



**Illinois**  
**Department of Commerce**  
& Economic Opportunity

OFFICE OF EMPLOYMENT & TRAINING

JB Pritzker, Governor

**WIOA NOTICE NO. 20-NOT-01, Change 2**

**TO:** Chief Elected Officials  
Local Workforce Innovation Board Chairpersons  
Local Workforce Innovation Board Staff  
WIOA Fiscal Agents and Grant Recipients  
WIOA Program Services Administrators  
Illinois workNet® Operators  
WIOA State Agency Partners  
Other Interested Persons

**SUBJECT:** WIOA Title IB Local Performance Goals Negotiations

**DATE:** August 16, 2022

**I. PURPOSE**

To inform Local Workforce Innovation Boards (LWIBs) and Chief Elected Officials (CEOs) of the guidelines for the process for negotiating local levels of performance Program Years 2022 and 2023 for the Workforce Innovation and Opportunity Act (WIOA) Title IB programs (Adult, Dislocated Worker, and Youth) as required by section 116(c)(2) and provide information and resources on the negotiations.

**II. ISSUANCES AFFECTED**

A. References:

- Workforce Innovation and Opportunity Act Section 116
- Workforce Innovation and Opportunity Act: Final Rule Section 677 Subpart C published at Federal Register Vol. 81, No. 161 (August 19, 2016)
- U.S. DOL Training and Employment Guidance Letter (TEGL) No. 10-16, Change 1, Performance Accountability Guidance for Workforce Innovation and Opportunity Act (WIOA) Title I, Title II, Title III and Title IV Core Programs (August 23, 2017)
- U.S. DOL Training and Employment Guidance Letter (TEGL) No. 09-17, Negotiating Performance Goals for the Workforce Innovation and Opportunity Act (WIOA) Title I Programs and the Wagner-Peyser Act Employment Service as amended by Title III of WIOA, for Program Years (PYs) 2018 and PY 2019 (February 16, 2018)
- U.S. DOL Training and Employment Guidance Letter (TEGL) No. 11-19, Negotiations and Sanctions Guidance for the Workforce Innovation and Opportunity Act (WIOA) Core Programs (February 6, 2020)

B. Rescissions:

WIOA Notice No. 20-NOT-01, Change 1, WIOA Title IB Local Performance Goals Negotiations (August 26, 2020)

**III. BACKGROUND**

WIOA Section 116(c)(2) requires that the LWIB, CEOs, and the Governor negotiate and reach an agreement on local levels of performance. The primary performance indicators for WIOA Title IB programs (Adult, Dislocated Worker, and Youth) are the same for the local areas and the State as outlined in WIOA Final Rule Section 677.155(a)(1). These five (5) indicators will be included in the negotiations process for PY 2022 and PY 2023. The sixth (6<sup>th</sup>) indicator, Effectiveness in Serving Employers, is a baseline measure that remains part of a Pilot Project therefore the State and LWIAs will not negotiate rates for this indicator of performance for Program Year (PY) 2022 or PY 2023.

The State wants to ensure the local performance negotiations are conducted in a manner that allows the parties involved the ability to appropriately gather and review information, propose local goals, plan for the negotiations, and conduct negotiations via virtual meetings. All PY 2022 and PY 2023 local performance negotiations must be completed by September 30, 2022. Following completion of all local negotiations, the Office of Employment and Training will inform the United States Department of Labor (USDOL), Employment and Training Administration (ETA) Region 5 Office of the negotiated levels of performance.

**IV. COMPONENTS**

The negotiation process outlined ensures a meaningful, open-communication, two-way negotiation in which the LWIB and CEOs reach an agreement with the Illinois Department of Commerce and Economic Opportunity (DCEO), Office of Employment and Training (OET), acting on behalf of the Governor of Illinois, on local levels of performance.

The USDOL has introduced a Statistical Adjustment Model (SAM) as required at WIOA Section 116(b)(3)(A)(viii) to enhance objectivity in identifying appropriate performance goals. As this model is used in negotiations between the Department and the State, it will be utilized in the local negotiations. While the SAM accounts for many economic conditions and participant characteristics, it is recognized that it does not account for all factors that may affect local performance. As such, local negotiations will allow for additional information that the local areas may consider important and relevant when negotiating each indicator of performance.

