



WORKFORCE INFORMATION GRANT ANNUAL PERFORMANCE REPORT PROGRAM YEAR 2012

Maryland Department of Labor, Licensing and Regulations
Division of Workforce Development and Adult Learning
Office of Workforce Information and Performance



forward...

The Workforce Investment Grant (WIG) awarded to states workforce agencies, including the Office of Workforce Information and Performance (OWIP) at the Maryland's Department of Labor, Licensing and Regulation (DLLR), is indeed critical and appropriate as many states, Maryland included, are still recovering from the effects of the past recession, and as changes in technology continue to generate new and major challenges to the states labor force and job markets.

In Maryland, OWIP uses the WIG funds from the U.S. Department of Labor to bolster the state's workforce investment system by forming essential partnerships with stakeholders and customers that include, but not limited to job seekers, employers and businesses, other state agencies, local workforce investment areas (WIAs), policy makers, educational and research institutions, career planners and counselors, students, and even parents. Through the WIG funds, OWIP develops and disseminates labor market data and workforce products, analysis and related resources that help our stakeholders and customers understand, engage, and participate in the labor market at varying levels. OWIP's contribution serves as a catalyst to the engagement and participation that drive Maryland's labor force recovery process.

This Program Year's (June 2012 – July 2013) WIG Annual Report details OWIP's valuable contribution and assistance to Maryland's stakeholders and customers with respect to understanding the state's labor market challenges and how to address them through the development, delivery and dissemination of essential labor market data and analysis, and workforce information as well as the interpretation of labor force trends.



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1.0 OVERVIEW: MARYLAND'S LABOR MARKET AND WORKFORCE INFORMATION STRATEGY

MISSION AND GUIDING PRINCIPALS

Mission

Our mission is to collect, analyze, and produce labor market and workforce information as a service to businesses, job seekers, students, workforce and economic development programs and their community of service providers in Maryland. Our primary function is to make workforce and economic data and analysis easily accessible for informed decisions, from individual choices to workforce and economic policy directions.

Guiding Principles

- Partner with the workforce and economic development community.
- Develop and deploy new information solution tools and systems for the workforce and economic development community.
- Provide products and services that are customer and demand driven.
- Be known as an important and reliable source for information solutions that support workforce development goals and outcomes.

Annually, the Employment and Training Administration (ETA) of the U.S. Department of Labor, through its Employment and Training Guidance Letter (TEGL), outlines specific expectations for the Workforce Investment Grant (WIG) provided to the state. The TEGL provides policy and program guidance for the development, management, and delivery of Labor Market and Workforce Information (LMI-WI) to job seekers, employers, educators, students, economic development offices, workforce development professionals, researchers, policy makers, training centers and specialists, and others in the state. In its TGE 27-11, ETA requested and emphasized that states leverage its Workforce Investment Grant (WIG) funding for PY 2012 by building and expanding productive partnerships within the state's workforce investment system and in its economic development communities as well as in its education, training and research environment with the goal of supporting increased employment opportunities and sustainable economic growth in the state.

With this mandate, the Office of Workforce Information and Performance (OWIP) at the Maryland's Department of Labor, Licensing and Regulation (DLLR) expanded its collaboration with existing workforce initiatives in by enhancing its partnerships with relevant state agencies, and the local workforce investment system through strategic planning, service delivery, and workforce transformation efforts.

OWIP also evaluated past efforts with the objective of identifying and incorporating "lessons learned." The evaluation of past efforts focused specifically on progress made toward the achievement of outcomes for increased training and employment opportunities for Marylanders and sustainable economic growth and identified and implemented corrective actions in instances where such actions were needed. Moreover, the aim of the evaluation had been to measure the effectiveness, efficiency and timeliness by which accurate and comparable labor market data, information and resources were provided to stakeholders and customers in Maryland's workforce investment system to assist them in making informed decisions about workforce services -- training, hiring, career paths, and policies--that lead to good, lasting and rewarding jobs.

