at the federal level and through federal-state cooperative efforts, this section also describes a number of non-federal sources gathering workforce and labor market information. This inventory is representative of both traditional and emerging sources of workforce and labor market information that are available to information consumers. Descriptions provided draw from a variety of printed materials, reports, and websites produced and maintained by the referenced institutions, agencies, and firms.

U.S. Department of Labor/Bureau of Labor Statistics/Employment and Training and Administration

U.S. Department of Labor/Bureau of Labor Statistics/Employment and Training Administration												
		T	r		S	Survey	Name	1	r		r	
Targeted Users	Current Employment Statistics	Quarterly Census of Employment and Wages	Local Area Unemployment Statistics	Occupational Employment Statistics	Mass Layoff Statistics	Job Opening and Labor Turnover Survey	Survey of Employer- Provided Training	National Longitudinal Surveys	Current Population Survey	NCS	O*NET	ALMIS
Employers	•	•	•	•	•	•	•		•	•	•	•
Government Agency Federal, State, or Local	•	•	•	•	•	•			•	•	•	•
Elected Officials and Policymakers	•	•	•	•	•	•			•	•	•	•
Program Planners	•	•	•	•	•				•			•
Education and Training Providers				•	•		•		•		•	•
Intermediaries		•	•	•		•			•		•	•
Individuals	•	•	•	•	•	•			•	•	•	•
Researchers	•	•	•	•	•	•	•	•	•	•		•

U.S. Department of Labor/Bureau of Labor Statistics/Employment and Training Administration								n				
Survey Name												
Indicators	Current Employment Statistics	Quarterly Census of Employment and Wages	Local Area Unemployment Statistics	Occupational Employment Statistics	Mass Layoff Statistics	Job Opening and Labor Turnover Survey	Survey of Employer Provided Training	National Longitudinal Survevs	Current Population Survey	NCS	O*NET	ALMIS
Hours Worked/Payroll Hours	•								•	•		•
Earnings Trends	•							•	•	•		•
Unemployment Records – Mass Layoffs					•	•		•				•
Labor Force Data/ Labor Market Information		•	٠		•			•	•			•
Employment	•	•	٠	•				•	•			•
Wages Income Earnings		•		•				•	•	•		•
Future Demand and Hiring Trends						•						•
Education/Training Information about Providers and Career Advancement							•					•
Occupational Information Skill Requirements				•							•	•
Program Participation												•
Information about Full- and Part- Time Workers, Contract Workers, and the Self-Employed									•			•
Unions									•			
Program Participation												•
Information about Employers by Company Size or Characteristics		•			•					•		•
Membership or Subscription Required												
Recruiting/Staffing Industry Information				•						•		•
Occupational Licensing Information												•
Benefit Information									•	•		
Information about Workforce Commuting Patterns												•

The BLS provides comprehensive and timely information on the labor force, employment, unemployment, and related labor market characteristics at the national level; industrial and occupational employment at the state and local levels; and labor force and unemployment figures at state and local levels. The BLS also develops projections of the labor force, economic growth, industrial output, and employment by industry and occupation for 10 years into the future for the nation as a whole.

Key BLS labor market information includes monthly estimates on the numbers of separations, new hires, and current job openings by major industry groupings. The BLS is also engaged in a number of efforts designed to add to and improve current labor market and workforce information systems. In conjunction with the Census Bureau, the BLS will begin in FY 2003 to conduct the American Time-Use Survey. This new survey will focus on how Americans divide their time between work and leisure. The BLS also will implement the conversion of all national, state, and area estimates to the North American Industry Classification System. This system of classifying industries was adopted with the passage of the North American Free Trade Agreement (NAFTA) and will facilitate industry comparisons for the U.S., Mexico, and Canada. In addition, the BLS will continue to improve the quality of estimates produced by the Local Area Unemployment Statistics (LAUS) program and to develop the capability to produce additional demographic data at the local level.

The core labor market information programs conducted by BLS include the following:

• The **Current Employment Statistics (CES)** survey of payroll records covers over 300,000 (non-farm) businesses employing a third of all payroll workers on a monthly basis and provides detailed industry data on employment levels, hours, and earnings of workers on non-farm payrolls for the nation. These estimates are based on the businesses' payroll records. The survey is conducted by state workforce agencies in cooperation with the BLS. The survey has been underway since 1939 and provides one of the more continuous statistical series on employment and earnings in the U.S. Coverage includes non-farm payroll employment in over 600 industries, including major divisions and more detailed industry levels.

The CES survey publishes data based on the Standard Industrial Classification (SIC) system. Beginning with the release of May 2003 data in June 2003, CES will publish data based on the North American Industry Classification System (NAICS).

The CES yields important economic indicators including employment levels, earnings trends, and average weekly hours worked. These data are of value to policymakers who monitor overall economic performance. Planners and analysts use this information to develop business plans and strategies including cost projections and wage negotiations.

• The **Quarterly Census of Employment and Wages (QCEW)** program produces comprehensive employment and wage data by industry and county and state for workers covered by unemployment insurance (UI) laws. The QCEW program, also known as the ES-202 program, is a cooperative program involving the BLS and the state workforce agencies (SWAs). QCEW includes data on the number of establishments, monthly employment, and

quarterly wages, by industry, at the 6-digit NAICS level, by county, by ownership sector, for the entire U.S.; for each state; and for the District of Columbia, Puerto Rico, and the U.S. Virgin Islands.

The QCEW program produces a virtual economic census of employment and wages each quarter. It is based on quarterly contribution reports from the more than eight million employers subject to state and federal unemployment insurance laws. This wide base of reported data supports the publication of monthly employment and quarterly wage information by 6-digit NAICS at the national, state, and county levels. At the national level, the QCEW program publishes employment and wage data for nearly every 6-digit NAICS, as well as for each industry aggregate between the base 6-digit level and the all-industry total level.

CES employment data represent the number of covered workers who worked during, or received pay for, the pay period that includes the 12th of the month. Excluded are members of the armed forces, the self-employed, proprietors, domestic workers, unpaid family workers, and railroad workers covered by the railroad unemployment insurance system.

QCEW wages represent total compensation paid during the calendar quarter, regardless of when services were performed. As a total compensation measure, QCEW wages also include nonwage cash compensation such as tips, bonuses, and, in many states, exercised stock options.

Data from the QCEW program serve as important input to many BLS programs. The QCEW data are used as the benchmark source for employment by the CES program and the Occupational Employment Statistics (OES) program. The UI administrative records collected under the QCEW program serve as a sampling frame for other BLS establishment surveys. In addition, data from the QCEW program serve as input to other federal and state programs. The Bureau of Economic Analysis (BEA) of the Department of Commerce uses QCEW data as the base for developing the wage and salary component of personal income. The Department of Labor's ETA and the SWAs use QCEW data to administer the employment security program. The QCEW data accurately reflect the extent of coverage of the state UI laws and are used to measure UI revenues; national, state, and local area employment; and total and UI taxable wage trends.

• The Local Area Unemployment Statistics (LAUS) program produces monthly and annual employment, unemployment, and labor force data for census regions and divisions, states, metropolitan areas, small labor market areas, counties, and many cities, by place of residence. The LAUS program is a federal-state cooperative effort in which monthly estimates of total employment and unemployment are prepared for approximately 6,900 areas. These estimates are key indicators of local economic conditions. The BLS is responsible for the concepts, definitions, technical procedures, validation, and publication of the estimates that state workforce agencies prepare under agreement with BLS.

Local area unemployment statistics are perhaps the best known and most widely used labor market information product. Monthly media reports draw attention to the state of economic

health using measures of employment and unemployment. These statistics are also used by federal programs for determining funding allocations to states and areas, as well as eligibility determinations for assistance. State and local governments use the estimates for planning and budgetary purposes and to determine the need for local employment and training services. Private industry, researchers, the media, and other individuals use the data to assess localized labor market developments and make comparisons across areas.

• The Occupational Employment Statistics (OES) program produces employment and wage estimates for over 700 occupations. These are estimates of the number of people employed in certain occupations and estimates of the wages paid to them. Estimates are available for the nation as a whole, for individual states, and for metropolitan areas. National estimates for specific industries are also available. In the past, the OES program published national data at the 2- and 3-digit SIC levels. Beginning with the release of the 2002 data in Fall 2003, the OES program will publish data on a 4-digit NAICS basis.

The OES program collects its data using a mail survey sent to establishments in May and November of each year. The OES program surveys approximately 200,000 establishments per survey cycle, taking three years to fully collect the sample of 1.2 million establishments. Self-employed persons are not included in the estimates.

The OES survey is a federal-state cooperative program between the BLS and SWAs. BLS provides the procedures and technical support, draws the sample, and produces the survey materials, while the SWAs collect the data from establishments. Occupational employment and wage rate estimates at the national level are produced by BLS–Washington using data from the 50 states and the District of Columbia. Employers who respond to states' requests to participate in the OES survey make these estimates possible.

OES wage and employment estimates have a wide variety of uses. The BLS Occupational Employment Projections program uses OES employment data to produce national occupational employment projections. Employment data are also used by the states to produce state and local area employment projections. Wage data are an important input in the determination of the prevailing wage for use in Alien Labor Certification. OES employment and wage estimates are also a valuable commodity to the general public, whether the data are assembled in the BLS Occupational Outlook Handbook, released across the country in various occupational information systems, or released to the public through the OES publication and website.

• The Mass Layoff Statistics (MLS) program is a federal-state cooperative statistical effort which uses a standardized, automated approach to identify, describe, and track the effects of major job cutbacks, using data from each state's UI database. Establishments that have at least 50 initial claims for UI filed against them during a consecutive five-week period are contacted by state agencies to determine whether those separations are of at least 31 days duration, and, if so, information is obtained on the total number of persons separated, the reasons for these separations, and recall expectations. Establishments are identified according to industry classification and location, and UI claimants are identified by such demographic characteristics as age, race, sex, ethnic group, and place of residence. The

program yields information on an individual's entire period of unemployment to the point when regular UI benefits are exhausted. It provides databases of establishments and claimants, both of which are used for further research and analysis.

MLS are used to determine sub-state allocations of federal funds for the dislocated workers program, analysis of ailing industries or geographic areas, identification of the causes and scope of worker dislocation in terms of the human and economic costs, and the characteristics of dislocated workers. Data are also used for the development of workforce plans and labor market analysis and in assisting employers and/or workers at the local level through the analysis of the potentially available labor supply.

• The Job Openings and Labor Turnover Survey (JOLTS) program produces a new monthly study that has been developed to address the need for data on job openings, hires, and separations. Estimates from the JOLTS program are not seasonally adjusted; therefore, comparisons of JOLTS estimates should be based on the same month in different years. These data serve as a demand-side indicator of labor shortages at the national level. Prior to JOLTS, there was no economic indicator of the unmet demand for labor with which to assess the presence or extent of labor shortages in the U.S. The availability of unfilled jobs (the "job openings rate") is an important measure of the tightness of job markets, parallel to existing measures of unemployment. Data from a sample of approximately 16,000 U.S. business establishments are collected by the BLS through the Atlanta JOLTS Data Collection Center. The JOLTS survey covers all non-agricultural industries in the public and private sectors for the 50 states and the District of Columbia. JOLTS collects data on total employment, job openings, hires, quits, layoffs and discharges, and other separations.

The JOLTS represents an important addition to support the analysis of labor markets and workforce issues. It will be used for national economic policy analysis including a deeper examination of business cycles. It will provide a more dynamic look at labor market performance to aid economic research and planning, including the analysis of education and job training issues. JOLTS will support more detailed industry studies, particularly issues of retention and labor turnover.

• The **Survey of Employer-Provided Training** Subject to funding availability, the BLS also conducts specialized studies related to labor market performance and workforce challenges facing the U.S. economy. Such studies are conducted over a limited period of time and yield important topical findings. One such survey was initially conducted in September of 1993. The 1993 Survey of Employer-Provided Training provided baseline information on the nature and existence of formal training provided or financed by employers. Nearly 12,000 private establishments of all sizes were surveyed to determine what types of formal training were provided during 1993. The 1995 Survey of Employer-Provided Training provided by employers as well as the amount employers spent on selected costs of training. This survey was conducted during personal visits to more than 1,000 private establishments with 50 or more employees from May through October 1995. A representative of the establishment provided information on the information on their hours of both formal and informal training.

- The National Longitudinal Surveys (NLS) are a set of surveys designed to gather • information at multiple points in time on the labor market activities and other significant life events of several groups of men and women. For more than three decades, NLS data have served as a tool for economists, sociologists, and other researchers in analyzing how individuals fare and perform in the labor market over time. Multiple cohorts have been surveyed. The NLS of Youth 1997 is a survey of young men and women born in the years 1980-84; respondents were ages 12-17 when first interviewed in 1997. The NLS of Youth 1979 is a survey of men and women born in the years 1957-64; respondents were ages 14-22 when first interviewed in 1979. The NLS of 1979, Children and Young Adults, is a survey of the biological children of women that were interviewed in the 1979 survey. The NLS of Young Women and Mature Women includes women who were ages 14-24 when first interviewed in 1968. The Mature Women's survey includes women who were ages 30-44 when first interviewed in 1967. These surveys are now conducted simultaneously in oddnumbered years. The NLS of Young Men and Older Men, which was discontinued in 1981, includes men who were ages 14-24 when first interviewed in 1966. The Older Men's survey, which was discontinued in 1990, includes men who were ages 45-59 when first interviewed in 1966. The data available from these surveys provide a dynamic picture of how various groups fare in the labor market over time. At a time of rapid technological change and largescale worker dislocations, monitoring the labor market experiences of different groups, including exits and entry, earnings records, and other aspects of labor market behavior, becomes a critically important dimension of workforce analysis.
- The **Current Population Survey (CPS)** is a monthly survey of approximately 60,000 households conducted by the Census Bureau for the BLS. It provides a comprehensive body of data on the labor force, employment, unemployment, and persons not in the labor force. The survey covers the employment status of the civilian non-institutional population 16 years and over by age, sex, race, Hispanic origin, marital status, family relationship, veteran status, women maintaining families, working women with children, and educational attainment. It looks at employed persons by occupation, industry, class of worker, hours of work, full- or part-time status, and reasons for working part-time. Also included are employed multiple jobholders by occupation, industry, numbers of jobs held, and full- or part-time status of multiple jobs. The survey collects information about unemployed persons by occupation, industry, class of worker of last job, duration of unemployment, reason for unemployment, and methods used to find employment. To better gauge labor force potential, the survey includes discouraged workers and other persons not in the labor force.

