

**Iowa Workforce Development  
Workforce Data Quality Initiative  
Design Plan**

**Grantee:** Iowa Workforce Development

**Grant No:** MI-21171-10-60-A-19

**Project Name:** Iowa's Workforce Data Warehouse (IWDW)

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**A. Summary of Grant Activities**

**Administrative Development**

Iowa continues to develop the WDQI structure. Dennis Schwartz serves as the program manager, while Iowa Workforce Development employees Christian Foshier (Information Technology Specialist 5) and Shawn Holman (Information Technology Specialist 4) serve as the database design and management team.

In order to put the WDQI into practice, the team has met regularly, participated in the DOL sponsored technical assistance efforts, and developed a Design Plan that outlines the proposed activities.

**Technical Development**

Iowa is working with outside service-providers to determine the best approach in designing a system that will provide flawless communication with the Department of Education's existing system which is Cognos (IBM) based.

## **B. Status Update on Strategic Partnership Activities**

Memorandums of Understanding and/or data sharing agreements are in place with the Iowa Department of Education, Illinois Department of Employment Security, South Dakota Department of Labor, Nebraska Workforce Development, Iowa Department of Corrections, Iowa Department of Human Rights, Division of Criminal and Juvenile Justice Planning and numerous educational institutions.

Iowa Workforce Development has also established relationships with multiple state agencies with responsibilities ranging from partnership in the statewide longitudinal Data System (SLDS) to providing workforce training services to disabled Iowans.

The SLDS has a first priority of systems interoperability and connectivity between all of Iowa's K-12 local school districts and the State Department of Education. The second priority is for the Iowa Department of Education to have the ability to generate meaningful data to the Area Education Agencies (AEA's) and local K-12 school systems. The goal is to provide data in a timely and efficient manner, allowing partners to make data-based decisions regarding the educational programs.

Iowa Workforce Development is addressing the agency's multiple databases that currently have no common linkage.

## **C. Timeline for Grant Activities and Deliverables**

See attachment (Iowa WDQI Timeline, page 4)

## **D. Data Security and Linkages**

Security procedures meet the guidelines set in the two most highly-restrictive relevant Federal Statutes, the Family Education Rights and Privacy Act (FERPA), and the Unemployment Insurance confidentiality regulations.

All individuals authorized to access the SLDS will be trained on data security procedures and data handling, advised of criminal penalties for misuse of data or negligence in the protection of data, and will have signed documents in agreement to follow all rules.

**E. Additional Information (optional)**

Iowa Workforce Development, Iowa Department of Education and Iowa College Student Aid Commission have a legislative mandate to couple their data systems together. The three agencies are obligated to track public funded trainees into the workforce to determine/demonstrate the effectiveness of student financial assistance. The three agencies have developed a plan to match student unit records and unique individual ID's with institutional and workforce record systems, as well as planning for common database architecture and interoperability.

Plans for expansion already include linkages to public and private colleges, non-academic professional credentialing, and out-of-state partnerships.

ATTACHMENT A

IOWA WDQI TIMELINE

<b>Deliverable/Description</b>	<b>Due Date</b>	<b>Completion</b>
Submission/Approval of position PDQ's	1/1/2011	12/15/2010
Fill Data Analyst and Database Manager positions	6/1/2011	
Define Database Quality Assurance Measures <ul style="list-style-type: none"> <li>- Data dictionary</li> <li>- Missing data options</li> <li>- comparisons to prior data</li> <li>- Data editing methods/procedures</li> </ul>	9/1/2011	
Develop data-matching plan for IDE, IWD & ICSAC data <ul style="list-style-type: none"> <li>- I Have a Plan Iowa (IHAPI)</li> </ul>	12/1/2011	
Design data warehouse <ul style="list-style-type: none"> <li>- multiple inputs from Education (K-16 data) &amp; other state agencies</li> <li>- include other public-funded training</li> <li>- include employment data records</li> <li>- multiple levels of access (restricted access)</li> <li>- system security</li> <li>- dashboard-type data reporting and analysis</li> </ul>	12/1/2012	
Provide tools & training in data use (benchmarking & comparative analysis)	5/13/2013	
Define & implement processes to improve data consistency, reliability & quality)	Ongoing	
Increase participation in the SLDS <ul style="list-style-type: none"> <li>- public and private colleges, non-academic professional credentialing, out-of-state partnerships</li> <li>- other state agencies</li> </ul>	Ongoing	