In view of the "lessons learned" from past outreach efforts, products design and information dissemination, and based on ETA's TGE 27-11's goal and objectives, the office provided accurate and comparable labor market data, workforce information and resources to job seekers, employers, businesses, researchers educational/training institutions, students and parents. Additionally, we provided actionable and meaningful data, analysis and labor force information to state and local policy makers as well as advocacy groups. This effort assisted these stakeholders and customers in their active participation and support for the implementation of the state's data-driven job creation policies and service delivery strategies.

OWIP's improved integrated collaboration and initiative, supported by the Workforce Information Grant, have substantially aided in bridging the gap between the needs of the state's workforce system in terms of training and skills needed for today's labor market, employment opportunities, and the appropriate workforce policies. By providing access to both "historical" and "real time" labor market data and workforce information, these initiatives provided knowledge and motivation for job seekers (especially discouraged workers, the under-employed –both short and long-term, veterans, and those seeking career change) to become active participants of the labor force in addition to assisting employers seeking skilled workers, career planners and counselors, policy makers, advocates, economic development offices, and others with the tools to make informed decisions.

Finally, our core products and outreach efforts, as outlined in this WIG Annual Report, have influenced the state's job creation priority, policy decisions, advocacy objectives, and training design and improvement as Maryland transitions from labor market recovery to growth.

2.0 REQUIRED DELIVERABLES

OWIP produced and disseminated various labor market data and workforce information products during the program year for Maryland. Staff also engaged in training and outreach efforts to explain the products and interpret the data and information to various stakeholders and customers to encourage understanding and increased usability. The products and efforts included the following:

2.1 WIDb POPULATION

The Workforce Information Database (WIDb) is a data storage system used as a source to populate and access labor market data, workforce information and related products. These products include, but are not limited to, various labor force trends and employment situation reports that are populated through the WIDb on the state's Maryland Workforce Exchange Virtual One-Stop (MWE-VOS) web-based system @ www.mwejob.maryland.gov

Businesses and employers in Maryland's workforce investment system view and use the MWE-VOS to post and advertise jobs, review candidates' resumes and skills. Job seekers and local workforce employment specialists use the system to search for information on available and advertised jobs as well as the skills and training required. Economic and fiscal researchers, policy makers and a vast domain of advocacy groups use the system to gain access to "historical" and "real time" labor force data and workforce trends. Consequently, maintaining currency in the WIDb is critical and essential to OWIP partnerships with these various stakeholders and customers.

In view of the immense value of labor market data and workforce information to the state's workforce system stakeholders and beneficiaries, OWIP has and continues to populate the WIDb with state and local labor market data and workforce information as follows:

- Developed and populated all designated WID core tables on a continuous basis throughout PY 2012. Labor market data and workforce information were updated on a monthly, quarterly and annual basis. These data updates included both "real time" and "historical" labor market data, workforce information, and related products and resources.
- Data uploaded to the WIDb are integrated into the MWE-VOS. The data files which included Labor Force, Employment and Unemployment Statistics; Current Employment Statistics; Quarterly Census of Employment and Wages statistics, Occupational Employment (and wages) Statistics, and industry and occupational projections (both short and long-term) for state and sub state areas were and will continue to be uploaded into the MWE-VOS system.

- The WIDb structure operates in conjunction with Virtual Labor Market Information (VLMI) and Virtual One-Stop (VOS) system. Previously, the projection page of the VLMI and VOS ran off version 2.4 of the WIDb structure. In March 2013 the WIDb was upgraded to version 2.5 as required by ETA.
- Complied with the mandate of the WIDb requirements by constantly updating the VOS and other internet sources with populated data as they became available.

2.2 INDUSTRY AND OCCUPATION PROJECTIONS — SHORT AND LONG-TERM

Employment projections were prepared for the 2012 to 2014 and 2010 to 2020 periods for the State and counties. Staff completed short-term industry and occupational employment projections based on 2012/Q3 for 2014/Q3 and long term industry and occupational projections were developed with calendar year 2010 as the base year and 2020 as the projected year for the State and counties. Both short-and long-term projections were developed according to the methodology, software tools, and guidelines developed by the Projections Consortium and the Projections Managing Partnership (PC & PMP). The short- term employment projections were submitted to the PC & PMP for review in June 2013.