Special topics, such as the labor force status of particular subgroups of the population (e g., displaced workers, and disabled veterans), are also covered. Data are also available on work experience, occupational mobility, job tenure, and school enrollment of workers. Information is provided on weekly and hourly earnings by detailed demographic group, occupation, education, union affiliation, and full- and part-time employment status.

The CPS is among the most comprehensive and current sources of information about the performance of labor markets and the status of the workforce.

- The National Compensation Survey (NCS) provides comprehensive measures of occupational earnings, trends in the costs of employee compensation, benefit incidence, and detailed benefit plan provisions. Estimates of hourly, weekly, and annual earnings are available for up to 450 occupations in 80 metropolitan areas, 9 census geographic regions, and the nation. The Employment Cost Index component of the NCS measures changes in employee compensation. Separate estimates are produced to account for seasonal fluctuations in the data. The Employer Cost for Employee Compensation packages of their employees—wages and salaries and separately for employee benefits. The NCS estimates of benefit incidence measure the proportion of employees covered by most recognized employee benefit programs, and the detailed benefit provision estimates describe the plan features in force for most major benefits such as paid leave, disability, health, and retirement benefits. All estimates are produced annually except the Employment Cost Index and the Employer Cost for Employee Compensation, show the are produced quarterly.
- The **Employment Projections** (**EP**) program analyzes historical data and information from secondary sources and biennially prepares projections 10 years into the future covering the future size and composition of the labor force, aggregate economic growth, detailed estimates of industrial production, and industrial and occupational employment. These data are a basis for developing estimates of occupational requirements by industry, evaluating the future size and quality of the labor force, and a framework for analyzing future problems of labor utilization.

In addition, the program produces the National Employment Matrix, a unique tool that quantifies detailed information on the distribution of occupational employment by class of worker and industry for current and projected years. Data are available for nearly 700 detailed occupations in over 250 detailed industries that are inclusive of the entire economy. Data uses include analysis of various government and private expenditure programs in terms of their impacts on industry and occupational employment; analysis of changes in the occupational structure of detailed industries resulting from changes in technology, product mix, and other factors; development of projections of occupational employment for detailed occupations by industry; and development of state and local area industry-occupation employment matrices.

The program produces the Occupational Outlook Handbook, Occupational Outlook Quarterly, Occupational Projections and Training Data, and Career Guide to Industries, biennial publications that serve a wide variety of users seeking labor market and careerrelated information. Additionally, technical analyses of the projections and of selected facets of the projections database appear in the Monthly Labor Review.







U.S. Department of Labor, Employment and Training Administration <u>http://www.doleta.gov/</u> URL Reference 2

• **O*NET** is an application that was created by the U.S. Department of Labor to provide broad access to a database of occupational information, including information on skills, abilities, knowledge, work activities, and interests associated with occupations. This information can

be used to facilitate career exploration, vocational counseling, and a variety of human resources functions, such as developing job orders, position descriptions, and aligning training with current workplace needs.

Information in O*NET is available for over 950 occupations. Each occupational title and code is based on the most current version (2000) of the SOC system. O*NET is a unique, powerful source for continually updated occupational information and labor market research. By using a contemporary, interactive skills-based database and a common language to describe worker skills and attributes, O*NET transforms large volumes of data into more precise, focused occupational intelligence that anyone can easily understand.

Businesses and human resources professionals use O*NET to develop effective job descriptions, expand the pool of quality candidates for open positions, define employee and/or job-specific success factors, align organizational development with workplace needs, refine recruitment and training goals, and design competitive compensation and promotion systems.

Students and job seekers use O*NET to find out which jobs fit with their interests, skills, and experience; explore growth career profiles using the latest available labor market data; research what it takes to get jobs, maximize earning potential and job satisfaction; and know what is required to be successful in their field.

O*NET functionality includes occupational exploration, search for occupations that use your skills, look at related occupations, view occupation summaries and details, use crosswalks to find corresponding occupations in other classification systems, and connect to other on-line career information resources.

o.net			Occupational Inform	nation Network						
C*IICL Resource Center			Resource Center							
National O*NET Consortium	O*NET OnLine	O*NET Code Connector	Training and Awareness	Data Collection Program	US Department of Labor - ETA					
What's New About O*NET About Consortium Frequently Asked Que Contact Us Products		Dictionary of Occi information. The C workers, educator career choices, ar Department of Lat	upational Titles (DOT))*NET database and r s, and students make nd work. The O*NET F por's Employment and	O*NET TM database take as the nation's primary s elated products will help project is administered a Training Administration.	source of occupational millions of employers, ut education, training, nd sponsored by the US					
Career Exploration To Testing & Assessmer Research & Technica Occupational Listings	nt Guides I Reports	National O*NET Consortium http://www.onetcenter.org/whatsnew.html Developer of O*NET and its related products								
O*NET OnLine O*NET Questionnaire Developer's Corner	<u>s</u>	A Web app	<u>e.onetcenter.org/</u> lication for job seeker in exploring occupatio	rs, employment professions through O*NET	onals, and others					
Production Database Development Database Spanish Version Data Supplemental Files Career Exploration To Developers	base	O*NET Code Cor http://www	<u>inector</u> onetcodeconnector.o	Ŭ	atching job orders to					
Link to Us Graphics			onetknowledgesite.co	<u>om/</u> g, information sharing, an	d community building					
Training Training Calendar Training Programs O*NET Academy		O*NET Data Coll http://onet. Continuing	rti.org/	im to populate and updat	te the O*NET database					

Occupational Information Network Resource Center <u>http://www.onetcenter.org</u> URL Reference 3

• America's Labor Market Information System (ALMIS) -- Core Products and Services The ETA and its state labor market information partners have created and continue to effectively maintain a comprehensive system of labor market information. During the last four years, some 450 million dollars have been invested to expand and improve products, systems, and tools for developing and providing labor market and workforce information to end user customers. Among these are occupational employment projections by state and sub state areas, detailed employer listings, web-based systems for self-service, and the provision of training on the use of labor market information to customers and One-Stop career center staff. The investment in ALMIS has been designed to strengthen the use of labor market information as a tool to support individual career planning, job search, and education and training decisions made by customers of the One-Stop career center system.

State labor market information agencies have made considerable progress in more effectively distributing labor market and workforce information to end users. Extensive and creative use is being made of web-based portals to distribute labor market information products and to engage end customers in active learning about the labor markets in which they operate. Technology-based delivery modes are augmented by the wide distribution of traditional print products and media messages such as posters. Many state labor market information agencies are more intensely engaged with user communities in order to develop products that are responsive to needs for planning and decision support for both job seekers and employers. Some agencies are working collaboratively with education and training institutions to assist with selection and development of training programs more responsive to labor market needs. In some instances, local labor market analysts play an active role in providing consultation to end users and workshops/seminars for customers of One-Stop career centers. A brief sample of the web-based portals and systems is provided in Section III of this scan.



America's Labor Market Information Services <u>http://www.uses.doleta.gov/almis.asp</u> URL Reference 4

- America's Labor Market Information System (ALMIS) -- Customized Services In response to requests from the state and local workforce development system agencies, governors, the business and economic development community, and education a wide variety of special studies, customized reports, analyses, tools, products and services are provided by state labor market information agencies to respond to local needs. Examples of customized information products and services produced by states include, but are not limited to:
 - Special workforce supply and demand studies of specific occupations for targeted job training;
 - GIS maps for strategic planning at the local level;
 - Industry cluster analysis for economic development;
 - Job vacancy surveys to determine short-term occupational demand and business hiring needs;
 - Customer-specific information packaged for distribution in One-Stop resource rooms; and
 - Technical assistance and special analyses for workforce investment boards;

Links to State Labor Market and Workforce Information Websites and Portals

For more information about information services and products produced by the state workforce agency labor market information shops, interested parties should visit one of the following URLs.

LMI-NET – Official site of America's Labor Market Information System (ALMIS) http://www.lmi-net.org/state/index.php

America's Career Information Network - State Labor Market Information Pages http://www.acinet.org/acinet/library.asp?category=1.6#1.6.3

U.S. Department of Commerce/Census Bureau									
	Survey Name								
Targeted Users	Survey of Income and Program Participation	National Employer Survey	Longitudinal Employer Household Dynamics Survey	Economic Census	American Community Survey	Decennial Census of Population			
Employers		•	•		•	•			
Government Agency Federal, State, or Local	•		•		•	•			
Elected Officials and Policymakers		•	•		•	•			
Program Planners			•		•	•			
Education and Training Providers		•	•		•				
Intermediaries			•		•	•			
Individuals			•						
Researchers			•	•	•	•			

U.S. Department of Commerce/Census Bureau

U.S. Department of Commerce/	Census B	Bureau					
Survey Name							
Indicators	Survey of Income and Program Participation	National Employer Survey	Longitudinal Employer Household Dynamics Survey	Economic Census	American Community Survey	Decennial Census of Population	
Hours Worked/Payroll Hours	•				•	•	
Earnings Trends			•				
Unemployment Records – Mass Layoffs			•				
Labor Force Data/ Labor Market Information			•			•	
Employment		•	•				
Wages Income Earnings	•		•	•	•		
Future Demand and Hiring Trends							
Education/Training Information about Providers and Career Advancement		•					
Occupational Information Skill Requirements					•	•	
Program Participation	•						
Information about Full- and Part-Time Workers, Contract Workers, and the Self-Employed				•	•	•	
Unions		•					
Program Participation	•						
Information about Employers by Company Size or Characteristics		•	•	•			
Membership or Subscription Required							
Recruiting/Staffing Industry Information							
Occupational Licensing Information							
Benefit Information	•						
Information about Workforce Commuting Patterns			•		•	•	

Along with the Department of Labor, the Department of Commerce holds major responsibilities for collecting and disseminating economic and demographic information. The Department's Economics and Statistics Administration (ESA) is the agency within Commerce and the Executive Branch where information related to economic and societal change is collected and reported. ESA describes its mission: (1) help maintain a sound federal statistical system that monitors and measures America's rapidly changing economic and social arrangements; (2) improve understanding of the key forces at work in the economy and the opportunities they create for improving the well-being of Americans; (3) develop new ways to disseminate information using the most advanced technologies; and (4) support the information and analytic needs of the Commerce Department, the Executive Branch, and Congress. ESA includes two major statistical organizations; the BEA and the Census Bureau are two essential elements of the federal statistical system.

BEA is a federal statistical agency that combines and transforms economic data from government and private sources into a consistent and comprehensive picture of economic activity. BEA is the accountant for the national economy, developing measures and systems for collecting and interpreting vast amounts of diverse data including data related to labor markets, the workforce, and workforce places. Drawn together, BEA statistics and analyses provide a comprehensive picture of U.S. economic activity on regional, national, and international bases. The economic accounts managed by BEA and basic measures, such as Gross Domestic Product (GDP), form the core of the federal statistical system. Data from BEA are critical to sound economic decisions by businesses, individuals, state and local governments, and federal institutions such as the Treasury Department and the Federal Reserve.

The Census Bureau is the primary source of information about people and the economy. The Bureau conducts large-scale surveys and censuses providing the nation's official measures for income, poverty, and health insurance coverage. It also supplies key economic indicators including housing starts, retail and wholesale trade sales, international trade, manufacturers' shipments, orders, and quarterly estimates of corporate profits. While the Bureau's most visible function is focused on conducting the decennial census that produces the widest range of information available at the smallest geographic level, it also fields over 35 regular demographic surveys and is responsible for collecting the nation's most detailed picture of businesses through the County Business Patterns and the Economic Censuses.

Key surveys and data sources yielding important workforce and labor market information include the following:

• Survey of Income and Program Participation (SIPP) The main objective of SIPP is to provide accurate and comprehensive information about the income and program participation of individuals and households in the U.S. and about the principal determinants of income and program participation. SIPP offers detailed information on cash and non-cash income on a sub-annual basis. The survey also collects data on taxes, assets, liabilities, and participation in government transfer programs. SIPP data allow the government to evaluate the effectiveness of federal, state, and local programs.

SIPP collects source and amount of income, labor force information, program participation and eligibility data, and general demographic characteristics to measure the effectiveness of existing federal, state, and local programs; to estimate future costs and coverage for government programs such as food stamps; and to provide improved statistics on the distribution of income in the country.

