

Annual Performance Report

Workforce Information Grant for Program Year 2014

(July 2014 – June 2015)

September 2015

The New Mexico Department of Workforce Solutions (DWS), Economic Research and Analysis Bureau (ER&A) met or exceeded the workforce information objectives and grant deliverables for the Program Year 2014 for the Workforce Information Grant (29 CFR 97.40(b)(1)). This report summarizes all grantee activities and lists all the core deliverables and activities, as directed by Training Employment Guidance Letter (TEGL) 23–13 dated April 28, 2014.

i. Workforce Information Database (WIDb)

New Mexico continues to maintain the most current version of the WIDb, version 2.5, and populates all core tables in accordance with the Analyst Resource Center (ARC) guidelines and in a timely manner, as required by the PY 2014 grant. New Mexico has contacted Geographic Solutions to make them aware that the WIDb will have to be updated to version 2.6 by July 2016.

New Mexico's LMI database and delivery system, called LASER (Labor Analysis, Statistics, and Economic Research) is maintained by Geographic Solutions. The WIDb is an integrated part of the Virtual One-Stop System (VOS), referred to as the New Mexico Workforce Connection, which is used by job seekers, employers, school counselors, researchers, and state and local Workforce Development Boards.

Workforce Information Database tables we populate

Business Employment Dynamics

Building permits

Census labor force estimates

Current Employment Statistics

Commuting patterns

Consumer Price Index

Educational institutions and programs

Employers

Income

Industry employment projections

Industry employment and wages

Licensing and certification tables (license.dbf and licauth.dbf): sent to National Crosswalk Service Center (NCSC) on December 5, 2014

Local Area Unemployment Statistics

Military crosswalk

Occupational employment, wages, and projections

Occupation supply tables (DOD)
Property values
Tax revenue

We also update non-standard tables including the O*Net database, career clusters, pathways, Workkeys, and science, technology, engineering, and math (STEM) occupations.

ii. Industry and occupational employment projections

This year, short-term industry and occupational projections were produced using the methodology, software tools, and guidelines developed by the Projections Workgroup and the Projections Managing Partnership. Statewide short-term occupational employment projections for 2014–2015 were completed and submitted ahead of the deadline.

Long-term sub-state projections for the state’s four workforce regions and four MSAs for the 2012–2022 time period were completed last year in PY 2013, one full year ahead of schedule. The projections publications were updated to a more user friendly format to better assist students, job seekers, educators, and employers. It was published in November 2014. Projection data, including growth and annual openings, were matched with average wage, education level, work experience, and on-the-job training requirements so users could easily find all the information in one place. Colorful charts and graphs show the industries and occupations with the most growth and openings, and a more detailed in-depth analysis of the methodology and definitions were included.

The New Mexico Employment Projections 2012–2022 publication is available at https://www.jobs.state.nm.us/admin/gsipub/htmlarea/uploads/2012-2022_Projections.pdf

The New Mexico Employment Projections 2012–2022 Appendix A: MSA Detailed Occupation Employment Projections publication is available at http://www.dws.state.nm.us/Portals/0/DM/LMI/2022_Projections_Appendix_A.pdf

The New Mexico Employment Projections 2012–2022 Appendix B: Region Detailed Occupation Employment Projections publication is available at http://www.dws.state.nm.us/Portals/0/DM/LMI/2022_Projections_Appendix_B.pdf

Long-term industry projections are available at <https://www.jobs.state.nm.us/vosnet/analyzer/results.aspx?session=indproj>

Long-term occupation projections are available at <https://www.jobs.state.nm.us/vosnet/analyzer/results.aspx?session=occproj>

Quality of the projections is important to ER&A. This year, ER&A sent two people to the Projections Managing Partnership Summit 2015 in Portland, Oregon.

This year we also conducted an analysis that compared previous long-term projections to actual employment data. This was conducted to help improve future projections and was not shared with outside customers.

iii. Annual economic analysis and other reports

New Mexico produced a large number of publications during Program Year 2014 that meet the TEGE definition of either a required product or encouraged product.