There are six (6) primary indicators of performance for the Adult, Dislocated Worker, and Youth programs authorized under WIOA Title IB as outlined in WIOA Final Rule Section 677.155(a)(1). The first five (5) indicators will be negotiated for each of the Title IB programs (fifteen total measures to be negotiated), while there is no negotiated level required for the final indicator and thus will not be included.

The primary indicators include:

1. The percentage of participants who are in unsubsidized employment (and for youth, or in education or training) during the second quarter after exit from the program;
2. The percentage of participants who are in unsubsidized employment (and for youth, or in education or training) during the fourth quarter after exit from the program;
3. Median earnings of participants who are in unsubsidized employment during the second quarter after exit from the program;
4. The percentage of those participants enrolled in an education or training program (excluding those in on-the-job training [OJT] and customized training) who attained a recognized postsecondary credential or a secondary school diploma, or its recognized equivalent, during participation in or within one (1) year after exit from the program;
5. The percentage of participants who, during a program year, are in an education or training program that leads to a recognized postsecondary credential or employment and who are achieving measurable skill gains, defined as documented academic, technical, occupational, or other forms of progress, towards such a credential or employment; and
6. Effectiveness in serving employers.

Upon completion of the local negotiation process and formal communication of agreement of local levels of performance, it is required that each LWIB and CEO inform the public. LWIBs are to accomplish this by including the negotiated measures within the Performance Goals and Evaluation chapter of the local plan (effective July 1, 2022) and ensuring the public is aware the updated plan is available to view on the local area website per the sunshine provision of WIOA no later than October 20, 2022.

Contained within the attachments to this WIOA Notice are the formal process to be utilized in the local negotiation process, a timeline of the activities leading up to and including the formal negotiation, and tools, worksheets, and references that will assist in preparation for the negotiations.

These documents and information have been developed and updated, as necessary, to reflect the current PYs for which negotiations are being conducted.

## **V. ACTION REQUIRED**

All LWIBs, CEOs, grant recipients, and subrecipients shall review this notice and distribute it to all appropriate individuals within the organization.

## **VI. INQUIRIES**

Inquiries should be directed to OET, Mark Burgess, [mark.a.burgess@illinois.gov](mailto:mark.a.burgess@illinois.gov).

**VII. EFFECTIVE DATE**

This notice is effective on release.

**VIII. EXPIRATION DATE**

This notice will remain in effect until amended or rescinded by the Office of Employment and Training.

Sincerely,

A handwritten signature in black ink, appearing to read "Julio Rodriguez", with a stylized flourish at the end.

Julio Rodriguez, Deputy Director  
Office of Employment and Training

JR:ld

- Attachment(s):
- A - Local Negotiations Timeline
  - B - Local Performance Goals Negotiation Process
  - C - Illinois Title IB Negotiated Levels of Performance for PY22-23
  - D - WIOA PY22-23 IA ID IY Indicators of Performance
  - E - Phase-In for Incentives and Sanctions for Not Performing Successfully
  - F - Local Performance Goals Negotiations References
  - G - Performance Goal Proposal Form
  - H - Statistical Adjustment Model Outline (available prior to negotiations)

**Local Performance Goals Negotiations for PY 2022 and 2023**  
**Local Negotiations Timeline**

ACTIVITY/DELIVERABLE	DUE DATE/WEEK ENDING
Local Statistical Adjustment Model (SAM) Glossary/Methodology Overview (for IWP Task Force)	May 31, 2022
State PY2022/2023 Negotiations	June 2, 2022
IWP Performance Task Force Submission of Questions and Concerns	June 10, 2022
Statewide Performance Round Table - Central (Springfield)	June 21, 2022
Statewide Performance Round Table - Northern (Joliet)	June 22, 2022
Webinar - SAM (PY20 Questions/Concerns Addressed, Next Steps)	June 29, 2022
Performance Workgroups – Technical/SAM and Process & Planning	July 8 – August 25, 2022
IWP Performance Task Force Meeting	July 28, 2022
Local Negotiations Scheduled (priority given on a first received first scheduled basis) [9-11 am, 11 am - 1 pm, 2 pm - 4 pm timeslots]	August 3-26, 2022
Local Negotiations Planning	August 3 - September 28, 2022
Revised PY 2020 Statistical Adjustment Model	August 5, 2022
New/Revised WIOA Policies and Notice on Performance Assessments, SAM, and Negotiations; Request for Local Submission of Expected Levels of Performance	August 16, 2022
PY 2022/2023 Local Negotiation Tool (SAM) Developed and Submitted to LWIBs/LWIAs	August 17, 2022
WIOA Title IB Performance – Quarterly Office Hours (Local Negotiation Focused)	August 17, 2022
IWP Performance Task Force Meeting	August 25, 2022
Local Submission of Expected (Proposed) Levels of Performance DUE to OET	September 2, 2022
Local PY2022/2023 Local Negotiations Conducted	August 30 – September 28, 2022
Submission of ALL Local Negotiated Levels of Performance to DOL	September 30, 2022