The survey design is a continuous series of national panels, with sample sizes ranging from approximately 14,000 to 36,700 interviewed households. The duration of each panel ranges from 2 1/2 years to 4 years. The SIPP sample is a multi-stage stratified sample of the U.S. civilian non-institutionalized population. For the 1984-1993 panels, a panel of households was introduced each year in February. A 4-year panel was introduced in April 1996. A 2000 panel was introduced in February 2000, for two waves. A 3-year 2001 panel was introduced in February 2001.

The SIPP content is built around a core of labor force, program participation, and income questions designed to measure the economic situation of persons in the U.S. These questions expand the data currently available on the distribution of cash and non-cash income and are repeated at each interviewing wave. The survey uses a four-month recall period, with approximately the same number of interviews being conducted in each month of the four-month period for each wave. Interviews are conducted by personal visit and by decentralized telephone.

The survey has been designed also to provide a broader context for analysis by adding questions on a variety of topics not covered in the core section. Topics covered by the modules include personal history, childcare, wealth, program eligibility, child support, disability, school enrollment, taxes, and annual income. All household members 15 years old and over are interviewed by self-response, if possible; proxy response is permitted when household members are not available for interviewing.

• The **National Employer Survey** provides information on worker education, employer training, and employer business characteristics, including business productivity. The survey is congressionally authorized and provides for voluntary responses. The National Center on the Educational Quality of the Workforce (EQW), a non-profit research group, fully funds the survey.

U.S. manufacturing and non-manufacturing establishments with 20 or more employees, except agriculture and government establishments, are included. Data were collected on four topics: employees and employment, employee training, business characteristics, and equipment and technology. Employees and employment included number of employees, work week, pay, benefits, supervision, hiring practices, and union representation. Employee training included organization, purposes, formal and informal programs, duration, trainees, and effectiveness. Business characteristics included the year operations began, company and establishment size, principal product, and exports. Equipment and technology included capital assets, recent investments, age of equipment, use of computers, and research activities.

A major finding was that, in the early 1990's, increased worker training and education raised business productivity more than comparably increased hours worked or capital equipment. The First Findings report was released by the EQW about 13 months after the survey reference year (7 months after data collection was completed.) It included data on worker education and workplace training, and employer views on education adequacy and hiring practices. Contribution to the Productivity of Establishments report was released by EQW about 17 months after the reference year. It included data on the relationship between worker education and business productivity, and the comparative productivity contributions of increased hours and capital investment. Another major report by EQW is scheduled for release about 20 months after the reference year. It will include the complete results from the regression models of studied activities by establishment size.

Education, human services, and economic policy agencies use the study results to assess what kinds of education and training most affect business productivity and encourage actions and develop initiatives that increase productivity. Employer businesses and industry associations use the results to assess existing and potential company and industry practices and take actions that will increase business productivity, profitability, and international competitiveness. The survey provided first-ever U.S. statistics that relate education, training, and hiring practices to business productivity. Results from the survey will be linked to a five-year study of the American workplace and coordinated with World Bank-sponsored studies in other countries.

- The Longitudinal Employer-Household Dynamics (LEHD) program has been described as an innovative federal/state partnership between the Census Bureau and 27 states. This program responds to the increasing demand for detailed local information by creating data that provide new information about employment and earnings dynamics at the county and sub-county level. The Census Bureau integrates state-supplied administrative data sets, QCEW records, and wage records with Census Bureau demographic information to provide deeper insights about both sides of the economy—workers and firms—and the dynamic interaction of the two. States receive 29 indicators for each county and major industry for each quarter. The indicators include measures of
 - Job gain and loss for different types of workers
 - Hires and layoffs for different types of workers
 - Employment by where people work and where they live
 - Earnings by type of workers

and are disseminated through both the Census Bureau's website (<u>http://lehd.dsd.census.gov</u>) and through state labor market information agencies. The customers for these products include employers, job seekers, economic development agencies, transportation planners, educational institutions, and chambers of commerce.

ETA and the LEHD program have jointly developed criteria for selecting additional states based on their interest, capacity to participate, and the likelihood of active collaboration by their local workforce investment boards (WIBs). Partnership is the distinguishing feature of the LEHD program. States receive timely local labor market indicators that combine the new information on the dynamics of economic activity—job gain and loss, hires, and separations—with workforce demographics. The indicators are provided at a detailed industry level within sub-state areas such as counties and the jurisdictions of workforce investment boards. They also receive edited wage record data and key information on successor/predecessor firm activity.

The program is also partnering with the Bureau of Transportation Statistics to develop information about transportation and commuting patterns and with the Department of Health and Human Services to identify labor market trends for welfare recipients.

• The Economic Census profiles the U.S. economy every five years, from the national to the local level. The Census Bureau sent questionnaires to more than five million businesses across the nation in December 2002, launching the 2002 Economic Census. The economic census produces widely used business statistics and is the primary benchmark for measuring 96 percent of the GDP. Firms in more than 1,000 industries are being asked to report information that will be kept confidential about their operations, including the number of employees, the annual payroll, and the value of goods and services provided during Calendar Year 2002. In addition to the Federal Reserve and other federal agencies, state and local officials use economic census data to design programs that promote business development. The private sector uses the data for activities such as developing business plans, calculating market share, and evaluating new business opportunities.

Data covering Calendar Year 2002 will be collected and processed during 2003, and the first data will be released in early 2004. Ultimately, the economic census will yield more than 1,600 reports and data products for states, counties, places, and some ZIP codes areas. E-commerce will be measured for all industries. Information will be provided on business supply-chain functions. Businesses with "leased employees" (those who contract their personnel function) will be included. Data will be shown for more than 85 additional service industries by North American Product Classification System codes. There will be direct comparability with North American Industry Classification System sectors in the 1997 Economic Census.

• The American Community Survey is a new approach for collecting accurate, timely information needed for critical government functions. This new approach provides accurate, up-to-date profiles of America's communities every year. Community leaders and other data users have timely information for planning and evaluating public. The American Community Survey collects data from a sample of 3 million households each year, in every county, and American Indian and Native Alaska area, as well as in the Hawaiian Homelands and Puerto Rico. The American Community Survey will provide the same sort of data as the census long form, updated every year. With a nationwide sample of 3 million addresses, the American Community Survey provides demographic, social, economic and housing profiles annually for areas and subgroups with 65,000 or more people. For communities of less than 65,000, it will take 3 to 5 years to accumulate enough samples to provide estimates similar to the quality of the census long form.

• **Decennial Census** is the largest data collection effort undertaken by the U.S government gathering detailed information about the 115.9 million housing units and 281.4 million people across the United States. The Census offers users detailed socio-economic data about individuals and households including information about labor force status and occupational employment, commute to work patterns and a variety of additional details related to the workforce and labor markets. Census data is available in a variety of formats and media, including the Internet, CD-ROMs, DVDs, and printed reports.



U.S. Department of Commerce, Census Bureau <u>http://www.census.gov/</u> URL Reference 5

Small Business Administration (SBA)

Small Business Administration								
	Survey Name							
Targeted Users	Small Business Economic Indicators	Characteristics of Small Business Owners and Employers	Firm Size Data by Location and Industry					
Employers	•	•	•					
Government Agency Federal, State, or Local								
Elected Officials and Policymakers	•	•	•					
Program Planners								
Education and Training Providers								
Intermediaries								
Individuals		•						
Researchers	•	•	•					

Small Business Administration			
		Survey Name	
Indicators	Small Business Economic Indicators	Characteristics of Small Business Owners and Employers	Firm Size Data by Location and Industry
Hours Worked/Payroll Hours			
Earnings Trends			
Unemployment Records – Mass Layoffs			
Labor Force Data/ Labor Market Information			
Employment	•		•
Wages Income Earnings	•		•
Future Demand and Hiring Trends			
Education/Training Information about Providers and Career Advancement			
Occupational Information Skill Requirements			
Program Participation			
Information about Full- and Part-Time Workers, Contract Workers, and the Self-Employed			
Unions			
Program Participation			
Information about Employers by Company Size or Characteristics	•	•	•
Membership or Subscription Required			
Recruiting/Staffing Industry Information			
Occupational Licensing Information			
Benefit Information			
Information about Workforce Commuting Patterns			

The SBA is charged with aiding, counseling, assisting, and protecting the interests of small business, which represent 99 percent of all businesses in the U.S. The SBA's Office of Economic Research within the Office of Advocacy (<u>www.sba.gov/advo</u>) is the federal government's lead office in analyzing the role and status of small businesses in the economy. This office is the source for small business statistics gathered from various federal sources and presented in user-friendly formats. Internal staff or contractors conduct research to help determine small businesses' impact on the economy and how they are currently faring. The Office of Economic Research is the leading source of small business data portraying the characteristics of businesses, owners, and their workforces. Significant surveys and reports related to the workforce include the following:

- Small Business Economic Indicators serve as a quick reference guide to current data on small business activity (new firms, employment, income, and failures) by state. Tables listing indicators for about the last 10 years by state are included.
- Characteristics of Small Business Owners and Employees analyze the demographic characteristics of employees and owners of small businesses. Employee and self-employment data cover the period 1992 to 1996, while the owner data cover 1992.
- Firm Size Data by Location and Industry includes the number of employer firms, number of establishments, employment, annual payroll, and receipts. The data are presented by location (U.S., state, and Metropolitan Statistical Area (MSA)) and industry by size of firm.



Small Business Administration <u>http://www.sba.gov/size/</u> URL Reference 6

U.S. Department of Education/National (Center for Education Statistics
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U.S. Department of Education/National Center for Education Statistics									
	Survey Name								
Targeted Users	National Assessment of Educational Progress	National Assessment of Adult Literacy	Integrated Post- Secondary Education Data System	National Household Education Surveys Program	Data on Vocational Education (Not a Survey)				
Employers		•	•						
Government Agency Federal, State, or Local	•	•	•	•					
Elected Officials and Policymakers		•	•	•					
Program Planners		•	•						
Education and Training Providers	•	•	•	•					
Intermediaries	•	•	•	•					
Individuals	•		•						
Researchers	•	•	•	•					

U.S. Department of Education/Na	ational Cente								
	Survey Name								
Indicators	National Assessment of Educational Progress	National Assessment of Adult Literacy	Integrated Post- Secondary Education Data System	National Household Education Surveys Program	Data on Vocational Education (Not a Survey)				
Hours Worked/Payroll Hours				•					
Earnings Trends				•					
Unemployment Records – Mass Layoffs									
Labor Force Data/ Labor Market Information									
Employment		•		•					
Wages Income Earnings				•					
Future Demand and Hiring Trends									
Education/Training Information about Providers and Career Advancement	•	•	•	•					
Occupational Information Skill Requirements									
Program Participation				•					
Information about Full- and Part-Time Workers, Contract Workers, and the Self-Employed				•					
Unions				•					
Program Participation									
Information about Employers by Company Size or Characteristics									
Membership or Subscription Required									
Recruiting/Staffing Industry Information									
Occupational Licensing Information				•					
Benefit Information									
Information about Workforce Commuting Patterns									

The National Center for Education Statistics (NCES) is the primary federal entity for collecting and analyzing data related to education in the U.S. and other nations. NCES is located within the U.S. Department of Education and the Institute of Education Sciences. The NCES fulfills a congressional mandate to collect, collate, analyze, and report complete statistics on the condition of American education; conduct and publish reports; and review and report on education activities internationally.

Education statistics are used for a number of purposes, including by business and education and training institutions concerned with the supply of trained workers coming out of schools and colleges and also with the subjects that are being taught there. NCES statistics are used to inform the public about matters such as school and college enrollment and expenditures per student. Business organizations use trend data on enrollments and expenditures to forecast the demand for their products. Businesses increasingly dependent on the availability of a highly skilled workforce use educational data to gauge availability, quality, and characteristics of the emerging workforce. Achievement test scores, numbers of students enrolled in various programs of study, and degrees and credentials awarded are important indicators to be considered in business location and expansion decisions. The economic fortunes of states and regions are increasingly driven by test scores and the characteristics of human capital investments.

Key surveys, databases, and studies bearing most directly on describing the present and future workforce include the following:

• The National Assessment of Educational Progress (NAEP), also known as "the Nation's Report Card," is the only nationally representative and continuing assessment of what America's students know and can do in various subject areas. Since 1969, assessments have been conducted periodically in reading, mathematics, science, writing, U.S. history, civics, geography, and the arts.

NAEP does not provide scores for individual students or schools; instead, it offers results regarding subject-matter achievement, instructional experiences, and school environment for populations of students (e.g., fourth-graders) and subgroups of those populations (e.g., female students, Hispanic students). NAEP results are based on a sample of student populations of interest. NAEP reports information for the nation and specific geographic regions of the country. It includes students drawn from both public and non-public schools and reports results for student achievement at grades 4, 8, and 12. Since 1990, NAEP assessments have also been conducted on the state level.

NAEP long-term trend assessments are designed to give information on the changes in the basic achievement of America's youth. They are administered nationally and report student performance at ages 9, 13, and 17 in mathematics, science, and reading; and grades 4, 8, and 11 in writing. In addition to the assessments, NAEP coordinates a number of special educational studies related to assessment. Ongoing projects include the High School Transcript Study and a Technology-Based Assessment project designed to explore the use of technology.

• The National Assessment of Adult Literacy (NAAL) provides a nationally representative and continuing assessment of English language literacy skills of American adults. NAAL seeks to describe the status of adult literacy in the U.S., report on national trends, and identify relationships between literacy and selected characteristics of adults. NCES has conducted adult literacy assessments since 1985. A nationally representative sample of adults was assessed again in 2002, providing an indication of the nation's progress in adult literacy since 1992.