These projections provide information on industry and occupational trends to Maryland’s employers/businesses, job seekers, students, researchers, policy makers, and others. Additionally, projections help existing and new businesses make investment decisions, guide individuals in the labor market such as those entering the job market, changing career, or making further education and training choices in their decision making. As projections are also widely used by policy makers and workforce professionals in planning educational and training programs, by career counselors in providing career guidance, and by researchers and economic development offices in studying and analyzing short and long-range economic trends.

As required, these projection estimates for both the short- and long-term were included in the Workforce Information Database (WID), and were made available to the public through our state and MWE-VOS websites @ <https://mwejobs.maryland.gov/gsipub/index.asp>; <http://www.dllr.state.md.us/lmi/>.

Maryland - Maryland Occupational Projections - 2012-2014						
Occ. Code	Occupational Title	Employment			Openings	
		2012	2014	Change	Replacement	Total
00 -0000	Total, All Occupations	2,744,098	2,803,613	59,515	130,490	197,728

Maryland - Maryland Occupational Projections - 2010 -2020						
Occ. Code	Occupational Title	Employment			Openings	
		2010	2020	Change	Replacement	Total
00 -0000	Total, All Occupations	2,671,660	2,999,640	327,980	632,040	971,895

The statewide short-term occupational projection 2012 -2014 shows a total of 197,728 job openings, and the long-term occupational employment projection 2010-2020 shows a total of 971,895 job openings are a combination that results from potential growth plus replacement needs) over the next 2 and 10 years respectively. More than 51% of these openings are in occupations that are evolving due to the impact of and changes in technology. Data indicates that a substantial number of the occupations with growth require some form of middle or higher educational level or training. Additionally, over the next ten years, many of the jobs openings are expected to be in occupations that may require high school education or some form of on-the-job training.

Based on the results of the projections, it is also important to note that a large number of occupations that are expected to grow, or face labor shortages, over the next ten years are in Science, Technology, Engineering and Math (STEM). Occupations in healthcare, management, trade, transportation and advanced manufacturing are projected to be the primary sectors. These occupations have a distant feature in common: they are all high skilled occupations that usually require a college or a university level education or advanced training. As such, the lack of preparation or training for these occupations might pose an imbalance between labor demand and supply.

2.3 ANNUAL ECONOMIC ANALYSIS OR SPECIAL REPORTS

Special economic or related labor market analysis and workforce information reports and resources are informative instruments that provide highlights about the labor force, employment and unemployment levels, and unemployment rate by labor market geographic regions and demographic characteristics. Many of these reports not only tend to influence or spark policy consideration and debates; they also facilitate programs' evaluation, design and redesign as well as chart new courses of actions in methods of implementation.

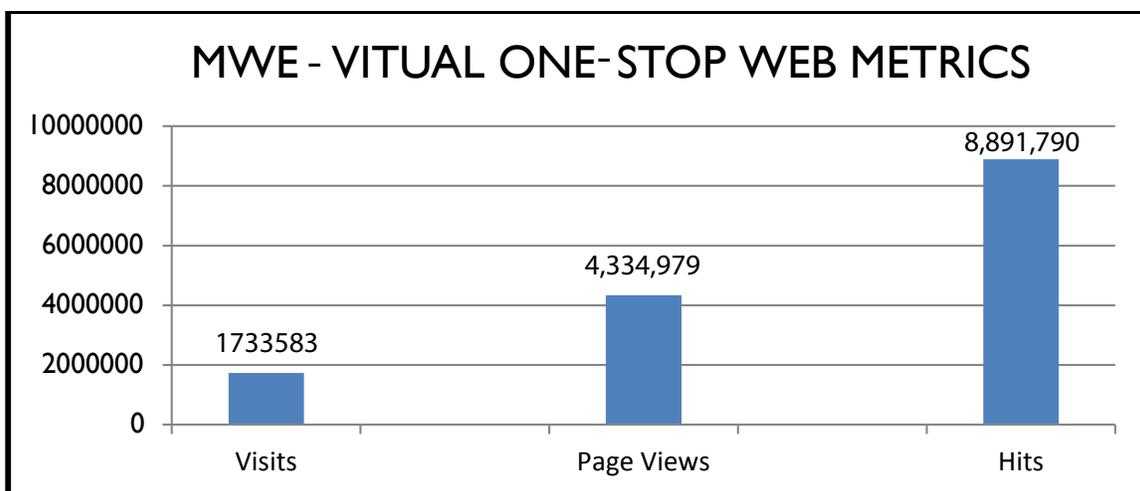
We produced several official and unofficial reports on a monthly, quarterly and annual basis. These reports included, but not limited to, the following and are housed on our website @ <https://mwejobs.maryland.gov/gsipubl/index.asp?docid=413>:

