

**MINUTES OF A MEETING OF  
THE PLANNING COMMITTEE OF LAKE COUNTY  
WORKFORCE INVESTMENT BOARD**

May 21, 2002 at 2:30 P.M.

at

Lake County Dept. of Job and Family Services  
177 Main Street, Painesville

PLANNING COMMITTEE

W.B. MEMBERS

Joe Francesconi  
Dave Kalina  
Roger Sustar  
Paul Mangus

STAFF MEMBERS

Pam Fiederer  
Nanette Grupe

OTHER MEMBERS

Art Iacofano

I. The meeting was called to order by Joe Francesconi, Chair.

**II. REVIEW AND APPROVAL OF MINUTES OF APRIL 16.2002.**

There were corrections to page two, paragraph two. Paragraph two was deleted and replaced with paragraph six from page four. On page three, paragraph four, the word "you" was changed to Partners and in the next line the word State was misspelled. See attached corrected minutes.

**A motion was made by Roger Sustar and seconded by Dave Kalina to approve minutes with corrections.**

**3. OLD BUSINESS:**

**Review of WIA Adult and Dislocated Worker Performance Measures**

**Pam Fiederer**

Pam reviewed ServiceLink - WIA Client Management Information System (Pg. 5 -10). Touching base on the Overview of System and Problems and Examples of ServiceLink Screens. The information for Adult and Dislocated workers standards comes from ServiceLink. ServiceLink is the only management information system that we have to use. There are problems with the system. The system is recognized on the state level and that the system is not adequate. The state is in the process of replacing the system possibly by Fall.

**Examples of ServiceLink Screens were reviewed Pages 7-10.**

## **Definitions and Calculations; When Outcomes Occur and are Measured (pg. 11-17).**

This is about Adult and Dislocated Worker Performance Measures and how clients exit the program. Everything is done in quarters.

Time Periods Used for Measurement

### 2 Kinds of Measurement used:

1. Real time data
2. UI wage records

Data takes about two quarters for the information to become available at the state level. The Department of Labor has set the clock back for reporting purposes. The annual report comes out even six months after the year ends. Examples of when Outcomes Occur and are Measured were also discussed.

What the Planning Committee would like to consider first is to insure the data that we have in our local workforce is current and accurate. The second thing the committee wants to do order in case the State comes back to challenge the component results is send out our results to the state in an annual form, and that we are 100% confident and ask them to compare our numbers and all the information that we have given the State. Then, have the State give us a written response back.. This will let them validate all the information and if it is being picked up as said in our reports.

The Committee is thinking about creating a program to plug in all information needed to track the Adult and Dislocated Workers Performance Measures.

The Committee would also like to make vendors accountable to get the numbers back to ETA in order to have good numbers and validation.

The Committee is also thinking about writing to the State to be able to use names of clients in order to be more accurate with results.

## **Actual Performance**

Program Year 2000 annual Performance Report (pg. 18-23)

Time Periods Used for Measurement, Goals vs. Actual Performance, Lake County Proposed Goals compared to State Mandated Goals and Actual Performance, PY 00 Performance by State and by W.B., and Issues Affecting PY 2000 Performance was reviewed.

-2Also reviewed was the Third Quarter PY 2001

Quarterly Performance Report (pg. 24-36)

\* Time Periods for Performance Results

\* Goals vs. Actual Performance

#### IV. New Business

The committee wants to talk about Providers at the next meeting. The next meeting will be held Tuesday, June 18, 2002 at 2:30.

V. Meeting adjourned at 4:35