The NAAL describes the status of literacy in the nation and is intended to inform policymakers and educators about the factors believed to play critical roles in the development of adult literacy abilities and the use of literacy skills in workplace, family, and community settings. Knowledge about the roles, relationships, and impacts of such factors is used to improve educational practices and programs.

The NAAL is an in-person household survey that includes an assessment of Englishlanguage literacy skills and a computer-assisted personal interview to collect background information. The literacy assessment measures the ability to use printed or written materials to perform prose, document, or quantitative tasks that simulate real-life experiences. The background questionnaire identifies key population subgroups (i.e., by age, gender, race and ethnic group, and language minority) and addresses issues related to disabilities, health, English as a second language, education, employment, and other literacy-related activities.

Data from the NAAL 2002 provide accurate estimates of the current distribution of literacy abilities for the nation at large and will help policymakers target resources to address literacy-related issues. Moreover, by comparing results from 2002 to those from 1992, the NAAL will provide the first indicators in a decade.

• The Integrated Post-secondary Education Data System (IPEDS) established the core post-secondary education data collection program. It is a single, comprehensive system that encompasses all identified institutions whose primary purpose is to provide post-secondary education. Post-secondary education is defined within IPEDS as the provision of formal instructional programs whose curriculum is designed primarily for students who have completed the requirements for a high school diploma or its equivalent. This includes academic, vocational, and continuing professional education programs and excludes avocational and adult basic education programs. The following types of institutions are included within IPEDS: baccalaureate or higher degree granting institutions, two-year award institutions, and less-than-two-year institutions (i.e., institutions whose awards usually result in terminal occupational awards or are creditable toward a formal two-year or higher award). Each of these three categories is further disaggregated by control (public, private non-profit, and private for-profit), resulting in nine institutional categories or sectors.

Participating in IPEDS has been required for all Title IV participating post-secondary institutions since 1992. Complementing IPEDS are special studies of student financial aid, post-secondary faculty, doctoral degree recipients, transcript studies, and various longitudinal studies. The NCES survey program at the post-secondary education level provides statistical

information used by planners, policymakers, and educators in addressing a multitude of issues including workforce development.

• The National Household Education Surveys (NHES) are a data collection system of the NCES that is designed to address a wide range of education-related issues. It provides descriptive data on the educational activities of the U.S. population and offers policymakers, researchers, and educators a variety of statistics on the condition of education in the U.S. Data are collected through household surveys with either sampled adults (for the adult education surveys) or the parents most knowledgeable about the sample children (for surveys about preschool children and students in elementary and secondary school). NHES collections have been conducted in the springs of 1991, 1993, 1995, 1996, 1999, 2001, and 2003. The Adult Education for Work-Related Reasons Survey was fielded as part of the NHES in 2003. There is also considerable information about work-related training contained in the Adult Education and Lifelong Learning Surveys. The adult education surveys ask about participation in a wide variety of educational activities and collect information about the subject, duration, cost, and sponsorship of each activity.

The NHES was conducted in 2003 and will be conducted periodically thereafter. The NHES 2005 will include three surveys: Adult Education and Lifelong Learning, Early Childhood Program Participation, and Before- and After-School Programs and Activities.

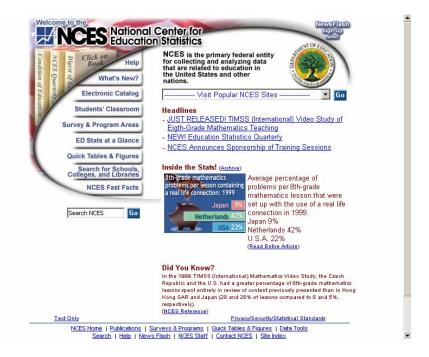
Apart from the adult education surveys, and the surveys on the topics planned for 2005, surveys about school readiness, parent and family involvement in education, civic involvement, school safety and discipline, and household use of public libraries have been fielded as part of NHES. The primary purpose of the NHES is to conduct repeated measurements of the same phenomena at different points in time to facilitate trend analysis. However, one-time surveys on topics of interest to the Department of Education have also been fielded.

• The NCES **Data on Vocational Education (DOVE)** system derives data about vocational education primarily from existing NCES surveys. Some of the most informative data in the DOVE system are drawn from high-school student transcript data. In comparison to reports from states that identify vocational education students using different definitions, high-school transcripts indicate how many vocational education credits students earn. These data allow researchers to identify students who take different amounts and types of vocational education courses, and to examine the relationship between academic and vocational course taking. This method of obtaining data provides a more accurate and complete picture of participation in vocational education than can be obtained by any other means.

The DOVE system also uses data from NCES's longitudinal studies to examine the economic outcomes associated with participation in vocational education. DOVE is supplemented with data from other federal sources, including the BLS (the National Longitudinal Survey of Youth), and the Census Bureau (SIPP and CPS).

The primary use of the DOVE system is to report on the status of vocational education. NCES has published several reports on vocational education topics, including student

participation, staff characteristics, and international comparisons of vocational education systems. The current National Assessment of Vocational Education is using student transcript data collected between 1982 and 1998 to examine changes in the nature of the vocational and academic curricula that students pursue.



U.S. Department of Education, National Center for Education Statistics <u>http://nces.ed.gov/</u> URL Reference 7

Private Sources Generating Workforce Information

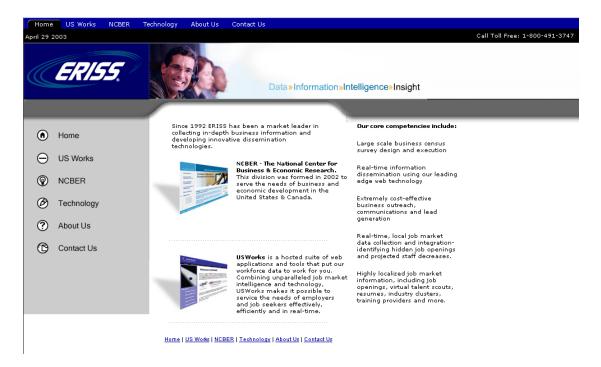
Private Sources Generating Workforce Information										
Survey Name							I			
Targeted Users	ERISS: The Workforce Intelligence Company	Manpower, Inc	Challenger, Gray and Christmas	National Association of Colleges and Employers	The American Staffing Association	American Management Association	Economy.com	Interbiznet	University of Michigan/ Panel Study of Income Dynamics	Rutgers University/John J. Heldrich Center for Workforce Development
Employers	•	•	•	•	•	•	•	•	•	•
Government Agency Federal, State, or Local		٠				•		●	•	•
Elected Officials and Policymakers				•	•				•	•
Program Planners										•
Education and Training Providers				•					•	•
Intermediaries				•					•	•
Individuals			•	•			•	•	•	•
Researchers	•	•					•	•	•	•

Private Sources Generating Workforce Information Survey Name of Income Dynamics Rutgers University/John National Association of Colleges and Employers ERISS: The Workforce American Management The American Staffing Intelligence Company Michigan/Panel Study J. Heldrich Center for Challenger, Gray and **Indicators** Manpower, Inc Economy.com University of Development Association Association Workforce Christmas Interbiznet Hours Worked/Payroll Hours • • Earnings Trends • Unemployment Records -• • Mass Layoffs Labor Force Data/ • • Labor Market Information Employment • Wages Income Earnings • • Future Demand and Hiring Trends • • • • Education/Training Information about • • Providers and Career Advancement **Occupational Information** Skill Requirements **Program Participation** Information about Full- and Part-Time Workers, Contract Workers, and the Self-Employed Unions **Program Participation** Information about Employers by Company Size or Characteristics Membership or Subscription Required . Recruiting/Staffing Industry • • Information Occupational Licensing Information **Benefit Information** Information about Workforce **Commuting Patterns**

The strategic importance of human capital in economic development and business performance has prompted an intensified focus on workforce information. In addition to the traditional government sources, a growing number of private firms, non-profit organizations, trade associations, and universities have also become more involved in monitoring labor market and workforce developments.

We have identified a number of organizations that have either an exclusive focus on the collection of labor market and workforce information or as a part of their primary business have become involved in collecting and reporting such information. Our list includes the following:

• ERISS: The Workforce Intelligence Company ERISS was established in 1992 primarily for the purpose of collecting and disseminating local workforce information. This firm reports that it has conducted more than a hundred workforce survey projects involving more than one million employers across the U.S. Using proprietary survey systems, the firm identifies and classifies distinct current and future employment needs of specific employers. ERISS is positioning itself in the marketplace as an original data provider conducting large-scale job market surveys. ERISS offers near-real time data collection, including market data and trends obtained from the Internet. ERISS has completed a number of projects for local workforce investment boards and region-wide surveys for economic development organizations.



ERISS: The Workforce Intelligence Company - http://www.eriss.com/ URL Reference 8

• **Manpower, Inc.** is one of the leaders in the staffing industry, providing workforce management services to customers through 3,900 offices in 61 countries. Manpower frequently conducts research studies to provide its customers with additional insight into the trends that are affecting the labor market. Manpower's quarterly employment forecasts are often quoted in the local media as a key economic indicator of firms' employment plans and job seeker hiring prospects for states and regions where they are conducted.

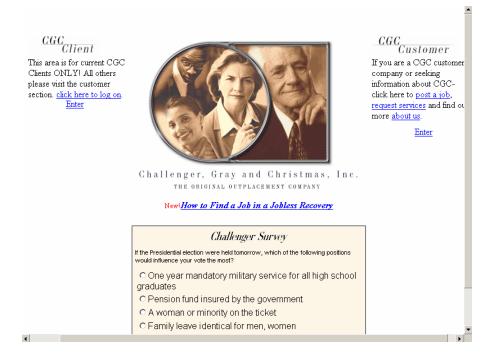
Manpower conducts the Employment Outlook Survey in the U.S. on a quarterly basis. It is a measurement of employers' intentions to increase or decrease the permanent workforce, and during its 26-year history has been a significant indicator of employment trends. The survey is based on telephone interviews with nearly 16,000 public and private employers in 470 U.S. markets. Survey results and analysis are posted on Manpower's website and are readily accessible at no cost to users. Forecasts are available for the national, regional, state, and some local labor markets.



Manpower, Inc. - http://www.manpower.com/ URL Reference 9

• Challenger, Gray and Christmas is a consulting organization providing out-placement services by working with individuals sponsored by their former employers. The firm has offices in 47 cities throughout the U.S. and works with clients in over 63 locations in Canada. The firm focuses on out-placement programs for executives, middle managers, and long-term employees. It offers modified individual and group programs and assists relocating spouses. Challenger differentiates itself from competitors by reporting that its clients find new jobs in a median time of 3.2 months (compared with about 5 months, which is cited by *The Wall Street Journal* as the average search length).

As part of its out-placement business, Challenger has monitored job cuts since 1989. Using announcements made by firms, Challenger tabulates data of job cuts contained in these announcements. The firm and its spokesman are frequently called on by the national media to analyze labor market development and worker dislocation. The firm tracks layoff announcements by detailed industry sector and geographic region. Regular updated reports are provided as part of the organization's monitoring workforce and labor market developments. These reports are used in investment and human resource planning decisions of private firms. Users who want to access this information are required to pay access and subscription fees.



Challenger, Gray and Christmas - http://www.challengergray.com/ URL Reference 10

• National Association of Colleges and Employers (NACE) is a trade association representing college career planning and placement centers. NACE provides research and information through ongoing employer and college surveys, quarterly surveys of starting salary offers to new college graduates, a quarterly journal, and a bi-weekly newsletter. NACE also prepares an annual forecast of hiring trends, tracks legal issues related to the employment process, and provides benchmark data on best practices. Among its best-known publications are *Job Choices*, a career planning and job-search tool, distributed to more than one million college students and alumni.

Human resources and compensation specialists across the country examine current starting salary offers to college graduates through NACE's *Salary Survey*, a guide for setting competitive salaries at the critical entry level. *Salary Survey* also gives career services officers current data on beginning offers, which they can share with students to prepare them for entering the working world. Winter, spring, summer, and fall editions of *Salary Survey*

reports are issued in February, April, July, and September, respectively. Each report provides national starting salary offers by discipline, degree level, job function, industry group, and provides the average offer as well as ranges. *Salary Survey* covers more than 70 major fields of study, more than 50 employer categories, and more than 70 job functions for the bachelor's-degree level. In addition, *Salary Survey* provides starting salary information for 57 master's and 22 doctoral fields of study.



National Association of Colleges and Employers <u>http://www.naceweb.org</u> URL Reference 11

• The American Staffing Association (ASA) is the trade association of the staffing industry. The Association promotes the interests of its members through legal and legislative advocacy, public relations, education, and the establishment of standards of ethical conduct. The association's member companies operate more than 14,500 offices across the nation and account for 85 percent of U.S. industry sales. ASA has 69 affiliated chapters in 43 states and the District of Columbia. Members offer a variety of services, including temporary help, permanent placement, temporary-to-permanent placement, long-term and contract help, managed services (often called "outsourcing"), training, human resources consulting, and Professional Employer Organization arrangements in which a staffing firm assumes responsibility for payroll, benefits, and other human resource functions.

ASA provides the *Annual Economic Analysis of the Staffing Industry*, an overview of the size, scope, and dynamics of the staffing industry. It is intended as a general reference for staffing firms, clients, industry analysts, journalists, and policymakers. Each quarter since 1992, surveys have been sent to a near census of ASA member and nonmember companies with sales over \$10 million. Quarterly surveys have also been sent to a sample of ASA member companies with sales under \$10 million. A cross-section panel of one to two

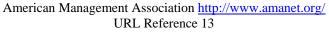
hundred large, medium, and small companies responds each quarter. Data gathered through the quarterly staffing survey are used to derive growth rates for the industry as a whole.



