

Mr. Richard Trigg  
Regional Administrator  
U.S. Department of Labor/ETA  
90 7<sup>th</sup> St, Suite 17-300  
San Francisco CA 94103-1516

And

Division of Workforce System Support  
Employment and Training Administration  
U.S. Department of Labor  
200 Constitution Ave., NW, Room S-4231  
Washington, DC 20210  
Attn: Kimberly Vitelli

Via e-mail - [WIA.PLAN@dol.gov](mailto:WIA.PLAN@dol.gov) ; [Trigg.Richard@dol.gov](mailto:Trigg.Richard@dol.gov); & [Vitelli.Kimberly@dol.gov](mailto:Vitelli.Kimberly@dol.gov)

**RE: PY2011 Idaho WIA/W-P State Plan Modification, and Request to Extend Current Waivers and Performance Goals.**

April 15, 2011

Dear U.S. DOL:

Idaho's Strategic State Plan for Title I of the Workforce Investment Act (WIA) and the Wagner-Peyser (W-P) Act will expire on June 30, 2011. TEGL 17-10 identifies the state plan options available to states for securing approval of their WIA/W-P State Plan. Idaho has selected Option II, ETA review and approval of the WIA/W-P State Plan modification submitted for PY2011.

Idaho's plans for use of the Governor's 15% Reserve Funds are contingent upon the availability of resources. Should the Governor's 10% Discretionary Funds be eliminated, Idaho will be unable to carry out the functions described in this Plan.

The State also requests an extension of its current waivers that have been approved for use in the administration of its WIA program through PY 2011. As per the guidance from TEGL 17-10 Section 6, the state has listed these waivers below:

- To waive the time limit on period of initial eligibility for training providers (20 CFR 663.50)
- To use common measures reporting (WIA Section 136(b))

- To allow the Workforce Development Council to serve as a local board for the statewide planning region (20 CFR 661.300(f))
- To exempt from the competition/procurement for the follow-up, support services and work experience components, to include internship and summer work experience, and having those services categorized as part of the design framework (WIA Section 123, Section 117(h)(4)(B)(i), and 20 CFR Part 664.400)
- To exempt from the prohibition on using WIA youth dollars to fund Individual Training Accounts (ITAs) for youth (WIA Section 129 and 29 CFR 664.510)
- To increase the employer reimbursement rate for On-the-Job Training Participation (WIA Section 101(31)(B) and 20 CFR 663.170)

Idaho's performance goals for PY 2011 for both WIA and Wagner-Peyser programs are currently slated to remain the same as PY 2010.

The State's Plan Modification and Waiver Extension Request were posted on the Idaho Department of Labor's website to allow for public comment, as required by regulation. No public comments were received. As noted earlier, these items are posted on the Idaho Department of Labor's Web site ([labor.idaho.gov](http://labor.idaho.gov)) at the following url:

- <http://labor.idaho.gov/wia1/pyplan/Planmod4.pdf>

As prescribed in TEGs 17-10, this letter will be forwarded to [wia.plan@dol.gov](mailto:wia.plan@dol.gov) in accordance with the directives for electronic submission of new waiver requests and proposed performance levels.

If you have any questions regarding the waiver request, please contact Cheryl Brush, Assistant Deputy Director - Workforce Development at (208) 332-3570, ext. 3312 or via e-mail at [Cheryl.Brush@labor.idaho.gov](mailto:Cheryl.Brush@labor.idaho.gov).

Sincerely,



Roger B. Madsen  
Director, Idaho Department of Labor

Cc: Richard Trigg, USDOL Regional Administrator Region VI via email – [Trigg.Richard@dol.gov](mailto:Trigg.Richard@dol.gov)  
Kimberly Vitelli, Federal Coordinator for Plan Review and Approval via email – [mailto: vitelli.kimberly@dol.gov](mailto:vitelli.kimberly@dol.gov)

Rogelio Valdez, IDOL Deputy Director  
Cheryl Brush, IDOL Asst. Deputy Director Workforce Division Administrator  
Dwight Johnson, IDOL Workforce Policy and Planning Administrator

Attachment A

<b>IDAHO WORKFORCE INVESTMENT ACT AND WAGNER PEYSER PERFORMANCE MEASURES</b>		
<b>PERFORMANCE GOALS FOR PY 2010 AND PY 2011</b>		
<b>WIA Adult Programs</b>		
1.	Entered Employment Rate	78%
2.	Retention Rate	82%
3.	Average 6 Month Earnings	\$10,000
<b>WIA Dislocated Worker Program</b>		
4.	Entered Employment Rate	80%
5.	Retention Rate	85%
6.	Average 6 Month Earnings	\$12,000
<b>WIA Youth</b>		
7.	Placement in Employment or Education	70%
8.	Youth Attainment of a Degree or Certificate	60%
9.	Literacy and Numeracy Gains	25%
<b>Wagner Peyser</b>		
1.	Entered Employment Rate	62%
2.	Retention Rate	75%
3.	Average 6 Month Earnings	\$11,000

## Introduction, Process and Public Comment Period

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The State of Idaho's Strategic Workforce Investment Plan for Title I of the Workforce Investment Act of 1998 and the Wagner-Peyser Act is being modified. This modification includes relevant responses from both the approved PY09 Modification #3, and those which have been revised for PY11 (now referenced as Modification #4). The origin of the responses is noted immediately before each major section and sub-sections as follows:

- *Unchanged from PY07*
- *From PY09 and carries forward*
- *Fully Revised – PY11*

Given ETAs intent to revise program planning guidance for Program Year 2012, and the uncertainty of legislation and funding, Idaho approached this modification by focusing on specific areas requiring policy updates or other significant changes. This modification includes:

- Revisions to the Council's Vision, Mission and Goals which generated multiple changes to the State's Strategic Vision and Workforce Investment System Priorities.
- An updated, comprehensive labor market analysis, which served as the foundation for revisions to the State's Strategic Vision and Workforce Investment System priorities.
- Idaho's current governance structure.

Idaho did not address less substantive revisions such as references to the following:

- Idaho's 24 OneStop Centers (there are currently 25 OneStops in Idaho)
- References to Idaho Commerce & Labor (ICL)
- Dates, numbers or other insignificant language that had no affect on Idaho's mission, priorities, policies or service delivery.

Also included, not elsewhere noted is the **Program Administration Designees and Plan Signatures Page**, found in the **Attachments** section as **Attachment #1**

### **PLAN DEVELOPMENT PROCESS, INVOLVEMENT OF THE GOVERNOR AND STATE BOARD AND COLLABORATION WITH ECONOMIC DEVELOPMENT, EDUCATION, BUSINESS COMMUNITY AND OTHER INTERESTED PARTIES (§112(b)(1).):**

This plan modification reflects policy statements and priorities set by Governor C.L. "Butch" Otter who became Governor on January 1, 2007. This modification also relies extensively on policy and strategic planning recommendations from the Governor's Workforce Development Council and input obtained during the last several years from a wide range of stakeholders and interested citizens. These recommendations have been incorporated in the Council's revised strategic goals as provided in **Attachment #2** of this document. As reflected in the revised narrative of the Plan, Idaho's strong collaboration among economic development, education, the business community and other interested parties serves as the foundation for Idaho's plan development process.

### **PUBLIC AVAILABILITY AND COMMENT PERIOD ((§111(g) and 112(b)(9).):**

These modifications were the subject of public Workforce Development Council review during its meetings over the last year. Notices of meetings are distributed to media outlets statewide announcing the opportunity for the public to attend and participate in the process. Meeting notices, agendas, policy proposals and minutes are published on the Workforce Development

Council page on the Department of Labor website. The draft plan and waiver requests were announced and distributed statewide and posted on the Department's website offering another opportunity for public review and comment. Due to the nature by which multiple modifications have been submitted to date, and the complexity these modifications add for the reader, Idaho developed and posted a PY11 Plan Modification Summary that clearly identified the substantive components of the Plan that were being modified to support transparency.

No public comments were received for this modification.



## **STATE OF IDAHO**

**Strategic Five-Year State Workforce Investment Act Plan for**

**Title I of the Workforce Investment Act of 1998**

**and The Wagner-Peyser Act**

*For the Planning Period ending June 30, 2012*

## **PLAN MODIFICATION #4**

*Revised submission 5/26/11*

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## **I. State Vision**

### **FULLY REVISED - PY11**

***Describe the Governor's vision for a statewide workforce investment system. Provide a summary articulating the Governor's vision for utilizing the resources of the public workforce system in support of the State's economic development that address the issues and questions below. States are encouraged to attach more detailed documents to expand upon any aspect of the summary response if available. (§112(a) and (b)(4)(A-C).)***

Governor C.L. "Butch" Otter took office on January 1, 2007 and was re-elected in November 2010. The following goal statements of his administration underlie the vision for the workforce investment system:

"My goal as your Governor is to empower Idahoans to fulfill their individual potential and be the architects of their own destiny, so that Idaho can remain all that America was meant to be. I hope you will join me in that endeavor."

"Creating career-path jobs for Idahoans requires a plan that harnesses Idaho's resources, talents and entrepreneurial spirit and leverages them with public-private partnerships that work in the marketplace and our communities."

#### **A. What are the State's economic development goals for attracting, retaining and growing business and industry within the State? (§112(a) and (b)(4)(A-C).)**

The Governor has launched his "Project 60" campaign, which is a comprehensive initiative to grow Idaho's Gross Domestic Product to \$60 billion by 2015. Designed to strengthen both rural and urban communities, the plan will create quality jobs for all Idahoans by fostering systemic growth, recruiting new companies to Idaho, and selling Idaho's trade and investment opportunities to the world.

- The first step to improving Idaho's economy is to make the Gem State's business climate more attractive by taking care of our existing workers, cultivating a highly skilled workforce, establishing a method to get research from the Idaho National Laboratory and our universities to the consumer market, and improving our statewide infrastructure.
- Domestic Recruitment has always been a priority for Idaho. This includes a "Top-2-Top" Business Attraction Strategy, by recruiting a network of Idaho executives to engage their peers nationwide, encouraging them to move or expand their companies into Idaho.
- Inward Foreign Direct Investment plays an extraordinary and growing role in global business. It can provide a firm with new markets and marketing channels, less expensive production facilities, access to new technology, products, skills and financing.
- The Hire One Act has been adopted by the state to encourage Idaho businesses to reinvest in the personnel and recruiting new enterprises by providing tax incentives for creating more career opportunities in Idaho communities.

**B. Given that a skilled workforce is a key to the economic success of every business, what is the Governor's vision for maximizing and leveraging the broad array of Federal and State resources available for workforce investment flowing through the State's cabinet agencies and/or education agencies in order to ensure a skilled workforce for the State's business and industry? (§112(a) and (b)(4)(A-C).)**

Idaho's workforce development system is defined broadly to include the wide array of education, workforce development and economic development programs and services. Governor Otter's vision is that his workforce and education system will be accessible, highly integrated, accountable to the citizens and businesses in the state and constantly striving to exceed customer expectations.

The Governor's vision for developing a talent pool that drives business success relies on improved performance in the K-12 system, improved transitions to postsecondary education and enhanced access to information and services through the state's 25 One Stop Centers. The State has adopted a "Student Come First" initiative. Among other changes this initiative seeks to assure that "all students will be prepared for college, career, and the ever-changing world that awaits them."

The Governor has continued to emphasize streamlining of services among state agency and education partners to maximize use of limited resources in building a talent pool that generates continuing growth and prosperity.

"My administration is committed to using common sense so that government functions in ways that foster collaborative partnerships, produce efficiencies and make better use of our tax dollars – now and in the future."

**C. Given the continuously changing skill needs that business and industry have as a result of innovation and new technology, what is the Governor's vision for ensuring a continuum of education and training opportunities that support a skilled workforce? (§112(a) and (b)(4)(A-C).)**

Idaho's economy requires that all potential workers possess the education and skills that contribute to business competitiveness while engaged in work that brings personal and financial rewards. This is true whether layoffs or workforce shortages dominate the conversation. Governor Otter recognizes that workforce preparation begins in early childhood, is honed by an education system that focuses on achievement of sound academic and workplace skills, and continues throughout a person's lifetime. Relying on this direction, the Governor's Workforce Development Council adopted the following Vision at its March 2011 meeting:

*Idaho will sustain a workforce development system that will produce an innovative and skilled workforce that allows business to thrive and provides economic opportunity to Idaho workers and their families.*

The following four goals were adopted by the Workforce Development Council to fulfill this vision:

1. Create jobs that sustain Idaho workers and grow the economy;
2. Facilitate development of an Idaho workforce that is highly skilled, committed to continuous learning, and aware of opportunities available in the market-place;
3. Support a comprehensive education and workforce delivery system; and

4. Improve awareness of the workforce system among employers, workers, partners and policy makers and expand its use and effectiveness.

The Council has established metrics for each of the goals to enable them to track the state's success in accomplishing them over time. In addition, they have established specific strategies to assure successful implementation. **See Attachment #2 - Council Goals and Strategies.**

Specific metrics for Goal 2 regarding facilitating the development of a skilled workforce includes: 1) Increasing the "go-to-college" rate, 2) Reducing the need for remediation for new college entrants, and 3) Increasing the percentage of Idaho workers who have a certificate, apprenticeship, degree or industry recognized credential beyond high school.

***D. What is the Governor's vision for bringing together the key players in workforce development including business and industry, economic development, education, and the public workforce system to continuously identify the workforce challenges facing the State and to develop innovative strategies and solutions that effectively leverage resources to address those challenges? (§112(b)(10).)***

The State of Idaho has been steadily working for many years to enhance our ability to serve Idaho businesses by aligning resources of education, economic development and workforce providers to meet their needs. The Governor's Workforce Development Council leads this effort by bringing Idaho's key business leaders to the table with the leaders of education, workforce and economic development, to increase awareness of challenges facing business and the workforce system, which creates opportunities for innovation and development of successful strategies.

Over the past two years the Council has advanced this strategic redirection effort by adopting a "Business Solutions Initiative" to more successfully address their primary goal of creating jobs. This effort includes training of One-Stop management staff and selected workforce consultants to visit businesses within targeted industry sectors, engage with employers to better understand their workforce needs and help provide solutions by coordinating the resources of education and workforce providers.

The targeted industry sectors within the state (Advanced Manufacturing, Energy, Health Care and Technology) have been identified by various regional, economic development, industry, and community leaders. These industries are viewed as the economic engines within the region – driving economic growth and providing individuals with strong wages and career paths.

The State adopted the sector approach because it is more responsive to industry demand when compared to traditional job-matching and training services. Sector initiatives:

- Are problem-oriented, not program-oriented;
- Address needs interdependently, not independently;
- Work with employers in a target industry collectively, not as individual firms; and
- Develop customized, accurate solutions to the needs of employers in the target industry.

Sector initiatives better serve both employer and workers by meeting the skill, recruitment, and retention needs of employers and the training, employment, and career advancement needs of workers. Sector initiatives:

- Address the needs of employers by focusing intensively on the workforce needs of a specific industry sector over a sustained period, often concentrating on a specific occupation or set of critical occupations within that industry;
- Address the needs of workers by creating formal career paths to good jobs, reducing barriers to employment, and sustaining or increasing middle-class jobs;
- Bolster regional economic competitiveness by creatively engaging economic development experts in workforce issues and aligning education, and workforce development planning;
- Engage a broader array of key stakeholders through partnerships; and
- Promote systemic flexibility and change that achieves ongoing benefits for the industry and workers.

The state has dedicated the Governor’s Employment Service 10% reserve funds to pay for the following priorities in moving forward the Business Solutions Initiative:

- Four regional business service specialist positions hired by the Department of Labor;
- Enhanced business services activities using a sector strategy approach such as: one-on-one meetings with employers within a targeted sector to listen and learn their workforce needs, leading office team discussion and strategy regarding how best to respond to identified needs of employers within a targeted sector, coordinating workforce needs of targeted industries with education, economic development and workforce partners;
- Staff training for selected workforce consultants and managers within the 25 One-Stop Centers on business outreach techniques, sales and marketing of services, and how to more effectively work with industry sectors prioritized by the regional planning process.

***E. What is the Governor’s vision for ensuring that every youth has the opportunity for developing and achieving career goals through education and workforce training, including the youth most in need of assistance, such as out-of-school youth, homeless youth, youth in foster care, youth aging out of foster care, youth offenders, children of incarcerated parents, migrant and seasonal farm worker youth, youth with disabilities, and other youth at risk? (§112(b)(18)(A.)***

***Added Idaho Youth Corps formerly funded in ARRA and Grow Green Project to this section***

**Idaho Youth Corps**

Building off of a very successful summer youth employment program funded by the Recovery Act over the past two years, a portion of the Workforce Development Council’s 15% funds are reserved for additional summer work experience projects re-branded as “Idaho Youth Corps” dependent on availability of funds. This effort utilizes match resources identified in the community to increase the One Stop system’s capacity to provide summer work experiences that build workplace competencies while exposing youth to a variety of outdoor and natural resource occupations.

**Idaho’s Grow Green Project,**

Emanating from an USDOL “green” grant, Idaho’s Grow Green Project directs over \$100,000 to fund green training opportunities through registered apprenticeships. These are intended to support individual registered apprenticeship opportunities with employers who offer new job opportunities in green occupations. This grant identifies specific labor force populations for priority recruitment and access to the training/apprenticeship opportunities of the *Grow Green* projects which includes high school students interested in targeted industries.

***From PY09 Modification #3 – Carries Forward***

***Modification #3 reflected major changes to the WIA Youth Policy adopted in 2009.***

Idaho adopted significant changes to its existing program in PY2009, redirecting services to at risk, low income, out-of-school youth with significant barriers to employment. Idaho's priorities for service align with those identified above noting a special focus on those out of school youth who lack benefits of services offered by the secondary education system. These youth will be integrated into the Department of Labor's service structure where they will benefit from the full range of services offered through the One-Stop system including individualized assessments, career planning and referral to the one or more of the 10 required elements identified for successful transition to further education or work.

The following design considerations were implemented as adopted by Idaho's Workforce Development Council:

Who will be served?

- a. Set aside 30 percent of youth funds for programs serving in-school youth enrolled in alternative high schools or secondary programs offering technical training; require a 100 percent match of Carl Perkins and/or local technical education funds. Remaining funds (70 percent) will focus on out-of-school youth and;
- b. Priority for services in all youth programs will be given to individuals from juvenile justice, those aging out of foster care, pregnant and parenting youth and individuals with disabilities.

How will services be delivered?

- a. Require delivery of all out-of school WIA youth program services through all One-Stop Centers;
- b. Require each WIA youth provider to meet or exceed a 50/50 staff/participant expenditure rate;
- c. Assign delivery of the "youth framework component to the state's grant recipient/fiscal agent, the Idaho Department of Labor. All intake, assessment, completion of individual service strategies and case management will be provided within the One-Stop offices by One-Stop operator staff; and
- d. Seek waivers of statutory and regulatory requirements in related areas where other states have been successful in obtaining waivers. Approval of the following two waivers allows the Workforce Development Council latitude in selection of some or all services for delivery with or without procurement
  1. Waive competitive selection of providers for youth paid and unpaid work experiences, supportive services and follow-up services. Include these services in Idaho's definition of "framework services"; and
  2. Waive prohibition on the use of WIA youth funds for Individual Training Accounts (ITAs) for older youth. ITAs allow older youth to review the eligible training provider list and select an occupational training provider as in the adult and dislocated worker programs.

In-School Program Design:

- a. Competitively procure the 30 percent set aside on a regional basis for delivery of the design framework and the ten WIA youth program elements for in-school youth who are enrolled in alternative high schools or secondary programs offering technical training;
- b. Require 100 percent match of local school district Carl Perkins and/or technical education funds;
- c. Require projects to develop occupational skills in demand by high growth industries and to feed into specific high growth industry pipelines;
- d. Allow respondents to compete for delivery of the entire design framework and allowable program elements, or any portion thereof; allow respondents to compete for each area's full 30 percent set aside, or any portion thereof; and
- e. Allow the 100 percent match to be met with in-kind and/or cash which directly support the activities of the in-school project.

Solicitations were issued for services to at-risk, in-school populations, which required coordination with the local secondary system and a 100% match of technical education funds to ensure the opportunity for technical training and to strengthen the relationship between the education and workforce systems.