2015 State of the Workforce Report. This publication was published in March 2015 and meets the TEGE's definition of the required product of a statewide annual economic analysis report. It includes analyses of New Mexico's population; labor force participation and demographics; unemployment, income, wages, and poverty; educational attainment; and projected industry and employment growth. The online version of this report has had over 10,000 hits¹, and can be found at:

<https://www.jobs.state.nm.us/admin/gsipub/htmlarea/uploads/2015SOTW.pdf>

Regional Review. This publication includes analysis of important labor force, industry, and occupational trends in the state and substate areas.

- Summer 2014: New Mexico Agriculture
https://www.jobs.state.nm.us/admin/gsipub/htmlarea/uploads/Regional_Review_Summer_2014.pdf
- Winter 2015: New Mexico's Nonemployer Businesses
https://www.jobs.state.nm.us/admin/gsipub/htmlarea/uploads/Regional_Review_Winter_2015.pdf
- Spring 2015: Accessing Employment Data for Counties and Smaller Geographies
https://www.jobs.state.nm.us/admin/gsipub/htmlarea/uploads/Regional_Review_Spring_2015.pdf

Veterans Profile. This annual publication analyzes the employment situation of New Mexico's veterans. It is used by policy makers, employers, and workforce investment systems to provide targeted job assistance.

https://www.jobs.state.nm.us/admin/gsipub/htmlarea/uploads/2014_Veterans_Profile.pdf

Career Guide. This publication was finally published in Program Year 2014 and is being nominated for the 2015 New Mexico Public Relations Society of America Cumbre Award. This guide is a comprehensive resource that provides critical information to students on how to explore careers, prepare for the world of work, evaluate education options, and successfully look for and apply for jobs. It has a colorful and engaging magazine-type feel and will be distributed to every middle and high school in the state. It is also being used by NMDWS's Rapid Response program. It is organized into the following five sections, with each containing multiple articles:

- Career Planning and Exploration

¹ From July 1, 2014 – May 6, 2015

- Opportunities to Explore and Gain Experience
- Your Education Opportunities
- The Job Search
- New Mexico Schools Listings

Nearly 60 thousand copies were published and are in the process of being distributed to every high school and public higher education institution in the state. The online version of the Career Guide has received over 14,000 hits². The Career Guide can be found at: http://www.dws.state.nm.us/Portals/0/DM/JobSeeker/NM_Career_Guide_PDF.pdf

Occupational Outlook. This colorful trifold pamphlet highlights some of the best occupational opportunities based on projected job growth and wages. This pamphlet can be found at:

<http://www.dws.state.nm.us/Portals/0/DM/JobSeeker/occupational%20-%20cover%20D.pdf>

Star Occupations poster. This poster was printed in Program Year 2014, and a copy was mailed to every high school in the state. This poster highlights the top occupations in New Mexico, sorted by annual projected openings, employment growth, and median wage. A copy of this poster is not available online due to its size and layout, but a request can be made through our email address economicresearch@state.nm.us.

Annual Social and Economic Indicators: Statistical Abstract for Data Users. This publication has over 80 pages of useful data for policy makers, grant writers, and employers. A popular New Mexico political blog³ titled it a “Nerd Gift,” and wrote that “a 10 minute scan is enough to get a good idea of the New Mexico citizenry.” This publication can be found at:

http://www.dws.state.nm.us/Portals/0/DM/LMI/ASEI_2015.pdf

Labor Market Review (LMR). This is our most popular publication. Every month we include LMI reports and studies that meet the PY 14 TEGL definition of special studies and economic reports.