The American Staffing Association <u>http://www.staffingtoday.com/</u> URL Reference 12

• American Management Association (AMA) is a provider of information for business decision-making. AMA gathers and disseminates information about management practices, policies, and procedures via frequent surveys of its members and customers. AMA's research is regularly featured in national print and electronic news media and used by corporations and government agencies. AMA has published studies on end-user computing, conducted annual workplace drug testing and drug abuse policy surveys, initiated research on Acquired Immune Deficiency Syndrome (AIDS) as a workplace issue in 1985, and developed annual surveys and reports on downsizing in U.S. industry. Reports, available for a fee, provide detailed information about job reductions and workforce shifts at the national, regional, and industry level.





• **Economy.com** is a provider of economic, financial, and industry research designed to meet the planning and information needs of businesses, governments, and professional investors. Economy.com research supports country analysis and financial, industrial, and regional markets. Economy.com's information and services are used in a variety of ways, including strategic planning, product and sales forecasting, risk and sensitivity management, and as investment research.

Economy.com's U.S. State and Metropolitan Detailed Employment & Output Forecast Database offers detailed payroll employment forecasts and industrial output forecasts for 50 states and over 300 metropolitan areas. (County detailed employment for over 3,100 counties is offered as a separate product from state and metropolitan area employment.) The state and metropolitan forecast includes 21 2-digit NAICS categories, 89 3-digit NAICS categories, and 284 4-digit NAICS categories and offers complete coverage of government, military personnel, and farm employment. One-digit NAICS super sectors, manufacturing aggregates, and totals are also included. Series history begins in 1970 and extends to 10 years of forecast for metropolitan areas and 30 years for states. History and forecasts are updated monthly. Data are available only to customers and subscribers. Many states subscribe to Economy.com services and data access in support of econometric forecasting models used to forecast state revenues.



Economy.com - http://www.economy.com/ URL Reference 14

• **Interbiznet** is a web-based firm that tracks, researches, and reports on the electronic recruiting industry, chronicling and facilitating its development. Interbiznet believes that the single most profound impact of the web will be on how we work, get work, and change work. Interbiznet functions as an analyst of the electronic recruiting industry. The firm provides a daily newsletter, the *Electronic Recruiting News*, and conducts an annual industry analysis.

Interbiznet produces and maintains The Electronic Recruiting Index. The index covers the trends, events, and players shaping the future of the recruiting industry and builds upon the results covered in the indexes of previous years. The Electronic Recruiting Index is a source of information for investors, vendors, corporate recruiters, and staffing firms on the "Electronic Human Capital Marketplace." The report contains industry overview and statistics and trends and predictions about this important and emerging sector.

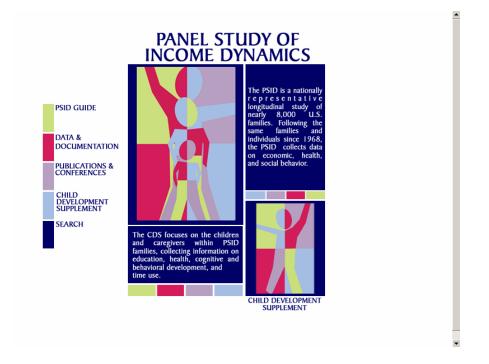


Interbiznet - http://www.interbiznet.com/ URL Reference 15

• University of Michigan/Panel Study of Income Dynamics (PSID) is a longitudinal survey of a representative sample of U.S. individuals and the families in which they reside. It has been ongoing since 1968. The data were collected annually through 1997 and biennially starting in 1999. The data files contain the full span of information collected over the course of the study. PSID data can be used for cross-sectional, longitudinal, and intergenerational analysis and for studying both individuals and families. It emphasizes the dynamic aspects of economic and demographic behavior, but its content is broad, including sociological and psychological measures. As a consequence of low attrition rates and the success in following young adults as they form their own families and recontact efforts (of those declining an interview in prior years), the sample size has grown from 4,800 families in 1968 to more than 7,000 families in 2001. At the conclusion of 2003 data collection, the PSID will have collected information about more than 65,000 individuals spanning as much as 36 years of their lives.

The PSID data files provide a wide variety of information about both families and individuals collected over the span of the study. The central focus of the data is economic and demographic, with substantial detail on income sources and amounts, employment, family composition changes, and residential location. Content of a more sociological or psychological nature is also included in some waves of the study. Information gathered in the survey applies to the circumstances of the family unit as a whole (e.g., type of housing) or to particular persons in the family unit (e.g., age, earnings). While some information is collected about all individuals in the family unit, the greatest level of detail is ascertained for the primary adults heading the family unit.

The study is conducted at the Survey Research Center, Institute for Social Research, University of Michigan, and has been made possible over the years through the sponsorship of government agencies, foundations, and other organizations. Since 1982, the study has had an advisory board, appointed by the National Science Foundation to foster input from the national community of scholars, researchers, and policymakers.



University of Michigan, Panel Study of Income Dynamics <u>http://www.isr.umich.edu/src/psid/</u> URL Reference 16

• Rutgers University/John J. Heldrich Center for Workforce Development is a universitybased organization devoted to transforming the workforce development system at the local, state, and federal levels. The Center provides analysis for reform and innovation in policymaking and employs cutting-edge research and evaluation projects to identify best practices in workforce development and employment and workplace policy. It is also engaged in significant partnerships with the private sector to design effective education and training programs and is committed to assisting job seekers and workers attain the information, education, and skills training they need to move up the economic ladder.

The John J. Heldrich Center and the Center for Survey Research and Analysis at the University of Connecticut conduct a national survey on a quarterly basis, *Work Trends: Americans' Attitudes About Work, Employers, and Government.* These surveys explore Americans' perceptions regarding job satisfaction, job security, career mobility, education and training, and the appropriate role of government in addressing the needs of workers, employers, and job seekers. The surveys are conducted quarterly and follow broad trends in the workforce.

The John J. Heldrich Center for Workforce Development is a research and policy organization dedicated to applying the best research to address the core challenges of New Jersey's and the nation's workforce. Our goals are focused on easing the skills crunch, ensuring that no one who is able to work is left behind in the 21st century economy, connecting dislocated workers to lifelong learning and job opportunities, addressing the career crisis of non college-bound youth, and ensuring that workforce and other government programs are managed for results, with cost- effectiveness and transparency to the taxpayer and customer. Out of the Spetember 11th Fund How the Heldrich Center developed grant and assistance strategies for dislocated workers affected by the September 11th terrorist attacks on New York City. Van Horn Appointed to Vagelos	John J. Heldrich Cent RUTGERS for workforce developm	nent (1997)	products services workforce resources home
Projects In Depth Assisting Dislocated Workers and The September 11th Fund How the Heldrich Center eveloped grant and assistance strategies for dislocated workers affected by the September 11th terrorist attacks on New York City. News & Updates FIND A PUBLICATION > New Work Trends Survey Released About People with Disabilities and the Workplace > New Work Trends Survey Released About People with Disabilities and the Workplace > publication type > Plans Moving Forward for Heldrich Plaza > Wan Horn Appointed to Vagelos > wewpert	and policy organization dedicated to applying th the core challenges of New Jersey's and the na Our goals are focused on easing the skills crur who is able to work is left behind in the 21st cer dislocated workers to lifelong learning and job the career crisis of non college-bound youth, ar and other government programs are managed	poportunities, addressing d ensuring that workforce for results, with cost-	eading the way in workforce development
Click for details Commission on Workforce	Projects In Depth Assisting Dislocated Workers and The September 11th Fund How the Heldrich Center developed grant and assistance strategies for dislocated workers affected by the September 11th terrorist attacks on New York City. Click for details	New Work Trends Survey Released About People with Disabilities and the Workplace Plans Moving Forward for Heldrich Plaza Van Horn Appointed to Vagelos Commission on Workforce NJTrainingSources.org, Van Horn	publication type subject area keyword

Rutgers University, John J. Heldrich Center for Workforce Development http://www.heldrich.rutgers.edu URL Reference 17

Part III. Workforce and Labor Market Information: Portals and Systems for Decision Support

Overview

A rapid pace of technological change, innovations in business and industrial organization, and the impact of global competitiveness are transforming work and altering traditional labor markets. Information describing the nature of these changes becomes critically important as firms, individuals, communities, and schools making major investment decisions need to stay abreast of labor market and workforce developments.

The U.S. Department of Labor has made a sustained effort over the last 10 years to expand the scope of labor market and workforce information and to ensure that such information is more accessible to end users. Along with efforts of the Labor Department, other federal agencies, private firms, non-profit organizations, trade associations, and university research centers have also made more expansive efforts in tracking, researching, and communicating labor market and workforce developments.

This section of the environmental scan examines a diverse array of web-based systems for improved and innovative access to labor market and workforce information. While most of these systems rely on the traditional data sources previously identified, a number of organizations are also gathering new data and are tapping into alternative information sources to fill some of the gaps and support innovative ways of looking at labor market and workforce issues.

U.S. Department of Labor ETA and State and Local Workforce Boards and Agencies

U.S. Department of Labor/State and Local Workforce Agencies									
Survey Name									
Targeted Users	CareerInfoNet	Florida Research and Economic Database	Washington Workforce Explorer	Minnesota Internet System for Education and Employment Knowledge	Nebraska Career Compass	Texas SOCRATES	Oregon Labor Market Information System	San Diego at Work	Pennsylvania Center for Workforce Information and Analysis
Employers	•		•	•	٠		•	•	•
Government Agency Federal, State, or Local		•	•				•	•	•
Elected Officials and Policymakers			•				•		
Program Planners			•		•	•	•	•	•
Education and Training Providers	•		•	•	٠	•	•	•	•
Intermediaries	•		•	•			•	•	•
Individuals	•	•	•	•			•	•	•
Researchers	•	•	•				•		

U.S. Department of Labor/State and Local Workforce Agencies									
	Survey Name								
Indicators	CareerInfoNet	Florida Research and Economic Database	Washington Workforce Explorer	Minnesota Internet System for Education and Employment Knowledge	Nebraska Career Compass	Texas SOCRATES	Oregon Labor Market Information System	San Diego at Work	Pennsylvania Center for Workforce Information and Analysis
Hours Worked/Payroll Hours								٠	•
Earnings Trends	•	•					•		•
Unemployment Records – Mass Layoffs	٠	•	•						
Labor Force Data/ Labor Market Information	•	•				•		•	•
Employment				•				•	•
Wages Income Earnings	٠	•	•				•	٠	•
Future Demand and Hiring Trends	٠	•	•		•		•	٠	•
Education/Training Information about Providers and Career Advancement			•	•	•	•	•	٠	•
Occupational Information Skill Requirements		•	•		•	•	•	•	•
Program Participation									
Information about Full- and Part-Time Workers, Contract Workers, and the Self-Employed									
Unions									
Program Participation									
Information about Employers by Company Size or Characteristics									
Membership or Subscription Required									
Recruiting/Staffing Industry Information									
Occupational Licensing Information					٠		•		
Benefit Information									•
Information about Workforce Commuting Patterns		•							

The U.S. Department of Labor and its state partners, along with a number of state and local workforce agencies, have made large strides in expanding, better organizing, and presenting labor market and workforce information. The Workforce Investment Act (WIA) of 1998 establishes the WIC as a unique structure for federal-state cooperation in planning and overseeing the workforce information system. The establishment of the WIC by the Congress recognizes the significance of labor market and workforce information in support of broader workforce development goals. The WIC has been charged to plan, guide, and oversee the workforce information system. There is further recognition that an effective workforce information system requires input from multiple sources including data producers and users.

Federal and state partners are also coordinating labor market information products, tools, and services through America's Labor Market Information System (ALMIS). ALMIS is a system for extending a consistent, accessible set of labor market information, products, tools, and services. There is a growing awareness that labor market and workforce information must become more customer-focused and provide better end-user utility. The WIC has identified the customers of the workforce information system as individuals and organizations who need information about the labor market for making many different kinds of decisions.

Our scan included a review of all the websites maintained by state workforce agencies identified as partners under ALMIS. While all states report a web presence and offer access to labor market information, we focused on sites that have been developed and are being maintained by federal, state, and local workforce agencies funded by the U.S. Department of Labor. We looked primarily for sites that emphasized user themes and decision support for customers groups identified by the WIC.

• America's CareerInfoNet (ACINET) This web-based information system has been developed by the U.S. Department of Labor ETA to provide comprehensive career and labor market information in one convenient place for end users. The site displays a variety of occupational, demographic, and labor market information at the local, state, and national levels. Also, an extensive collection of career Internet resources is organized in a Career Resource Library. Data used by CareerInfoNet come from a variety of federal and state sources with sources identified and web links provided. Data are continuously updated. Wages, income, and unemployment rate data are updated annually, and the employment trend data are updated every other year.

CareerInfoNet has been designed to meet the needs of end users including students who may be planning careers, workforce professionals who are guiding and advising workers and employers, job seekers who need to learn about the labor market or locate the right employment opportunities, and employers who want to investigate labor market development and trends. CareerInfoNet provides access to occupational employment forecasts and earnings trends. Users are able to view career videos on-line and learn about occupational requirements. There is access to detailed information about education and training resources including information about financial aid. This site offers one of the more comprehensive self-help information resources to support career planning, job search, and workforce research and planning for employers.



