



Montana

Department of Labor and Industry

Workforce Services Division - Research and Analysis Bureau

Governor Brian Schweitzer

September 27, 2006

U.S. Department of Labor/ETA
ATTN: David S. Lipnicky (DFMAS)
A. Maceo Smith Federal Building
525 S. Griffin St., Room 317
Dallas, Texas 75202

Dear David,

Enclosed is our complete LMI One-Stop Progress Report for PY 2005. If you have any questions on this report contact me at 406-444-3293 or tyounkin@mt.gov.

I am happy to say that we accomplished our goals for PY 2005.

Sincerely,

A handwritten signature in black ink that reads "Todd Younkin".

Todd Younkin
Bureau Chief

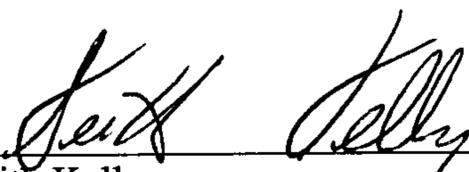


840 HELENA AVENUE • P.O. BOX 1728 HELENA MT 59624-1728
PHONE (406) 444-2430 • FAX (406) 444-2638 • TDD (406) 444-0532
"AN EQUAL OPPORTUNITY EMPLOYER"



Montana
ETA LMI One-Stop Grant
PY 2005 Progress Report

September 22, 2006



Keith Kelly
Commissioner of Labor



Date



Dan Miles
Chair, State Workforce Investment Board



Date

**Workforce Information Grant
PY 2005
Montana Progress Report**

ALMIS Database

We have a full-time person on staff that is responsible for updating and maintaining our ALMIS database.

Milestones/Performance Outcomes	Projected Outcome	Actual Outcome
1. Upgrade ALMIS from version 2.2 to version 2.3.	Complete by March 2006	Completed March 2006
2. Populate ALMIS with statewide 2005/07 short-term projections and 2004-14 long-term projections.	Complete by October 2006	On target for completion by October 2006
3. Attend/participate in "Making Connections! ALMIS Database Seminar 2005.	August 2005	Completed August 2005
4. Update ALMIS table with state and sub-state data and test for data integrity.	Complete as updated data is available.	Completed per data release schedule
5. Update ALMIS with licensed occupations information and provide same to National Crosswalk Center.	Complete as updated data is available.	Completed per data release schedule
6. Continue membership and participation in ALMIS Resource Center Consortium activities.		Two FTE have been actively participating in Consortium activities

Cost: \$64,757

State Projections

Long-term

Montana produced long-term, state-wide industry and occupational employment projections, using calendar year 2004 as the base year and 2014 as the projected year in coordination with BLS national projections for the same time period. The industry projections are NAICS based. Statewide 2004-2014 long-term projections data were added into the ALMIS database. All projections were done and disseminated using the methodology, software tools and guidelines developed by the Projections Workgroup and the Projections Managing Partnership.

Milestones/Performance Outcomes	Projected Outcome	Actual Outcome
1. Create a NAICS industry database for Missoula MSA	Complete by October 2005	Completed
2. Forecast jobs by NAICS sector & self-employed	Complete by December 2005	Completed
3. Analyze/document industry forecast results	Complete by January 2006	Completed
4. Produce occupational forecasts	Complete by March 2006	Completed
5. Populate the ALMIS database with projections data	Complete by June 2006	Completed

Cost: \$40,000

Short-term

Short-term, state-wide employment forecasts using second quarter in calendar year 2005 as the base and forecast through the last quarter of calendar year 2007. The industry projections are NAICS based. Statewide 2005-2007 short-term projections were added into the ALMIS database. All projections were done and disseminated using the methodology, software tools and guidelines developed by the Projections Workgroup and the Projections Managing Partnership.