## **II. State Workforce Investment Priorities**

**FULLY REVISED - PY11**

**Note: This is a reorganization from, and captures many details of prior modifications in the Workforce Development Council's mission, vision and goals.**

**Identify the Governor's key workforce investment priorities for the State's public workforce system and how each will lead to actualizing the governor's vision for workforce and economic development. (§111(d)(2) and 112(a).)**

The overriding workforce and economic development priority for the Governor is to help businesses create jobs for Idahoans. Currently there are more than 74,000 Idahoans who are unemployed. This represents a 9.7% unemployment rate, the highest rate Idaho has experienced since the Great Depression. The council goals reflect the Governor's priorities:

- A. Create Jobs – The primary goal of the council is for creation of jobs to return the unemployed to work, especially those unemployment insurance claimants who are the long term unemployed. The primary strategy is the “Business Solutions” approach intended to align workforce and education services to the needs of business through a more integrated and strategic focus on industries critical to the economy and for small businesses that create the bulk of new jobs. This strategy is augmented by a variety of economic development initiatives such as the Governor's Project 60 and a recently adopted “Hire One” campaign with a goal of reducing unemployment rates by 40% in the next 4 years.
- B. A Skilled Workforce – The council understands that workers must be highly skilled, committed to continuous learning and aware of opportunities in the market place. Idaho ranks high in its high school graduation rates but is lagging in the go to college rates and fares poorly in the retention of first year students. The state has adopted reforms of K-12 education, expanded access to technology and is exploring strategies to increase access for adult learners and others who need access to continuing education options. The state will continue to focus on those individuals who are unemployment insurance claimants and other dislocated workers, low-income adults with barriers and at-risk youth, particularly those out of school youth with barriers. The state is also partnering with the “Go On” campaign sponsored by Idaho's leading education foundation, the JA & Kathryn Albertsons' Foundation to encourage students and adults to attain education beyond high school. An “Are You Ready to Work” campaign is planned as a complementary effort to ensure that job seekers possess the necessary work habits and skills to give them an edge in the hiring process and ensure retention. This goal assures Idaho will have an effective talent development system.
- C. A Comprehensive Workforce and Education System – The state is continuing to focus on improvements in the one stop system, in part to improve coordination among partners, particularly in services to businesses. The state performed a comprehensive survey of programs and services to provide a foundation for updating the memorandum of agreements among partners in the one stop system ([Programs & Services Inventory Link](#)). An immediate priority for the council is the adoption of the longitudinal survey to track progress of workforce and education services. This will be critical for measuring success of efforts. These efforts will assure the effective and efficient coordination of workforce investment and workforce infrastructure within the state.
- D. Awareness – The state is attempting to overcome a general lack of awareness of opportunities within the workforce and education system and the benefits of the system. The state is using a variety of strategies to overcome this deficiency and will embark upon an outreach strategy to ensure that Idaho citizens are aware of services available to improve business and personal opportunity for success.

### **III. State Governance Structure (§ 112(b)(8)(A).)**

**FULLY REVISED – PY11**

**Included Code of Conduct from PY07 Modification #2 which remains in effect and references Conflict of Interest policy.**

#### **A. Organization of State agencies in relation to the Governor:**

- 1. Provide an organizational chart that delineates the relationship to the Governor of the agencies involved in the public workforce investment system, including education and economic development and the required and optional One-Stop partner programs managed by each agency.**

An organization chart that delineates all agencies involved in the public workforce investment system, including education and economic development is included as **Attachment #3 - Workforce Development System Organizational Chart**. An inventory of major programs and services within Idaho's Workforce Development System is available. **Refer to the link in Section II.C. – Programs & Services Inventory**. The Inventory provides detailed information on Idaho's One-Stop partner programs (purpose, service provider, target group, participant services, and services made available to employers).

- 2. In a narrative, describe how the agencies involved in the public workforce investment system interrelate on workforce and economic development issues and the respective lines of authority.**

The Workforce Development Council advises the Governor and the State Board of Education to ensure that a common vision guides organizations reporting to both.

The Idaho Department of Labor (IDOL) oversees WIA, Unemployment Insurance, Wagner-Peyser, the Trade Act, Workforce Information, and the cost reimbursable grants such as Veterans, Work Opportunity Tax Credits and Labor Certification among others. Serve Idaho, the Idaho AmeriCorps administrative arm, joined IDOL during PY2009 bringing volunteerism and civic engagement into the mix of services. IDOL collaborates with the Idaho Department of Commerce and the Division of Professional-Technical Education to operate Idaho's Workforce Development Training Fund designed to assist new and expanding businesses with workforce training. In addition, IDOL is responsible for Wage and Hour administration. In the capacity as the state's primary workforce investment agency, IDOL is also responsible for facilitating partnerships among the state's One-Stop partner organizations.

The Idaho Department of Commerce is responsible for economic development, tourism, community development and the Commercial Innovation. The Department of Commerce is also a partner in marketing Idaho's Workforce Development Training Fund to new and expanding businesses.

The Department of Health and Welfare is charged with the Temporary Assistance to Needy Families Program (TANF), the Food Stamp Employment and Training Program, the Community Services Block Grant and the Foster Care Independent Living Program. They also oversee the programs that assist working families with support for child care subsidies, child care subsidies, CHIP and other emergency and medical support services.

The Idaho Commission on Aging reports to the Governor and manages the state Title V, Senior Community Services Employment Program. The Idaho Commission for the Blind and Visually Impaired, the Department of Correction and the Department of Juvenile Corrections also report to the Governor and oversee work readiness projects for populations they serve.

The State Board of Education is organized as a single board that oversees K-12 and all postsecondary education in Idaho. The presidents of the State's seven colleges and universities and the executive director of the Office of the State Board report directly to the State Board of Education. The state has three universities, including one with a community and technical college mission, a four-year college with a technical college mission, three community colleges and a professional-technical institution. This system is the primary provider of education and training services for Idaho's WIA and TAA systems.

The Superintendent of Public Instruction is an elected official who sits on the Board of Education and the Workforce Development Council. The Superintendent is responsible for K-12 education services delivered through the state's 1154 school districts.

The Division of Professional-Technical Education (PTE) reports to the Office of the State Board and oversees technical education, including Carl Perkins, in the secondary and postsecondary institutions. Adult Basic Education (ABE) is housed organizationally within the PTE Division with primary service points coordinated through the postsecondary campuses in each region of the state. The Division of Vocational Rehabilitation also reports to the Office of the State Board and is a primary workforce partner participating in strategic and operational planning.

When Idaho's One-Stop delivery system was launched, the Workforce Development Council and the One-Stop delivery system signatory partners entered into Memorandums of Understanding (MOUs). The intent was to establish the framework for operation of the One-Stop system in a manner that maximizes services to system customers while making efficient use of public resources. The MOUs with the One-Stop partners were subsequently updated in 2007. Plans are underway to update the MOUs in 2011.

The state agencies collaborate on both policy and operational issues on a regular basis. The organizations enjoy collegial relationships and regularly work together on a variety of structured and ad hoc projects. Most organizations are familiar with the offerings of their sister agencies and have long standing collaborative relationships.

The workforce agencies have representatives on the Workforce Development Council staff team led by Governor Otter's Senior Special Assistant for Energy and Economic Development. This team identifies issues and makes recommendations to the Workforce Development Council.

These formal opportunities build on the more informal system that has evolved to support the day-to-day operations of Idaho's workforce system. Staff at state and local levels routinely work together for the benefit of selected customers, sharing information and services to assist businesses and individuals meet their workforce goals. Information sharing agreements exist to exchange information on performance and mutual clients.

***B. State Workforce Investment Board (§112(b)(1).)***

**1. Describe the organization and structure of the State Board. (§111.)**

Governor Otter retained the “grandfathered” Workforce Development Council for purposes of the Workforce Investment Act. The Workforce Development Council was established August 8, 1996 by Executive Order in accordance with Title VII of the Job Training Partnership Act. The Council replaced and consolidated four workforce councils and has continued to provide leadership for all workforce programs reporting to the Governor and the State Board of Education. Governor Kempthorne issued a new Executive Order on November 30, 2004 continuing membership and clarifying the role of the Council. Governor Otter subsequently issued Executive Order No. 2010-02 on March 17, 2010. The Executive Order re-affirms and extends the authority of the Workforce Development Council. The Executive Order also addresses Council membership. A copy of the Executive Order is attached as **Attachment #4- Executive Order**.

**2. Identify the organizations or entities represented on the State Board. If you are using an alternative entity which does not contain all the members required under section 111(b)(1), describe how each of the entities required under this section will be involved in planning and implementing the State’s workforce investment system as envisioned in WIA. How is the alternative entity achieving the State’s WIA goals? (§§111(a-c), 111(e), and 112(b)(1).)**

Each of the required Board entities identified under WIA was invited and/or actively participated in the planning and implementation processes that were developed to achieve the goals envisioned for the Idaho workforce system. The Council represents a broad constituency of business, education, government and labor. Membership includes lead state agency officials responsible for One-Stop partner programs.

The Executive Order requires that the Council’s membership shall be as follows:

- a. Representatives of business and industry shall comprise at least 40 percent of the members;
- b. At least 15 percent of the members shall be representatives of local public education, postsecondary institutions, and secondary or postsecondary vocational educational institutions;
- c. At least 15 percent of the members shall be representatives of organized labor based on nominations from state labor federations;
- d. Representatives for the Department of Commerce, the Department of Labor, the Department of Health and Welfare, the State Board of Education, the Commission on Aging, the Office of Energy Resources, the Idaho Education Network, and the Superintendent of Public Instruction; and a
- e. Representative of a community-based organization.

Further, the Order requires that the chair and vice chair be from the private sector.

Members of the Council include:

- Representatives from large and small business and business organizations
- Representatives from Labor
- Director, Department of Health and Welfare – (TAFI, Food Stamps, CSBG, Foster Care Independent Living Program)
- Director, Department of Labor – (WIA, Wagner-Peyser, UI, TAA, Veterans, WOTC, Labor Market Information, Wage and Hour, Disability Determinations)

- Director, Department of Commerce – (Economic Development, Tourism, Community Development)
- Director, Department of Commerce – (Economic Development, Tourism, Community Development)
- Executive Director, State Board of Education – (Professional-Technical Education, Adult Basic Education, Vocational Rehabilitation)
- Administrator, Commission on Aging
- Director of the Idaho Education Network
- Director of the Office of Energy Resources
- Director of the Idaho Department of Correction
- Superintendent of Public Instruction (K-12, ABE)
- Representatives of Secondary and Postsecondary Education
- Representative from a Community Based Organizations.

The Council's membership brings together a highly integrated mix of business and industry representatives, education, labor, community based and governmental entities and to set the vision and make plans for Idaho's workforce development system. Specifically the Council is responsible for advising the Governor and the State Board of Education on:

- a. Development of a statewide strategy for a workforce development programs which encompasses all workforce programs;
- b. Development of the WIA State plan;
- c. Development and continuous improvement of services offered under the statewide workforce investment system;
- d. Development of comments at least once annually on the Carl D. Perkins Vocational and applied Technology Education Act;
- e. Development and continuous improvement of comprehensive State performance measures;
- f. Preparation of the annual report to the United States Secretary of Labor as required under section 136 of the WIA;
- g. Development of a statewide employment statistic program;
- h. Development of a plan for comprehensive workforce information; and
- i. Development of applications for an incentive grant under section 503 of the WIA.

The Council is also responsible for:

- a. Approval and oversight of the expenditures from the Employment Security Reserve Fund;
- b. Development and oversight of procedures, criteria and performance measures for the Workforce Development Training Fund; and
- c. Other duties as assigned by the Governor.

The Council may also empanel subcommittees appointed by the chair. Subcommittee members may include individuals from the general public who have special knowledge and qualifications to be of assistance to the Council.

In developing the state's plan, opportunities for input and consultation were made available throughout the process for the Governor, local elected officials, legislators and other participating entities and interested parties.

Since its inception, the Council has invited participation of state and local interests, including members of the legislature, Idaho cities and counties and business organizations to participate in formulation of plans and strategies to guide Idaho's workforce system.

The Council has in place the members, linkages and procedures to provide the leadership and oversight necessary to achieve the goals established for Idaho's workforce development system. The Council will continue to review the accomplishments against the long-term visions, goals and objectives established in the plan.

The Council will focus on its overall goals of creating jobs that sustain Idaho workers and grow the economy; facilitating the development of an Idaho workforce that is highly skilled, committed to continuous learning, and aware of opportunities available in the market-place; supporting a comprehensive education and workforce system; and improving the awareness of the workforce system among employers, workers, partners and policy makers and expand its use and effectiveness.

- 3. Describe the process your State used to identify your State Board members. How did you select board members, including business representatives, who have optimum policy-making authority and who represent diverse regions of the State as required under WIA? (20CFR 661.200.)**

Appointments to the Council are made by the Governor with the goal of ensuring geographic equity and representation of the state's key industry sectors. The Governor appoints the private sector chair and vice chair and the Directors and/or top officials of the agencies responsible for Idaho's workforce development programs and educational system. The Council's membership considers regional representation to identify and address the various needs throughout the state. Any new appointments to the Council will have the optimum policymaking or hiring authority.

- 4. Describe how the board's membership enables you to achieve your vision described above. (§§111(a-c) and 112(b)(1).)**

Private sector representatives are selected based on their attachment to critical industries; this ensures that the Council has a formal connection to key industries throughout the state. State government representatives are the executives of lead state agencies in education, workforce development and economic development. As noted in item #2, the education representatives include college presidents who serve as representatives of the President's Council for the state's postsecondary system as well as the executive director of the State Board of Education and the elected Superintendent of Public Instruction, who also sits on the state's K-16 Board. The Labor representatives and the community based organization representative are also high level officials who have influence with their members and their communities. The executive level council offers the appropriate level of influence to ensure that the vision can be achieved.

- 5. Describe how the Board carries out its functions as required in sec. 111 (d) and 20CFR 661.205. Include functions the Board has assumed that are in addition to those required. Identify any functions required in sec. 111 (d) the Board does not perform and explain why.**

Implementation of WIA continued a long history of collaboration among Idaho's state and local employment and training community, education, labor, industry, special interest groups,

legislative leaders, local elected officials, Native American Tribes and minority organizations. It is the intent of the Council to continue these efforts by providing direction and leadership and by supporting the goals of the Office of the Governor, to ensure full implementation and success in obtaining the long-range goals envisioned in the state plan.

Specifically, the process calls for wide distribution and input in the development of state policy, plans and strategies to carry out oversight and attainment of the state's goals. The Council provides advance notice of scheduled meetings to ensure sufficient time for interested stakeholders to attend and/or submit comments and concerns. Policy material prepared for the meetings is made available for interested parties who requested that their name and/or organization be included on the Council's mailing list. The notice of meetings and all materials are also posted on the state's Web site.

Meetings of the Council are scheduled annually based upon projected workload, which usually requires that meetings be held quarterly. The Council typically performs most work in a meeting of the entire body; however, the Council has a standing Executive Committee, a Health Professions Education Council and the Idaho Energy Sector Partnership Council and will assemble ad hoc committees, as needed, to address specific issues or tasks as identified by the Council or the Governor. The Executive Committee routinely reviews all items scheduled for the consent agenda and recommends approval/disapproval to the whole Council. The Executive Committee routinely reviews all items scheduled for the consent agenda and recommends approval/disapproval to the whole Council.

**6. *How will the State Board ensure that the public (including people with disabilities) has access to board meetings and information regarding State Board activities, including membership and meeting minutes? (20 CFR 661.205)***

Workforce Development Council meetings will be held in facilities that comply with ADA requirements to ensure access for persons with physical disabilities. Upon request, alternate formats will be offered for written materials to meet the special needs of persons with sight impairments. The Idaho Commission for the Blind and Visually Impaired has volunteered to assist the Council in meeting requests for alternate formats. The Council will coordinate with the Idaho Commission for the Deaf and Hard of Hearing to arrange equipment or other services for individuals who request hearing assistance at meetings. Membership lists, including contact information, announcements of board meetings, all meeting materials and minutes are widely distributed and are available on the state's Web site. Legal notices are posted and are supplemented with general news releases about Council activities and meeting plans.

**7. *Identify the circumstances which constitute a conflict of interest for any State or local workforce investment board member or the entity that s/he represents, and any matter that would provide a financial benefit to that member or his or her immediate family. (§§111(f), 112(b)(13), and 117(g).)***

***Code of Conduct (Attachment #6)***

The WIA Code of Conduct (See Attachment #6) as submitted with PY2007 WIA ES State Plan Modification #2 and remains in effect as written.

**8. *What resources does the State provide the board to carry out its functions, i.e. staff, funding, etc.?***

The Workforce Development Council is supported by an interagency staff team comprised of management officials of the partner agencies and is led by Governor Otter's Special Assistant for Energy and Economic Development. The Idaho Department of Labor provides logistical support for the Council while member agencies representing the state's mandatory and optional one stop partners provide policy and program advice as well as direct financial support for the Council.

**C. Structure/Process for State agencies and State Board to collaborate and communicate with each other and with the local workforce investment system (§112(b)(8)(A).)**

- 1. Describe the steps the State will take to improve operational collaboration of the workforce investment activities and other related activities and programs outlined in section 112(b)(8)(A), at both the State and local level (e.g., joint activities, memoranda of understanding, planned mergers, coordinated policies, etc.). How will the State Board and agencies eliminate any existing State-level barriers to coordination? (§§111(d)(2) and 112(b)(8)(A).)**

The formal structures including the Workforce Development Council staff team and Council committees will continue to address improved collaboration across a wide range of issues from common or system measures, improved labor market information, and improvements in postsecondary education delivery and access, among others.

Idaho has long enjoyed a collaborative relationship among its agencies. Collaboration for day-to-day service delivery is routine with partners demonstrating a knowledge and respect for the contributions made by system partners. This is exhibited in partnership approaches in dealing with closures and business expansion or projects formed to aid target groups. This provides an opportunity to identify and eliminate barriers as an integral part of service delivery to customers. The state and local organizations in Idaho have truly embraced the solutions-based approach.

The state initiated a broad survey of all workforce programs and funds available in the state. The purpose of the study was to establish the base for further collaborative efforts. The study for 2010 and 2011 was completed in March, 2011. The study includes a wide range of topics including funding, program purpose, target group, participant services, employer services, performance measures and outcomes among others. This will help to identify further barriers, areas of need, and opportunities for coordination as the state attempts next steps in the planning process. The Workforce Council also intends to update the Memorandums of Understanding (MOUs) with the One-Stop partner agencies during PY 2010-2011.

- 2. Describe the lines of communication established by the Governor to ensure open and effective sharing of information among the State agencies responsible for implementing the vision for the public workforce system; between the State agencies and the State Workforce Investment Board.**

Governor Otter models an approach to government service that is collaborative, inclusive and responsive to the needs of Idaho citizens and businesses. That style is reflected in the relationship between the Governor's Workforce Development Council and the agencies that are responsible to the Council. The Governor's Special Assistant for Energy and Economic Development leads an interagency staff team charged with advising the Council and carrying out

its recommendations. Formal agendas, materials and minutes developed by this staff team are distributed among the members of the Council and the staff team and published on the state's Web site.

- 3. Describe the lines of communication and mechanisms established by the Governor to ensure timely and effective sharing of information between the State agencies/State Board and local workforce investment areas and local Boards. Include types of regularly issued guidance and how Federal guidance is disseminated to local Boards and One-Stop Career Centers. (§112(b)(1).)**

Council transmittals and minutes are included on the state's Web site under the Workforce Development Council on the Idaho Department of Labor Web sites. Each partner agency is responsible for advising its line organization or sub-state organizations of Council policy. WIA Policy Guidance Memoranda (WIAPs) and Workforce Information Bulletins (WIABs) will continue to be posted on the WIA Web site. Federal guidance is distributed through the WIAB process. All WIA providers are notified via e-mail of all additions or changes to the Web sites. State agencies also provide a wide range of information to local areas through these bulletins and via technical assistance guides to aid in service delivery. Workforce information is also routinely communicated to the State Board and all workforce partners through the monthly Idaho Labor Market Information newsletters. Monthly updates are also distributed from the Idaho Department of Labor to inform customers of activities related to economic and workforce development services.

- 4. Describe any cross-cutting organizations or bodies at the State level designed to guide and inform an integrated vision for serving youth in the State within the context of workforce investment, social services, juvenile justice, and education. Describe the membership of such bodies and the functions and responsibilities in establishing priorities and services for youth? How is the State promoting a collaborative cross-agency approach for both policy development and service delivery at the local level for youth? (§112(b)(18)(A).)**

The state convenes a workgroup to define Idaho's Strategic Vision for Services for Youth in the state. The group includes representatives from the Idaho Department of Labor, the Department of Health and Welfare, and the Departments of Education and Juvenile Corrections. Representatives from local and regional agencies that provide youth services to targeted populations are also invited to participate in this effort as well. Individual agency service data is provided to this group to determine the focus of the group's efforts in identifying and serving those youth most in need. An assessment of the service data presented is provided to each agency and organization with recommendations from the work group that would help to direct the provision of services toward the state's neediest youth including, but not limited to, youth in foster care, youth offenders, homeless youth, out-of-school youth, migrant/seasonal farmworker youth and pregnant and parenting youth. Recommendations from this group are made to the Workforce Development Council for consideration.