U.S. Department of Labor, Employment and Training Administration, CareerInfoNet <u>http://www.acinet.org/</u> URL Reference 18

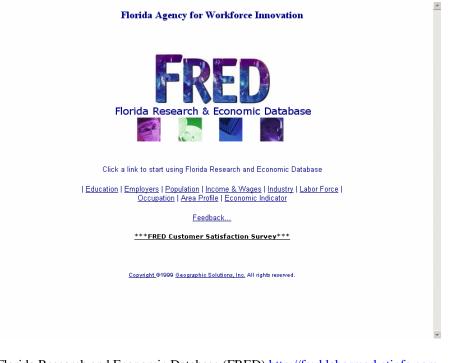
- America's Career Resource Network (ACRN) equips educators with the knowledge and skills to link career development to academic standards and engage students in higher-order thinking, both of which motivate them to learn and excel. Through the National Training Support Center (NTSC), ACRN distributes hands-on career development programs and provides training and consulting services to help implement and sustain these programs. ACRN also provides links to state career information delivery systems.
- America's Labor Market Information System (ALMIS) is a system that produces highquality, standardized labor market information and tools in a variety of media and formats for use by job seekers, employers, and workforce development professionals. This collaborative effort among the states and the ETA is an integral part of the information infrastructure that underpins the nationwide workforce investment system. ALMIS has federal, state, and local components that engage in data collection and analysis, research and development, product development, direct service delivery, technical assistance, and capacity-building.

Its products and services include

- Career and occupational information available on-line in the resource room of a local One-Stop Center to help individuals identify potential jobs and occupations
- Customized labor market information from a variety of sources (states, Bureau of Labor Statistics, Census Bureau, Bureau of Economic Analysis, etc.) to help employers develop strategies for recruiting, hiring, and retaining workers
- Grants to states to help them develop new data-collection techniques so that training dollars can be targeted to high-demand occupations
- America's Career Kit, a group of national on-line tools for individuals and employers

- O*NET, the replacement system for the Dictionary of Occupational Titles, provides a common occupational language to help workers and employers connect more easily
- The Labor Market Information Institute, a comprehensive national facility providing high-quality training to labor market information professionals throughout the country
- Agreed-upon standards and content requirements, developed by a state consortium, for a common national data set of labor market information
- Ongoing research and development to produce new consumer tools and ways of measuring or predicting labor market forces.
- Florida Research and Economic Database (FRED) FRED was developed for the State of Florida Department of Labor and Employment. This system provides a single one stop source for demographic, economic, and labor market information for the state. FRED recognizes that those seeking such information have a wide variety of requirements. The system is set up to serve researchers seeking detailed information on trends in labor costs to job seekers looking for the average wage for an occupation in a specific area. Data have been well organized and are effectively arrayed to meet the needs of multiple user groups.

FRED graphically displays, manipulates, and analyzes a broad range of information from state, local, and federal sources. This database includes population and income figures, industrial and occupational wage statistics and projections, annual and monthly employment and unemployment figures, employment service applicants' data, commuting patterns, employer data, and mass layoff statistics.



Florida Research and Economic Database (FRED) <u>http://fred.labormarketinfo.com</u> URL Reference 19

- Washington Workforce Explorer Washington State job seekers, students, and businesses wanting up-to-date information on career options, average wages, and skills needed for various occupations are able to access this new Internet-based tool. The Washington State Employment Security Department's Explorer, an interactive website, delivers information about jobs and the economy. It provides easy access to a wide variety of career-assessment tools; labor-market data; and articles of interest to job seekers, employers, researchers, and policymakers. Users can save their favorite information on a personalized page. Administrators wanted to place greater emphasis on meeting end-user needs and thus designed Workforce Explorer to link statistics to real-world questions facing unemployed workers or those looking for better jobs, as well as businesses. Job seekers, businesses, students, economists, and training planners can use Workforce Explorer to
 - Identify job skills and interests, then match those skills to related occupations
 - Search for jobs and employers
 - Obtain a list of fast-growing occupations and high-wage industries in an area
 - Learn tips on starting a business
 - Discover training opportunities
 - Access wage information and compare wages for the same job in different parts of the state
 - Find economic indicators including population, property values, and unemployment rates for an area
 - Create and save data tables and download them to Excel.

An on-line tour introduces new users to the site's features. Data are automatically updated and new articles added each week. Workforce Explorer is the result of a collaborative effort among employment agencies in 22 states. Together, they have spent several years developing a generic, Internet-based system to deliver labor market information. Washington State led the project, which received funds from the U.S. Department of Labor's ETA.

<u>Ar</u>	Workfor War Your Source Fo	R WASHI	NGTON	'S LABOR	R MARKET INFORMATION
varch: vanced Search siness reers onomy ucation	Welcon Explor job see analyst to help learn at	me to Washin er! Whether y ker, a student , you can find you make info you the featur ke the tour.	ngton's Wo ou are an e or an ecor economic ormed decis	orkforce employer or a nomic information sions. To	Looking for work? WORK Statement Monthly Press Release Commissioner's Press Release Washington's seasonally adjusted unemployment rate
ustrv	Quick Stats				rose one-tenth of a percentage
)S	Unemployment Ra	tes			point to 6.8 percent in February, Employment Security
gions		Feb-03	Jan-03	Feb-02	Commissioner Sylvia P. Mundy
qes	Washington	6.8%	6.7%	7.3%	announced today. The nation's
r	Not Seasonally Adjusted	7.5%	7.5%	8.1%	Commissioner seasonally adjusted Dr. Sylvia Mundy unemployment rate also
	United States	5.8%	5.7%	5.5%	increased by one-tenth of a percentage point to
ew User? Sign Up. semame:	Not Seasonally Adjusted Source: Bureau of Labor Statis Economic Analysis	6.4% tics and Washing	6.5% gton State La.	6.1% bo <i>r Mark</i> et &	5.8 percent. Washington's non-adjusted unemployment rate held constant at 7.5 percent. 4/1/2003 More
assword:		gton Job (Ill Employment, i		Change From	Additional Press Release Items: 1. Unemployment Rates (excer Jonrat) 2. State and Local Area Industry Employment (excel Jonrat) 3. Industry Employment Uses New Coding System (NAICS)
Accesswashington		Feb-03 Jap-03	Feb-02	Feb-	Commissioner's Press Release
	Total	2.623.0 2.620.7		2.3 11.8	Schedule for 2003
	Construction	146.0 146.2	1046 1 0455 055	-0.2 2.5	Here is the 2003 schedule for the
	Construction	268.1 270.2		-2.1 -19.5	Commissioner's Press Release

Washington Workforce Explorer <u>http://www.workforceexplorer.com/</u> URL Reference 20

- Minnesota Internet System for Education and Employment Knowledge (ISEEK) is a web-based gateway to Minnesota career, employment, education, and business development information and services. The Internet system helps users make choices about careers, employment, education, and business growth. ISEEK provides information in five main areas:
 - Career planning
 - Education and training
 - Class listings
 - Employment
 - Business information.

The information comes from a variety of public agencies, corporations, and private organizations and is linked together in a way that saves users considerable time. The degree of interaction and cross-reference that ISEEK offers is unique among web-based career, employment, education, and business services.



Minnesota Internet System for Education and Employment Knowledge (ISEEK) <u>http://www.iseek.org/</u> URL Reference 21

• Nebraska Career Compass Nebraska Career Compass has been developed using information from many different programs and resources. Occupations are classified and reported using the SOC system; all workers are classified into one of over 820 occupations according to their occupational definition. Wage estimates are developed and updated quarterly by labor market information staff at Nebraska Workforce Development. They use base estimates from the annual OES survey and adjust them to current quarterly levels using the Employer Cost Index.

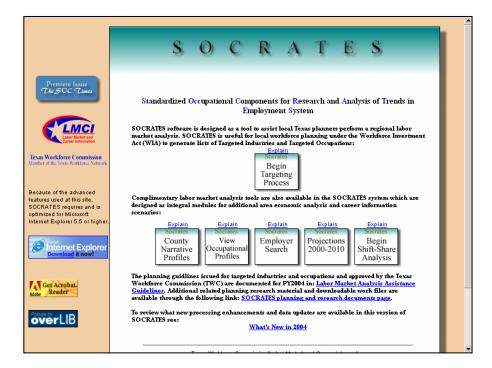
In the OES survey over 3,000 Nebraska employers are selected based on industry, employment size, and location to ensure a representative sample of the all employers statewide. The resulting data are presented in practical ways. The "Hot Occupations" search provides a list of occupations that can be considered to have above-average job prospects for the selected region. The "Job Prospects" indicator is a measure of the general availability and projected growth for a particular occupation. The indicators range from HOT for the best prospects to COLD for the poorest prospects, with FAIR representing average prospects. The indicators were assigned to each occupation based on a weighted index of the following variables: projected employment growth, projected average annual compound growth rate, and projected average annual openings.

Career Compass also includes training provider information collected by the Nebraska Career Information System on an annual basis. Specific occupational licensing information was also compiled by the Labor Market Information Center, Office of Workforce Services, and Nebraska Workforce Development with cooperation and assistance from the many agencies, departments, boards, and commissions charged with the responsibility to implement the occupational licensing programs in the State of Nebraska.

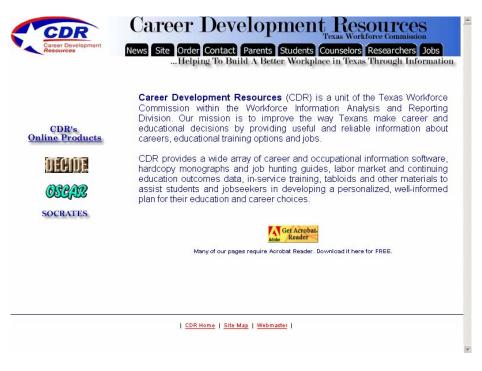
	DEVELOPMENT INFORMATION					
HOME WORKER SERVICES	Labor Market Information	About Us/FAQ				
UR WORKFORCE TEAM	Help Us	s Serve You Better -				
s/Announcements Workforce Investment Act	About Us/FAQs	Interactive Exploration				
Labor Market Information Unemployment Insurance Evaluation	Affirmative Action Career & Occupation Resources	NSTARS - Nebraska Statistical Tracking and Resource System Career Compass - Explore careers, compare wages, scope out "Hot" jobs and much more!				
Safety/Labor Standards aws & Regulations	Economic Development Employment/Unemployment	Nebraska Explorer - Links to over 200 resources for job seekers and businesses.				
Calendar of Events Special Initiatives Links ebrate Nebraska's	Index Population	TrainingLink - Provides a comprehensive listing of training providers, training programs, and demographic information.				
Workers Overview	Projections	What's Hot in LMI?				
REGISTRATION CONTACT US	Publications/Special Studies Related Links	Access our FTP site to download Presentations, Industry Projections, Occupational Wages and more.				
HELP	Speakers Bureau Subscriptions	Nebraska Underemployment Study: A Comparative Analysis 1992 - 2000* - Profile of temporary, part-time and overqualified workers in Nebraska.				
ABOUTNWD	Wages/Cost of Living	Results of the Nebraska Job Vacancy Survey are in. The <u>Nebraska</u> Job Vacancy Report, Fourth quarter 2002 provides the number of job				
Click here to get a quick view of what NWD is all about.	Have Questions? Need help with the data?	vacancies, the job vacancy rate, and the duration of job vacancies, giving a picture of which occupations are experiencing significant turnover, which may have a shortage of workers, and which seem to				
60	Email LMI	be in relative balance. The May issue of Economic Trends is available. To order printed				

Nebraska Career Compass <u>http://www.dol.state.ne.us/nwd/center.cfm?PRICAT=4 &SUBCAT=4C</u> URL Reference 22

• **Texas SOCRATES** is a tool to assist local Texas planners to perform a regional labor market analysis. SOCRATES is a tool used by local workforce board planners under the WIA to generate lists of targeted industries and occupations. It is also used for researching regional Texas labor markets and identifying occupational training possibilities or to justify new program submission and approval. The analytical tools and regional narrative reports within SOCRATES follow the planning guidelines issued for targeted industries and occupations and approved by the Texas Workforce Commission (TWC). As new data series become available and software improvements are made for planning processes in SOCRATES, new features will be implemented to enhance regional analysis. SOCRATES has been created by the Texas Career Development Resources, with technical and data support from the TWC labor market information department and developmental funding by the TWC Workforce Division.



Texas SOCRATES <u>http://socrates.cdr.state.tx.us/</u> URL Reference 23



Texas Career Development Resources <u>http://www.cdr.state.tx.us/</u> URL Reference 24

- Oregon Labor Market Information System (OLMIS) OLMIS provides economic information to employers, job seekers, students, policymakers, analysts, and others. It is designed to give users access to the Employment Department's information resources free of limitations due to time or location. The Oregon agency is deeply committed to allow people to make informed decisions based on the best data available. OLMIS is made up of number of components including the following:
 - Occupational Information Center with comprehensive information on over 700 occupations, including occupational descriptions, licensing information, wages, occupational projections, educational requirements, schools offering training, and more.
 - **Occupation Explorer** to locate the occupations that meet user needs for income, educational level, and projected growth. Users set the criteria; OLMIS searches its database.
 - **Skill Explorer** to help determine suitable occupations based on skill sets. It permits users to build a personal skill set and then search the OLMIS database for those that match best.
 - Educational Information Center helps users to find information on schools, training programs, and apprenticeships.
 - Northwest Employer Database provides contact information for over 400,000 employers in Oregon, Washington, and Idaho.