## WIOA Performance Goals Negotiation Process

The following process will be used by the State and Local Workforce Innovation Boards (LWIBs) for negotiating local area indicators of performance.

1. The State will evaluate the proposed State/Federal Indicators of Performance (indicators) using the Statistical Adjustment Model (SAM) and suggest proposed indicators for State/Federal Negotiations.
2. The State will finalize negotiations with the United States Department of Labor (USDOL) based on analysis using the SAM and input from the local areas.
3. The State will release final approved State negotiated levels to the LWIBs and Chief Elected Officials (CEOs) and update the State Plan accordingly.
4. In reaching an agreement on the negotiated levels of performance, the State requests that the LWIB apply the following negotiation factors. Also note, that the Workforce Innovation and Opportunity Act (WIOA) does not specify weight on any specific negotiation factor.
  - a. Consider how the levels involved compare with the negotiated levels of performance established for other local areas through a ranking of each LWIA within each indicator.
  - b. Ensure that the expected levels involved are adjusted using an objective SAM provided by the State (Illinois Department of Commerce and Economic Opportunity (DCEO), Office of Employment and Training (OET)) to reflect projected participant characteristics and economic conditions for each LWIA.
  - c. Take into account the extent to which the expected levels involved promote continuous improvement in performance accountability indicators and ensure optimal return on the investment of Federal and State funds
  - d. Consider the extent to which the levels involved will assist the state in meeting the performance goals established by the Secretaries of Education and Labor in accordance with the Government Performance and Results Act of 1993 (GPRA) (section 116(b)(3)(A)(v)(IV) of WIOA).
  - e. Other considerations by local boards in presenting expected levels of performance (i.e., proposed goals) should include the following:
    - i. Adjusting for the expected economic conditions and expected characteristics of participants to be served in the local area using the SAM developed at the Federal level.
    - ii. Using verifiable and replicable data such as but not limited to Bureau of Labor Statistics data, local management information systems data, IWDS system data, official LWIB actions, etc. as supporting documentation.
    - iii. Providing any proposed adjustments in writing to the OET with supporting documentation.
5. The OET team representing the state meets (in person or via teleconference) with the local team of representative(s) appointed by the LWIB and CEOs for final negotiation and/or acceptance of expected levels of performance.

6. The OET will notify the United States Department of Labor, Employment and Training Administration Region 5 Office when all local negotiations are complete.
7. The LWIBs will update Local Plans accordingly to reflect negotiated performance goals.

**Illinois Workforce Development Activities (Title IB of WIOA)  
Negotiated Levels of Performance for PY 2022 and 2023**

<b><u>Adult</u></b>	<b>PY 2022</b>	<b>PY 2023</b>
Employment Rate 2nd Quarter after Exit	76.5%	76.5%
Employment Rate 4th Quarter after Exit	74.0%	74.0%
Median Earnings 2nd Quarter after Exit	\$7,500	\$7,500
Credential Attainment within 4 Quarters after Exit	74.0%	74.0%
Measurable Skill Gains	54.0%	54.0%
<b><u>Dislocated Worker</u></b>		
Employment Rate 2nd Quarter after Exit	81.0%	81.0%
Employment Rate 4th Quarter after Exit	79.0%	79.0%
Median Earnings 2nd Quarter after Exit	\$10,500	\$10,500
Credential Attainment within 4 Quarters after Exit	74.0%	74.0%
Measurable Skill Gains	54.0%	54.0%
<b><u>Youth</u></b>		
Employment or Education Rate 2nd Quarter after Exit	73.5%	73.5%
Employment or Education Rate 4th Quarter after Exit	72.5%	72.5%
Median Earnings 2nd Quarter after Exit	\$3,900	\$4,000
Credential Attainment within 4 Quarters after Exit	70.0%	70.0%
Measurable Skill Gains	48.0%	48.0%

## WIOA Indicators of Performance - PY 2022/PY 2023

### Adult and Dislocated Workers

**Employment Rate 2nd Quarter after Exit** - The percentage of Workforce Innovation and Opportunity Act (WIOA) registered participants who are in unsubsidized employment during the 2nd quarter after exit from the program.