## IV. Economic and Labor Market Analysis. (§ 112(b)(4)):

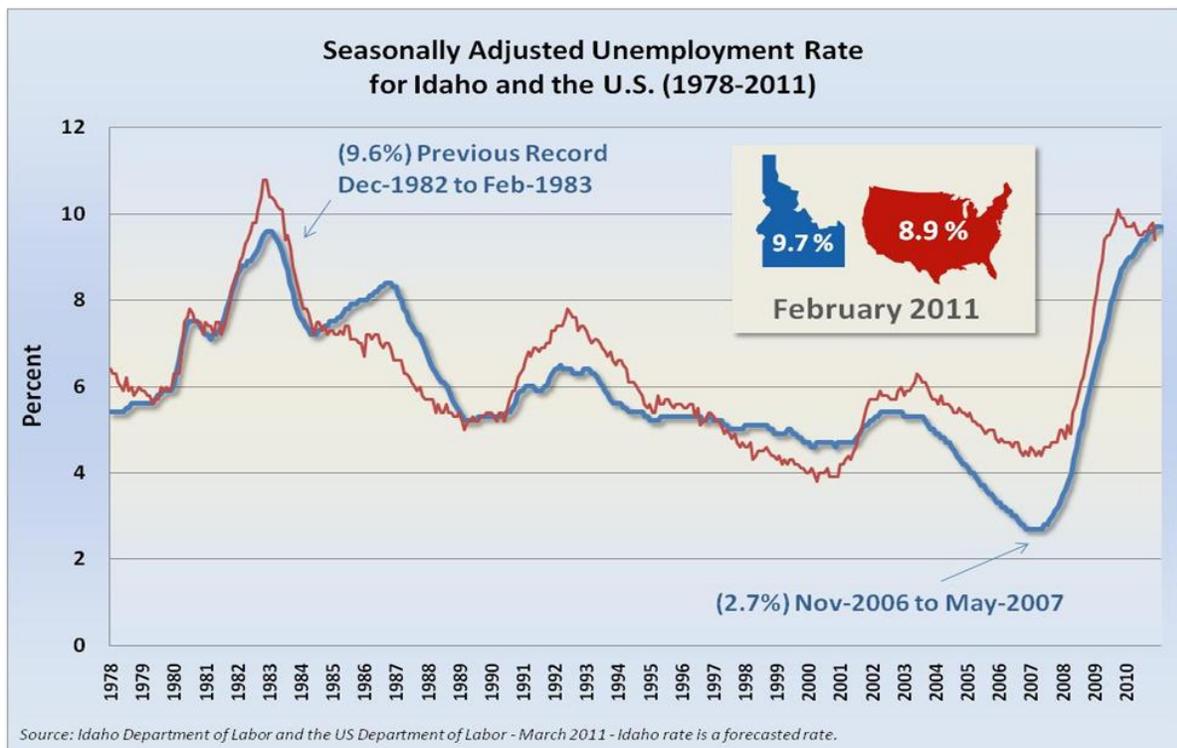
### FULLY REVISED – PY11

*As a foundation for this Plan and to inform the strategic investments and strategies that flow from this Plan, provide a detailed analysis of the State's economy, the labor pool, and the labor market context.*

#### Introduction: Overall State Economic Trends

Idaho is a large, sparsely populated state with a 2010 population of 1.568 million people spread across more than 82,000 square miles. The majority of the population (63 percent) resides in six “urban” counties (Ada, Bannock, Bonneville, Canyon, Kootenai and Twin Falls) with the balance in 38 rural counties. Boise, with 205,671 residents is the only city that exceeds 200,000 according to the 2010 census. The next closest city, more than five miles away is Nampa at 81,557. The rural areas, often separated by large distances from their regional urban hub, pose a challenge for service access and require special consideration when creating any statewide system.

Jobs grew at a healthy pace from 1998 to 2001. This trend continued through 2001 but with a significant slowdown during the last half of the year. The unemployment rates began to increase the last half of 2001 and remained at or above five percent until early 2004. The unemployment rates began to decline in 2004 reaching a record low from November 2006 through May 2007 at 2.7 percent seasonally adjusted. The national recession of that time combined with the long-term trend in the decline in natural resource-based employment resulted in a sharp rise in the number of unemployed and job losses in several significant industries. Those areas dependent on a natural resource economic base had very high unemployment rates. The electronics industries in southern Idaho lost nearly 10,000 jobs from 2000 to 2010. A positive trend in most industries occurred between 2000 and 2005 with construction leading the way. Then, the recession hit in Idaho beginning December 2007 with full force. The graph below shows the trend of Idaho's unemployment rate compared to the United States since 1978.



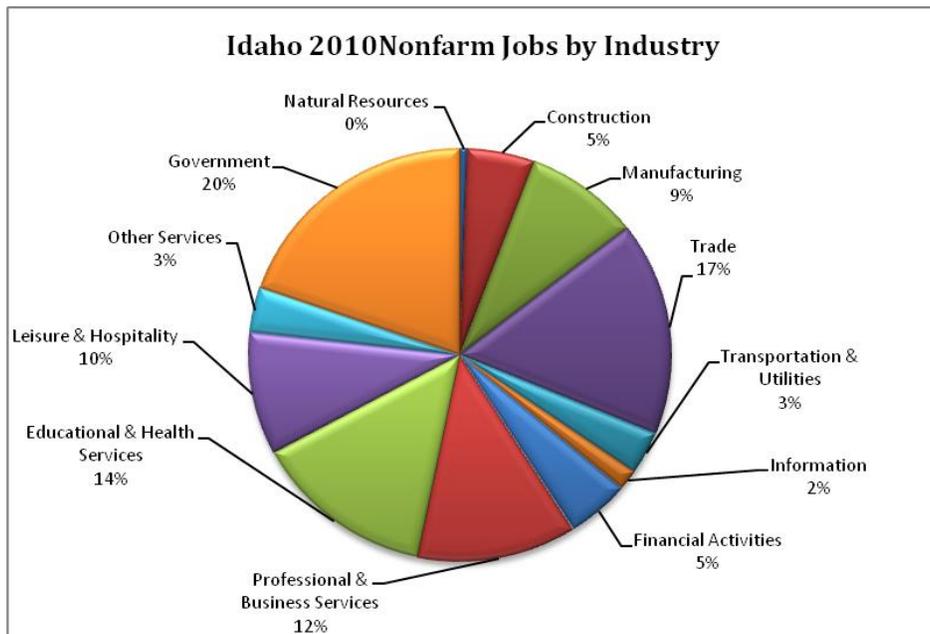
Idaho’s unemployment rate reached a record high 9.7 percent in December 2010. The rate remained higher than at any other pre-recession time since 1983. The number of workers on the job in December was less than the number a year earlier for the 35<sup>th</sup> straight month. Idaho’s population grew at 21 percent during the first decade of the 21st Century. This was substantially less than the 28 percent during the 1990s, but three times the growth rate in the last recession decade of the 1980s and the fourth fastest growth in the nation.

**A. What is the current makeup of the State’s economic base by industry?**

For 21 consecutive years, Idaho added jobs to its economy. In 2008 that all changed as 6,800 jobs were lost. The state was able to continue growing in spite of the recession of the 1990s. The most recent recession however, cut deeply into the Idaho economy, claiming over 53,500 jobs between the 2007 annual average and the 2010 average – an 8.2 percent decline. Year-over-year job loss peaked at 7.3 percent in July and August 2009. It was the deepest year-over-year job loss since World War II. In 2006, just three years earlier, Idaho had been among the national leaders in job growth. Since August 2009 the year-over-year gap had been closing steadily until June. While pre-recession seasonal employment patterns are returning to Idaho’s labor picture, some instability remains. The year-over-year job gap slipped below 1 percent in May and has bounced below 1 percent since.

Idaho’s work force is overwhelmingly engaged in *Service-Providing Industries* – just over 85 percent of the total job count. The dramatic impact of the recession on Idaho jobs is shown in **Table 1 in the Data Appendix**. Between 2008 and 2010 the number of jobs dropped by over 46,000, a 7.2 percent decrease. Over half of the jobs lost were in the *Goods-Producing Industries*. Construction lost 13,800 jobs while manufacturing lost 10,000. The computer and electronic products manufacturing only lost 3,800 in the last two years but in the last 10 years has lost 9,500 jobs. Between 2008 and 2010 the only major industries to post job gains were education, health care and local government (education and the tribes). As a result of the job loss, the industry make-up of Idaho is changing from a natural resource based economy to more service oriented.

The current distribution of Idaho’s nonfarm jobs is shown in the pie chart below.



Government accounts for nearly 1 in 5 jobs in Idaho. The public school system employed over 54,000 workers in 2010, just fewer than 50 percent of all jobs in government.

Idaho has a large percentage of workers in the professional and business services sector. The nuclear energy research facility provides thousands of jobs in eastern Idaho. Also because Idahoan's do not have a particular dialect, call centers are very popular.

For every four jobs in the trade industry, three are in the retail sector. This sector's growth is primarily related to Idaho's continued population growth. National large box stores and other chains have found their way to Idaho. Wal-Mart is now the second largest private employer in the state.

The education and health services industry, 89 percent of which is in the healthcare industry, is one of the fastest growing and largest sectors of Idaho's economy. It's a billion-dollar industry, employing over 74,000 workers. The aging of the population, combined with technological advances, will ensure that this sector of Idaho's economy remains robust.

Manufacturing jobs have been dominated by computer and electronic equipment manufacturing and food manufacturing for the past 10 years. The number of computer related manufacturing jobs were reduced significantly in the past 10 years. In 2000, this industry had 28 percent of the employees in manufacturing but dropped to 20 percent by 2010 due to major layoffs at the state's largest manufacturer. The number of jobs in the food manufacturing sector also dropped but only by 1,100 during the last decade. In spite of the decrease in the number of jobs, the percentage of manufacturing jobs rose from 23 percent in 2000 to 29 percent in 2010. The dairy manufacturing industry has also a positive impact on the employment levels.

Construction which accounted for more than 8 percent of the jobs in 2006 has dropped to a low of 5.2 percent. The recession had a devastating effect on this industrial sector. Nearly 25 percent of Idaho's unemployed workers came from the construction sector.

***B. What industries and occupations are projected to grow and/or decline in the short term and over the next decade?***

In general, Idaho is expected to continue to grow both demographically and economically after the current recession ebbs. The forces that drove Idaho's expansion during the previous decade are still as valid as they were in the 1990s. Population has grown primarily through in-migration as people are attracted to Idaho's quality of life even though wage and per capita personal income levels are at the lower end of the national scale. Increased population in turn creates more demand for goods and services, hence the predominance of the service sector and more opportunities for self-employment ventures.

The natural resource and manufacturing sectors face a less certain future. There is some certainty that manufacturing industries will continue to be more diverse and grow, and the presence of a few very large firms or facilities will diminish. But, at the same time, dislocations centered on traditional natural resource-based industries and the volatile electronics industries are also likely to occur. In other words, the Goods-Producing Industries will continue to churn (**see Table 2 in the data appendix**).

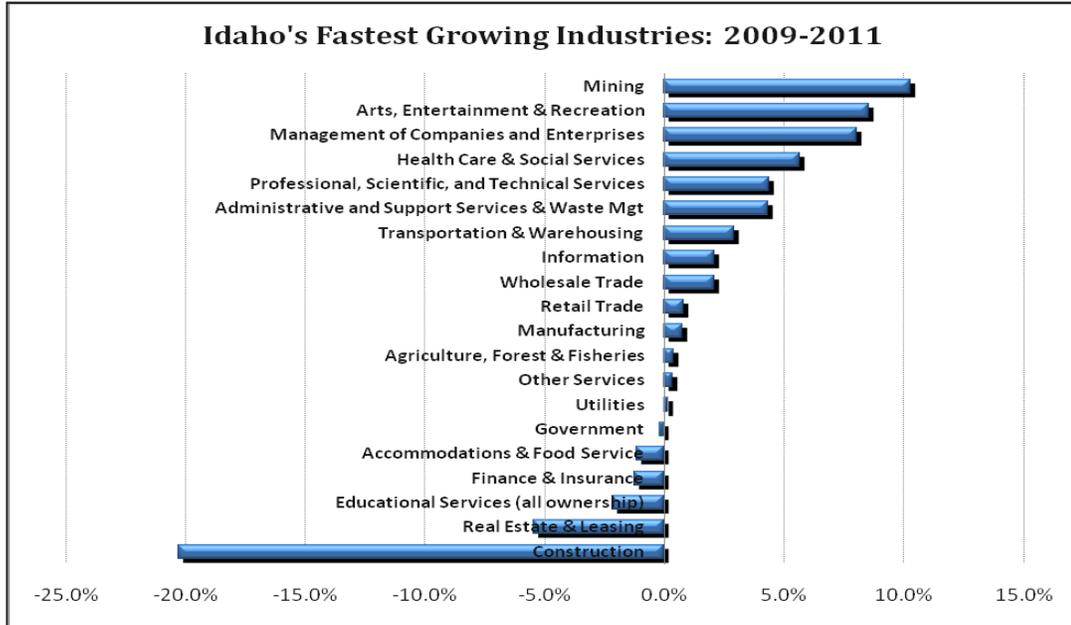
Though short-term occupational projections through 2011 will soon be outdated and reanalyzed again in the coming months, these projections are included as **Table 2a - Short-term Projected**

**Covered Employment By Industry, 2009-2011, Table 4a – High Demand Occupations In Idaho, 2009-2011 and Table 7a – Hot Jobs In Idaho, 2009 - 2011.**

**Growth Industries:**

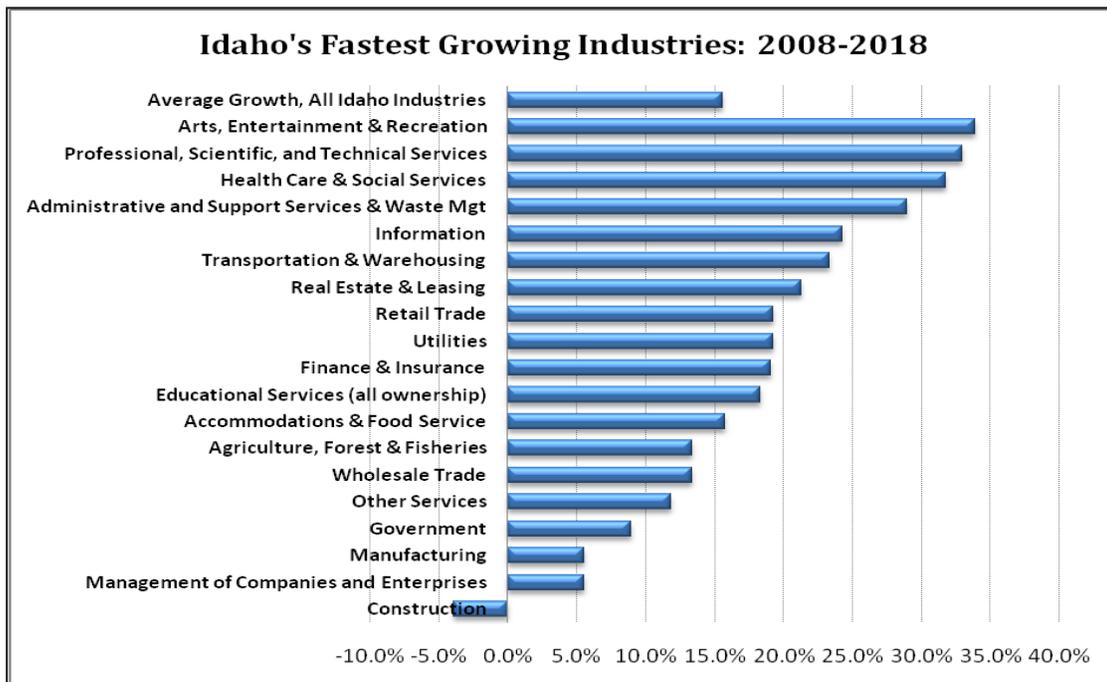
Short term growth projections indicate the most rapidly growing industry is Mining as represented in the **Graph A** below.

**Graph A**



Long-term however, the fastest growing industry will be **Health Care and Social Assistance** with projected 24,100 new jobs by 2018 (**Graph B** Below).

**Graph B**



Over one-third of the growth is projected to occur in ambulatory health care services which include doctor offices, outpatient care centers, home health care and laboratories. Hospitals and the social assistance sectors will each add about 5,700 jobs over the next 7 years. Nursing homes and residential care facilities will add nearly 3,500 jobs by 2018. The current economic conditions are having a greater impact on social assistance sector. As more and more individuals and families are seeking help in areas of counseling, retraining, food, shelter and day care services, the number of these establishments and employees grow. This sector has been one of the fast growing industries in the state, and that trend will continue in spite of rising health costs as the population expands and ages. Additional training capacity is being developed at several postsecondary schools. Idaho's health care is growing at a faster rate than the nation – Idaho 31 percent and the nation 20 percent. As a result, there are still shortages in most health care occupations.

**Professional and Business Services** are forecast to add nearly 22,200 new jobs over the next eight years. In professional and technical services the demand for 10,900 workers will come in a variety of areas. Computer related work includes some of the fastest growing occupations including software engineers and network analysts. Accountants and other types of financial workers will be in demand. It is anticipated that demand for workers involved in scientific research will continue grow. Administrative support, the other major sector in this industry, is projected to add nearly 10,000 jobs. This industry includes call centers, employment agencies, janitorial services, lawn maintenance, and a myriad of other business support services.

**Education services** are forecast to add over 10,000 jobs by 2018. These jobs will be in both public and private schools from kindergarten through graduate school. As the number of unemployed persons grew, so did enrollment at a variety of schools. Many of the unemployed sought classes for retraining. For example, the College of Western Idaho (CWI) in Nampa welcomed students in January 2008 and enrollment has increased to over 6,000 in the spring semester 2011. The increasing student populations and the demand for education, which accounts for about half the jobs in local government, are going to continue. However, increasing budget pressures on both K-12 and postsecondary institutions, which account for 48 percent of state government employment, are a constraint. In addition to budget pressure, shifting population to more urban areas has reduced some rural attendance, forcing staff cutbacks and constraining higher education expansion into new program areas. The inadequacy of many public school facilities by physical condition, size, location, or overcrowding is a recognized need but an expensive endeavor. Modern schools are critical elements in attracting residents to an area. Inadequate schools have the opposite effect. The current budget pressures being placed upon the public education system will have a direct effect on the structure of Idaho's economy.

**Trade:** The proliferation of big-box retailers slowed due to the recession. As population grows and the economy improves, it is anticipated that there will be a 15 percent increase in the number of jobs, up nearly 19,700. The major growth industries are general merchandise stores and motor vehicle and parts dealers. These industries are dominated by retail salespersons and clerks, the top two high demand occupations. Other high demand occupations include first-line supervisors/managers of retail sales workers; bookkeeping, accounting & auditing clerks; and stock clerks & order filers. Most of these jobs will require little education beyond high school. The internet will continue growing as a way to market and purchase goods and services.

**Leisure:** Nearly two-thirds of the estimated job openings in the leisure and hospitality industry will occur in food services. The estimated 7,100 jobs openings will include waiters and waitresses, food preparation & serving workers, counter attendants, dishwasher and cooks. Only restaurant cooks

require more than short-term training. However, most of these jobs will require interaction with the public so they do need good people skills. Population growth and busy lifestyle contribute to the increase of this industry.

**Agriculture:** Surprising as it seems, the agriculture industry is forecast to add nearly 3,500 jobs. Two thirds of these jobs will be in the animal production sector, primarily dairy cows with some beef cattle. The other third of the jobs will be in crop production, mostly potato production. This may not be a fast growing industry in Idaho but it is vital to the rural economy. The multiplier effect of growing potatoes is significant. If you were to add 100 jobs in animal and crop production, additional jobs would be added in every major industrial sector. More information about agriculture employment levels in Idaho are in **Table 3 in the Data Appendix**. The information shows that agriculture employment, both covered by the state's unemployment insurance law and non-covered seasonal, from just under 53,000 in 2000 to nearly 65,000 in 2010 with just 9 months of data available.