- July 2014: Multiple Job Holdings in the US, page 10–12
http://www.dws.state.nm.us/Portals/0/DM/LMI/Multiple_Job_Holdings_in_US.pdf
- August 2014: Business Employment Dynamics, Fourth Quarter 2013 page 10–13
http://www.dws.state.nm.us/Portals/0/DM/LMI/BED_Fourth_Quarter_2013.pdf
- August 2014: New Mexico is Big on Microbrews, page 14–16
http://www.dws.state.nm.us/Portals/0/DM/LMI/NM_Big_on_Microbrews.pdf

² *Ibid.*

³ www.joemonahansnewmexico.blogspot.com, June 17, 2015

- September 2014: New Mexico Labor Underutilization, page 10–12
http://www.dws.state.nm.us/Portals/0/DM/LMI/NM_Labor_Underutilization.pdf
- September 2014: An Overview of New Mexico’s Long-Term Industry Projections, page 13–16
http://www.dws.state.nm.us/Portals/0/DM/LMI/Overview_of_NM_Long-Term_Industry_Projections.pdf
- October 2014: Nonprofits in New Mexico, page 9–11
http://www.dws.state.nm.us/Portals/0/DM/LMI/Nonprofits_in_NM.pdf
- October 2014: Revisions to the New Mexico Unemployment Insurance Program Effective in 2015, page 12–13
http://www.dws.state.nm.us/Portals/0/DM/LMI/Revisions_to_the_NM_UI_Program_Effective_in_2015.pdf
- November 2014: Business Employment Dynamics, First Quarter 2014, page 9–12
http://www.dws.state.nm.us/Portals/0/DM/LMI/BED_First_Quarter2014.pdf
- November 2014: Behind the Headline Unemployment Numbers, page 13–15
http://www.dws.state.nm.us/Portals/0/DM/LMI/Behind_the_Headline_Unemployment_Numbers.pdf
- December 2014: An Overview of New Mexico’s Long-Term Occupation Projections, page 10–13
http://www.dws.state.nm.us/Portals/0/DM/LMI/Overview_NM_Long-Term_Occupation_Projections.pdf
- February 2015: Business Employment Dynamics, Second Quarter 2014, page 11 – 14
http://www.dws.state.nm.us/Portals/0/DM/LMI/BED_Second_Quarter2014.pdf
- March 2015: Workplace Injury, Illness, and Fatality Summary, 2013, page 11– 12
http://www.dws.state.nm.us/Portals/0/DM/LMI/Workplace_Injury_Illness_andFatality_Summary2013.pdf
- April 2015: New Mexico’s Long-Term Unemployment: Hitting a Peak in 2014, page 15–16
http://www.dws.state.nm.us/Portals/0/DM/LMI/NM_Long-Term_Unemployment_Hitting_Peak_in_2014.pdf
- April 2015: Business Employment Dynamics, Third Quarter 2014, page 12–14
http://www.dws.state.nm.us/Portals/0/DM/LMI/Business_Employment_Dynamics_third_Quarter_2014.pdf
- May 2015: A Closer Look at New Mexico Counties, page 17–20

http://www.dws.state.nm.us/Portals/0/DM/LMI/A_Closer_Look_at_NM_Counties.pdf

- May 2015: Weekly Hours and Real Earnings in New Mexico: A Post-Recession and Recovery Analysis, page 17–20
http://www.dws.state.nm.us/Portals/0/DM/LMI/Weekly_Hours_and_Earnings_in_NM.pdf
- June 2015: New Mexico’s Industrial Diversity: A State- and County-Level Analysis, page 11–16
http://www.dws.state.nm.us/Portals/0/DM/LMI/Weekly_Hours_and_Earnings_in_NM.pdf
- June 2015: Job Hires and Separations and Worker Movement Into and Out of Persistent Non-Employment: Analysis Using New Census Job-to-Job Flows Data, page 12–15
http://www.dws.state.nm.us/Portals/0/DM/LMI/Job_Hires_and_Separations_and_%20Worker_Move_Persistent_Non-employment.pdf

iv. Customer consultations

ER&A receives a large number of questions and feedback via email and phone. We also are in constant contact with the Governor’s office staff, department leadership, and state legislators to ensure that our products meet the needs of our clients. We also communicate with Workforce Development Boards, economic development boards, and other city and state agencies to develop comprehensive and customized LMI that are designed specifically for New Mexico employers and job seekers.

