

Update on Data-Sharing Efforts

Federal and state law direct the California Workforce Development Board (CWDB) to develop a Workforce Innovation and Opportunity Act (WIOA) State Plan. Federal law also directs the CWDB to develop strategies for technological improvements to facilitate access to and improve the quality of services and activities provided through the workforce system. Federal law also directs the CWDB to develop strategies for aligning technology and data systems across WIOA partner programs, which include federally funded adult education, vocational rehabilitation, and job and career services programs operated by various state and local government entities. Assembly Bill 2148 (K. Mullin, Chapter 385, Statutes of 2014) similarly directs the CWDB to create an Internet-based, annual workforce metrics dashboard that includes information on participant outcomes and labor market impacts from community college career technical education, Employment Training Panel (ETP) programs, Workforce Investment Act (WIA) and WIOA Title I Adult, Youth, Dislocated Workers, and Title II Adult Education Programs, as well as Trade Adjustment Assistance, and state apprenticeship programs. Federal law also directs the State to conduct program assessment and evaluation of relevant workforce programs and to invest WIOA discretionary funds for this purpose.

Under the WIOA State Plan required by federal law the CWDB is working with State Plan partners to address the foregoing statutory mandates. Since the submission of the State Plan in 2016, the California Workforce Development Board has been working with its State Plan partners on a data-sharing pilot project.

The Cross-System Analytics and Assessment for Learning and Skills Attainment (CAAL-SKILLS) data initiative is an interagency and multi-departmental effort to pool participant and program performance data across workforce, education, and human service programs and funding streams. CAAL-SKILLS will use common performance measures to examine participating program outcomes by region, provider, service, demographics, and industry. The project will develop the capacity to evaluate and assess participating programs efficacy, allowing program administrators and policymakers access to actionable data so that programs can be designed to improve program participant outcomes. CAAL-SKILLS is intended to meet the statutory requirements of AB 2148 (K. Mullin, Chapter 385, Statutes of 2014) and AB 1336 (K. Mullin, Chapter 211, Statutes of 2017) and WIOA 116(e) evaluation and assessment requirements.

Participating departments include CWDB, DSS, ETP, DIR-DAS, EDD, CCCC, CDE, SBE and DOR. The following information provides an overview of progress to date.:

November 2016 – January 2017

1. Orientation meeting with the Governor's Office
2. Project 'kick-off' meeting with the Executive Steering Committee
3. Steering Committee Members assigned Program Leaders to serve as the single-point-of project contact and representative of their organization
4. Orientation Meeting with the Department of Finance
5. Orientation Meetings with Program Leaders

February – April 2017

1. Project Charter was approved by the Executive Steering Committee
2. Established the CWDB Project Team, including: Technical Project Manager (MOU with the Department of Technology), Chief Technical Architect (Consultant), Senior Technical Analyst (Consultant), and Technical Analyst (Employee: New Hire)
3. Selected vendor to complete the Preliminary Assessment of Data Availability and Data Quality
4. Refined the Project Participation Agreement (A.K.A. Interagency Agreement) based on CAAL-Skills partner feedback
5. Completed the following activities associated with the Analysis of Data Availability and Data Quality:
 - a. Drafted Analysis of CAAL-Skills Data Requirements
 - b. Completed Data Availability and Quality Analysis Phase Kick-off meetings with DSP
 - c. Distributed the Data Availability and Quality Analysis Questionnaire to DSP
 - d. Provided Data Availability and Quality Analysis Questionnaire overviews to DSP
 - e. Submitted Data Availability and Quality Analysis questionnaires to Data Sharing Partners
 - f. Partners completed questionnaires and completed review of questionnaires and prepared for partner interviews.
6. Completed the Project Management Plan and associated sub-plans
7. Key Technical Documents have been written, including the:
 - a. Technical Requirements Analysis
 - b. General Technical Plan
 - c. CAAL-Skills Pilot Technology Alternatives Analysis
 - d. CAAL-Skills Pilot Hosting
 - e. Location Alternatives Analysis
8. Received Agency Information Officer and Information Security Officer support for the recommended Pilot Hosting and Technology Alternatives.
9. Completed Requirements Analysis for AB 2148 Dashboard (Version 2.0)
10. Met with Steering Committee Members (individually) to preview and seek their support of the Pilot Technology and Hosting Environment Alternatives.
11. Received Steering Committee direction/decision on the CAAL-Skills Pilot Technology and Hosting Alternatives.
12. Completed procurement documentation (for equipment, software and services).

May – July 2017

1. Completed procurements and received CAAL-Skills equipment (server, UPS and desktop)
2. Completed software installation and configuration
3. Drafted the Detailed Technical Plan
4. Completed the Data Availability and Quality Analysis
5. Completed the draft Data Sharing Agreement
6. Completed analysis of data available from pilot counties
7. Completed draft Concept of Operations
8. Completed Labor Agency Legal review of the Data Sharing Agreement
9. Created Data Requirements Specifications for Data Sharing Partners

August – October 2017

1. Completed Data Requirement Specification review meetings with Partners
2. Received Partner cost and schedule estimates to fulfill the requirements in the Data Requirement Specification
3. Completed CAAL-Skills orientation with the California Department of Corrections and Rehabilitation
4. Managed agreement with EDD Internal Partners (Contracts & Fiscal) on CAAL-Skills Data File Preparation agreement for EDD WSD, LMID, UI-Tax and ETP.
5. Updated Interagency (Partnership) Agreements and received internal approval of updates to include cost and schedule for Data Formatting and File Preparation, for partners including: CCCCCO, DSS, DOR and DIR-DAS.
6. Received internal approval of agreement with CASAS to create data file for CDE.
7. Completed Draft Technology Recovery Plan
8. Conducted Data Sharing Agreement orientation meeting with the partner Attorneys
9. Received list of statutory constraints from pilot partner Attorneys.
10. Began Market Research

November 2017 – January 2018

1. The following project and program management plans are complete:
 - a. Technology Recovery Plan
 - b. System Security Plan
 - c. Human Resources Management Plan
 - d. Data Governance Plan
 - e. Quality Management Plan
 - f. Change Management Plan
 - g. Concept of Operations
 - h. Program Practice Documents
2. Successfully completed the Information Security & Privacy Assessment of CAAL-Skills
3. Received IT Certification and Accreditation approval from the Information Security and Privacy Office
4. Interagency Agreement Amendments or other agreements, to complete the work of preparing the CAAL-Skills Data File, have been completed for the following: CCCCCO, ETP, DOR, EDD (Workforce Services, UI Tax & LMID), DIR-DAS and CDE (All partners except DSS).
5. The Data Sharing Agreement has been established for the following: CCCCCO, ETP, DOR, EDD (Workforce Services, UI Tax & LMID) and DIR-DAS (All partners except DSS and CDE).
6. Test Data Files have been received from CCCCCO, ETP and DOR

Next Steps & Planned Activities:

1. Receive Test Data Set from:
 - a. EDD - Workforce Services
 - b. EDD – LMID
 - c. EDD - UI-Tax
 - d. DSS for Pilot Counties
 - e. DSS Statewide and CDE

2. Validate partner test data files
3. Request and receive production data file from partners
4. Complete the Data Sharing Agreement with CDE and DSS
5. Confirm DSS-preferred contracting approach for Pilot-County data
6. Determine level of CDCR level of engagement for the CAAL-Skills Pilot
7. Complete Technology Practice Documents
8. Complete Staff Management Plan
9. Refine the Concept of Operations and Practice Documents as needed
10. Complete Market Research to identify what other States doing and assess technology alternatives