Oregon Labor Market Information System <u>http://www.nelc.org/resources</u> URL Reference 25

• San Diego at Work: San Diego Workforce Partnership The San Diego Workforce Partnership administers job training and employment programs for the region's residents and businesses. Created under a Joint Powers Agreement by the City and County of San Diego, the San Diego Workforce Partnership receives federal, state, and local funding to provide workforce development activities that increase individuals' employment, retention, and earnings, as well as skills. The Partnership has designed its programs and organized its service delivery system to be responsive to employers' needs and provide for economic development. The Partnership sees the collection, organization, and the presentation of labor market and workforce information as one of its most important responsibilities to employers and job seekers. The provision of labor market information to job seekers occurs through its network of One-Stop career centers. The Partnership's work with employers, particularly in the organization of sectoral initiatives, depends on the provision of labor market and workforce information.

The Partnership has established a website to provide information on the region's labor market including wage and salary data, occupational projections, employment statistics, education and training providers, and local economic news. Specific data sets maintained and updated regularly include the following:

- Wage and salary data for occupations in San Diego County and California
- Local, state, and national occupational data
- Education and training providers and programs for the San Diego region and others throughout California
- Local and state employment projections and statistics
- Data information on San Diego's growing industry clusters
- Information on San Diego's economy and economic development
- Information on local companies
- Current updates on California's labor market.

Through its affiliation with a local network television station, the Partnership offers access to information and tools for job seekers to determine which career is the best fit. The Partnership also makes available *The Occupational Outlook Report*, which highlights salary and benefits package information, education and skill requirements, and turnover rates for thousands of job titles. This report offers the region's employers and job seekers valuable information about the labor market.



San Diego Workforce Partnership <u>www.workforce.org/generate/html/LMI/lmi_subhome.html</u> URL Reference 26

• Pennsylvania Center for Workforce Information and Analysis The Center for Workforce Information and Analysis is Pennsylvania's designated provider of employment statistics. The Center's goal is to provide the most current data available to help users make the right decisions and assist organizations in meeting local planning needs. Pennsylvania Labor Market Information Database System (PALMIDS), a web-based application, contains data on a wide variety of employment, economic, career-related, and education topics. It is intended to serve the information needs of job seekers, employers, students, educational curriculum planners, workforce and economic development agencies, and the general public. The system has been designed to be intuitive and easy to use. Users of PALMIDS may also consult with trained and experienced labor market analysts if they need more detail or individual support.

PALMIDS provides users with information on labor force, employment, and unemployment statewide and for all major areas. Also provided is a count of statewide and area non-agricultural wage and salary jobs by industry, as well as number of hours and pay earned in selected manufacturing industries. The system gives users access to career guides containing articles on how to make career choices, conduct a job search, choose a college or training program, and obtain financial aid. The guides contain outlook information for 150 selected careers including demand occupations within Pennsylvania's WIAs. PALMIDS reports occupational wages information for selected occupations in various geographical areas and an *Occupational Outlook Handbook* with descriptions of what workers do on the job, working conditions, the training and education needed, earnings, and expected job prospects in a wide range of occupations.

Databases include long-term industry projections containing estimates of employment levels by industry 10 years in the future by WIA. Employment Opportunity Statistics details the percentages of women and minorities in the labor force to assist all companies with Equal Employment Opportunity contract compliance responsibilities. Actuarial Evaluations provides analysis of Pennsylvania's unemployment compensation system regarding current and forecasted Unemployment Compensation Trust Fund activity.

In addition to labor market and workforce information, PALMIS offers program resources including a brief overview of the WIA. Press releases contain an analysis of the current economic conditions for Pennsylvania's 14 MSAs; in addition, 29 small labor market azreas are posted regularly.



Pennsylvania Center for Workforce Information and Analysis <u>http://www.dli.state.pa.us/workforceinfo</u> URL Reference 27

Economic Development Agencies

Economic Development Agencies								
	Survey Name							
Targeted Users	State of Maine Department of Economic and Community Development	Quad City Development Group	Workforce Information System					
Employers	•	•	•					
Government Agency Federal, State, or Local	•							
Elected Officials and Policymakers								
Program Planners								
Education and Training Providers	•		•					
Intermediaries	•	•	•					
Individuals	•	•	•					
Researchers	•							

Economic Development Agencies								
	Survey Name							
Indicators	State of Maine Department of Economic and Community Development	Quad City Development Group	Workforce Information System					
Hours Worked/Payroll Hours		•						
Earnings Trends	•	•	•					
Unemployment Records – Mass Layoffs	•	•						
Labor Force Data/ Labor Market Information		•						
Employment	•	•	•					
Wages Income Earnings		•						
Future Demand and Hiring Trends		•	•					
Education/Training Information about Providers and Career Advancement	•	•	•					
Occupational Information Skill Requirements	•	•	•					
Program Participation								
Information about Full- and Part-Time Workers, Contract Workers, and the Self-Employed								
Unions								
Program Participation								
Information about Employers by Company Size or Characteristics			•					
Membership or Subscription Required								
Recruiting/Staffing Industry Information	•							
Occupational Licensing Information								
Benefit Information	•							
Information about Workforce Commuting Patterns	•	•						

Economic development agencies are increasingly focusing their efforts on workforce development as the basis for business attraction and expansion. While these organizations have been the consistent users of traditional labor market information, they are increasingly becoming generators of such information as well. The strategic value of labor availability and workforce quality is becoming a driving force for innovative approaches to local labor market and workforce analysis. Below are three examples of economic development organizations making creative use of traditional labor market information and developing new data to support their needs.

- State of Maine Department of Economic and Community Development (DECD) has identified the need to develop extensive and up-to-date information about the workforce of Maine as a vital component of a strategy for furthering economic growth. To that end, the Department has commissioned a series of studies of the workforce in Maine conducted by the Center for Business and Economic Research (CBER) of the University of Southern Maine. The research team developed a comprehensive analysis of the labor force in 17 regions comprised of single or multiple labor market areas defined by the Maine Department of Labor. The analysis covers five major topics using data from a random sample of households and employers. These include
 - Employment mobility and recruiting trends
 - Unemployment and underemployment
 - Employment costs, including both pay and benefits
 - Education, training, and skills
 - Commuting.

An extensive array of data from state, federal, local, and other resources was compiled for regions, including the labor market area, municipalities, and counties. The data comprise information on demographics, education, employment, and other labor characteristics.

Random sample telephone surveys were conducted from March 1999 to July 2001. On average, 401 surveys were completed in each of the regions, a sample size that permits inference of \pm 5 percent statistical accuracy, 95 percent of the time. The respondents selected for interviews were those over 18 years of age who were not in the military and who were not full-time students. People who were retired and not seeking employment were excluded, as were those who had left the workforce on permanent disability. Retirees actively considering taking employment were included in the survey.

A survey was mailed to 24,368 employers in the state. The mailing list was drawn from the unemployment insurance records of the Maine Department of Labor. In those areas with more than 3,000 employers, the mailing list was comprised of all employers with over 100 employees plus a 50 percent sample of all employers under 100 employees. For labor market areas under 3,000 employers, all employers received a survey form. Following the initial mailing, non-respondents were contacted by post card. In all, 3,637 responses were received, a return rate of 14.7 percent.

This vital information about the workforce has been posted to a website where employers, economic development specialists, and others assessing workforce issues are able to access it readily. Maine workforce information is being reported based upon the needs of economic developers and site location specialists. Data tabulation and analysis that once required the services of researchers and technicians can now be directly accessed by those who need the information to make decisions.



State of Maine, Department of Economic and Community Development <u>http://www.mainebusinessworks.org/</u> URL Reference 28

• Quad City Development Group, Davenport, IA. The Quad City Development Group serves as the umbrella organization for economic development in the Quad Cities (Davenport, Bettendorf, Rock Island, and Molene). The Group is a non-profit organization supported by local governments and the private sector. The organization markets the Quad Cities as one community to businesses all over North America and Europe that are considering expansion and investment.

The Quad City Development Group conducted a laborshed analysis in cooperation with the Iowa Workforce Development's Workforce Research Bureau. A laborshed is defined as the area or region from which an employment center draws its commuting workers. Laborshed studies show the distribution of the workers irrespective of natural or political boundaries. Laborsheds also address underemployment, the availability and willingness of current and prospective employees to change employment within the workforce, current and desired occupations, wages, hours worked, and distance willing to commute to work. Laborsheds are conducted on an "as requested" basis, and the fee is based on the population of the laborshed area.

Laborshed reports contain information to assist local leaders, developers, and industry with expansion, relocation, and development efforts in the Quad City area. Information such as commuting patterns, current and desired wages/salaries, available labor, workers' skills, and industries in the laborshed area are reported. The laborshed report measures the availability and characteristics of workers within the Quad City region. Laborshed studies provide community economic developers and existing or prospective employers a flexible tool to understand the local labor market and make informed expansion and site-selection decisions.

A random telephone survey was taken of residents (ages 18-64) living within three laborshed zones. The zones represent the areas in which actual employees of local businesses reside, with Zone 1 having the highest and Zone 3 the smallest concentration of area employees. A total of 1,200 telephone surveys were completed to achieve a margin of error of \pm 5 percent for the survey. The laborshed study provides developers and existing or prospective employers a flexible tool to understand the local labor market and make informed site selection decisions.



Quad City Development Group <u>http://www.quadcities.org/workforce.asp</u> URL Reference 29

• Workforce Information System (WIS), St Louis, MO. The St. Louis WIS provides workforce information to help education and employment and training entities better prepare local residents for participation in a rapidly changing workplace. The WIS was created in response to a growing problem for local businesses—finding qualified workers. At the same time, universities, colleges, and training and employment agencies were facing challenges preparing workers with the necessary skills. The WIS provides information on the demand for occupations and their skills and other job requirements through a web-based system. The intent of the WIS is to provide the St. Louis metropolitan region with new and consistent

information that will help the education and employment and training communities provide better-qualified workers for local industry.

The WIS was developed and is maintained by the Metropolitan Information and Data Analysis Services (MIDAS) unit of the Public Policy Research Center of the University of Missouri-St. Louis. MIDAS is staffed by a director and four full-time employees including a database administrator, an economist, and two research analysts. The WIS is supported by funding from University of Missouri–St. Louis, University of Missouri Extension and Outreach, the City of St. Louis, and St. Louis County Workforce Investment Boards, and with information and data support from the Madison and Bond County Workforce Investment Board and the United Way of Greater St. Louis.

This web-based information system includes interactive web pages; on-line business surveys; a semi-annual survey of local industries; mapping capability; and workforce-related databases covering economics, demographics, education institutions, training and employment, and human services.

Information provided by the WIS includes

- Projected occupation demand by industry
- Estimated job openings by company size
- Wage rates by job opening by industry
- Wage rates by job opening by company size
- Job qualifications for current openings by industry
- Job qualifications for current openings by company size
- Skill requirements for current openings by industry
- Skill requirements for current openings by company size.

The WIS is providing information that includes resources for program and curriculum design; information on training for better-paying, high-demand occupations; and data to assist local industries to become more productive and profitable.



Workforce Information System <u>http://pprc.umsl.edu/wis/</u> URL Reference 30 Private Sources: Firms, Non-Profit Organizations, Trade Associations, Research Centers, and Advocacy Groups

Private Sources: Firms, Non-Profit Organizations, Trade Associations, Research Centers, and Advocacy Groups						
Survey Name						
Targeted Users	CareerBuilder	Monster.com	CareerJournal.com	Society for Human Resource Management	Economic Policy Institute	Employment Policy Foundation
Employers	•	•	٠	•	٠	•
Government Agency Federal, State, or Local					•	•
Elected Officials and Policymakers					•	•
Program Planners					•	•
Education and Training Providers		•			•	•
Intermediaries	•	•	•		•	•
Individuals	•	•	•		•	•
Researchers	•				•	•

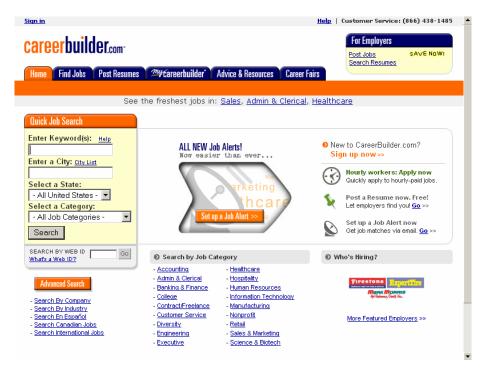
Private Sources: Firms, Non-Profit Organizations, Trade Associations, Research Centers, and Advocacy Groups							
Survey Name							
Indicators	CareerBuilder	Monster.com	CareerJournal.com	Society for Human Resource Management	Economic Policy Institute	Employment Policy Foundation	
Hours Worked/Payroll Hours							
Earnings Trends	•	•	•			•	
Unemployment Records – Mass Layoffs					٠		
Labor Force Data/ Labor Market Information		•					
Employment							
Wages Income Earnings			•		•		
Future Demand and Hiring Trends			•	•		•	
Education/Training Information about Providers and Career Advancement			•			•	
Occupational Information Skill Requirements	٠		•				
Program Participation							
Information about Full- and Part-Time Workers, Contract Workers, and the Self- Employed							
Unions						•	
Program Participation							
Information about Employers by Company Size or Characteristics		•					
Membership or Subscription Required				•			
Recruiting/Staffing Industry Information							
Occupational Licensing Information							
Benefit Information						•	
Information about Workforce Commuting Patterns							

Private Sources: Firms, Non-Profit Organizations, Trade Associations, Research

There is growing demand for labor market and workforce information. In addition to innovative systems and approaches offered by public entities, there are growing numbers of private providers for labor market and workforce information linked to decision support systems. We have identified a number of such providers. Our review does not, in any way, constitute an endorsement of any of these sources. In many instances the information and services offered by private sources are free to users and may be readily accessed via the Internet. Often, labor market and workforce information is provided as part of other services such electronic job banks and career planning services. These services are growing in use among employers and job seekers. Our scan has identified a limited number of them.