- Who is in the measure? All WIOA registered participants (who exit the program).
- Who is a positive (in the numerator)? WIOA registered participants who exit the program and are in unsubsidized employment **during the 2nd quarter** after exit from the program.

**Employment Rate 4th Quarter after Exit** - The percentage of WIOA registered participants who are in unsubsidized employment during the 4th quarter after exit from the program.

- Who is in the measure? All WIOA registered participants (who exit the program).
- Who is a positive (in the numerator)? WIOA registered participants who exit the program and are in unsubsidized employment **during the 4th quarter** after exit from the program.

**Median Earnings** - The median earnings of WIOA registered participants who are in unsubsidized employment during the 2nd quarter after exit from the program.

- Who is in the measure? WIOA registered participants who exit the program and are in unsubsidized employment during the 2nd quarter after exit from the program.
- How is the Median Wage Calculated for this measure? Total quarterly earnings, for all participants employed in the 2nd quarter after exit, are collected by either direct wage record match or supplemental wage information. The collected quarterly wage information values are listed in order, from the lowest to the highest value. The value in the middle of this list is the median earnings value, where there is the same quantity of numbers above the median number as there is below the median number.

**Credential Attainment – Includes all Adult and Dislocated Workers who received training or education (excluding OJT or Customized Training)** - The percentage of WIOA registered participants who obtain a postsecondary credential or a high school diploma or GED during participation in a program or within one (1) year after exit from the program. If the participant obtains a secondary school diploma or equivalent, they **must** also be employed or in an education/training program leading to a postsecondary credential within one (1) year after exit to count as having met the performance indicator.

- Who is in the measure? All Adult and Dislocated Workers who received training or education (*excluding* OJT or Customized Training).
- Who is a positive (in the numerator)? All WIOA registered participants who obtain a postsecondary credential or a high school diploma or GED during participation in a program or within one (1) year after exit from the program. If the participant obtains a secondary school diploma or equivalent, they **must** also be employed or in an education/training program leading to a postsecondary credential within one (1) year after exit to count as having met the performance indicator.

## **Measurable Skill Gains (MSG)**

### **What is the Measurable Skill Gains indicator of WIOA performance?**

Measurable Skill Gains (MSG) is a new indicator required by WIOA designed to track and measure important progress and achievements made by WIOA participants who are in training or education (leading to a postsecondary credential/certificate) during a program year (PY). See TEGL No. 10-16, Change 1.

- Who is in the measure? All Adults who receive any WIOA Training service in a PY. The measure is not exit based and a gain is needed each year of participation when a training service is received. Adults and Dislocated workers in OJTs and Customized training *will be* counted in the measure.
- Who is a positive (in the numerator)? All participants who, during a program year, *are in an education or training program that leads to a recognized postsecondary credential or employment* and who are achieving measurable skill gains, defined as documented academic, technical, occupational, or other forms of progress towards such a credential or employment.
- Five (5) Types of Measurable Skill Gains are as follows: Secondary and Postsecondary Transcript or Report Card, Training Milestone, Skills Progression, and Education Functioning Level (EFL) Gain.

## **Youth**

**Employment/Education Rate 2nd Quarter after Exit** - The percentage of WIOA registered participants in unsubsidized employment, or postsecondary education/training in the 2nd quarter after exit from the program.

- Who is in the measure? **All** WIOA registered participants (who exit the program).
- Who is a positive (in the numerator)? WIOA registered participants who exit the program and are in unsubsidized employment, or postsecondary education/training **during the 2nd quarter** after exit from the program.

**Employment/Education Rate 4th Quarter after Exit** - The percentage of WIOA registered participants in unsubsidized employment, or postsecondary education/training in the 4th quarter after exit from the program.

- Who is in the measure? **All** WIOA registered participants (who exit the program).
- Who is a positive (in the numerator)? WIOA registered participants who exit the program and are in unsubsidized employment **or postsecondary education/training during the 4th quarter** after exit from the program.