Milestones/Performance Outcomes	Projected Outcome	Actual Outcome
1. Review NAICS-based historical series.	Complete by December 2005	Completed
2. Forecast industry sectors (short-term).	Complete by February 2006	Completed
3. Analyze and document results (short-term).	Complete by March 2006	Completed
4. Produce occupational short-term projections for the state.	Complete by May 2006	Completed
5. Populate the ALMIS database with the short-term projections and submit data for public dissemination.	Complete by June 2006	Completed

Cost: \$35,000

Occupational and Career Information Products

Montana used hard copy publications and fliers, the Internet, and other media deemed appropriate to provide O*Net SOC-based occupational products to customers on a variety of pertinent occupation-related information. Montana continued to improve current products and develop new products for our users. Our ALMIS database delivery mechanism (Workforce Informer) allows us to promote a standard electronic delivery system via the Internet that can be accessed 24/7. Through this system, customers can access information that meets their needs, including wages, projections, commuting patterns, employer name and address database, and unemployment rates, to name a few.

We also produce a career information delivery system (CIDS) known as the Montana Career Information Delivery System (MCIS). This information is available via the Internet. It is used by all of our customers for career development, career choice or change, financial needs and skills assessments. This tool gives customers the means to access occupational information, wages, job outlook/projections and employment trends to make better informed choices. We held a Montana Labor Day Report briefing for the Governor in August 2005.

Milestones/Performance Outcomes	Projected Outcome	Actual Outcome
1. Release Montana Career Information System for 2005-2006 (home and agency use)	Release date: October 2005	Released October 2005
2. Montana Career Resource Newsletter	Mailed by September 2005, January 2006, April 2006	Completed
3. Mail out Montana Career Guide to all high school sophomores in the state.	Complete by October 2005	Completed
5. Update Licensed Occupations and Apprenticeship Occupations publications published to website.	Complete by November 2005	Completed
6. Career Cluster Workbook for grades 4-6	Complete by November 2005	Completed
7. Update Job Hunting Guide for Montanans with	Complete by April 2006	Completed

Disabilities publication and post to website.		
8. Add parent section to website.	Complete by May 2006.	Completed

Cost: \$67,624

Public Electronic Access to the ALMIS Employer Database

Montana is using the Workforce Informer System as the method of delivering ALMIS database information to the public by means of the Internet. Workforce Informer System allows public access to the employer name and address list from the state-licensed ALMIS Employer Database that is loaded into the ALMIS database and accessed through the Workforce Informer System.

Milestones/Performance Outcomes	Projected Outcome	Actual Outcome
1. Update the ALMIS Employer Database in the ALMIS database in a timely manner.	Ongoing – Within 2 weeks of receiving Employer Database	Completed
2. Provide access to InfoUSA's employer database through the Workforce Informer System.	Upon implementation of Workforce Informer System	Completed

Cost: \$1,000

Provide Information and Support to the State Workforce Investment Board and Produce Other State Information Products and Services

Montana aggressively sought ways to introduce labor market information products to our State Workforce Investment Board (SWIB). Staff worked closely with the State Workforce Investment Boards to help determine LMI needs and to disseminate information. In particular, staff attended and provided technical support for two State Workforce Investment Board sub-committees, the Apprenticeship Committee and the Economic Development Committee. In addition, technical support has also been provided to the SWIB's Healthcare Task Force, in cooperation with the Governor's office. As the governor's designee for Section 118 of the Carl D. Perkins Vocational and Technical Education Act of 1998, Montana also provided career information and worked with the SWIB.

Milestones/Performance Outcomes	Projected Outcome	Actual Outcome
1. Publish <i>Economy At A Glance</i>	Monthly, the morning of the scheduled Press Release.	Released through fax and e-mail each month.
2. Publish <i>Montana Statistics in Brief</i> on our Internet website.	Monthly, the morning of the scheduled Press Release.	Monthly
3. Meet with Executive Subcommittee to discuss plan with R&A staff.	August 4, 2005	Completed
4. Present Labor Day Report to Governor Schweitzer and members of the SWIB Executive Committee.	August 30, 2005	Completed
5. Attend SWIB meetings	Attend all scheduled meetings	Completed

Cost: \$ 9,827

Improve and Deploy Electronic State Workforce Information Delivery System

Montana deployed the Workforce Informer software as the method of delivering ALMIS database information to the public by means of the Internet on August 2, 2004 at www.ourfactsyourfuture.org. Workforce Informer software allows public access to the employer name and address list from the state-

licensed ALMIS Employer Database that is loaded into the ALMIS database and accessed through Workforce Informer. All of R&A's internet-based information goes through this portal. Montana provided career information on the web through the Montana Career Resource Network portion of the website.