**Manufacturing:** In spite of the overall decrease in the number of jobs in this industry, manufacturing does have some bright spots. It is projected that transportation equipment, machinery, fabricated metal, food and chemical industries will add about 4,600 jobs by 2018. All manufacturing will have replacement needs but we must look to the small manufacturing sectors for net growth. Ample evidence has been collected recently through community forums, business conferences, and other discussions that Idaho's small manufacturers are experiencing growth and have the ability to grow even more. However, most express a concern about having access to an adequate manufacturing talent pool.

#### **Declining Industries:**

**Construction:** The slowing of demand in Idaho and the financial crisis that hit the national economy is responsible for the loss in construction jobs. The residential housing market continued to decline in 2010. Commercial construction held up the number of jobs for several years, but that activity began to level off and even decline in 2010. It is projected that by 2018 an additional 2,200 jobs will be lost in the building and specialty trade construction sectors. Heavy construction and civil engineering is the one bright spot with an anticipated small uptick of 350 jobs. Long-term and small road construction projects will pick up the slack and should be sustained through the end of the decade. Average employment in 2010 was 31.1, a decline of 30.7% or a loss of about 13,800 jobs from 2008.

**Manufacturing:** One of Idaho's traditional manufacturing industries, wood products, will continue to lose jobs. In 2000, there were 9,300 jobs in the wood products industry. By 2010 that number had dropped nearly 52 percent to only 4,500 jobs. The collapse of the residential building industry has had a devastating impact on Idaho's wood products industry. More than half of the jobs in veneer, plywood and engineered wood products have been lost in the last 3 years, from 1,524 to 766, most of which were in the manufacture of trusses. In addition to those losses, nearly 700 jobs were lost in the millwork and in the manufactured mobile home sectors. Optimistically, employment would remain stable for a few years with the demand for labor confined primarily to replacements. The 2018 projections indicate only a loss of 600 jobs but the 2009 and 2010 data indicates a loss of more than 2,000 from 2008.

The high tech industry in Idaho has experienced significant job losses in the last decade. Nearly 10,000 jobs have been lost (about 50 percent of all high-tech jobs). This loss has slowed in the past several years. There have been promising instances in which very small, entrepreneurial electronics

and high technology firms have developed new products that could turn into much larger businesses. Idaho universities and the Idaho National Laboratory are also very active in developing spin-off start-ups and very supportive of small business incubators that are found throughout the state. Although the large electronics manufacturers such as Micron Technology and Hewlett-Packard remain significant economic drivers, the future of large facilities is uncertain. Micron announced in early 2011 it would expand its research and development activities in Idaho. The expansion is anticipated to add several hundred jobs from engineers to analysts.

**Growth Occupations:** A discussion of occupation data should note that occupations generally cross all industries. Some occupations will be more prominent in some industries but can be found to a lesser degree in other industries. That being said, remember a nurse maybe needed in a manufacturing plant just as a food prep worker could be in an elementary school lunchroom. The limitations for employment opportunities are frequently limited to the individual's perception. The following data on growth occupations can be found in **Table 4 - High Demand Occupations in the Data Appendix**. The occupations are ranked by the number of annual openings which includes not just new jobs but replacement jobs. The top 20 high demand occupations have been divided into major occupational sectors with the findings presented below. Additional information on the Fastest Growing Occupations can be found in **Table 5 in the Data Appendix**.

**Sales and Related Occupations:** It has been forecasted that there will be demand for 2,600 workers in sales occupations annually. The largest occupation is Retail Salespersons with an estimated 1,160 openings a year. The next occupation was Cashiers with 920 openings. Both of these occupations need only short-term training. However, they will need customer relations and good math skills. The third demand sales occupation was First-Line Supervisors/Managers of Retail Sales with 320 annual openings. This occupation ranked 15<sup>th</sup> and requires work experience. Most of these occupations will be found in the retail industrial sector. These are high demand jobs because of the frequent turnover, low wage and lower training level.

**Office and Administrative Support Occupations:** It has been forecasted that there will be demand for 2,400 workers in offices occupations annually. The largest occupation is Customer Service Representative with an estimated 790 openings a year. This occupation ranked 3<sup>rd</sup> in high demand and requires moderate-term on-the-job training. Office Clerks was next, ranking 5<sup>th</sup> with an estimated 590 openings per year and requires only short-term on-the-job training. The third demand occupation in this group was Bookkeeping, Accounting and Audit Clerks with 270 annual openings. This occupation ranked 19<sup>th</sup> and requires moderate-term on-the-job training. All of these occupations are found in most industries.

**Food Preparation and Serving Related Occupations:** It is projected that there will be 1,600 annual openings in the food preparation and serving occupations between 2008 and 2018. The three high demand occupations in this group are Waiters and Waitress ranked 4<sup>th</sup> with 750 opening annually, Combined Food Preparation & Serving Workers, including Fast Food ranked 6<sup>th</sup> with 540 annual openings, and Counter Attendants, Cafeteria, Food Concession & Coffee Shop ranked 13<sup>th</sup> with 340 annual openings. All of these occupations require short-term on-the-job training with relatively low wages. Once again while most of these jobs can be found in the leisure and hospitality industry, there are opportunities available in these occupations in other industrial sectors.

**Miscellaneous High Demand Occupations:** These occupations are high demand occupations but could not be lumped into a major occupational category.

- The first is Truck Drivers which ranks 7<sup>th</sup> in all openings (520) with a short-term on-the-job training level.

- General & Operations Managers ranked 8th with 480 openings annual and requires a bachelors degree or higher with work experience. The median wage for this occupation in 2010 was over \$30 per hour.
- Registered Nurses ranked 9th with 470 annual openings. The training level for this occupation is at least an associate degree with a median wage of \$28 per hour.
- Surprisingly, the Farm workers & Laborers, Crop, Nursery and Greenhouse occupation reported an estimated 400 openings annual ranking it 10th in high demand jobs. The training is short-term on-the-job and median wage just under \$10.
- Ranking 11th are Laborers & Freight, Stock & Material Movers, Hand with 360 annual openings. Once again the training is short-term on-the-job and a median wage just under \$10.
- Elementary School Teachers, excluding Special Education ranked 12th with 350 annual openings. The training level is a Bachelor's degree. This has been one occupation where concern has been expressed about the aging of the work force. In spite of the budget crisis, there will always be a need for teachers and there will always be demand for good teachers.

**Declining Occupations:** Like growth occupations, it needs to be remembered that the declining occupations may be primarily in one industry but there will always be some in other unrelated industries. The following data on declining occupations can be found in **Table 6 Declining Occupations in the Data Appendix**. The occupations have been ranked from largest to fewest anticipated jobs lost between 2008 and 2010. Because of the significant downturn in Idaho's economy since 2008, the actual job loss may be greater than projected.

**Construction and Extraction Occupations:** It was projected that between 2008 and 2018 occupations involved in construction would lose 1,140 jobs with a projected number of jobs at 26,700. Most of these jobs can be found in the construction industry and that industry is not expected to recover to its peak employment for many years. Many of the unemployed workers in these occupations have the opportunity to retool their skills for opportunities involving "green" building. Below is some basic information on the occupations that are impacted by the reduction in demand for homes, businesses and other construction related projects. Most of these occupations required some type of training.

- Carpenters ranked 2<sup>nd</sup> with a job loss of 300 and required long-term on-the-job training
- Painters, Construction and Maintenance ranked 7<sup>th</sup> with a loss of 150 jobs and required moderate-term on-the-job training
- Electricians ranked 9<sup>th</sup> with a loss of 130 jobs and required long-term on-the-job training
- Roofers ranked 12<sup>th</sup> with a loss of 116 jobs and required moderate-term on-the-job training
- Cement masons and Concrete Finishers ranked 12<sup>th</sup> with a loss of 100 jobs and required moderate-term on-the-job training
- Drywall and Ceiling Tile Installers ranked 15<sup>th</sup> with a loss of 75 jobs and required moderate-term on-the-job training
- Sheet Metal Workers ranked 18<sup>th</sup> with a loss of 57 jobs and required long-term on-the-job training.

**Office and Administrative Support Occupations:** While many office occupations are going to experience growth, there are two that will experience a loss of jobs. Both Order Clerks and Office Clerks, ranked 4<sup>th</sup> and 5<sup>th</sup>, will lose 170 jobs, victims of the computer and technology age. These jobs

only required short-term, on-the-job training. There are other occupations that will experience job loss but they were less than 50.

**Architecture and Engineering Occupations:** The jobs lost in these occupations are related to the loss of jobs at the computer and electronic manufacturing. Many of the people that lost their jobs returned to school for retraining or left the area. The largest two occupations are Electrical Engineers that ranked 6<sup>th</sup> in lost jobs with 170. These jobs require a Bachelor's degree. The second major occupation in this group was Mechanical Engineering Technicians which ranked 8<sup>th</sup> with a job loss of 140. These jobs required an associate degree. There were several other occupations within this major group that were forecast to lose jobs but the loss was less than 50.

**Farming, Fishing and Forestry Occupations:** The loss of jobs in this group could have been larger had it not been for the forecast growth in farm workers and farm managers. The lost jobs are involved in the wood products industry which is struggling. There will be a loss of 229 jobs in Logging Equipment Operators, ranking it 3<sup>rd</sup> with workers needing moderate-term on-the-job training. This will be a 25 percent reduction in jobs.

**Production Occupations:** The loss of 220 jobs in the production occupation group will be spread throughout this occupational cluster.

The largest decline in jobs is forecast to be in the Door-To-Door Sales Workers, News and Street Vendors, and Related Workers occupation group. This occupation is expected to lose 861 jobs by 2018, a 20 percent decrease in the number of jobs in this occupation.

***C. In what industries and occupations is there a demand for skilled workers and available jobs, both today and projected over the next decade? Estimate projected demand.***

There are several ways that the occupations in demand can be interpreted. Idaho has Identified the 50 hot jobs (see **Table 7 in the Data Appendix**), which have been weighted using projected openings, and 2018 employment levels and wages. These are the jobs that generally require more training, pay a better wage and will be in demand. Some of these jobs will have less than 50 openings a year while others will require many workers.

**Hot Jobs & High Demand:**

Of the top 50 hot jobs, 35 require some type of training beyond high school. Of the top 20, only three do not require training. Below are the top 10 hot occupations that will be in demand over the next decade. All require more than a high school diploma:

- Registered Nurses - Associate Degree
- Farm, Ranch & other Agricultural Managers – Bachelor's Degree or higher with work experience
- Postsecondary Teacher, All Other – Doctorate Degree
- Pharmacists – 1<sup>st</sup> Degree Professional
- Computer Software Engineers, Application – Bachelor's Degree
- Dental Hygienists – Associate Degree
- Accountants & Auditors – Bachelor's Degree
- Computer Software Engineers, Systems Software – Bachelor's Degree
- Sales Manager - – Bachelor's Degree or higher with work experience

- Elementary School Teachers, excluding Special Education – Bachelor’s Degree

Each of these occupations will be in demand perhaps some before we can get everyone trained and on board. However, many of these occupations can be part of a career ladder. A nurse could start as a CNA or LPN. A pharmacist tech could work while going to school to be a pharmacist and have inside knowledge of the job. A teacher’s aide could advance their education in the teaching field while working in the educational system. Workers need to understand that one step on the career ladder does not limit them; they do need to take advantage of all training opportunities that are available to them.

Whether it is students or displaced workers, individuals need to come to the work place with basic skills. They need to be able to communicate with others because every job requires sharing ideas, concerns and accomplishments with peers or supervisors. They need to have basic math skills because there is not a job that does not require knowledge of adding and subtracting. If potential employees don’t have such skills, they cannot move on to higher levels of math that are required of software engineers (in fact any engineer), accountants, nurses and so forth.

**Occupations Related to Industry:** How do all of these openings relate to industries? Using data from the High Demand and Hot Jobs lists, the occupations were classified by major industry. These will be industries that will grow in the next decade. Each occupation shows the annual openings and training level.

**Health Care:**

- Registered Nurses – 467 openings – Associate Degree
- Pharmacists – 68 openings – 1<sup>st</sup> Degree Professional
- Dental Hygienists – 63 openings – Associate Degree
- Physicians & Surgeons, All Other – 55 openings – 1<sup>st</sup> Degree Professional
- Medical & Health Services Managers – 64 openings – Bachelor’s Degree or higher plus work experience
- License Practical & Vocational Nurses – 171 openings – Postsecondary Vocational Training
- Physical Therapists – 43 openings – Master’s Degree
- Nursing Aides & Orderlies – 283 openings – Postsecondary Vocational Training
- Personal & Home Care Aides – 270 openings – Short-term on-the-job training
- Home Health Aides – 242 openings – Short-term on-the-job training

**Education:**

- Postsecondary Teachers, All Others – 105 openings – Doctorate Degree
- Elementary School Teachers, excluding Special Education – 352 openings – Bachelor’s Degree
- Secondary School Teachers, except Special & Vocational Education – 258 openings – Bachelor’s Degree
- Teacher Assistants – 202 openings – Short-term on-the-job training

**Agriculture:**

- Farm, Ranch & Other Agricultural Managers – 208 openings – Bachelor’s Degree
- Farm workers & Laborers, Crop, Nursery & Greenhouse – 401 openings - Short-term on-the-job training

**Science & Tech:**

- Computer Software Engineers, Applications & Systems Software – 52 – Bachelor’s Degree

- Network Systems & Data Communications Analysts – 67 openings – Bachelor’s Degree
- Network & Computer Systems Administrators – 62 openings – Bachelor’s Degree

**Cross Industries:**

- Accountants & Auditors – 143 openings – Bachelor’s Degree
- Sales Managers – 87 openings – Bachelor’s Degree or higher plus work experience
- Management Analysts – 120 openings - Bachelor’s Degree or higher plus work experience
- Training & Development Specialists – 77 openings – Bachelor’s Degree
- First-Line Supervisors/Managers of Office & Administrative Support Workers – 328 openings – Work Experience
- General & Operators Managers – 477 openings - Bachelor’s Degree or higher plus work experience

**Emerging Industries**

The Department of Labor is focusing on several industrial sectors for job development. These include:

Green industries (**Table 9 in the Data Appendix**), advanced manufacturing, energy, high tech and health care. **Tables 9 through 13 in the Data Appendix** define these emerging industries. The Department received a \$1.1 million grant to analysis the potential of green jobs in Idaho. The target sectors can include many of the same industries. In other words, industries in advanced manufacturing may also be included in energy, high tech or green.

**Advanced manufacturing** is comprised of 63 manufacturing industries. These are identified in **Tables 10 and 10a**. Advanced Manufacturing is defined as the accelerated use of high-tech processes in the manufacturing plant. This definition is not synonymous with “high-tech manufacturing,” as the emphasis is on the high-tech processes used in production, rather than the output of high-tech products. It refers to -- and is limited to -- activities, processes, and job categories centered on the manufacturing plant. In 2009, about 96 percent of the workers in manufacturing were involved in advanced manufacturing.

**High tech (Data Appendix Table 11)** includes 44 industries in all sectors but construction, education and healthcare, leisure and hospitality. High tech is defined as establishments engaged in the design, development, and introduction of new products and/or innovative manufacturing processes through the systematic application of scientific and technical knowledge. However, establishments are not limited to manufacturing sector. An establishment is considered high tech if employment in technology-oriented occupations accounted for a proportion of that industry’s total employment that was at least twice the 4.9-percent average for all industries. High-technology occupations are scientific, engineering, and technician occupations. In 2009 over 8 percent of all nonfarm jobs could be counted in the high tech sector.

The target industry, **energy (Data Appendix Table 12)**, is made up of 78 industries primarily in mining, utilities and manufacturing but can also be found in construction, trade, transportation and professional , scientific and technical services. Energy is defined as an establishment engaged in fossil or renewable energy. Approximately 7 percent of the nonfarm jobs were involved in the energy industry in 2009.

The fourth target industry is **healthcare (Data Appendix Table 13)**. Health care is defined as establishments that provide medical care and nursing and residential care facilities. The services provided by establishments in this sector are delivered by trained professionals. All establishments

in the sector share this commonality of process, namely, labor inputs of health practitioners or social workers with the requisite expertise. This is a major industrial sector in Idaho, employing 11 percent of the workers in both public and private health care activities.

The last target group involves **green jobs**. There are 23 industries that have been defined as having a green element in them. The 3-digit code has been rated from a high green concentration of green to a low concentration. The industries with the highest degree of green include forest & logging, administration of environmental quality programs, nonmetallic mineral product manufacturing, waste management & remediation of services, construction of buildings and professional, scientific & technical services.

As these targeted groups crossed many industries and included many of the same industries, so it is with the occupation make-up. The following table looks at the hot jobs and jobs in demand data for the occupational projections. The occupations in black were found in both the hot job and demand tables and the occupations in blue were high demand jobs only. For the ranking of the occupations in black, the first number is the hot job rank and the second is the high demand job rank. The table below only includes those jobs that had at least 100 openings per year. Job openings include both new jobs and replacement jobs. The occupations were ranked by the number of annual openings. Each occupation also indicates the target sectors where these jobs could be found. A complete list can be found in **Table 14 in the Data Appendix (Hot Jobs Target Industries)**.

RANK	OCCUPATION TITLE/INDUSTRY	2018 Employment	Annual Openings*	Percent Change	Median Wage	Required Ed or Trng Level*
36/7	Truck Drivers, Heavy & Tractor-Trailer - <b>G &amp; E</b>	16,795	519	18.84%	\$15.15	LT
30/8	General and Operations Managers - <b>G &amp; E</b>	14,439	477	6.01%	\$30.63	B+
1/9	Registered Nurses - <b>HC</b>	13,337	467	26.97%	\$28.04	A
10	Farmworkers & Laborers, Crop, Nursery, & Greenhouse - <b>G</b>	10,897	401	15.53%	\$9.92	ST
11	Laborers and Freight, Stock, & Material Movers, Hand - <b>E</b>	10,092	360	5.48%	\$9.75	ST
16	Janitors & Cleaners, Exc Maids & Housekeeping Cleaners - <b>G</b>	10,881	288	10.24%	\$10.88	ST
48/17	Nursing Aides, Orderlies & Attendants - <b>HC</b>	9,301	283	29.25%	\$10.82	PVT
55/23	Home Health Aides - <b>HC</b>	5,929	242	51.87%	\$8.69	ST
50/26	Maintenance & Repair Workers, General - <b>AM</b>	7,012	210	20.92%	\$14.28	MT
2/27	Farm, Ranch & Other Agricultural Managers - <b>G</b>	5,529	208	27.78%	\$29.42	B+
85/28	Landscaping & Groundskeeping Workers - <b>G</b>	7,300	205	22.30%	\$11.05	ST
37/34	Computer Support Specialists - <b>HT</b>	4,518	177	18.89%	\$17.68	A
18/35	Licensed Practical & Licensed Vocational Nurses - <b>HC</b>	3,713	171	26.90%	\$18.18	PVT
77/36	Team Assemblers - <b>AM</b>	4,675	170	21.55%	\$12.45	MT
73/40	Welders, Cutters, Solderers & Brazers - <b>G E &amp; AM</b>	3,553	148	18.75%	\$14.44	PVT
41	Carpenters - <b>Green &amp; Energy</b>	11,258	144	-2.58%	\$15.80	LT
21/43	Business Operations Specialists, All Other - <b>E</b>	4,317	143	16.14%	\$25.61	B
71/45	Automotive Service Technicians & Mechanics - <b>G</b>	4,606	137	15.32%	\$16.31	PVT
59/46	Social & Human Service Assistants - <b>HC</b>	2,861	128	42.06%	\$11.21	MT
45/47	Managers, All Other - <b>E &amp; HT</b>	4,108	122	5.36%	\$35.87	WE
49	Industrial Truck & Tractor Operators - <b>G &amp; E</b>	3,304	119	9.66%	\$13.69	ST
35/56	Pharmacy Technicians - <b>HC</b>	2,241	108	44.21%	\$13.95	MT

RANK	OCCUPATION TITLE/INDUSTRY	2018 Employment	Annual Openings*	Percent Change	Median Wage	Required Ed or Trng Level*
58/61	First-Line Spvrs/Mgrs of Mechanics, Installers & Repairers - G & E	2,925	104	14.53%	\$22.67	WE
64	Electricians - G & E	4,084	102	-3.04%	\$21.80	LT
34/65	Financial Manager - E	3,717	100	12.13%	\$32.30	B+
Blue - Occupation was a high demand						
Black - Occupation was both a hot job and high demand						
E- Energy, G-Green, AM-Advanced Manufacturing, HT-High Tech, HC-Healthcare *-See Table 15						

#### D. What jobs/occupations are most critical to the State's economy?

Because all parts of Idaho's economy are interconnected, it is difficult to identify a small number of occupations that are most critical to the state's economy. For the purposes of this analysis, Idaho's Department of Labor's Research division has defined "critical" as those that are considered hot jobs. These jobs are ranked on the anticipated employment list in 2018, the number of annual openings (new and replacement jobs) and the wage. This value assignment reinforces the priority of the same occupational groups and industries discussed throughout this plan.