- a. **Maryland's Labor Market Analysis Report** – provides an overview and highlights the statewide and sub state employment and wage trends as well as the labor force and unemployment trends by underlying the strengths of the state's economic foundation. The reports also considers the challenges posed by the uncertain fiscal climate, and how the state's below average unemployment rate, above average income levels, and well-educated labor force will be central to moving Maryland forward. The report notes that key to sustaining the growth in the state will be to further diversify the state's solid employment base to greater independence of the federal sector;
- b. **Maryland Market View** – provides quick facts by region on the population and the educational attainment of the population 25 and over; unemployment rate, industry employment, annual weekly wage, growth industries, household income distribution, civilian labor force and the labor force distribution by age and sex, and the occupational skills of 16 and over population;
- c. **Occupational Outlook** – provides data on the top demand occupations by educational level and WIAs;
- d. **Characteristics of Claimants** – provides data on the distribution of unemployment insurance continued claimants by race/ethnicity and age at sub state level;
- e. **Labor Force, Demographic and Jobs Overview** – provides monthly statistics and information on the labor force, by WIA, unemployment rate, percentage of unemployment claimants by gender, education and age; and the top ten industry share. This monthly report also provides information on the top ten employers, occupations and industries by the number of advertised job openings as of the preceding month);

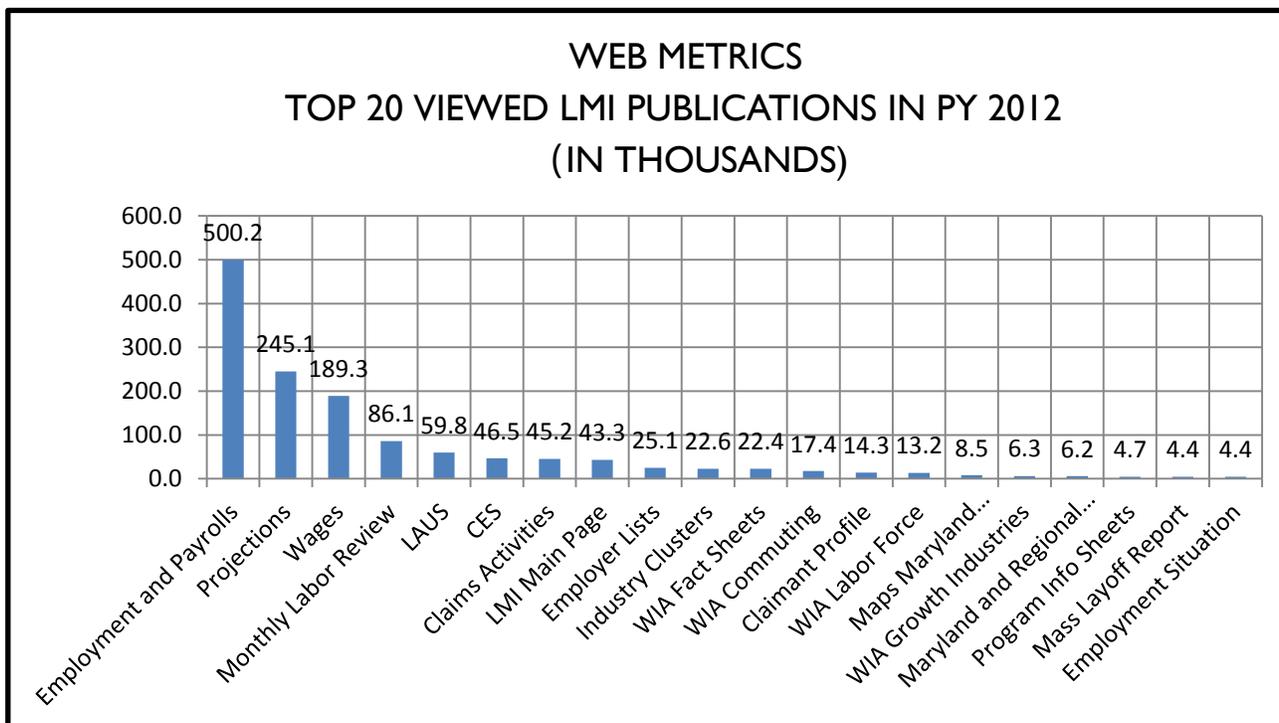
- f. **Areas of Substantial Unemployment (ASU) report** – provide information on critical unemployment and are used as an important factor in the distribution of select WIA title 1 funds (chapter 4 and 5); and
- g. **Monthly Labor Review** – provides details and analysis on the state’s employment situation based on current and historical labor market data and workforce information. This monthly report is published on the MWE-VOS and DLLR’s websites; and is also emailed to stakeholders and customers, including all level of staff members in the Maryland’s Department of Labor, Licensing and Regulation as well as the various Workforce Investment Areas’ agencies statewide.
- h. **Maryland Business Employment Dynamics** – an analysis of the quarterly employment dynamics data developed by BLS as part of the QCEW program; highlights statewide quarterly job creation and job loss activity; produced semi-annually.
- i. **Fact Sheets by Workforce Investment Area and County** – one-page publication containing tables and charts of job market data for each county, WIA, and the state; intended to provide a brief overview of area job market and demographic characteristics; produced annually.