• **CareerBuilder** provides employers, recruiters, and job seekers with on-line recruitment resources through its website, CareerBuilder.com, its on-line component, and three newspaper companies: Gannett Co., Inc., Knight Ridder, and Tribune Company. CareerBuilder offers a recruitment resource through more than 130 local newspapers, with a combined Sunday print circulation of more than 15 million readers and more than 26 million visitors to its newspaper websites on-line each month. In the next few years, it is expected that web-based recruiting solutions will expand exponentially as corporations adapt multipronged on-line recruiting strategies for filling all levels of positions.

On the CareerBuilder website, job seekers define specific criteria and search more than 400,000 continuously updated jobs representing more than 25,000 employers in every industry and field. For those job seekers requiring additional assistance, CareerBuilder offers personalized, individual assistance through its Customer Care organization. CareerBuilder also offer users access to information, research, and analysis covering labor market and workforce developments. One of its most useful features is a series of advice columns aimed at job seekers in various career stages. These columns often take more complex issues and data such as occupational outlook, issues of job tenure, advancement, and skills shortages and effectively analyze trends and developments for readers to more easily comprehend and apply to their own situations.

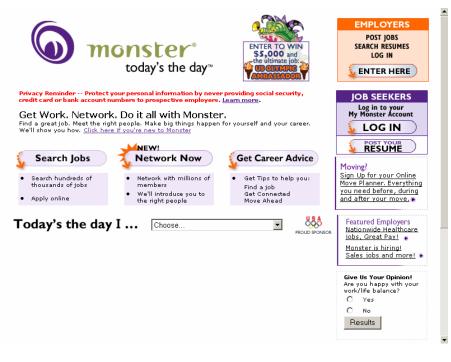


CcareerBuilder - http://www.careerbuilder.com/ URL Reference 31

• Monster.com is an on-line career website. Monster promotes itself as a lifelong career network, providing access to companies, as well as interactive, personalized tools. Features include a personal career management office, resume management, a personal job search agent, chats and message boards, expert advice on job-seeking; and free career management newsletters. Employers receive real-time job postings; complete company profiles; and resume screening, routing, and searching. Features for members include resume skills screening, real-time recruiting, a comprehensive resume database with more than 16 million resumes, and resume routing.

Monster.com also supplies users with practical labor market and workforce information such as the Personal Salary Report. This report helps job seekers and employers establish market value based on background, experience, and job setting. The Personal Salary Report provides data by industry, the size of company, and geographic location. The report also provides data that associate personal skills and experiences to earnings potential for market salary data on more than 1,000 jobs. The data are updated monthly to stay current as salary trends evolve. The data are presented in a 14-page report.

Monster.com offers detailed job profiles on-line to help job seekers and those planning careers learn more about job content and performance requirements. There is also an extensive database of books, articles, and research studies that are organized for users by interest areas. Another feature supports job seekers making geographic moves. Links are made to a variety of services in major urban centers so that job seekers are able to examine housing costs, insurance expenses, and other general living costs as part of helping job seekers assess job and salary offers in other markets.



Monster.com - http://www.monster.com/ URL Reference 32

• **CareerJournal.Com** is a free career information and services site geared to managers and executives. Content comes from the *Wall Street Journal* published by Dow Jones & Co., as well as from the CareerJournal.com editorial team. Content includes daily updates of critical news, features, and trends relevant to job seekers and human resource professionals. Content is focused on searching for a new position or improving job performance.

CareerJournal.com works with companies of all sizes to offer employment opportunities to candidates in a searchable database that is updated twice weekly. Positions featured include senior and general management, sales, marketing, finance, technology, and a range of related fields. Job hunters can also research publicly traded companies who post their jobs on CareerJournal.com with one-click access to WSJ.com's Briefing Books. There are links to an extensive collection of editorial content, databases, and other services throughout the site.

CareerJournal.com examines hiring demand and salary data for different industries and job functions ranging from accounting to professionals working for public utilities. Writers interview top company hiring managers and executive recruiters nationally to compile the latest trends and insights. CareerJournal.com provides users with negotiating tips, career indicators, hot employment issues, information on stock options, regional news, and a relocation salary calculator. The CareerJournal site connects with the Economic Research Institute, providing users access to salary survey analyses, geographic differentials, wage surveys, executive compensation information, cost of living comparisons, prevailing wage studies, employee benefit data, and compensation and benefits training.



CareerJournal.com - http://www.careerjournal.com/ URL Reference 33

• Society for Human Resource Management (SHRM) is the world's largest association devoted to human resource management, representing over 170,000 individual members. SHRM is committed to advancing the human resource profession and in promoting the human resource function as an essential and effective partner in developing and executing organizational strategy. Founded in 1948, SHRM currently has more than 500 affiliated chapters within the U.S. and members in more than 120 countries.

The Society's Workplace Trends and Forecasting Program was established to give human resource professionals added insight into cutting-edge issues and trends. The Workplace Trends and Forecasting staff examines developments in the fields of science and technology, economics, politics and government, law, sociology, and psychology for their effect on the workplace. The research department also conducts several mini-surveys to glean information on the topic of staffing metrics. The program produces *Workplace Visions*, a bimonthly publication that examines new issues and trends affecting the human resource professional; "Future Focus," a monthly column in *HR Magazine* addressing long-term human resource issues; and "Research Translations," a bimonthly column in *HR News* addressing the latest academic research in the human resource management field. This information may be accessed directly on the web but requires membership in SHRM.



Society for Human Resource Management <u>http://www.shrm.org/</u> URL Reference 34

• The Economic Policy Institute (EPI) provides research and education in order to promote a prosperous, fair, and sustainable economy. EPI is a private research and advocacy organization. It stresses real-world analysis and focuses on living standards of working people. EPI makes its findings accessible to the general public, the media, and policymakers. *The State of Working America*, prepared biennially since 1988 by EPI, sums up problems and challenges facing American workers. The authors present a wide variety of data on family incomes, taxes, wages, unemployment, wealth, and poverty—data that enable them to closely examine the impact of the economy on the living standards of the American people. This comprehensive report is used by journalists, government leaders, researchers, policymakers, academics, and others looking for an assessment of the economic well-being of the nation. It is a comprehensive study of the living standards of working Americans and comprises seven chapters: income, wages, jobs, wealth, poverty, and regional and international comparisons. With over 300 tables and charts, it is among the most detailed reference works on wages, income, and other economic data. Data and a variety of reports about work in America are available on EPI's website.



Economic Policy Institute <u>http://www.epinet.org/</u> URL Reference 35

• The **Employment Policy Foundation** (**EPF**) is a non-profit, non-partisan public policy research and educational foundation based in Washington, DC, focused on workplace trends and policies. Its mission is "to shape the direction and development of U.S. employment policies by providing policymakers, the media, and the public with timely, high-quality economic analysis and commentary." Federal and state executive branch officials and legislators, corporations, think tanks, universities, media, and the public use EPF as a source of data, research, and knowledge on employment and labor issues.

EPF believes that achieving sound employment policy requires objective research, strategic analysis, and forecasting. EPF has created a body of research and competitive knowledge on human resources and employment issues. EPF seeks to shape the direction and development of sound employment policy, identify the economic consequences of proposed or existing workplace legislation and regulation, and assess the accuracy of employment and workplace economic data reported by the media and relied upon by policymakers. It also seeks to identify the critical trends affecting competitiveness, the workplace, and employment policy and provide intelligence and strategic understanding of the direction and relationship of international and domestic economic trends on employment policy and the workplace.

EPF research delves into the short- and long-term implications of public policy on employers, employees, and consumers-at-large and also forecasts trends in the workforce, its composition, and the overall American and world labor markets. EPF areas of research include workplace, workforce and employment trends, training and education, pay equity, parental leave, managed care reform, flexible workplace strategies, pay innovations, immigration reform, employee benefits, unions and collective bargaining, minimum wage and living wage, temporary work, workforce demographics, trade, and safety and health and ergonomic planning. EPF offers studies and access to database through its website.



Employment Policy Foundation <u>http://www.epf.org/</u> URL Reference 36

- The **Federal Reserve System** consists of network of 12 regions. Each region contains a Federal Reserve Bank that is engaged in economic research and data analysis. While much of the research and data analysis are focused on overall regional economic well-being and financial markets, there are considerable data sources, studies, and articles pertaining to labor markets and workforce development. Among these are
 - <u>Surveys and Reports</u> that include the senior loan officer survey, the survey on small business finances, and the survey of consumer finances
 - <u>Staff Studies</u> consisting of a series of published studies covering a wide range of economic and financial subjects including special studies in human capital, labor market, education, and training
 - <u>Working Papers</u> that serve as preliminary discussion papers in domestic and international topics, occasional staff studies, and links to other working papers sites
 - <u>Federal Reserve Bulletin Articles</u> including reports and analysis on economic developments, regulatory issues, and new data.

IV. Summary

The U.S. economy is backed by one of the most advanced statistical information systems in the world, costing billions of dollars annually to maintain. Labor market and workforce information has always been a fundamental component of this larger system. Indicators such as the level of unemployment, number of jobs created, or workers laid off are basic statistics reported regularly and understood by most Americans. These numbers convey a basic picture about the economy and the direction in which it is moving. As we continue to move toward a more complex knowledge and information economy, the statistical infrastructure and information systems that convey static snapshots and dynamic movements must also reflect this growing complexity.

In this scan, we have identified an extensive inventory of labor market and workforce information sources. For the most part, these statistical systems work fairly well in tracking labor market and workforce developments. The BLS, along with its state partners and the Census Bureau, produce timely, reliable, and very accessible information about employment, unemployment, and earnings across detailed industry sectors at the labor market level. The Department of Labor's ETA supplies detailed information about jobs including skill and education requirements with the O*NET system, an on-line occupational information system. Through a combination of establishment surveys, household surveys, and administrative records, we learn a great deal about the state of our labor markets and changing conditions over time. The surveys conducted and the information collected through the NCES also provide us with considerable data about the workforce, including characteristics of the emerging labor supply.

The Department of Labor and its partners at the state and local level are making impressive strides in consolidating, organizing, and reporting the most common sources of labor market and workforce information on the Internet. We explored a number of websites where labor market and workforce information is arrayed for users groups including employers, job seekers, economic development analysts, and education and training planners. While our search of these types of sites was not exhaustive, we covered a significant number of them. Impressive progress is being made in making labor market and workforce information more easily available to end users. A number of promising new developments are also underway including a national job vacancy survey from the BLS and cooperative efforts between the Census Bureau and state labor market information entities to produce new quarterly workforce indicators. These efforts represent a formidable and timely public response to better meet the needs for labor market and workforce information.

In conducting our scan, we came across a number of additional sources of labor market and workforce information that are less well known and generally not referenced by the Department of Labor and its state and local workforce systems partners. There are firms offering research services exclusively focused on local labor market developments and others that collect workforce information and conduct labor market research to complement their primary business. Trade associations representing human resource professionals and industry often engage in the collection of labor market and workforce information. We came across a number of private research institutions, university-based research centers, and advocacy groups offering storehouses of labor market and workforce information. Their efforts include conducting surveys and panel studies resulting in large, comprehensive databases to support labor market and workforce research. Private as well as government funds support these efforts. While some of these sources require payment of fees to access the data, others offer access at no cost. More efforts should be made to connect these sources to federal, state, and local workforce partner web portals.

In addition to the number of public and private databases and information sources we reviewed, there is a vast pool of labor market and workforce research carried out by academic, government, foundation, and private researchers. Research products including journal articles, published papers, research reports, and books have appeared with growing frequency as labor market and workforce development policies have drawn more interest from both public officials and business leaders. Knowledge developed and insights gained from these efforts need to be better organized and synthesized to become more accessible to those wanting to enhance their practical understanding of labor markets and workforce development.

One-Stop Career Centers represent an important new civic and economic infrastructure for America's communities, workers, and employers. The long-term viability of these centers depends on the quality of services offered and the expertise of staff who work there. Information about and in-depth understanding of labor markets, workforce developments, and workplace needs is the most critical ingredient for future success.

URL References

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5.	U.S. Department of Commerce, Census Bureauwww.census.gov
6.	Small Business Administration
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	Education Statistics <u>http://nces.ed.gov</u>
8.	ERISS: The Workforce Intelligence Companywww.eriss.com
9.	Manpower, Inc
10.	Challenger, Gray and Christmas
11.	National Association of Colleges and Employers <u>http://www.naceweb.org</u>
12.	The American Staffing Association
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	Workforce Development <u>http://www.heldrich.rutgers.edu</u>
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	Training Administration, CareerInfoNetwww.acinet.org
19.	Florida Research and Economic Database (FRED)http://fred.labormarketinfo.com
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21.	Minnesota Internet System for Education and Employment
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23.	Texas SOCRATES
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27.	Pennsylvania Center for Workforce
	Information and Analysis <u>http://www.dli.state.pa.us/workforceinfo</u>
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29.	Quad City Development Group
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31.	CareerBuilderwww.careerbuilder.com
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