**Median Earnings** - The median earnings of WIOA registered participants who are in unsubsidized employment during the 2nd quarter after exit from the program.

- Who is in the measure? WIOA registered participants who exit the program and are in unsubsidized employment during the 2nd quarter after exit from the program.
- How is the Median Wage Calculated for this measure? Total quarterly earnings, for all participants employed in the 2nd quarter after exit, are collected by either direct wage record match or supplemental wage information. The collected quarterly wage information values are

listed in order, from the lowest to the highest value. The value in the middle of this list is the median earnings value, where there is the same quantity of numbers above the median number as there is below the median number.

**Credential Attainment – Includes all In-School Youth (ISY) and Out-of-School Youth (OSY) who received training or education (excluding OJT or Customized Training)** - The percentage of WIOA registered participants who obtain a postsecondary credential or a high school diploma or GED during participation in a program or within one (1) year after exit from the program. If the participant obtains a secondary school diploma or equivalent, they **must** also be employed or in an education/training program leading to a postsecondary credential within one (1) year after exit to count as having met the performance indicator.

- Who is in the measure? All In-School Youth are in the measure. Out-of-School Youth (OSY) who received training or education (excluding OJT or Customized Training).
- Who is a positive (in the numerator)? All WIOA registered participants who obtain a postsecondary credential or a high school diploma or GED during participation in a program or within one (1) year after exit from the program. If the participant obtains a secondary school diploma or equivalent, they **must** also be employed or in an education/training program leading to a postsecondary credential within one (1) year after exit to count as having met the performance indicator.

### **Measurable Skill Gains (MSG)**

#### **What is the Measurable Skill Gains indicator of WIOA performance?**

Measurable Skill Gains (MSG) is a new indicator required by WIOA designed to track and measure important progress and achievements made by WIOA participants who are in training or education (leading to a postsecondary credential/certificate) during a program year (PY). See TEGL No. 10-16, Change 1.

- Who is in the measure? All In-School Youth are in the measure. Out-of-School Youth (OSY) who received training or education (excluding OJT or Customized Training). Note, that this is the same pool as the Youth Credential Attainment indicator.
- Who is a positive (in the numerator)? All participants who, during a program year, *are in an education or training program that leads to a recognized postsecondary credential or employment* and who are achieving measurable skill gains, defined as documented academic, technical, occupational, or other forms of progress towards such a credential or employment.
- Five (5) Types of Measurable Skill Gains are as follows: Secondary and Postsecondary Transcript or Report Card, Training Milestone, Skills Progression, and Education Functioning Level (EFL) Gain.

### **WIOA Exclusions from Indicators of Performance**

Under the following circumstances, WIOA Title IB participants may be excluded from being included in the calculation of certain indicators of performance (e.g., they are not included in either the numerator or the denominator of the calculation) including the following:

- For Title IB Adult, Dislocated Worker, and Youth participants
  - The participant exits the program because he or she has become incarcerated in a correctional institution or has become a resident of an institution or facility providing

twenty-four (24)-hour support such as a hospital or treatment center during the course of receiving services as a participant.

- The participant exits the program because of medical treatment and that treatment is expected to last longer than ninety (90) days and precludes entry into unsubsidized employment or continued participation in the program.
  - The participant is deceased.
  - The participant exits the program because the participant is a member of the National Guard or other reserve military unit of the armed forces and is called to active duty for at least ninety (90) days.
- For Title IB Youth participants only
    - The participant is in the foster care system as defined in 45 CFR 1355.20(a), and exits the program because the participant has moved from the local workforce area as part of such a program or system.

## Phase-In for Incentives and Sanctions for Not Performing Successfully

The United States Departments of Labor and Education used their transition authority under Section 503(a) of the Workforce Innovation and Opportunity Act (WIOA) to implement a phased-in approach to determine performance success for each indicator or program, due to data availability, as described in 20 CFR 677.190(c) and 34 CFR 361.190(c) and 463.190(c). The State will follow the same phase-in approach to determine when incentives have been earned or sanctions applied.