- j. **Growth Industries by Workforce Areas** – a one-page sheet including a table of the top 3-digit NAICS growth industries over the year for each WIA, with a state growth industries table for comparison; updated annually.
- k. **Commuting Patterns** – a special publication produced using the Census Bureau’s OnTheMap application, analyzing both in and out-commuting patterns of area residents and workforce for each WIA and the state; includes tables and OnTheMap-generated commuting maps; updated periodically.

2.4 OUTCOMES

The development, publication and accessibility of labor market data and workforce information products as well as OWIP’s outreach activities have produced positive outcomes for the state’s workforce system in both measurable and non-measurable ways. OWIP enhanced its outreach activities by formally and informally interacting with stakeholders and customers to explain basic workforce indicators and economic trends as well as respond to labor market and workforce information data inquiries on a frequent basis. Consequently, the focus, responsiveness, interest and usability of data users in the state’s workforce system increased as evidenced by the frequency of data requests and the web metrics of the Virtual One-Stop chart below:



In addition to the Virtual One Stop (on the Maryland Workforce Exchange), the state DLLR’s website publishes similar labor market data and workforce information simultaneously continues to see a strong traffic of web visitors with interest in OWIP’s labor market data and workforce information core products and analysis as evidenced by the web metrics/stats in the chart below:



OWIP maintains compliance of the PY 2012’s WIG funding by regularly populating and updating both the MWE-VOS and DLLR websites with products and information, developing and publishing industry and occupational projections, producing special labor market analysis and reports, and working with stakeholders on workforce related activities, including outreach and introduction to labor market information training.

These products and outreach activities have sparked and continue to increase awareness in and among the various segments of the state’s workforce system’s main actors, including job seekers and employers, students, policy makers and workforce professionals, educational institutions, advocacy groups, trade and labor unions, news media, professional groups, independent researchers, local economic development offices, local workforce development agencies, corporate and immigration law offices, and other state agencies such as the Maryland’s Department of Business and Economic Development (DBED) and the Maryland’s Department Planning.