IDAHO HOT JOBS					
<i>The Hot Jobs order is determined by the average rank of the three criteria with hottest jobs listed at the top.</i>					
HOT Jobs Rank	Occupational Title	2018 Projected Employment	Annual Openings*	2009-2010 Median Hourly Wage	Required Ed or Trng Level**
1	Registered Nurses	13,337	467	\$28.04	A
2	Farm, Ranch & Other Agricultural Managers	5,529	208	\$29.42	B+
3	Postsecondary Teachers, All Other	2,992	105	\$69,446	PhD
4	Pharmacists	1,693	68	\$47.96	1-PD
5	Computer Software Engineers, Applications	1,461	54	\$38.32	B
6	Dental Hygienists	1,532	63	\$31.99	A
7	Accountants & Auditors	4,297	143	\$24.65	B
9	Computer Software Engineers, Systems Software	1,779	52	\$41.42	B
9	Sales Managers	2,351	87	\$31.70	B+
10	Elementary School Teachers, Exc Special Education	9,533	352	\$49,167	B
11	Network Systems & Data Communications Analysts	1,411	67	\$25.72	B
12	Management Analysts	3,628	120	\$24.87	B+
13	Network & Computer Systems Administrators	1,707	62	\$26.53	B
14	Sales Reps, Wholesale & Mfg, Technical & Scientific Prod	3,180	107	n/a	WE
15	Physicians & Surgeons, All Other	1,664	55	n/a	1-PD
16	Medical & Health Services Mgrs	1,852	64	\$35.07	B+
17	Physical Therapists	1,246	43	\$33.28	M
18	Licensed Practical & Licensed Vocational Nurses	3,713	171	\$18.18	PVT
19	Training & Development Specialists	1,663	77	\$21.94	B
20	First-Line Spvrs/Mgrs of Office & Administrative Support Workers	9,315	328	\$19.27	WE

HOT Jobs Rank	Occupational Title	2018 Projected Employment	Annual Openings*	2009-2010 Median Hourly Wage	Required Ed or Trng Level**
21	Business Operations Specialists, All Other	4,317	143	\$25.61	B
22	Secondary School Teachers, Exc Special & Vocational Education	6,723	258	\$51,101	B
23	Customer Service Reps	15,957	787	43736	MT
24	Physician Assistants	763	32	\$39.56	M
25	Insurance Sales Agents	2,054	84	\$18.69	PVT
26	Civil Engineers	1,016	36	\$33.58	B
27	Personal Financial Advisors	1,389	53	\$19.76	B
28	Lawyers	3,082	89	\$36.13	1-PD
29	Teachers & Instructors, All Other	5,475	156	\$19.67	B
30	General & Operations Mgrs	14,439	477	\$30.63	B+
31	Middle School Teachers, Exc Special & Vocational Education	2,562	94	n/a	B
32	Compliance Officers, Exc Ag, Const, Health & Safety & Transp	1,368	47	\$20.99	LT
33	Administrative Services Mgrs	2,837	98	\$21.44	B+
34	Financial Mgrs	3,717	100	\$32.30	B+
35	Pharmacy Technicians	2,241	108	\$13.95	MT
36	Truck Drivers, Heavy & Tractor-Trailer	16,795	519	\$15.15	ST
37	Computer Support Specialists	4,518	177	\$17.68	A
38	Executive Secretaries & Administrative Assistants	7,924	212	\$16.69	WE
40	Computer Systems Analysts	1,374	49	\$30.38	B
40	Family & General Practitioners	862	29	n/a	1-PD
41	Dental Assistants	2,576	103	\$13.78	MT
42	Engineers, All Other	1,390	46	\$35.69	B
43	Sales Reps, Services, All Other	3,656	139	\$16.16	WE
45	Personal & Home Care Aides	5,749	270	\$9.43	ST
45	Managers, All Other	4,108	122	\$35.87	WE
47	Mental Health & Substance Abuse Social Workers	1,424	61	\$16.94	M
47	Police & Sheriff's Patrol Officers	3,027	109	\$21.08	LT
48	Nursing Aides, Orderlies & Attendants	9,301	283	\$10.82	PVT
49	Fire Fighters	1,997	92	\$14.93	LT
50	Maintenance & Repair Workers, General	7,012	210	\$14.28	MT
n/a Wage data not available					
*Annual Openings include openings due to growth and replacement needs					
**See Table 15					
Source: Projections ~ 2008-2018 Idaho Department of Labor Occupation Projections					
Source: Wages ~ Idaho Department of Labor 2009 Occupations Employment Statistics Program					

These 50 occupations can be combined into basic industrial sectors.

**Health Care:** The full range of occupations from physicians to technicians, from hospital-based to in-home delivery, from administrative support to equipment repairers.

**Science and Technology:** In addition to the need of the state's electronics product manufacturing industries for engineers and physical scientists, computer and telecommunications applications

specialists, technicians and operators will also be needed by many businesses. Idaho's target industries all will be seeking workers in these occupations.

**Business Management and Support:** These jobs cut across all industries. Because most business establishments in Idaho have fewer than 50 employees, business leaders need to be generalists and develop reliance on outside support resources for financial and planning services. Almost all businesses will have personnel who are competent with personal computer applications, customization and troubleshooting.

**Education:** More people in the state mean more children to teach and more programs to meet the needs of an increasingly diverse population. Idaho's colleges and universities are experiencing near-record enrollments. Already some needed programs in nursing and medical technical jobs cannot be expanded due to lack of instructors. In-state high-tech employers have invested in in-state electrical engineering and related programs and are increasingly looking at the Idaho higher education system for basic research and testing support. Finally, Idaho's educational leadership and Legislature have committed substantial resources to enhancing the math and sciences curricula at all levels of education. This in turn increases the demand for teachers trained in teaching math and science at these levels.

#### ***E. What are the skill needs for the available, critical and projected jobs?***

The education and training requirements for these jobs are quite varied, ranging from 1st Degree Professional, Doctorate Degree and Bachelor's Degree to on-the-job training. The occupations range from pharmacists, general managers, teachers and accountants to personal and home aides and truck drivers. Almost all of these occupations require working with co-workers, at least basic, educational skills and customer service skills. Increasingly, even jobs such as material movers require technical skills for equipment operation, measuring, recording data and communicating information. Occupation-specific skills for these jobs often can be acquired on the job, but the best paying jobs require training beyond high school with postsecondary vocational training and an associate degree or higher.

Across occupations the basic skills needed are:

- Active Learning – Understanding the implications of new information for both current and future problem solving and decision-making.
- Active Listening – Giving full attention to what other people are saying, taking time to understand the points being made, asking questions as appropriate, and not interrupting.
- Critical Thinking – Using logic and reasoning to identify the strengths and weaknesses of alternative solutions, conclusions or approaches to problems.
- Learning Strategies – Selecting and using training/instructional methods and procedures appropriate for the situation when learning or teaching new things.
- Mathematics – Using mathematics to solve problems.
- Monitoring – Monitoring/Assessing performance of self, other individuals, or organization to make improvements or take corrective action.
- Reading Comprehension – Understanding written sentences and paragraphs in work related documents.
- Science – Using scientific rules and methods to solve problems.
- Writing – Communication effectively in writing as appropriate for the needs of the audience.

Other skills that are necessary for the projected jobs in Idaho include:

- Complex Problem Solving - Identifying complex problems and reviewing related information to develop and evaluate options and implement solutions.
- Instructing – Teaching others how to do something.
- Judgment & Decision Making - Considering the relative costs and benefits of potential actions to choose the most appropriate one.
- Time Management - Managing one's own time and the time of others.

Idaho's work force will have to have knowledge in specific areas in order to be prepared for jobs of the future. According to O'Net, knowledge is defined as organized sets of principles and facts applying in general domains. Several areas that workers need

- Mathematics - Knowledge of arithmetic, algebra, geometry, calculus, statistics, and their applications.
- English Language - Knowledge of business and management principles involved in strategic planning, resource allocation, human resources modeling, leadership technique, production methods, and coordination of people and resources.
- Education and Training - Knowledge of principles and methods for curriculum and training design, teaching and instruction for individuals and groups, and the measurement of training effects
- Customer and Personal Services - Knowledge of business and management principles involved in strategic planning, resource allocation, human resources modeling, leadership technique, production methods, and coordination of people and resources.
- Public Safety and Security - Knowledge of relevant equipment, policies, procedures, and strategies to promote effective local, state, or national security operations for the protection of people, data, property, and institutions.
- Engineering and Technology - Knowledge of the practical application of engineering science and technology. This includes applying principles, techniques, procedures, and equipment to the design and production of various goods and services.
- Administration and Managements - Knowledge of business and management principles involved in strategic planning, resource allocation, human resources modeling, leadership technique, production methods, and coordination of people and resources.

Many of these jobs, whether in a major industry or not, will require advanced education and training, demanding a solid K-12 foundation and availability of quality postsecondary education and training. Wages in the science and technology and health care sectors are significantly higher than wages as a whole and will continue to attract workers, provided sufficient investments are made to train workers in these fields. Higher skills are demanded, particularly in science and mathematics, to foster the growth in science and technology and health-related fields. In these high-demand jobs, wages will have to be competitive with surrounding states to attract and retain workers, particularly in the more rural areas.

***F. What are the current and projected demographics of the available labor pool (including the incumbent workforce) both now and over the next decade?***

<b>STATE OF IDAHO 2010 POPULATION</b>		
	<b>Number</b>	<b>Percent</b>
Total Population	1,567,582	100.0%
Total Population, One Race	1,528,647	97.5%
White	1,396,487	89.1%
Black or African American	9,810	0.6%
American Indian and Alaska Native	21,441	1.4%
Asian	19,069	1.2%
Native Hawaiian and Other Pacific Islander	2,317	0.1%
Some Other Race	79,523	5.1%
Two or More Races	38,935	2.5%
Hispanic or Latino (of any race)	175,901	11.2%

Idaho ranks fourth nationally in percentage of population growth – 21 percent - from April 2000 to April 2010 according to initial 2010 Census data. Idaho’s population increased 273,629 from the 2000 Census to a new total of 1,567,582, ranking 40th in the nation in overall population. Idaho’s labor force is predominantly white, with minorities representing nearly 11 percent of the work force. Hispanics represent the fastest growing segment of the population with an increase of nearly 73 percent in the past 10 years. Over the next 10 years, the major demographic impact in Idaho will come from the aging work force. Although Idaho has a higher rate of young workers age 24 and under than the nation as a whole, it will not be immune from the growing population of workers 55 and over seeking to leave the work force. This shift will drive the effort to provide a work environment that will entice experienced workers to remain in the work force and to retain highly skilled workers in the state.

The overall composition of the population is changing as the number of working age persons (ages 25 to 64 years old) and youths (24 and younger) grows more slowly than the number of older persons (65 and greater). While this trend is very evident during the period 2000 to 2010, it will become even more apparent as the baby boom generation starts to pass the threshold of 65 years in 2011.

<b>Projected Population by Age Group for Idaho: 2000 – 2030</b>							
<b>Age Groups</b>	<b>2000</b>	<b>2005</b>	<b>2010</b>	<b>2015</b>	<b>2020</b>	<b>2025</b>	<b>2030</b>
Total	1,293,953	1,407,060	1,517,291	1,630,045	1,741,333	1,852,627	1,969,624
0 – 4	97,643	107,272	115,880	120,416	121,257	125,296	134,586
5 – 9	100,756	104,910	114,024	123,409	128,956	130,519	135,315
10 – 14	104,608	105,568	109,234	118,591	128,793	135,151	137,307
15 – 19	110,858	101,457	100,930	104,018	112,483	121,963	127,903
20 – 24	93,994	108,444	97,671	96,582	99,139	106,827	115,709
25 – 29	85,128	101,838	114,687	103,358	102,586	105,815	114,465
30 – 34	84,305	93,537	111,011	125,120	113,771	113,482	117,913
35 – 39	94,913	90,039	98,593	117,384	132,447	121,101	121,161
40 – 44	98,055	97,437	92,675	101,532	121,347	137,317	125,815
45 – 49	92,172	101,782	100,408	95,564	104,888	125,812	142,543
50 – 54	78,076	95,317	104,198	102,678	97,926	107,594	129,485
55 – 59	60,024	80,383	96,506	105,332	103,706	98,857	108,559

Age Groups	2000	2005	2010	2015	2020	2025	2030
60 – 64	47,505	60,430	80,058	95,948	104,595	102,688	97,830
65 – 69	40,169	45,814	57,699	76,368	91,411	99,373	97,320
70 – 74	35,801	36,588	41,749	52,665	69,882	83,677	91,018
75 – 79	30,443	30,615	31,661	36,482	46,344	61,828	74,470
80 – 84	21,446	23,422	24,068	25,316	29,568	37,990	51,204
85+	18,057	22,207	26,239	29,282	32,234	37,337	47,021
Median Age	33.2	34.0	34.8	35.9	37.5	38.6	39.2

Source: U.S. Census Bureau

The growth of the older worker population will occur. Yet, when compared to other states, Idaho also has a relatively large number of youth that are entering or will enter the labor force. The question is--will youth stay if Idaho doesn't have the jobs? One of the few good things about the recession is that Idaho will have a more educated workforce than we would otherwise. Women are getting more higher education than men. Because teens are finding it hard to get jobs in the current labor market, fewer of them are learning the basics of how to get and hold jobs and fewer are having the opportunities to learn about various occupations and industries by working or interning in them.

Another measure of the demographics of Idaho's work force population is education attainment. According to the American Community 5-year data, 87.7 percent of Idaho's population 25 years and over graduated from high school. This compares to 84.6 percent nationally. Of the population 18 to 24 years only 16.3 percent is less than high school graduate, compared to 17.2 percent nationally. It is interesting to note that a larger percent of the females population 18 to 24 years has some college or higher – 54.4 percent compared to 42.7 percent of males. In the population 25 years and over, males had a higher percent of the population with a graduate or professional degree but only one-tenth higher with a bachelor's degree. The female population is strong in some college but no degree and associate's degree. Looking at the breakdown of the population 25 years and over, the male population age 36 or higher has a higher percentage of high school graduate or higher and a bachelor's degree or higher than women. Women from 25 to 34 years have a higher percentage of high school graduate or higher and bachelor's degree or higher. See the table below for percentage breakdowns. Additional data is available in **Table 16 in the Data Appendix**. It appears that women are taking advantage and are more serious about education opportunities than men. The younger male population is graduating from high school and entering the work force. Unfortunately, many of the jobs that are dominated by men that don't require more than a high school degree are in the construction and manufacturing industries, both of which were heavily impacted by the recession.

<b>EDUCATION ATTAINMENT</b>			
<b>Subject</b>	<b>Total</b>	<b>Male</b>	<b>Female</b>
<b>Population 18 to 24 years</b>	<b>159,304</b>	<b>82,736</b>	<b>76,568</b>
Less than high school graduate	16.30%	18.80%	13.60%
High school graduate (includes equivalency)	35.40%	38.50%	32.00%
Some college or associate's degree	42.80%	39.20%	46.70%
Bachelor's degree or higher	5.50%	3.50%	7.70%
<b>Population 25 years and over</b>	<b>926,767</b>	<b>458,239</b>	<b>468,528</b>
Less than 9th grade	4.50%	5.10%	4.00%
9th to 12th grade, no diploma	7.80%	7.80%	7.70%
High school graduate (includes equivalency)	29.30%	28.80%	29.70%
Some college, no degree	26.30%	25.10%	27.60%
Associate's degree	8.40%	8.00%	8.70%
Bachelor's degree	16.40%	16.40%	16.30%
Graduate or professional degree	7.40%	8.80%	6.00%
Percent high school graduate or higher	87.70%	87.10%	88.30%
Percent bachelor's degree or higher	23.70%	25.20%	22.30%
<b>Population 25 to 34 years</b>	<b>198,968</b>	<b>101,545</b>	<b>97,423</b>
High school graduate or higher	88.20%	86.80%	89.80%
Bachelor's degree or higher	22.80%	20.90%	24.80%

Source: Census Bureau, American Community Survey 5 year Estimates

The characteristics of the unemployed in Idaho provide another view of the demographics of Idaho's labor pool. It was reported 24 percent of the unemployed workers were in the construction industry and 21 percent were involved in the construction and extraction occupations. In 2010 the numbers were staggering for Idaho with nearly 9,600 construction workers unemployed and slightly over 8,500 were involved in the construction extraction occupations. Of the unemployed 71 percent were male. Nearly 72 percent of the unemployed are between the ages of 25 and 54. This indicates that there is a significant labor pool available, but this pool may be lacking the right skills for the new and emerging industries and jobs.

The table below (as well as **Data Appendix Table 17**) provides some insight into Idaho's labor force demographics. The 24-to-44 age group dominates the labor force while the 16 to 24 years have the highest unemployment. Nearly 66 percent of the labor force is White but has an unemployment rate of 6.1 percent, the second lowest. The highest unemployment rate by race is Black or African American at 18.8 percent, triple the rate for whites. The American Indian and Alaska Native unemployment rate is 12.1 percent, nearly double the white. The Hispanic labor force had an unemployment rate of 9.4 percent. All of these exceeded Idaho's state rate. Men had the highest percentage employment and unemployment rate overall.

<b>LABOR FORCE: 2009</b>				
<b>Subject</b>	<b>Total</b>	<b>In labor force</b>	<b>Employed</b>	<b>Unemployment rate</b>
<b>Population 16 years and over</b>	<b>1,131,049</b>	<b>65.9%</b>	<b>61.3%</b>	<b>6.4%</b>
<b>AGE</b>				
16 to 19 years	91,650	51.5%	41.8%	18.6%
20 to 24 years	112,632	79.8%	70.7%	9.9%
25 to 44 years	390,214	81.7%	76.6%	5.3%
45 to 54 years	202,411	81.8%	78.1%	4.4%
55 to 64 years	158,794	62.4%	59.7%	4.3%
65 to 74 years	93,506	21.7%	20.7%	4.7%
75 years and over	81,842	5.0%	4.8%	4.8%
<b>RACE AND HISPANIC OR LATINO ORIGIN</b>				
One race	1,111,229	65.9%	61.4%	6.2%
White	1,054,068	65.8%	61.4%	6.1%
Black or African American	5,529	73.4%	57.2%	18.8%
American Indian and Alaska Native	13,179	61.7%	54.0%	12.1%
Asian	12,778	62.1%	57.4%	6.8%
Native Hawaiian and Other Pacific Islander	1,322	78.1%	76.0%	2.7%
Some other race	24,353	73.8%	68.2%	7.3%
Two or more races	19,820	63.6%	55.0%	12.5%
Hispanic or Latino origin (of any race)	93,601	71.3%	64.2%	9.4%
White alone, not Hispanic or Latino	990,549	65.4%	61.2%	5.8%
<b>Population 20 to 64 years</b>	<b>864,051</b>	<b>77.90%</b>	<b>73.10%</b>	<b>5.60%</b>
<b>GENDER</b>				
Male	437,985	85.00%	79.10%	5.90%
Female	426,066	70.60%	66.90%	5.10%

SOURCE: Data Set: 2009 - 2005 American Community Survey 5-Year Estimates

**G. Is the State experiencing any “in migration” or “out migration” of workers that impact the labor pool?**

During the past year, a number of workers have left state to seek employment opportunities in other areas. It is difficult to determine the exact numbers that have left the state. Workers involved in construction and high-tech occupations have found it necessary to look out-of-state for employment opportunities because of the lack of growth in these two sectors in Idaho. An example is the recruiting efforts for diesel mechanics and equipment operators to go work in the oil fields of North Dakota. That area of the county has a very small workforce with a demand, well paying occupation. The downturn in the construction industry has provided little if any opportunities for this type of worker so they leave Idaho. The same thing is occurring with high-tech jobs in Utah – the jobs are there and the pay is better. Micron laid off thousands of workers in Idaho and provided some job opportunities at its Utah facility.