If an LWIB does not perform successfully in meeting all of its adjusted levels of performance at the end of the program year (as outlined within WIOA Policy 3.6, Assessing Performance), the Illinois Department of Commerce and Economic Opportunity (DCEO), Office of Employment and Training (OET) and the respective Local Workforce Innovation Board (LWIB) will work to develop a corrective action plan in accordance with WIOA Notice 21-NOT-01, Change 1, WIOA Title IB Performance – Statistical Adjustment Model Implementation Pilot Project that may include technical assistance, and the development of a performance improvement plan (PIP), or the development of a modified local plan, in accordance with Section 116(g)(1) of WIOA. If an LWIB does not perform successfully in the same indicator of performance in two or more consecutive years, additional corrective actions as outlined in WIOA Section 116(g)(2) may be applied.

The table below summarizes the first years in which each performance indicator for WIOA core programs will be evaluated for performance success during the Pilot Project (with the exception of the Effectiveness in Serving Employers performance indicator, which is currently being piloted and will be established in subsequent guidance).

### Implementation of Performance Determination by Indicator

Title	Indicators of Performance	First Program Year for which Performance Success can be Determined
Title I	<ul style="list-style-type: none"> <li>▪ Employment 2nd Quarter after Exit*</li> <li>▪ Median Earnings 2nd Quarter after Exit</li> <li>▪ </li> </ul>	PY 2022
Title I	<ul style="list-style-type: none"> <li>▪ Employment 4th Quarter after Exit*</li> <li>▪ Credential Attainment</li> <li>▪ Measurable Skill Gains</li> </ul>	PY 2022

*\*Note that for WIOA Title I Youth, these indicators include placement in education or training.*

## Local Performance Goals Negotiations for PY 2022 and 2023

### REFERENCES

[Workforce Innovation and Opportunity Act Section 116\(c\)](#)

[Workforce Innovation and Opportunity Act: Final Rule Section 677 Subpart C published at Federal Register Vol. 81, No. 161](#) (August 19, 2016)

[U.S. DOL Training and Employment Guidance Letter \(TEGL\) No. 10-16, Change 1, Performance Accountability Guidance for Workforce Innovation and Opportunity Act \(WIOA\) Title I, Title II, Title III, and Title IV Core Programs](#) (August 23, 2017)

[U.S. DOL Training and Employment Guidance Letter \(TEGL\) No. 09-17, Negotiating Performance Goals for the Workforce Innovation and Opportunity Act \(WIOA\) Title I Programs and the Wagner-Peyser Act Employment Service as amended by Title III of WIOA, for Program Years \(PYs\) 2018 and PY 2019](#) (February 16, 2018)

[U.S. DOL Training and Employment Guidance Letter \(TEGL\) No. 11-19, Negotiations and Sanctions Guidance for the Workforce Innovation and Opportunity Act \(WIOA\) Core Programs](#) (February 6, 2020)

[WIOA Wednesday Webinar: Using the Statistical Adjustment Model for Negotiating WIOA Performance Levels](#) (April 4, 2018)

PowerPoint Presentation

Executive Summary

Transcript

[WIOA Wednesday Webinar: Statistical Adjustment Model and the Pilot Project \(November 3, 2021\)](#)

PowerPoint Presentation

[WIOA Wednesday Webinar: Statistical Adjustment Model Roundtable Recap \(June 29, 2022\)](#)

PowerPoint Presentation

[A Methodology for Statistical Adjustment under the Workforce Innovation and Opportunity Act \(WIOA\)](#)

U.S. Department of Labor

## **Proposed Levels for WIOA Title I Adult, Dislocated Worker, and Youth Indicators of Performance**

### **Instructions for the Performance Goal Proposal Form**

The Program Year (PY) 2022/PY 2023 Expected (Proposed) Levels of Performance for each Local Workforce Innovation Board (LWIB) must be submitted to the Illinois Department of Commerce and Economic Opportunity (DCEO), Office of Employment and Training (OET) who is acting on behalf of the Governor of Illinois for local negotiations using the *Performance Goal Proposal Form*. Any additional supporting data or rationale may be submitted as an addendum to the form. In preparation for negotiations, OET will consider the local proposed goals and may choose to accept those for which the supporting documentation provides substantial pragmatic information to support the local proposal on its own merits. This will be indicated during the initial stages of the negotiation call.

