

**Chapter 13: Youth  
WIA Youth Performance Measures**

**Issue Date:**

**Effective Date:** April 1, 2000, Updated 2/26/2008

**Required Action**

**Action:** Establish guidelines and definitions for WIA youth performance measures.

**Who:** All WSAs and youth service providers in the State of Minnesota.

**Background:** Performance measurement under WIA is the primary tool to demonstrate program effectiveness. Separate performance measures exist for WIA Title I youth participants who are between the ages of 14 and 18 at enrollment and older youth who are between the ages of 19 and 21 at enrollment. This section provides a quick overview of the performance measures for both of these age groups.

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**Policies and Procedures:**

Attachment A defines the seven core performance measures for youth:

- Entered Employment Rate (OY)
- Employment Retention Rate (OY)
- Earnings Change Rate (OY)
- Credential Rate (OY)
- Skill Attainment Rate (YY)
- Diploma/Equivalent Attainment Rate (YY)
- Younger Youth Retention Rate (YY)

The core performance measures for youth are intended to achieve three goals:

- Set agreed upon performance goals at the state and local level.
- Ensure comparability of state performance results to maintain objectivity in measuring results for incentive and sanction determination.
- Provide information for system-wide reporting and evaluation for program improvement.

Because of time lags in availability of some of the data elements needed to calculate performance measures, outcomes for most participants will not usually be reported in the same year that they receive WIA services.

WIA has seven performance measures, six of which measure outcomes after program exit. The best strategy for success is to maintain and monitor interim measures to assess progress. Five key interim measures to monitor are intake, participation in program elements, skill attainments, exit data, and follow-up services.

- **Intake:** Comprehensive Individual Service Strategies (ISS) should be developed that include both short-term and long-term goals. ISS goals and strategies should be updated as short-term goals are achieved or the youth's needs change. Skill attainment goals should be established for all in-school and out-of-school youth needing basic skills, work readiness skills and/or occupational skills training.
- **Participation In Program Elements:** Active participant engagement in the ten youth program elements leads to positive outcomes. In addition, specific program elements have direct impacts on certain WIA outcome measures. Tracking youth participation will help manage the process of keeping participants on track for completion of short-term skill attainment goals and preparation to move into long-term employment, education, or training.
- **Skill Attainment:** Closely tracking skill attainment is another interim way to monitor performance. Skill attainments, particularly in academic areas, positively correlate with both diploma acquisition and exit placement outcomes. The youth's ISS is the key tool used to track skill attainment and the successful completion of short and long-term goals, which will lead to successful program performance.
- **Exit Data:** A key piece of data to monitor is the number of participants exiting the program. Because exit is the triggering event for six of the seven youth performance measures, it is extremely important to understand the definition of exit and to monitor youth participation and promptly capture "soft exits," youth who have not participated in any activity for 90 days, as well as hard exits. Active case management, identification of multiple family/friend contact information, and frequent contact with youth participants can both reduce the number of "soft exits" and increase access to these youth during the 12-month follow-up period.
- **Follow-Up Services:** Tracking follow-up services not only contributes to more successful long-term outcomes for youth, but also allows for the ongoing data collection that is required to measure performance for youth. Without tracking the required follow-up services, local operators would face the burden of paying for costly follow-up surveys to track performance outcomes.

## Questions & Answers Relating to WIA “Legacy” Performance Measures

1. **Since Minnesota is required to report outcomes under both the “legacy” WIA Performance Measures and the “Common Measures,” what impact does the transfer of a “Younger Youth” (YY) to “Older Youth” (YO) have on WIA Youth Performance Measures?**

If a WIA Youth Service Provider intends to exit a person from WIA Younger Youth and into WIA Older Youth, at least 90 days must pass before the individual can be enrolled as an “Older Youth.” If the re-enrollment occurs before 90 days have passed, the WIASRD software will only capture YY outcomes and will ignore all YO outcomes.

### Reference Section:

**Cites/References:** The Workforce Investment Act of 1998, Public Law 105-220, Title I, Subtitle B, Sections 106 and 129(a)(1); Final Rules published in the Federal Register.

Training and Employment Guidance Letter (TEGL) No. 18-00 (dated April 23, 2001) and TEGL 28-01 (dated May 20, 2002) which is a supplement to TEGL 18-00.

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Youth website:

[http://www.positivelyminnesota.com/All\\_Programs\\_Services/Office\\_of\\_Youth\\_Development](http://www.positivelyminnesota.com/All_Programs_Services/Office_of_Youth_Development)