In-migration has slowed, but continues, although most of the in-migrants are retirees. Out-migration is common in rural communities, and is a long-term brain drain. Many graduates of Idaho colleges are forced to look for jobs outside the state.

Migration (both in- and out-) will speed up once people are convinced the housing market has stabilized and the market improves. As the economy recovers and the State starts to attract new businesses, local companies will begin to think about expanding. Once jobs start to be created, the local job seeker will stay in Idaho thus reducing the out-migration. At this point, there will be an influx of workers into the state.

The table below vividly shows the decline in in-migration. That is the direct result of the recession. It is anticipated that in the next few years, Idaho will again experience a larger influx of population. Most of Idaho’s in-migration is domestic or comes from other states. However, Idaho continues to have a significant number of international immigrations. The majority comes from Mexico but Idaho is becoming more cosmopolitan with a cross section of worldwide countries. It brings diversity to the population and work force.

<b>MIGRATION</b>			
<b>Time</b>	<b>Net</b>	<b>Domestic</b>	<b>International</b>
April 1 2000 to June 1 2000	2,781	2,062	719
July 1 2000 to June 30 2001	10,356	7,437	2,919
July 1 2001 to June 30 2002	9,411	6,863	2,548
July 1 2002 to June 30 2003	10,824	9,030	1,794
July 1 2003 to June 30 2004	15,711	13,113	2,598
July 1 2004 to June 30 2005	22,551	20,163	2,388
July 1 2005 to June 30 2006	25,549	22,971	2,578
July 1 2006 to June 30 2007	20,317	18,126	2,191
July 1 2007 to June 30 2008	13,228	11,021	2,207
July 1 2008 to June 30 2009	3,734	1,555	2,179

***H. Based on an analysis of both the projected demand for skills and the available and projected labor pool, what skill gaps is the State experiencing today and what skill gaps are projected over the next decade?***

The recession and its aftermath have temporarily reduced many of the skills gaps, but the State will need to plan for the long-term skills gaps that will be generated as Idaho as it economy expands; and even new industries are developed. Some of the skills gaps that will need to be addressed are:

- Green skill certifications for alternative energy, construction, and waste management
- Nurses, physicians, surgeons, and medical technologists
- Certified nursing assistants
- Machinists and welders
- LEAN methodologies and SolidWorks design software
- Workers who are job ready and have the soft skills required to succeed
- Long-term replacement needs for the aging skilled construction, repair, and manufacturing trades (i.e. electricians, plumbers and pipefitters, HVAC technicians, millwrights)

Many major industries are concerned about their aging workforce. Education is one that is a statewide issue. In Eastern Idaho the Idaho National Laboratory is very concerned. They have been

putting more effort in at high schools in the area, providing scholarship money, career information etc. They do have a lot of workers at the site that will be eligible for retirement in the next 5 years. The nuclear industry is growing and losing workers at retirement without having enough replacements to fill in. The region continues to add nuclear services employers like AREVA. The nuclear programs at University of Idaho and Idaho State University are having trouble attracting new hires for faculty positions in the Idaho Falls campus location.

When assessing skills or training gaps it is first important to measure occupations that are in the most demand, require the most skill and ultimately a higher wage. **Data Appendix Table 8** has defined "high-wage, high-skill and high-demand" occupations. The Idaho Career Information Systems and the Research Division of the Idaho Department of Labor developed definitions for as follows: A-High Demand Criteria: Higher than average total annualized growth including replacement openings (annualized total openings = 3.33 percent) for all occupations statewide or in a particular region. B-High Wage Criteria: A median annual or hourly wage that is greater than the wage at the 75th percentile (\$46,065 annually or \$22.15 hourly in 2009-10) for all occupations in the state of Idaho. C-High Skill Criteria: A minimum educational requirement of long-term, on-the-job training or greater experience and education. These occupations are currently in high demand due to the high abundance, wage and skills and forecasted skills gaps over the next decade.

Below is the information on what skills, knowledge and abilities are necessary to be successful in the future. The top five demands are listed. Other gaps can be found in **Data Appendix Table 18**.

**Skills in Demand with Existing or Potential Gaps:**

- Active Listening
- Critical Thinking
- Speaking
- Writing
- Active Learning

**Knowledge in Demand with Existing or Potential Gaps:**

- Customer and Personal Service
- English Language
- Education and Training
- Mathematics
- Clerical

**Abilities in Demand with Existing or Potential Gaps**

- Oral Expression
- Oral Comprehension
- Written Comprehension
- Near Vision
- Deductive Reasoning

***I. Based on an analysis of the economy and the labor market, what workforce development issues has the State identified?***

Workforce challenges that have been shared by employers:

- Work ethic (including laziness, attendance issues and failure to follow established policies and procedures, or just plain don't want to work)
- People are willing to start at the bottom and do what is necessary to climb their way up
- Employees want to dictate their days and/or schedules based on what's convenient for them, not the company
- Employees are lacking soft (customer service and communication) skills
- Drug/alcohol/theft issues
- Lack of occupational skills
- Applicants applying for jobs, but not interested in working
- Computer skills are inadequate for the current labor force
- Age/or physically not able to do the jobs that are available
- Not job ready
- Lack of welding skills needed for area manufacturers
- Concern about aging workforce
- Reluctance to export to China and Russia because of reverse engineering and stealing technology and designs
- Too many business regulations and red tape
- Lack of skills to operate CNC machine
- Lack of skills to operate PLC panel
- Lack of real world work experience
- Difficulty entering new overseas markets/communicating in a foreign language
- Dropout rate of students in college and university is large because of the mathematics requirement
- For every hardware engineer four software engineers are needed to get the hardware out the door
- A large demand for software engineers across all industries and companies, not just technology
- Having problems with state licensing – workers are learning and using technology faster than the state can monitor
- Globalization
- Science and technology
- Leveraging resources for increased efficiency and effectiveness
- Increase flexibility, innovation and responsiveness of partners to better meet demand and supply customers needs
- Develop and promote a demand driven system to approach to workforce and economic development
- Facilitate and promote the delivery of responsive, demand driven programs and curricula by educational institutions and other service providers – need to think outside the box and anticipate new demands and technologies
- Ensure that all workers (current, future and potential) have the skills necessary to meet the changing needs of business – fill gaps, identify supply and demand needs on an ongoing basis

***J. What workforce development issues has the State prioritized as being most critical to its economic health and growth?***

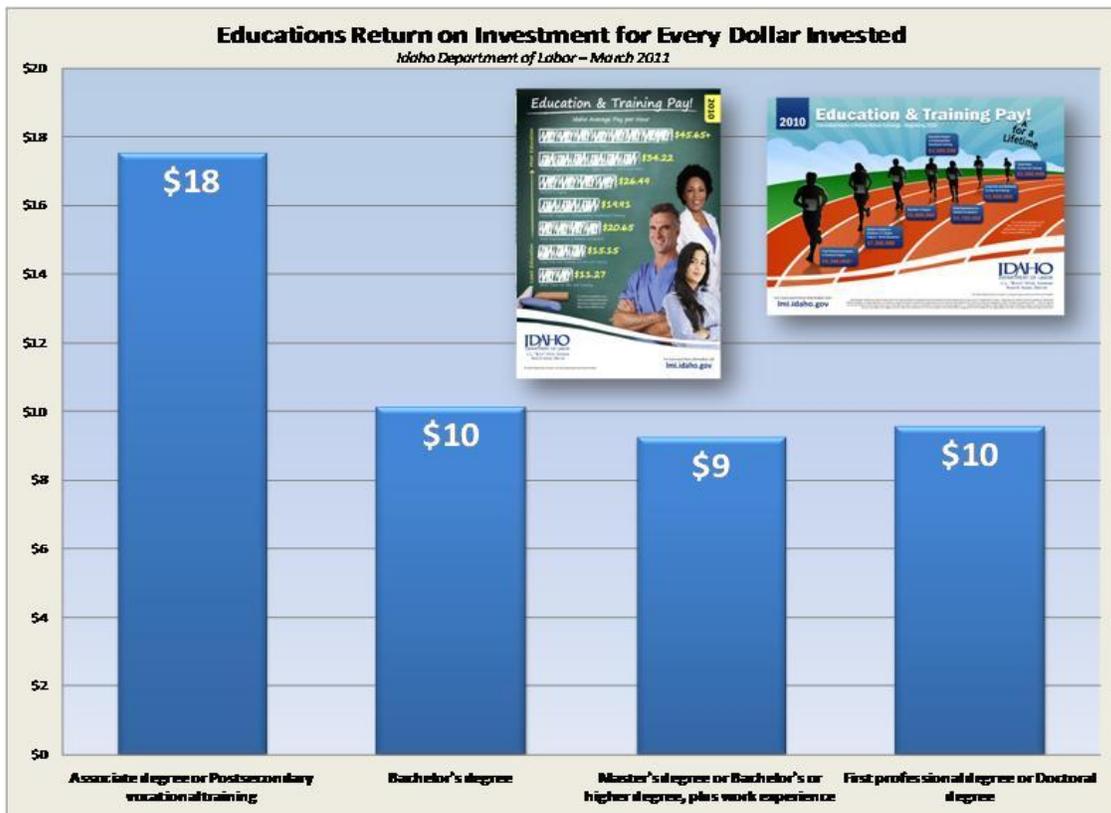
Fully realizing the State’s workforce development goals will require a workforce development system that is responsive to the needs of both Idaho’s employers and workers. This involves an active partnership with education. Idaho faces several challenges in meeting these needs, including:

- Aging workforce that will result in the need to replace significant numbers of skilled workers, in all occupations and industries
- Aging population that will require the provision for additional services
- Skills gap, both occupational-specific and basic, between the skills employers need and those possessed by the labor force;
- Highly competitive market for skilled workers in spite of the economic slowdown

Narrowing the skills gap, the gap between skills needed by the employers and those possessed Idaho’s workforce, is most critical to Idaho’s economic must be addressed to improve the economy’s health and growth. Strategies identified to minimize the skill gap include:

- Identifying the gap;
- Providing relevant training;
- Promoting basic skill attainment;
- Aligning education with labor market needs; and,
- Promoting career development and awareness through the use of career clusters, target industries and the dissemination of the appropriate labor market information.
- Recruitment and attraction of new business
- Retention of existing business
- A commitment to educational and professional development.

Another important element that is important to Idaho’s economy is wages that translates into income. The graphic below shows that for every dollar invested in education comes back into the economy at least nine-fold and at in the case of the associate degree or postsecondary vocational training 18-fold. Education does pay for the individual, business and state.



## **V. Overarching Strategies**

***For PY11 – Only sections B., E. and J. have been modified. No other substantive modifications to any other sections are proposed from PY07 Modification #2.***

***B. What State strategies are in place to ensure that sufficient system resources are being spent to support training of individuals in high-growth, high-demand industries? (§ 112(b)(17)(A)(i) and 112(b)(4)(A).)***

***FULLY REVISED – PY11***

The Governor's priorities as outlined in Section II of this modification incorporate strategies to achieve the Governor's vision.

***E. What State strategies are in place to ensure that sufficient system resources are being spent to support training of individuals in high-growth, high-demand industries? (§ 112(b)(17)(A)(i) and 112(b)(4)(A).)***

***From PY07 Modification #2 - with reference removed requesting waiver to use Rapid Response & local funds for incumbent worker training.***

Governor Otter's Workforce Development Council and workforce system partners continue to realign systems to ensure their resources are directed for talent development and support of high growth/high demand industries within regional economies.

Idaho has set a goal of spending 50 percent of WIA Title IB local adult and dislocated worker funds for talent development and support of high growth businesses within regional economies.

The Workforce Development Council will utilize the Governor's 15% funds to support customized training in sectors targeted through the Business Solutions Initiative.

Policies for the Workforce Development Training Funds have been revised to require an entry level wage of \$12 per hour plus employer assisted benefits to ensure funds are directed at industries with the highest impact for individuals and economic prosperity within the region.

The workforce development system continues to utilize career clusters and career pathways as a tool for use in career exploration, workforce development, education and economic development in the state.

iLMI – Idaho's labor market information system is continually upgraded and restructured to deliver data for businesses and job seekers to build and retain personalized business development and career exploration information on a local, statewide and national basis.

Idaho's Occupational Projections for 2014, which lists Idaho's Hot Jobs that rank high in abundance, fastest growing and highest pay, is now available.

***J. Describe how the State will take advantage of the flexibility provisions in WIA for waivers and the option to obtain approval as a workflex State pursuant to § 189(i) and § 192.***

***FULLY REVISED – PY11***

**1. Extend the waiver of the Time Limit on Period of Initial Eligibility for Training Providers**

- a. The state of Idaho respectfully requests an extension of an existing waiver regarding the Workforce Investment Act's (WIA) time limit on the period of initial eligibility of training

- providers (20 CFR 663.530) through June 30, 2012, the end of the planning cycle for this plan being submitted.
- b. There are no state or local statutory or regulatory barriers to implementing the requested waiver.
  - c. Idaho is committed to delivering quality employment and training programs under WIA. However, it is very likely that if the waiver is not approved, the implementation of the subsequent eligibility criteria will prevent providers from participating in WIA and deny the state the ability to continue to provide the broadest range of training options for its WIA participants. With the potential for WIA reauthorization, there is an opportunity to streamline training providers' subsequent eligibility under a "new" WIA.
  - d. The state's training providers have expressed strong concerns with the implementation of subsequent eligibility requirements. The concerns include the following:
    - 1) confidentiality (FERPA compliance),
    - 2) excessive administrative burden and costs associated with tracking all students,
    - 3) time delays with UI wage records,
    - 4) difficulty in establishing statistically valid processes for adjusting UI wage record data based on economic, geographic and demographic factors of the local area and characteristics of the population being served and
    - 5) establishing a consumer report based on a wage record system that underreports employment rates for training programs.
  - e. Opportunities for comment have been continually provided to the public and the state's Workforce Development Council, which has consistently approved this waiver since the state's initial request in 2001. And recently, the state's Workforce Development Council reviewed and approved an extension of this and other waivers during its March 24, 2011 meeting, which was announced and open to the public.
  - f. The Idaho Department of Labor will continue to monitor the implementation of this waiver.

## **2. Statewide Regional Planning Area—Single Statewide Council**

- a. With this plan, the state of Idaho is formally seeking renewal of a waiver to apply 20 CFR 661.300(f) which permits a state board to carry out the role of a local board in a single local area to a statewide regional planning area. The shift from six regional areas to a single statewide planning area allows the state to address the current Administration's strategic priorities and to further reforms envisioned in the Workforce Investment Act. The state's two areas have entered into a cooperative arrangement to function as a single state area as described in section VIII.E.1. To maximize resources available for service delivery, the state wishes to continue to use the Workforce Development Council as the local workforce board for this area. This fosters sharing of data and information across regions and eases movement of customers from region to region.
- b. No state or local policies limit the Governor's authority to require a regional plan or utilize the Workforce Development Council as the local workforce board for the Idaho Workforce Consortium.
- c. The state will achieve the following goals if the waiver is granted:
  - 1) As seen since implementation, the single statewide planning structure will reduce overhead from 14 percent to less than 3 percent, a reduction of more than \$1.3 million that was previously spent to support the six-region structure. This efficiency maximizes the available money directed to training and services to business and job seekers in the face of the severe federal budget cuts experienced by the state in the last four years. The state has set a goal of

spending 50 percent of WIA local Adult and Dislocated Worker funds for direct training and support of businesses and participants, positively impacting achievement of performance goals.

- 2) This statewide structure enhances efforts to transform the system into a demand-driven system by further integrating economic development activities into the one stop system. The 25 Department of Labor offices across the state serve as the state's One Stop Centers and incorporate the full range of economic and community development services in their offerings. This recognizes the importance of sharing data and information about new and expanding businesses to build the economy across regions.
  - 3) The One Stop system has since been enhanced through expansion of the number of IdahoWorks One Stop Centers from six to twenty-five, broadening the reach to Idaho's citizens and business customers in our urban and rural areas. The focus of the first year of this implementation was to build these centers' capacity to offer a full range of business development services. Subsequent years' goals are to expand One Stop partners' participation in the One Stop system to more fully integrate the wider range of services available at the centers.
  - 4) This statewide delivery structure has afforded the Workforce Development Council an opportunity to redesign the state's youth program, taking fuller advantage of opportunities for leveraging funds among organizations serving youth. The Workforce Development Council has developed a strategic planning process designed to identify gaps and prioritize services to those youth who demonstrate the greatest need.
  - 5) The single statewide structure has strengthened administrative oversight and accountability processes. Prior to this change, administrative deficiencies resulted in substantial disallowed costs for Idaho's largest Workforce Investment Area. The strengthened administrative structure, under the waiver, has assisted Idaho to avoid future disallowed costs and will continue to do so, thus further enabling the redirection of funds from service provider and administration to direct participant training and support.
- d. The change to a single statewide regional planning structure, in conjunction with this waiver, allowed for an increase in training opportunities for an additional 500 plus adults, dislocated workers and at-risk youth, and has since permitted the state to maintain similar service levels despite funding cuts.
  - e. Originally, this waiver was announced to the general public as part of the PY05 plan review process which included a process for soliciting review and comment during a three-week period and review by the state's Workforce Development Council, which included comments from the local Workforce Investment Boards and their staff. The state's Workforce Development Council reviewed and approved the extension of this and other waivers during its March 31, 2011 meeting, which was announced and open to the public.
  - f. The state maintains a sophisticated management information and oversight system that tracks progress of financial and participant goals. Progress is reviewed on a quarterly basis to ensure that goals are achieved. The Workforce Development Council advises the state on specific policy changes needed to achieve the priority areas identified above. Additional communication strategies will be devised to ensure that citizens throughout the state are informed of progress and provided an opportunity for input into the state's workforce development system.

### **3. Utilize Common Measures for PY 2011**

- a. Idaho is requesting renewal of a waiver (approved originally for PY 2006) to adopt and report on the six common measures in lieu of the existing 17 WIA performance measures for PY 2011, implemented in conjunction with these same measures for the state's Wagner-Peyser, Jobs for Veterans Act and Trade Adjustment Act programs.
- b. There are no state or local statutory or regulatory barriers to implementing the requested waiver.
- c. With the shift to the six standards under common measures, Idaho has achieved the following goals:
  - 1) Elimination of duplicative administrative systems which have reduced paperwork and labor costs associated with redundant data collection. One example includes:
    - Elimination of the tracking and performance for
      - i. the credential measure for Adults and Dislocated Worker clients
      - ii. the skill attainment measure for Younger Youth; and
      - iii. the current Customer Satisfaction measurement system required by the USDOL.
  - 2) Enhancement in the integration of the One Stop System by use of a single measurement system to test performance.
  - 3) Refocused youth investments through the creation of opportunities to better implement the USDOL's Strategic Vision for Services to Youth, which includes a youth program focused on out-of-school populations with increased accountability for employment and/or increased secondary and postsecondary education outcomes.
  - 4) Cost savings through streamlining. A simplified and streamlined performance measurement system proves more cost effective. With consistent direction, program resources have been directed to a single set of goals, rather than competing goals and costly processes.
- d. This waiver has the potential to continue to positively impact all customers of the workforce development system in Idaho while providing better accountability, program management and performance.
- e. The original waiver renewal request was approved by the Workforce Development Council in May 2006, with public comments solicited, however none was received. The state's Workforce Development Council reviewed and approved the extension of this and other waivers during its March 24, 2011 meeting, which was announced and open to the public.
- f. The Idaho Department of Labor has and will continue to monitor the implementation and impact of the waiver, as well as progress toward expected outcomes. State oversight and evaluation will make effective use of these means to identify obstacles and address them.

### **4. Include Youth Follow-Up, Support Services, Work Experiences as Framework Services**

- a. WIA Section 123, Section 117(h)(4)(B)(i), and 20 C.F.R. Part 664.400 require that eligible providers of youth services be selected by awarding a grant or contract on a competitive basis for youth activities and services.
- b. Idaho has implemented WIA under federal law without any additional legislative or local limitations or requirements. No additional barriers need to be addressed.
- c. The goals for the youth program under the waiver are greater effectiveness, efficiency, and continuity of services which results in higher retention rates. This waiver integrates

the coordination and provision of these youth activities with the elements of the Youth program design framework delivered through Idaho's One Stop system and its twenty-five One Stop Career Centers, increasing customer choice and flexibility in the customer's service strategy with greater access to WIA as well as partner program services accessed through the One Stop system.