**The completed form should be submitted via e-mail no later than Friday, September 2, 2022, to:**

Mark Burgess: [mark.a.burgess@illinois.gov](mailto:mark.a.burgess@illinois.gov)

Cc: Paula Barry: [paula.barry@illinois.gov](mailto:paula.barry@illinois.gov)

Local Workforce Innovation Boards (LWIBs) and Chief Elected Officials (CEOs) should establish Local Negotiation Teams that consist of up to five (5) members. Additional individuals may be identified to assist in the analysis and examination of performance data and to prepare for the negotiations, but only the five (5) designated members of the Local Negotiation Teams may participate in the scheduled negotiations call with OET.

WIOA clearly intends that LWIBs and CEOs are a party to these local negotiations with OET. While LWIBs and CEOs should participate directly in the local negotiations, as a practical matter they may wish to delegate responsibility to one or more persons who are authorized to represent them in negotiating and approving expected levels of performance. These authorized persons become the local negotiation team for the area. The *Performance Goal Proposal Form* provides a form to identify from one to five (5) persons who will constitute this team. The form must be signed by the Chief Elected Official as well as the Chairperson of the LWIB for the local area.

One team member must be designated as the “Primary Contact”. The primary contact will be responsible for submitting the expected levels of performance to the State on behalf of the LWIB and CEO(s), scheduling the date and time of the negotiation call, and coordinating with team members to facilitate participation in the call.

When the goal proposal form is submitted, an OET representative will contact the designated primary contact to schedule the negotiations call. Calls will be scheduled based on remaining available dates and times and with consideration of local team availability, but maximum flexibility needs to be provided to ensure all twenty-two (22) local negotiations can be completed between the identified dates of August 30 – September 28, 2022.

Once the negotiation call takes place and the Local Negotiation Team and OET have come to an agreement on all fifteen (15) performance measure goals, OET will send a Final Performance Negotiation Goal letter to the LWIB Chairperson and CEO(s), finalizing the negotiation process.



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**Performance Goal Proposal Form for PY 2022/PY 2023 WIOA Performance Negotiations**  
**Proposed Goals for WIOA Title I Adult, Dislocated Worker, and Youth Indicators of Performance**

Local Workforce Innovation Board (LWIB) #:	LWIB Name:
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Performance Measure	PY 2022/PY 2023
<b>WIOA Title I - Adults</b>	
Employment Rate 2 <sup>nd</sup> Quarter after Exit	
Employment Rate 4 <sup>th</sup> Quarter after Exit	
Median Earnings 2 <sup>nd</sup> Quarter	
Credential Attainment Rate 4 <sup>th</sup> Quarter after Exit	
Measurable Skill Gains	
<b>WIOA Title I – Dislocated Workers</b>	
Employment Rate 2 <sup>nd</sup> Quarter after Exit	
Employment Rate 4 <sup>th</sup> Quarter after Exit	
Median Earnings 2 <sup>nd</sup> Quarter	
Credential Attainment Rate 4 <sup>th</sup> Quarter after Exit	
Measurable Skill Gains	
<b>WIOA Title I - YOUTH</b>	
Education/Employment Rate 2 <sup>nd</sup> Quarter after Exit	
Education/Employment Rate 4 <sup>th</sup> Quarter after Exit	
Median Earnings 2 <sup>nd</sup> Quarter	
Credential Attainment Rate 4 <sup>th</sup> Quarter after Exit	
Measurable Skill Gains	



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**Local Negotiation Team Members\*:**

Name:	Title:	E-mail address:	Phone number:

**Primary Contact/Team member designated to submit proposed levels of performance on behalf of the LWIB and CEO(s)\*\*:**

Name:	Title:	E-mail address:	Phone number:

\*Up to five (5) LWIB Negotiation Team Members may be designated to participate on the scheduled negotiations call with OET staff.

\*\*The primary contact is a single contact who will be responsible for performance goals being submitted on behalf of the LWIB and CEO(s); communication with OET staff to schedule the date and time of the negotiations phone call; and, coordinating and facilitating the call with other Local Negotiation Team members.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Printed Name  
Chief Elected Official Chairperson

Date:  Click or tap to enter a date.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Printed Name  
Local Workforce Innovation Board Chair

Date:  Click or tap to enter a date.

**The completed form should be submitted via e-mail no later than Friday, September 2, 2022, to:**

Mark Burgess: [mark.a.burgess@illinois.gov](mailto:mark.a.burgess@illinois.gov)

Cc: Paula Barry: [paula.barry@illinois.gov](mailto:paula.barry@illinois.gov)