Moreover, these products have also generated the interest and participation of new user groups: Small business Owners (mainly sole proprietors/self employers) and parents.

They became frequent users and beneficiaries of the labor market data and workforce information disseminated by OWIP. Small business Owners and self employed persons who want to expand their businesses and are looking to hire do not only request labor market data and workforce information, they seek explanation regarding a number of labor market issues, including the classification of potential employees and wage determination. Others, especially nonprofit advocacy groups as well as state and local government programs, seek labor market data for grant requirement purposes. Some curious parents, in an attempt to influence their children’s career decision, seek insight on labor market trends and workforce information, especially data relating to occupational projections. These customers make requests to OWIP either by phone or emails.

In addition to the above special pages' views and web hits to both MWE- VOS and DLLR websites, the ongoing improved landing page of the MWE- VOS website contains resource information for students, job seekers, parents, employers and workforce professionals. This set of information (career assessment tools, career exploration, and job search resources) on the landing page continues to increase the visibility of state labor market data and workforce information as well as serves as a point of access to a much wider audience and data users. See link: www.mwejobs.maryland.gov.

3.0 CUSTOMERS CONSULTATIONS

Consultation with stakeholders and customers in the state's workforce system is very important. Through consultations and leadership, our staff gained knowledge and understanding of data users' information needs and interests. Consequently, we continue to engage its data and workforce information users in an integrated way, including but not limited to, periodic email exchanges and telephone discussions about quarterly sharable data sent out to select agencies for research purposes, published products and data analysis.

We have sought feedback from stakeholders and customers on outreach activities and core products regarding the quality of data. These include institutions (private, nonprofit groups, and the public sector) that we supplied monthly, quarterly and annual data and workforce information. These institutions, which include the Maryland's Nonprofit Consortium, the Jacob France Institute at the University of Baltimore, the Center for Smart Growth at the University of Maryland, the Maryland Department of Planning, the Maryland's Department of Business and Economic Development, Montgomery County Economic Development Office, and the Montgomery County Parks and Planning Office, highlighted the quality of data and provided satisfactorily responses.

In addition to an official email from OWIP requesting if any of the WIA's were in need of further technical assistance (such as "hands-on" LMI training), a Survey Monkey application that sought exclusive feedback from OWIP's workforce partners (Mid Maryland WIA, Upper Shore WIA, Western Maryland WIA, Baltimore City WIA, Anne Arundel County WIA, Frederick County's WIA, Prince Georges County WIA, Baltimore County WIA, Susquehanna WIA, Lower Shore WIA, Montgomery County WIA and Southern Maryland WIA) was designed.

The survey questions and responses were as follows:

Are the labor market data, workforce information and services we provide helpful and informative?

100% responded "Yes" that the data and services are very helpful and informative.

Do we always fulfill your agencies' data needs or service requests in a timely manner?

92% responded yes. 1 out of the 12 WIAs responded "no".

Will you continue to seek labor market data and workforce information from OWIP?

100% responded "Yes".

Moreover, employers/businesses and non-institutional users such as students, job seekers and independent researchers have continuously expressed compliments during OWIP's follow-up contacts with them regarding the data and workforce information that is provided to them.

3.1 ACTIVITIES COMPLETED

- Maintained frequent communication and contacts with all 12 Maryland's Workforce Investment Areas (WIAs) and the Labor Exchange Administrators regarding LMI "hands-on" training and technical assistance data analysis and interpretation. OWIP has offered training and webinar on such topic as: Introduction to Virtual LMI, and Understanding "real time" and historical LMI.
- OWIP staff has and continues to provide labor market and workforce information assistance to workforce professionals and economic development staff statewide by way of frequent emails and telephone.
- OWIP has and continues to encourage job seekers, researchers, career planners, students, employers and others to use technology in accessing labor market data and workforce information about the state and sub state areas.
- OWIP has and continues to provide data from the Quarterly Census of Employment and Wages program to the following state agencies and private institutions as per agency data sharing agreement:
 1. Maryland's Department of Planning
 2. Maryland's Department of Business and Economic Development
 3. Maryland's Office of the Comptroller
 4. Maryland's Department of Legislative Services
 5. Center for Smart Growth at the University of Maryland
 6. The Jacob France Institute at the University of Baltimore
 7. Maryland's Nonprofits
 8. Montgomery County (in Maryland) Economic Development Office
 9. Montgomery County's Office of Planning, Parks and Recreation