The waiver ensures an efficient, cost-effective delivery system developed at the One Stop Career Centers by eliminating duplicate processes among training providers for work experiences in the same community. Since those providing framework services better understand where each youth is in relationship to his or her individual service strategy, during program participation, exit or the period for follow-up begins, the waiver also allows for a smoother flow of data, documenting:

- the delivery of youth services; and
- the outcomes that result from youth participation

Common measures reporting will also improve since the framework service provider will best know when a WIA youth participates in partner programs, allowing for better administrative judgment to determine the appropriate time for program completion and influencing the corresponding time period for a positive performance outcome.

d. The individuals affected by this waiver will be older and younger youth customers, and organizations/agencies who might be interested in RFP opportunities to deliver youth services.

e. Consistent with the general waiver request, the State adhered to publication requirements to insure the broadest participation possible. A public comment period was announced through press releases, placed on the Idaho Department of Labor's home page and all current service providers were alerted to the opportunity for comment. On September 10, 2008, the Council reviewed and approved the subcommittee's re-design recommendations, which included this waiver request and any public comments received.

This waiver request was developed in response to the recommendations of Idaho's Workforce Development Council subcommittee, working with a number of statewide youth providers to study and re-design WIA youth service delivery.

The state's Workforce Development Council reviewed and approved the extension of this and other waivers during its March 24, 2011 meeting, which was announced and open to the public.

f. The Idaho Department of Labor will continue to monitor the implementation and impact of the waiver, as well as progress toward expected outcomes. State oversight and evaluation will make effective use of these means to identify obstacles and address them.

## **5. Prohibitions on use of Youth WIA Dollars to Fund Individual Training Accounts for Older Youth**

- a. WIA Section 129 and WIA Regulations 29 C.F.R. 664.510 prohibit the use of WIA Youth dollars to fund Individual Training Accounts for youth.
- b. There are no state or local statutory or regulatory barriers to implementing the requested waiver.
- c. The goals to be achieved by the waiver are to increase: 1) The number of youth entering into employment; 2) The percentage of youth receiving credentials; and, 3) The number of youth being retained in employment.

This waiver allows WIA Youth service providers to use Individual Training Accounts (ITA's) for out-of-school youth. ITAs permit youth to receive individual training in

accordance with systems established for WIA Adult and Dislocated Worker programs. The ITA is generally applicable to older youth who lack the occupational skills to be successful in employment and whose individual service strategy reflects that skill training is appropriate and necessary to attain self-sufficiency. The ITA gives service providers options for youth which maximize efficiency and customer choice. It is currently possible to serve older youth with ITA's by dual-enrolling in the WIA Adult program. However, it requires duplicative processes, increasing staff costs. Youth below 18 years of age have no option for ITA's since they are not eligible for the Adult program.

- d. This waiver impacts the processes used by frontline staff to meet the skill training needs of youth customers and directly impact older WIA eligible youth allowing them to benefit from an ITA. These customers directly receive the same types of services afforded adult and dislocated workers without unnecessary paperwork or tracking.
- e. This waiver request was developed in response to the recommendations of Idaho's Workforce Development Council subcommittee, working with a number of statewide youth providers to study and re-design WIA youth service delivery. Consistent with the general waiver request, the State adhered to publication requirements to insure the broadest participation possible. A public comment period was announced through press releases, placed on the Idaho Department of Labor's home page and all current service providers were alerted to the opportunity for comment. On September 10, 2008, the Council reviewed and approved the subcommittee's re-design recommendations, which included this waiver request and any public comments received. The state's Workforce Development Council reviewed and approved the extension of this and other waivers during its March 24, 2011 meeting, which was announced and open to the public.
- f. The Idaho Department of Labor will continue to monitor the implementation and impact of the waiver, as well as progress toward expected outcomes. State oversight and evaluation will make effective use of these means to identify obstacles and address them.

## **6. Waiving the Maximum Employer Reimbursement Rate for On-the-Job Training Participation**

- a. The state requests an extension of a waiver of the requirement of the 50 percent employer reimbursement limit for on-the-job training, as identified at WIA Section 101 (31)(B) and 20 CFR 663.710 Idaho has established on-the-job training reimbursement costs based on a sliding reimbursement scale for employers. Under this waiver, the following OJT employer reimbursement amounts are permitted:
  - a) up to 90% for employers with 50 or fewer employees;*
  - b) up to 75% for employers with 50 - 250 employees;*
  - c) for employers with 251 or more employees, reimbursement would remain at the 50% statutory level*

*The sliding scale is based on the following factors:*

- Demand for the occupation/industry for which OJT is being delivered;*
- Percentage of successful completers hired by employer or employers;*
- Size of the potential employer's workforce; and*
- Demographic characteristics of the trainees, emphasizing the training of individuals with multiple barriers to employment.*

No reimbursement greater than 50 percent remains in effect longer than three months. The waiver applies to Program Year 2010 and 2011.

- b. There are no state or local statutory or regulatory barriers to implementing the proposed waiver.
- c. This waiver provides the state of Idaho a greater flexibility in responding to local labor markets, maximizing the state's response in utilizing WIA funds to meet the needs of businesses.

The goal of this waiver extension is to continue enhancing the attractiveness of OJT, focusing on the benefits of increased reimbursement which outweigh the upfront "government paperwork" and allowing businesses to train job seekers who may have challenging barriers.

With this increase in the employer OJT reimbursement rate for businesses, Idaho's workforce system is able to more effectively market WIA funded on-the-job training to support job creation in targeted employment sectors. This increased reimbursement rate creates the necessary flexibility for employers to reasonably benefit from their participation, meeting their, needs, resulting in an increase in business participation in on-the-job training programs and eventually improving the percentages of job seekers that receive training and training related employment.

This waiver request has the following goals and programmatic outcomes:

- *Allows the state to continue to improve services to customers who would benefit through an OJT;*
- *Improves the state's capacity to market demand-driven services and build relationships with businesses;*
- *Increases employment opportunities for harder to serve individuals persons, such as the long term unemployed, older workers, and those with limited or sporadic job histories, by allowing businesses to receive higher reimbursement for training and hiring this population;*
- *Increases opportunities for the One Stop system to enhance relationships with businesses;*
- *Increases percentages of employers using OJT as a means of hiring and retaining a skilled workforce;*
- *Increases number and percentages of workers trained and hired through OJT programs;*
- *Elevates skill proficiencies for workers that will result in increased worker viability;*
- *Increases responsiveness to labor market issues in the private sector; and*
- *Increases flexibility at the local level to offer businesses training solutions tailored to respond to the specific needs of the business.*

- d. Employers benefit from this waiver by offering OJTs at a reduced cost. It allows businesses to rapidly adapt to changes in technology and the marketplace, making them capable of expanding and remaining competitive with affordable OJT options uniquely designed to achieve their specific developmental goals. This waiver makes OJT a much more viable option, especially for small businesses looking to expand. The waiver targets

all individuals (Dislocated Workers, Adults and Youth) who are eligible for services under WIA and may benefit from the availability of OJT options.

- e. This waiver request was developed as a means of making WIA OJTs a more attractive employer option for obtaining employees trained to their specifications, also helping the employees' acquisition of transferrable skills to help them obtain employment later, should their current situation change. This effort also helps employers become more aware of the multitude of valuable resources offered by the state's One Stop Centers. Consistent with the general waiver request, the state is adhering to publication requirements to ensure the broadest participation possible through this process. The state's Workforce Development Council approved this waiver during its May 3, 2010 meeting. Opportunities for public comment were solicited, reviewed and incorporated into the waiver as necessary. The Council recently reviewed and approved the extension of this and other waivers during its March 24, 2011 meeting, which was announced and open to the public.
- f. The Idaho Department of Labor will continue to monitor the implementation and impact of the waiver, as well as progress toward expected outcomes. State oversight and evaluation will make effective use of these means to identify obstacles and address them.

## **VI. Major State Policies and Requirements**

***Describe major State policies and requirements that have been established to direct and support the development of a statewide workforce investment system not described elsewhere in this Plan as outlined below. (§ 112(b)(2).)***

***Sections A. and B. unchanged from PY07 Modification #2.***

***Other sections Revised for PY11 (Revisions noted within each section).***

***C. What State policies are in place to promote universal access and consistency of service statewide? (§ 112(b)(2).)***

***From PY09 Modification #3 – Carries Forward***

Development of Idaho's One-Stop system has focused on designing the system to meet the needs of customers from various population groups, provide access to the system, and allow for the delivery of comprehensive services.

### **System Features**

In designing Idaho's One-Stop system, the needs of a broad spectrum of employment and training customers were taken into account. These include the job-seeking population at-large and those with special needs such as students, migrant/seasonal farm workers, veterans, dislocated workers, older individuals, people with disabilities, welfare recipients, dropouts, people with limited English proficiency, economically disadvantaged individuals, as well as both current and future employers. Through the active participation of partner agencies/programs and interest groups in system design, the concerns identified by these groups are addressed in the program features.

### **Access**

Idaho Works is the One-Stop's automated workforce service delivery system. It is an interactive, customer-focused electronic environment through which customers can access services and information. Idaho Works is the cornerstone of the One-Stop system because it provides the mechanism to unify workforce development efforts. To ensure that Idaho Works meets Idaho's needs, system access is available in a variety of locations and access modes, which is being expanded and enlarged through stimulus and other resources. Each of the 25 One-Stop Career Centers in the state has multiple workstations in its electronic lobbies.

One-Stop staff is available to help individuals use Idaho Works and provide personalized intervention services at the customer's request. This personalized staff assistance is being augmented by stimulus resources to serve the increased number of customers due to the economic downturn. The department is hiring approximately 25 additional ES staff members statewide with stimulus funds to deliver high quality one-on-one re-employment services to unemployment claimants. Stimulus funds will also be used to expand business outreach by hiring approximately 12 dedicated regional business specialists as part of our on-going regional workforce planning efforts.

Nine Centers currently have at least one computer that is specifically designed with ADA equipment and software to accommodate a variety of disabilities. These One-Stop computer stations are being upgraded this year and 16 additional ADA computers with equipment and software will be installed in the remaining One-Stop Centers statewide. Customers with disabilities can come to the Center during office hours and access all Center programs and information sources.

Other entrance points into Idaho Works are available from the Affiliate Partner sites, and through the Internet with access 24 hours a day, seven days a week, to meet the needs of our customers. In

addition, this year we will be training staff in all of Idaho's 140 public libraries statewide on how to connect to the Idaho Works system and how to assist their patrons to access the workforce system through Idaho Works and the Idaho Career Information System (CIS). This partnership will be particularly helpful in expanding access to workforce services in rural communities throughout Idaho. Partner agencies are able to assist their clients in registering for work, screening available job openings, reviewing eligibility criteria for training or other services and obtaining labor market, customer satisfaction and performance data from their delivery locations.

Over the next 12 months we will implement major upgrades to the Idaho Works system to make it more responsive, easier to use, more relevant to customers, and increase integration of workforce services. These enhancements include the following:

#### **Enhanced Job Match/Referral**

- A. New job search engine -- Use new technology to match words in an employer's job description with skills in a job seekers profile or resume, producing a more accurate match between skills and jobs, improving the effectiveness of the labor-exchange process.
- B. Easy to use job application system -- Job seekers could apply for jobs and attach and send resumes to employers with a simple click of their mouse.
- C. Automatic job matches and referrals upon registration -- Unemployment Insurance claimants and all job seekers will automatically receive job matches with their skills and be given the relevant information on those jobs when they register for benefits or register for work.

#### **Upgraded Job Notification**

- A. Automatic, ongoing notification
  - 1. Job seekers will be notified when their skills match new job listings by the method they most prefer: email, text messaging, autodial, or Real Simple Syndication (RSS).
  - 2. Employers would be notified of job seekers whose skills match their job listings and they could review on-line job seeker resume/portfolios.

#### **Integrated On-Line Services**

- A. Single log-on for businesses services -- Create a single business services portal to view labor market information, list jobs, review job seeker resumes, pay unemployment insurance taxes, access training resources, provide connections with education, as well as access other local workforce services.
- B. Single log-on for job seeker services -- Create a single job seeker portal to conduct job searches, view labor market information, explore career information, file for unemployment benefits and access other local workforce services.
- C. Increase Web Accessibility -- Assure all on-line services are available on mobile web devices such as PDAs, mobile phones, iPODS, etc.

#### **Virtual Job Fairs**

This recruiting tool is just like a "bricks and mortar" job fair, except that all of it happens online through your computer. Participating employers set up "cyber booths" with their logo and corporate profiles. They have unlimited help wanted ads during the duration of the event and schedule real-time, text chats with job seekers so they can visit with computer-literate potential workers and review their on-line resume/profiles without ever having to leave their offices.

#### **LMI Mining Tool**

This is a free, easy to use data tool for developing, mining, and analyzing labor market information within a region to assist users in making critical decisions Targeted Use of Social Networking Sites Create opportunities for connecting with the emerging workforce who receive information via electronic media such as Facebook, MySpace, Twitter, Linked-In, etc. We would create a presence and promote workforce services through these social networking sites that are already used by students and young professionals.

### **Comprehensiveness of Services**

Idaho's One-Stop system includes all mandatory partners along with some voluntary agencies and organizations identified locally by the One-Stop Operators. The minimum menu of core services required by the Act are available in the state's One-Stop system and may be expanded locally for additional service elements as agreed upon by local partners.

WIA Title IB services are available in all One-Stop Centers. Wagner-Peyser funded labor exchange services are coordinated with other One-Stop system partners in the delivery of core services to avoid duplication of services. Wagner-Peyser services are provided in all designated One-Stop Centers as are Unemployment Insurance, Veterans employment and training programs and TAA.

The full array of core services is currently available through all 25 One-Stop Centers. One-Stop services will also be provided through additional Affiliate sites and via the Internet.

### **One-Stop Centers**

State policy requires the participation of all mandatory One-Stop partners listed at WIA §121(b1) and encourages the voluntary participation of other employment and training entities within the local areas.

Idaho's 25 One-Stop Centers provide comprehensive services in all major communities across the state. All required partners must make their applicable core service available and provide access to their other activities and programs. Partners must use a portion of their funds to create, maintain and participate in the One-Stop delivery system and provide their core services.

### **One-Stop Affiliates**

One-Stop Affiliates are partners in the One-Stop system. Affiliate Partners provide access to information and services, but are not required to offer universal access. Instead, they may limit services to particular customer groups; e.g., the disabled, students, migrant/seasonal farm workers, economically disadvantaged, etc. State policy requires Affiliate Partners to enter into a Memorandum of Understanding (MOU) agreement describing their specific participation in the One-Stop system; maintain access to the Idaho Works automated system; offer assisted services to those who prefer such services over automated services; and make accurate and up to date information on their services available for access through Idaho Works. They are full partners in the planning and continuous improvement management processes. Under Idaho's statewide planning system, these MOUs expand the array and reach of all services offered in the state's workforce development system overseen by the Workforce Development Council and the Governor.

### **Direct Access Systems (Self Service Systems)**

Self-service access is available in a variety of locations and from classrooms, homes and offices across the state. Self service access points provide access via the Internet Idaho Works which provides information, registration for work and services planned for the Internet, such as application for Idaho postsecondary schools and Financial Aid services.

## **Customer Choice**

Customer choice is achieved through the partnering of Idaho's workforce service providers at the state and local level, bringing information and services together in the One-Stop system. All One-Stop Centers offer the full range of comprehensive services to our citizens, with multiple remote and Affiliate Partner locations providing access through linkages to the automated system.

Customers have choices in the way they access information in the One-Stop system through self-service, staff assisted self-service or one-on-one individualized assistance. Information is available through electronic lobbies in One-Stop Centers and Affiliate sites, printed and automated information in One-Stop Center Resource Centers as well as Internet access to Idaho Works.

The communications network available to the system's customers affords the highest degree of choice in location of services. For remote areas, access is provided via the Internet. The Idaho Works system also affords access in One-Stop Partner locations and most secondary schools throughout Idaho. Although not all services will be available, core services, such as, registration for work, filing a job order, access to information on employment and training services, labor market information, job listings and filing of UI initial and continued claims are currently available on Idaho Works.

One of the primary goals of the One-Stop system under WIA is to enable customers to make informed choices about employment and training opportunities. This effort includes making available a wide variety of information on labor market conditions, educational opportunities and performance and outcome data on training providers. Currently, Idaho Works provides numerous links with employment and training institutions as well as information made available through the Idaho Career Information System (CIS). As of 2008, the CIS Unit is physically and administratively housed at the Idaho Department of Labor and we have further integrating CIS services into the Idaho Works system. In addition, we will enhance the CIS services this year by purchasing an additional product called "CIS Connections," which will connect local schools and businesses to facilitate exchange of information regarding internships, job shadowing, career fairs, industry tours, business guest lectures, informational interviews, and other school-to-work activities.

Idaho utilizes Individual Training Accounts as an opportunity to improve customer choice in selecting training providers for Adults, Dislocated Workers and Older Youth. As the state continually refines its Individual Training Accounts and Eligible Training Provider system, the information developed on training providers frequently assists customers in making informed decisions regarding their training options.

## **Core, Intensive and Training Services**

Adult and dislocated worker customers, including those with special needs, will have access to employment and training services delivered in progressively higher stages of intervention from core, intensive and training, as appropriate, to meet their in

### ***D. What policies support a demand-driven approach to workforce development, as described in Part I, "Demand-Driven Workforce Investment System—such as training on the economy and labor market data for Local Board and One-Stop Career Center staff? (§ 112(b)(4) and 112(b)(17)(A)(iv).)*** **FULLY REVISED – PY11**

Governor Otter and the Workforce Development Council are moving Idaho toward a "demand-driven" workforce system with a focus on talent development strategies to drive regional economic competitiveness. The Council's goals and objectives address the transformation of the workforce

system to a demand-driven system with new strategies to drive regional economic growth. Among these, are projects described elsewhere:

- The Council has directed state agencies to work together and with the business community to improve labor market information, especially supply-demand information to inform planning and curriculum development, coordinate the development of career clusters for use across employment, education and economic development systems; expand outreach to better link business and education and support development of entrepreneurial workforce. A significant example of collaborative effort focused on supply-demand planning is the Idaho Health Care Workforce Partnership described below:

The Idaho Department of Labor was awarded Health Resources and Administration funds on behalf of the Governor's Workforce Development Council and its partners to create the Idaho Health Care Workforce Planning Partnership for 2010-2011. The Partnership's initial goal was to facilitate the development of a coordinated health care workforce data and information system to better identify supply and demand. Primary care disciplines addressed in Idaho's project include:

- Physicians (family practice, general internal medicine, pediatrics, and obstetrics/gynecology and physician assistants)
- Nurses (including nurse practitioners and LPNs)
- Dentists (including dental hygienists)
- Mental Health Professionals (psychiatrists, clinical social workers, clinical psychologists, psychiatric nurse specialists, and marriage and family therapists)

Expanding on previous efforts, the Idaho Department of Labor maintains a research and data center and works collaboratively with the Board of Education, Idaho's college and university system, the Idaho Board of Nursing and system stakeholders to consolidate data. Emphasis will be on increasing data center membership to include the broader range of health care disciplines and extend data-sharing agreements to other licensing boards such as the Idaho State Boards of Medicine, Dentistry, Professional Counselors and Marriage and Family Therapists, Social Work Examiners, and Psychologist Examiners. Idaho's ultimate goal of this project is to create a system yielding the most comprehensive data needed to address educational and workforce development trends and challenges in the Idaho's Health Care industry.

- Training and information in Labor Market Information to planning and delivery staff. This is augmented by the wide distribution of information to business and the community at large.
- Enhanced business services activities using a sector strategy approach such as: one-on-one meetings with employers within a targeted sector to listen and learn their workforce needs, leading office team discussion and strategy regarding how best to respond to identified needs of employers within a targeted sector, coordinating workforce needs of targeted industries with education, economic development and workforce partners;
- In addition, last year the state has initiated the training of public library staff in all of Idaho's 140 public libraries statewide on how to connect to the Idaho Works system and how to

assist their patrons to access the workforce system through Idaho Works and the Idaho Career Information System (CIS).

***E. What policies are in place to ensure that the resources available through the Federal and/or State Registered Apprenticeship programs and the Job Corps are fully integrated with the State's One-Stop delivery system? (§ 112)(b)(17)(A)(iv).)***

***FULLY REVISED – PY11***

Job Corps has had a voice in the design and delivery of local youth activities through the linkages required above. Through these mechanisms, they had opportunities to assure appropriate access to youth activities for Job Corps participants. Although Job Corps is not represented on the Workforce Development Council, organizational representatives attend Council meetings and participate as needed in discussions affecting the population they serve. Idaho Department of Labor staff also co-chairs the Labor and Industry board for the Job Corps Center located in Idaho. To ensure integration of federal and state registered apprenticeships with training programs delivered through the One Stop system, and awareness of the same, the Department of Labor hosts the Office of Apprenticeship website, integrates apprenticeship information in the job seeker and staff portions of the agency's website, and includes the Office of Apprenticeship's services in the Business Solutions toolkit. The federal apprenticeship programs are utilized throughout the One Stop delivery system as the need arises.