ER&A staff make presentations of workforce information to schools, professional organizations, and business and community organizations. Customers are given the opportunity to comment on the information we present and suggest improvements. Some of the customers we have consulted include:

Bohannon Huston
CBRE/Southwest Region Research
City Council of Las Cruces
City of Albuquerque
City of Belen
City of Las Cruces
City of Rio Rancho
City of Santa Fe
Eastern New Mexico Workforce Board
Highland High School
Las Cruces Economic Development Department
Mid Region Council of Governments

Modrall Sperling Law Firm
National Career Development Association
New Mexico Consortium of Career Educators & Employers
New Mexico Department of Finance and Administration
New Mexico Department of Health
New Mexico Division of Vocational Rehabilitation
New Mexico Economic Development Department
New Mexico Foreign Investment Center LLC
New Mexico Human Services Department
New Mexico Taxation and Revenue Department
New Mexico Workforce Connection Centers
Rio Grande Foundation
Sandoval County
Santa Fe Economic Development
Santa Fe Planning Department
Sherman & Howard LLC
Southern Regional Education Board
State of New Mexico/DFA
Taylor Middle School
University of New Mexico Public Health School
UNM/Bureau of Business and Economic Research

v. Activities undertaken to meet customer needs

An email address was set up specifically for ER&A so customers can ask questions, provide feedback, and request publications relating to LMI. This address is economicresearch@state.nm.us.

In Program Year 2014, we published a number of resources and guides to help the customer use Labor Market Information; consequently, these publications are grouped under the web title *Understanding the Data*.

Labor Market Information Program Guide. This publication provides summary and in-depth information on each of ER&A's data programs. It includes key information on data availability and release frequency alongside critical information on methodology. The guide gives general guidance on when to use which data sources and specific differences between employment and unemployment estimates from different data programs.

https://www.jobs.state.nm.us/admin/gsipub/htmlarea/uploads/LMI_data_program_guide.pdf

Labor Market Information Program and Resource Cheat Sheet. The *Labor Market Information Program and Resource Cheat Sheet* provides critical information on each of ER&A's data programs alongside other key data products released by other groups, such as the U.S. Census Bureau and U.S. Bureau of Labor Statistics. The information is presented in a quick and easy-to-use format for those wanting information

on data descriptions, frequency and release schedules, geographic availability, key uses, overall uses, and websites. It is also available in poster format.

https://www.jobs.state.nm.us/admin/gsipub/htmlarea/uploads/LMI_cheat_sheet.pdf

Labor Analysis Statistics & Economic Research (LASER). *The Labor Analysis Statistics & Economic Research (LASER)* pamphlet provides a high-level introduction to the department's interactive data website LASER, www.dws.state.nm.us/analyzer.

https://www.jobs.state.nm.us/admin/gsipub/htmlarea/uploads/LASER_0315.pdf

LMI 101. We published the LMI 101 series, a step-by-step guide to accessing and using critical labor market information in the New Mexico Workforce Connection System, in PY 2014. These publications were presented and discussed at the 2015 Geographic Solutions Workforce Technology Conference in Monterey, California, and were well received. They are targeted for individuals, employers, and researchers.

For Individuals:

- LMI 101: Using Data to Inform Your Job Search
https://www.jobs.state.nm.us/admin/gsipub/htmlarea/uploads/LMI_101_Individual-Job_Search_r.pdf
- LMI 101: Using Data for Career Exploration
https://www.jobs.state.nm.us/admin/gsipub/htmlarea/uploads/LMI_101_Individual-Career_WIATAA.pdf

For Employers:

- LMI 101: Using Data to Inform your Business Decisions
https://www.jobs.state.nm.us/admin/gsipub/htmlarea/uploads/LMI_101_Employer_r.pdf

For Analysts:

- LMI 101: Accessing LMI for Research and Analysis
https://www.jobs.state.nm.us/admin/gsipub/htmlarea/uploads/LMI_101_Analyst_r.pdf

For Workforce Connection Center Staff:

- LMI 101: Using Data to Inform the Job Search
https://www.jobs.state.nm.us/admin/gsipub/htmlarea/uploads/LMI%20101_Staff-Job_Search.pdf
- LMI 101: Using Data for Career Exploration
https://www.jobs.state.nm.us/admin/gsipub/htmlarea/uploads/LMI%20101_Staff-Career.pdf
- LMI 101: Using Data to Inform Business Decisions

https://www.jobs.state.nm.us/admin/gsipub/htmlarea/uploads/LMI%20101_Staff-Employer.pdf