Staff assisted the Governor's Workforce Investment Board (GWIB) with data and analysis for use in the state's Employment Advancement Right Now (EARN) initiative. Through this collaborative initiative, OWIP assisted GWIB develop multiple labor market data charts and analysis with concentration on the top industries (Healthcare, Manufacturing, Construction, and Cyber Security occupations etc.) in the state. These charts were used in GWIB's presentations and webinars for stakeholders and customers, including businesses and job seekers, in the state workforce investment system.

Staff also assisted with the development of a Workforce Dashboard for our state government website <http://www.dllr.state.md.us/workforcedashboard/>. The state's Workforce Dashboard is an interactive tool designed to visualize data and patterns related to the supply and demand of Maryland's workforce, education and training opportunities in the state. The dashboard incorporates data from a variety of sources, including the Maryland Workforce Exchange (MWE-VOS), the Maryland Higher Education Commission, and the Division of Unemployment Insurance.

EARN Maryland is a new state-funded, competitive workforce development grant program that is industry-led, regional in focus and a proven strategy for helping businesses cultivate the skilled workforce they need to compete. It is flexible and innovative, designed to ensure that Maryland employers have the talent they need to compete and grow in an ever-changing 21st century economy.

EARN Maryland aims to do the following:

- Address the demands of businesses by focusing intensively on the workforce needs of a specific industry sector over a sustained period.

- Address the needs of workers by creating formal career paths to good jobs, reducing barriers to employment, and sustaining or growing middle class jobs.
- Encourage mobility for Maryland’s most hard-to-serve jobseekers through job readiness training that may include GED preparation, occupational skills development, literacy advancement, and transportation and child care components.

Through its statewide initiative, GWIB and the EARN Maryland program have relied on OWIP’s labor market data and workforce information, analysis and reports to advance program and policy goals and objectives.

The Workforce Information Council (WIC) Foresee survey of visitors to our MWE-VOS website, which was conducted between January 29, 2013 and May 31, 2013, resulted in 70 respondents. The results of the WIC survey are highlighted below:

Content	75
Please rate your perception of the accuracy of information on the labor market section of this website.	7.9
Please rate the quality of information on this website's labor market section.	7.9
Please rate the readability of the pages in this labor market section.	7.6
Navigation	76
Please rate the visual appeal of this labor market section.	7.9
Please rate the balance of graphics and text in this labor market section.	7.6
	8.1
	70
Please rate how well this website's labor market section is organized.	7.5
Please rate the options available for navigating the labor market section of the website.	7.4
Please rate how well this section's layout helps you find what you are looking for.	7.1
Please rate the number of clicks to get where you want in the labor market section of the website.	7.1
Site Performance	77
Please rate how quickly pages load in this website's labor market section.	7.9
Please rate the consistency of speed from page to page in the labor market section.	7.8
Please rate the ability to load pages without getting error messages in this section.	8.1
Satisfaction	71
What is your overall satisfaction with the labor market section of this website?	7.5
How well does this labor market section meet your expectations?	7.2
How does the website's labor market section compare to your ideal labor market information source?	7.4
Primary Resource	72
How likely are you to use this website's labor market section as your primary resource for obtaining Labor Market Information (LMI)?	7.4
Recommend	79
How likely are you to recommend this labor market section to someone else?	8.1
Return	85
How likely are you to return to this labor market section in the future?	8.6

The survey results show that there are areas that may require some growth and improvement. What stands out in the results is the high percent of respondents who indicated that they would recommend and return to our labor market site in the future.