This year our website underwent a redesign to make it easier for our customers to navigate. The result of the redesign were fewer phone calls by customers needing help finding data and information on our website and a much easier to use interface for all customers.

Milestones/Performance Outcomes	Projected Outcome	Actual Outcome
1. OSH publication posted to the website.	August 2005	Completed
2. CFOI publication posted to the website.	September 2005	Completed.
3. LAUS and CES data, and Economy at a Glance posted to the website.	Monthly	Monthly
4. Benefits survey data report posted to the website.	October 2005	Completed
5. Post quarterly QCEW data to website.	Quarterly	Completed for each quarter.
6. Labor Day Report posted to the website	September 2005	Completed
7. Completer data posted to website.	November 2005	Completed

Cost: \$58,962

Fund State Workforce Information Training Activities

Montana continued to develop and expand the training provided to LMI professionals, paraprofessionals and other users of LMI. A valuable component of training is the networking opportunities for LMI staff when they are able to interact with other LMI professionals. To facilitate networking and collaboration, we sent staff to attend LMI-based training. See Appendix A for training and presentation matrix.

Milestones/Performance Outcomes	Projected Outcome	Actual Outcome
1. Send Research and Analysis Bureau LMI professionals and paraprofessionals to training sponsored by the LMI Institute, Bureau of Labor Statistics, and ETA.	Continued throughout year. Number of participation depends on budgetary means, schedule conflicts, and relevance of topics.	Completed
2. Provide training sessions, make presentations and offer displays at conferences.	As needed	Presented at multiple venues during the grant year
3. LMI Training at all-staff conference.	April 2006	Division cancelled the all-staff training conference due to their budget constraints.

Cost: \$60,187

Customer Satisfaction Assessment

We have multiple methods to receive feedback from customers. During this program year we implemented a new customer contact database to collect information on all customer contacts. 53% of our customer contacts were by our toll-free telephone and 40% came via e-mail. 20% of all contacts were for career information, 17% for wage information and 43% covered other types of topics hard to categorize. It is clear that the majority of our customers are requesting two specific types of information: wages and career. The largest customer group was state government at 16%, followed by

business at 13%. Another way we determine what our customers' find important is to carefully review our website statistics. As noted below we have continued to increase the amount of traffic to our website.

WebTrend Statistics on the Increased Usage of LMI via the Internet

Year	Hits	Percent Change
2002	1,442,171	---
2003	1,520,000	5%
2004	3,064,273	102%* Launch of new website
2005	3,261,675	6%
2006	4,411,623	35%# Website redesign

Other web statistics – Visits: 157,808 Unique Visitors: 65,596

According to our web statistics the following products were among the top downloaded publications:

Publication	Downloads
OES Wages	39,134
Montana Fact Sheet	28,998
Economy At A Glance	16,460
Montana Career Guide	14,911
County Fliers	8,597
Jacob and Emily Skip School: A Career Clusters Workbook	8,168
Prevailing Wages (all publications)	8,094
Labor Day Report	6,756
Experience Wanted: An Employment Guide for Montana Seniors	1,620
Inside Edition: Job Hunting Guide for Montanans with Criminal Records	1,526
Who Needs Math & Science	1,355

We print all of our publications by request instead of printing up large batches of them and then having to throw them away when we get new data. The following numbers represent the number of publications that we either have a regular mailing list for (customers get on the list by requesting to be added to the mailing list) or by phoned in or e-mail requests.

Printed Publications	# of printed publications distributed
Montana Career Guide	20,000
Montana Career Resource Network Newsletter	8,000
County Fliers	2,900
Parent Brochures	720
Jacob & Emily Skip School: A Career Clusters Workbook	900
Inside Edition: Job Hunting Guide for Montanans with Criminal Records	356
Job Hunting Guide for Montanans with Disabilities	290
Bookmarks	400
Who Needs Math & Science?	105

Cost: 14,741