ER&A has also partnered with a number of local government agencies and economic development departments to provide them with LMI data and analysis. The list of these organizations can be found in the Customer Consultations section. Data provided to these agencies have been used to promote company expansion and relocation and to help shape long range planning and policy that positively impacts the New Mexico economy.

vi. New tools and resources

We have implemented a number of new tools and resources to increase the efficiency of the office. As mentioned in the previous section, an email address was set up specifically for ER&A so customers can ask questions, provide feedback, and request publications relating to LMI. This address is economicresearch@state.nm.us.

A shared drive, accessible to ER&A employees, was created so large documents could be saved and edited without being emailed back and forth.

Copies of the Gregg Reference Manual, ninth edition, were purchased for the office and are available to all staff members so writing across publications is consistent and correct.

Our newest economist attended Labor Market Analyst Training, sponsored by C2ER/LMI Institute, and shared the information with ER&A staff.

A library of recent presentations made by ER&A staff have been loaded onto LASER and can be found at <https://www.jobs.state.nm.us/gsipub/index.asp?docid=431>.

In PY 2014, we started updating and revising the LMI portion of NMDWS's website. Work is nearly complete. We also started researching methods and best practices in order to update our Career Solutions website. Work on this is expected to continue in PY 2015.

vii. Efforts to create and support partnerships and collaborations

ER&A supports the New Mexico Job Training Incentive Program (JTIP) by attending monthly meetings, providing technical assistance, and voting in the absence of the DWS voting member. JTIP funds classroom and on-the-job training for newly-created jobs in expanding or relocating businesses for up to six months. ER&A serves in a technical capacity by providing information on wage levels and occupational forecasts to those companies requesting funds. ER&A has also analyzed the outcomes and long-term impacts of receipt of JTIP funds and found that most were still employed with the same employer. Nearly all had an increase in their average quarterly wage.

ER&A provides data to state and local Workforce Development Boards and develops LMI and publications that are designed specifically to suit their needs. We work closely with the New Mexico Workforce Connection Centers, our statewide network of local field offices that provide comprehensive services to job seekers and business customers.

We provide the centers with information about which jobs are in demand and how to conduct a job search in their area.

ER&A is an affiliate to the New Mexico State Data Center/Business and Industry Data Center (SBD/BIDC). As a partner to the state data center, we assist in the dissemination of census data throughout the state and are often referred questions and data requests from researchers and business leaders where their data needs overlap with labor market information. We also participate in SBD/BIDC affiliates workshops and data users conferences each November, using the opportunity to host breakout sessions on topics such as occupational projections. The audience includes researchers, business leaders, grant writers, and others in the data using community.

viii. Activities to leverage LMI-WI funding

In PY 2014, we started to create new products that were leveraged from already existing ones. These leveraged products include the LMI 101 Guides and the Labor Market Information Program Guide.

In PY 2014, we created a plan to leverage our already existing products that will target the needs of AmeriCorps, Rapid Response, the Workforce Innovation and Opportunity Act (WIOA), and the Employment Services Division.

In addition to the partnerships and collaborations highlighted in the previous sections, we partnered with other organizations that will lead to an opportunity to leverage LMI-WI funding. Since March 2015 we have been providing projection data to the New Mexico Skill Up Network Pathway Acceleration in Technology and Healthcare (SUNPATH). SUNPATH is composed of a consortium of 11 community colleges that received a grant to support occupations in healthcare and healthcare computer occupations.

ix. Recommendations to ETA for changes and improvements to WIGS requirements.

1. Conduct a quarterly conference call with our regional LMI project officer and other states in our region to discuss LMI products and new ideas
2. Share the annual reports of other states so we can learn best practices
3. Shorten *Language for Grant Product Attribution and Intellectual Property Rights* so it fits onto our publications without adding another page
4. Conduct more trainings on how to use the PMP software.
5. Write a manual on how to use the PMP software because not everyone has the time to go through the online trainings, and the manual can be used as a reference tool.