3.2 RESULTS

The results from the OWIP's technical assistance, outreach efforts and core products published on the internet and in hard copies have increased awareness in Marylanders, especially stakeholders and customers in the workforce system regarding the state and trends of the labor market and workforce (labor force, employment and unemployment levels, and unemployment rate) and overall economic conditions. Media reports about and interest in the state's labor market forces have also intensified, thus creating a more informed population cognizant of the state's employment situation and its evolving economic trends.

This awareness has galvanized policy makers, advocacy groups, research and local workforce centers as well as policy makers in the state to increase their push for and commitment to issues and concerns related to job creation, workforce training, and economic growth activities aimed at fostering increased employment and training opportunities for unemployed and under-employed Marylanders.

Evidence of this is seen by the commitment of the governor, lawmakers and local officials as well as private business leaders' frequent deliberation and subsequent actions on initiatives that seek to generate employment opportunities and foster educational-training activities at both state and sub state levels.

4.0 PARTNERSHIP AND COLLABORATION

OWIP strengthened its partnership and collaboration with the relevant stakeholders on number labor market data and workforce information initiatives. These included, amongst other things, the discussion of monthly employment situation reports, and quarterly review and analysis of state stats. One avenue used is the State Researchers Roundtable. The gathering brings together policy makers, researchers, analysts, business personalities, educators, and program managers to discuss various state economic statistics- past and current. Through this periodic forum, OWIP staff and staff from the state's Department of Business and Economic Development provide input on critical labor market data and workforce information.

The University of Baltimore/ Jacob France Institute (UB/ JFI) has been a longtime partner of DLLR. Under the PY 2012 Interagency Agreement, UB/ JFI completed the following research studies in partnership with DLLR and local workforce area leadership teams.

- MARYLAND BUSINESS AND EMPLOYMENT DYNAMICS: 2004-2012
- SOUTHERN MARYLAND EMPLOYMENT TRENDS AND DYNAMICS: Before and in the Recession
- WHAT HAPPENS TO EMPLOYEES WHEN A BUSINESS CLOSES?
- MARYLAND BUSINESS BIRTHS: Prior Employment and Social Program Participation of the New Hires

4.1 NEW TOOLS AND RESOURCES

The creation of meaningful new tools and resources that will continue to assist the stakeholders and customers in Maryland's workforce system remains a priority of OWIP. The "Secretary Chart" was created for key policy makers at departmental level and in the Governor's office. The "Secretary Chart" is a monthly presentation and analysis of the state's labor market and employment situation. This new monthly analytical document provides exclusive data and information on the

state's labor force, employment and unemployment levels, and the unemployment rates in conjunction with the other 49 U.S. states and the District of Columbia.

The data contained in the "Chart" are reviewed, analyzed and used by departmental policy makers and those in the Governor's office to harness communications and implementation strategies aimed at increasing focus on workforce development and employment opportunities for job seekers.

5.0 FISCAL & EXPENDITURES

OWIP's expenditures charged against the WIG funds totaled \$825, 632 leaving a carryover of \$48,820 into PY 2013. Highlights of expenditures are listed below:

PY 2012 FISCAL & EXPENDITURES	
PY12 WIG Award	611, 479
PY 11 Carry In Funds	258,973
Total Budget	\$870,072
Personnel Expenditures	\$608,260
Communications	7,596
Travel	6,270
Contractual Services	52,050
Other	84,390
Indirect Cost	67,066
Total	\$825,632

- OWIP purchased DataZoa/Data Zephyr. Data Zoa/DataZyphr is open source integration Software and database used for faster data gathering purposes.
- The University of Baltimore/Jacob France Institute (JFI) was contracted \$45,000 for the purpose of conducting specialized research studies and generating presentations as defined in the Interagency Agreement with DLLR.
- LMI staff attended conferences and work related training opportunities

6.0 RECOMMENDATIONS

The initiatives and important works that the WIG funds support have been of great help to Maryland's workforce system. However, more could be done to help the stakeholders and customers in the state's workforce system in terms of detailed and more specialized labor market and workforce research, data analysis and reporting if increased funding support is forthcoming.

In view of this, OWIP would like to recommend that ETA maintains its commitment to providing and increasing the WIG funds to states.