Idaho's ***Grow Green*** project, emanating from an USDOL "green" grant, directs over \$100,000 to fund green training opportunities through registered apprenticeships. These are intended to support individual registered apprenticeship opportunities with employers who offer new job opportunities in green occupations. Registered apprenticeship parameters are applied to determine employer eligibility for use of these funds. This grant identifies specific labor force populations for priority recruitment and access to the training/apprenticeship opportunities of the *Grow Green* projects ~ veterans, dislocated workers, low-skills adults and youth, incumbent workers, claimants likely to exhaust unemployment insurance, high school students interested in targeted industries, and individuals with criminal records.

***F. Additional Policies not included above.***

***For ease of review, Section F. is presented in full from PY07 Modification #2 with the following items revised for PY11:***

- ***F.a. Dislocated Worker-Eligibility timeline changed from two to three years.***
- ***F.b. Relocation Allowance- Increased allowance from \$2,000 to \$4,000.***
- ***F.c.3. Youth Incentive-Increased amount for Lit/Num gain for Out-of School Youth from \$50.00 to \$250.00***

***Reallocation policies***

It is the state's policy to recapture from substate areas, all unexpended Youth and Adult program funds after the second year and the unobligated amount that exceeds 25 percent of funds allocated during the immediately preceding year (along with the corresponding 10 percent administrative funds), with adjustments for any allowable transfer between funding streams. Reallocations will be made to areas that have expended 100 percent of the prior (year two) year's allocation and exceeded the 75 percent obligational requirement for the year one funding. Reallocations will be made to each eligible local area, with the amount based on the relative amount allocated to such area for that funding stream for the prior program year, as compared to the total amount allocated to all eligible local areas in the state.

It is the state's policy to recapture 100 percent of all unexpended Governor's 15% funds, 25 percent Dislocated Worker discretionary program funds that were allocated to the substate area, along with the corresponding 10 percent administrative funds, for the preceding year at closeout.

***State policies for approving transfer authority (not to exceed 20 percent) between the Adult and Dislocated Worker funding streams***

The Workforce Council will recommend and the Governor will approve plans to transfer up to 20 percent of a program year's allocation between the adult and dislocated worker programs.

***Hard-to-serve special participant populations***

The Governor has determined that no additional groups, other than those defined by Regulations, will be identified as "hard-to-serve" for purposes of granting exceptions to Individual Training Accounts.

***State's quality control standards for mentoring services***

It is the policy of the state that mentoring conducted under the auspices of WIA will be limited to site-based mentoring.

***Drug Testing***

The state does not require substance abuse testing of participants served under Subtitle B (Dislocated Workers, Adults and Youth). The state's policy is to encourage local One Stop Centers to use alternative screening systems, where appropriate, to identify and refer applicants.

***Administrative Policies***

All local substate areas will use the Idaho Department of Labor's WIA participant MIS unless specific permission is granted to utilize other systems.

Any grant recipient utilizing a participant MIS system other than the Idaho Department of Labor's WIA participant MIS, must incorporate the following administrative requirements:

- Electronic transmittal, no later than the fifth day of each month, using a delimited ASCII file, of standardized records of individual demographic information, cumulative activities and services information and outcome information for each active and terminated participant for the program year;
- Incorporation of the coding conventions for demographics, fund numbers, outcome information, cost categories, etc., controlled and defined by the Idaho Department of Labor;
- Incorporation of additional coding conventions controlled and defined by the Idaho Department of Commerce and Labor to ensure accurate reporting of costs and performance for adult/dislocated worker services at the core/intensive/training levels;
- Incorporation of additional coding conventions controlled and defined by the Idaho Department of Labor to ensure accurate reporting of in-school/out-of-school costs and performance.

Each grant recipient's financial system must incorporate the following administrative financial requirements to ensure capable and consistent financial management and financial reporting at the state level:

- Electronically submit, no later than the fifth day of each month, summary costs accrued and cash expended in three categories--individual participant, individual subgrant and all other costs. These files are to be ASCII delimited files and are to be formatted in accordance with definitions from the Idaho Department of Labor. Participant costs include all expenditures which directly benefit a participant such as wages, tuition, supportive services, fringe benefits, etc.
- The key to the summary expenditure records will be defined by the Idaho Department of Labor. For example, the participant record key includes the Program Year, Report Month, Region Number, Site Number, Social Security Number of participant, Fund Number, Summary Cost Category and Detail Cost Category. In all three reports, the region will report one summary record for each unique key in their fiscal system;
- Electronic files must be reconcilable to the monthly Reports 33 and 34 filed by the IWB with the Idaho Department of Labor. These electronic files will be submitted no later than the fifth day of each month;
- Incorporate coding conventions for fund numbers, cost categories, etc., used in the participant MIS system, which are controlled and defined by the Idaho Department of Labor;
- For emergency situations resulting from lost warrants, late paperwork or hardship which threatens the continued participation of a client, financial systems must be capable of issuing emergency payments within 24 hours after receipt of request.

If a grant recipient's failure to transmit accurate participant/financial data is directly responsible for the state's failure to submit a valid federal report, or is accountable for the state's failure to submit a federal report within prescribed timeframes, and the state suffers a sanction which reduces funds to the state for the succeeding year, the responsible grant recipient will bear the full cost of the sanction.

***Policies impacting participant eligibility – AND-  
State's definition of "deficient in basic literacy skills" for the purpose of youth eligibility.***

The definition of "deficient in basic skills": an individual *who* (a) computes or solves problems, reads, writes or speaks English at or below grade level 8.9 or (b) is unable to compute or solve problems, read, write or speak English at a level necessary to function on the job, in the individual's family or in society.

***Out-of-School Youth***

An out-of-school youth is defined as an eligible youth who:

- is a school dropout—an individual no longer attending any school and who has not received a secondary school diploma or its equivalent
- has received a high school diploma or GED but is basic skills deficient, unemployed or underemployed

For purposes of defining "underemployed out-of-school youth", the state has determined that an employed youth who meets WIA income criteria may be determined underemployed. Further verification of this characteristic is not required.

### ***Policy on Self-sufficiency***

An employed adult shall be considered self-sufficient if the family income exceeds 200 percent of OMB's poverty income level guidelines. A reemployed dislocated worker shall be considered self-sufficient if the family income exceeds 200 percent of OMB's poverty income level, OR, he/she is employed in a permanent position that pays at least 90 percent of the qualifying layoff wage, whichever is higher.

### ***Dislocated Worker Eligibility Timelines***

**Three years** will be established as the timeframe from which the layoff, termination or ending of self-employment occurred for dislocated worker eligibility purposes.

### ***Unlikely to Return***

Four weeks of unemployed time shall be used to substantiate "unlikely to return" to the previous industry or occupation. The four weeks of unemployed time can be waived if the case manager can verify/document that the registrant is unlikely to return to a previous industry or occupation.

### ***Duration Sufficient to Demonstrate Attachment to the Workforce***

Applicants must provide evidence that they have been employed fulltime (30 hours or more per week) in the same or similar occupation for at least one year out of the last three years immediately prior to registration, or they must otherwise demonstrate that they have had substantial attachment to the same or similar occupation for at least one year. The term "substantial" is based on calculating the fulltime equivalency of work history. "Fulltime" is defined as 30 hours per week at a minimum, which calculates to 1,560 hours worked per year.

### ***Substantial Layoff***

The state will incorporate the following definition from the Worker Adjustment and Retraining Notification (WARN) Act of 1988:

Any reduction in force which is not the result of a plant closing and which results in an employment loss at a single site of employment during any 30 day period of: a) at least 500 employees (excluding employees regularly working less than 20 hours per week) or b) at least 50 employees (excluding employees regularly working less than 20 hours per week) and at least 33 percent of the regular full-time workforce (excluding employees regularly working less than 20 hours per week).

### ***Terminated/Laid off***

"Terminated/laid-off" refers only to involuntary discharge not for cause, and precludes enrollment of those individuals who were discharged for cause. Individuals may qualify as having been "laid off or terminated" when the cognizant Unemployment Insurance (UI) entity has adjudicated the case and determined that the decision to quit the job was warranted. In those instances where the applicant receives formal notification of monetary ineligibility for UI, the case manager may apply the rationale of "discharge not for cause" using information received from the employer regarding the individual's separation.

### ***General Announcement***

A verifiable form of communication from the employer, authorized representative or designee, informing the public or the employees of the business closure or substantial layoff which includes a planned closure date for the facility is required.

### ***Self-Employed***

An individual who was self-employed (including but not limited to employment as a farmer, a rancher or a fisherman) or was a contributing family member in a self-employment endeavor, but is unemployed due to business downturn or failure which occurred as a result of general economic conditions in the community in which the individual resides or because of natural disasters.

### ***Governor's Group***

Individuals laid off or terminated due to natural disaster or severe economic downturn, as defined and approved by the Governor or his designated representative.

- Guidelines for documentation and verification of program eligibility for adult, dislocated worker and youth services

To limit the risk of disallowed costs incurred for service to ineligible individuals, each grant recipient will be required to develop standards, procedures and forms for verifying the eligibility of all participants enrolled in the WIA program. For eligible adults and dislocated workers, the grant recipient must develop procedures to document the receipt of minimum (core/intensive) services and the information used by the One Stop operator to arrive at a determination that additional (intensive/training) services are required to obtain or retain employment.

#### ADULT SERVICES

- \*Age 18 or older
- \*Selective Service Registration (§189(h))
- \*Authorized to work in the United States
- \*Documentation of minimum services (core/intensive) and determination that additional (intensive/training) services are needed to obtain employment, or employment that will lead to self-sufficiency for those participants who are employed
- \*Employed adult seeking intensive/training services, who does not meet the criteria for self-sufficiency (family income exceeds 200 percent of poverty)

#### DISLOCATED WORKER SERVICES

- \*Age 18 or older
- \*Selective Service Registration (189(h))
- \*Authorized to work in the United States
- \*Specific eligibility sub-parts found in the definitions of dislocated worker
- \*Documentation of minimum services (core/intensive) and determination that additional (intensive/training) services are needed to obtain employment, or employment that will lead to self-sufficiency for those participants who are employed
- \*Reemployed dislocated worker seeking intensive/training services, who does not meet the criteria for self-sufficiency (family income exceeds 200 percent of poverty),
- OR-
- \*Is reemployed in a permanent position that does not pay at least 90 percent of the qualifying layoff wage (whichever is higher).

#### YOUTH SERVICES

- \*Not less than 14 and not more than age 21
- \*Selective Service Registration if 18 years or older
- \*Authorized to work in the United States
- \*Low income individual as defined in the Act
- \*Is a member of one of the "eligible youth" categories identified in the Act

-OR-

\*Is not low income but is a member of one of the “exception groups” identified in the Act (limited to 5 percent of enrollees or fewer as determined by IWB)

***Residency***

WIA adult, youth and dislocated worker intensive and training services will be limited to residents of the state of Idaho. Residents of other states who wish to receive WIA intensive and training services will first be referred to the One Stop Career Center in their home state to obtain resources for services. First priority will be given to Idaho residents who are eligible for intensive and training services. In instances where a home state denies services to an out-of-state resident, the Idaho center may consider enrollment of the individual if it is in the best interest of the state of Idaho and no qualifying Idaho residents are denied access to services as a result.

***Priority***

Priority will be given to adults who meet the general eligibility criteria requirements (18 years of age or older, comply with selective service registration requirements and comply with residency requirements) and are low income. In the provision of WIA services, veterans’ priority will be followed in accordance with 38 USC Chapter 41, 20 CFR 1001.100 and PL 107-288.

***Participant Follow-up***

For the duration of the 12-month follow-up period, a minimum of one contact with each exiter who received intensive or training services from a WIA program (adult, dislocated worker or youth) is required per quarter. Appropriate supportive services are allowable during the follow-up period.

***Work Experience Activity***

The participation hours for this activity are limited to ensure participants are engaged in learning basic work maturity skills such as attendance, following directions and wearing appropriate attire as opposed to receiving occupational skill training. To ensure the intent of the activity, it is recommended the work experience policy read as follows:

Work Experience activities take place in a public, private for-profit or non-profit workplace for a limited period of time, generally not exceeding 520 hours. All participants enrolled in the Work Experience activity are to receive an hourly wage equivalent to the state or federal minimum wage, whichever is higher. Participants are provided with Federal Insurance Contributions Act (FICA) and workers compensation coverage while participating in this activity.

***Internship Activity***

All participants enrolled in the Internship activity are to receive an hourly wage at least equivalent to the state or federal minimum wage, whichever is higher. The wage may be higher depending on the participant’s prior training/work experience and the hourly wage offered at the worksite to individuals with comparable training/work experience.

***Out of Area Job Search Activity Limitations and Associated Cash Advance***

Out of Area Job Search - Each out of area job search is limited to 90 percent of actual costs up to \$600.

Out of Area Job Search Cash Advance - A job search cash advance is limited to 50 percent of estimated costs not to exceed \$300.

### ***Relocation Assistance Activity Limitations and Associated Cash Advance***

Relocation - Relocation assistance is limited to 90 percent of allowable and actual costs not to exceed **\$4,000**.

Relocation Cash Advance - A cash advance for relocation is limited to 50 percent of the estimated costs for the trip, or \$750, whichever is lower.

### ***Individual Training Account (ITA)***

No monetary limitations. Each ITA cost must be reasonable and necessary. Case managers will continue to adhere to the WIA requirement to coordinate available training funds where possible.

### ***Needs-Related Payments***

Because of declining funds in WIA, the needs-related payment option has been eliminated.

### ***Incentives and Bonuses***

A participant may receive a bonus or incentive from only one of the five groups listed below in a program year.

The Administrative Entity may approve incentives for special programs for youth with special circumstances.

1. \$50 will be offered to a youth participant as an incentive for each high school (core) credit earned with a minimum grade of a C (2.0 grade point average) as a result of WIA intervention. Cumulative payment of this incentive will be applied toward the participant's core classes, which are defined as English (including speech), mathematics, science (physical/biological) and social studies. Local school district policies regarding attendance requirements for awarding of incentive will be followed. A maximum of \$300 per program year may be applied toward this incentive.
2. \$50 will be offered to youth and participants as an incentive for each GED section passed during participation in the WIA Youth Program. Participants will participate in training and receive the accumulated incentive once competency is attained.
3. \$250 will be offered as an incentive to **out-of-school, basic skills deficient youth for each area – literacy and numeracy – in which they demonstrate an increase of one or more educational functioning levels based on their pre- and post-test scores**. This incentive fund will be issued upon receipt of participant's post-test scores noting the increase in educational functional levels.
4. As an incentive to participate in the initial assessment (pre-test) necessary to meet the Literacy and Numeracy measure, \$20 will be offered as an incentive to youth who are out-of-school and basic skills deficient. This incentive will be paid upon receipt of the participant's scores from their pre-test.
5. Incentives may be awarded to project-based programs for at-risk youth. Payments will be based on attendance and performance criteria. Specific requirements must be included in the Service Provider Agreement.

### ***Youth Barrier Group's "Requires Additional Assistance" and 5 Percent Exceptions (Window)***

#### Youth Barrier Groups

An eligible youth is defined, under WIA sec. 101(13), as an individual who:

1. Is age 14 through 21;
2. Is a low income individual, as defined in the WIA section 101(25); and

3. Is within one or more of the following categories:
  - a. Deficient in basic literacy skills;
  - b. School dropout;
  - c. Homeless, runaway or foster child;
  - d. Pregnant or parenting;
  - e. Offender; or
  - f. Is an individual (including a youth with a disability) who requires additional assistance to complete an educational program or to secure and hold employment (WIA sec. 101(13)).

The state defines “an individual who requires additional assistance to complete an educational program, or to secure and hold employment” as follows:

- 1) Has repeated at least one secondary grade level or is one or more grade levels behind age-appropriate level
- 2) Has a core GPA of less than 1.5 or is a postsecondary student deemed by a school official to be on academic probation
- 3) Is at least two semester credits behind the rate required to graduate from high school for each year of secondary education
- 4) Is an individual who does not speak English as their primary language and who has a limited ability to read, speak, write or understand English
- 5) Has a family history of chronic unemployment (during the two years prior to application, family members were unemployed longer than employed)
- 6) Is an emancipated youth
- 7) Is a current or previous dropout or is deemed at risk of dropping out of school by a school official
- 8) Has been suspended two or more times from school or has been expelled
- 9) Has been referred to or is being treated by an agency for depression or a substance abuse-related problem
- 10) Has experienced a recent traumatic event (within two years of application), is a victim of abuse, or resides in an abusive environment as documented by a school official or professional
- 11) Has aged out of foster care
- 12) Is a youth 16 years of age or older who has not held a job for longer than three months or is currently unemployed and was fired from a job within six months of application
- 13) Is participating in alternative education
- 14) Receives, or is a member of a family who receives cash payments under a federal, state or income based public assistance program
- 15) Has been determined eligible to receive Food Stamps within the six months prior to application
- 16) Is 18-21 years of age and has been unemployed for the last six months

5 percent Exception’s (Window) “other eligible youth”

The state defines “other eligible youth who face serious barriers to employment as identified by the local board” as follows:

1. Has repeated at least one secondary grade level or is one or more grade levels behind age-appropriate level
2. Has a core GPA of less than 1.5 or is a postsecondary student deemed by a school official to be on academic probation

3. Is at least two semester credits behind the rate required to graduate from high school for each year of secondary education,
4. Is an individual who does not speak English as their primary language and who has a limited ability to read, speak, write or understand English
5. Has a family history of chronic unemployment (during the two years prior to application, family members were unemployed longer than employed)
6. Is an emancipated youth
7. Is a current or previous dropout or is deemed at risk of dropping out of school by a school official
8. Has been suspended two or more times from school or has been expelled
9. Has been referred to or is being treated by an agency for depression or a substance abuse-related problem
10. Has experienced a recent traumatic event (within two years of application), is a victim of abuse or resides in an abusive environment as documented by a school official or professional
11. Has aged out of foster care
12. Is a youth 16 years of age or older who has not held a job for longer than three months or is currently unemployed and was fired from a job within six months of application
13. Is participating in alternative education
14. Is 18-21 years of age and has been unemployed for the last six months

## **VII. Integration of One-Stop Service Delivery**

*Unchanged from PY07 Modification #2*

## **VIII. Administration and Oversight of Local Workforce Investment System.**

*Only Section D. from PY09 Modification #3 carries forward. All other references from PY07 Modification #2 remain unchanged.*

*D. Local Planning Process -- Describe the State mandated requirements for local workforce areas' strategic planning. What assistance does the State provide to local areas to facilitate this process, (112(b)(2) and 20 CFR 661.350(a)(13).) including:*

- 1. What oversight of the local planning process is provided, including receipt and review of plans and negotiation of performance agreements? And*

The state has formed a consortium with the single workforce area in East Central Idaho and the Balance of the state and is operating under a waiver to use the Workforce Development Council as the single council overseeing operations in each. The Department of Labor serves as the Administrative Entity/Grant Recipient for state and local funds over this statewide service region. This plan serves as the single statewide plan.

- 2. How does the local plan approval process ensure that local plans are consistent with State performance goals and State strategic direction?*

After the 2005 designation of a single statewide planning region, this section does not apply.

## **IX. SERVICE DELIVERY**

### ***Portions Revised For PY11 (Revisions noted in sub-sections below)***

***Describe the approaches the State will use to provide direction and support to Local Boards and the One-Stop Career Center delivery system on the strategic priorities to guide investments, structure business engagement, and inform service delivery approaches for all customers. (§ 112(b)(17)(A))***

***Activities could include:***

#### **A. One-Stop Service Delivery Strategies: (§§ 112(b)(2) and 111(d)(2).)**

##### ***1. – 4. Unchanged from PY07 Modification #2***

***5. What models/templates/approaches does the State recommend and/or mandate for service delivery in the One-Stop Centers? For example, do all One-Stop Centers have a uniform method of organizing their service delivery to business customers? Is there a common individual assessment process utilized in every One-Stop Center? Are all One-Stop Centers required to have a resource center that is open to anyone?***

##### ***FULLY REVISED – PY11.***

Idaho's One-Stop structure provides the necessary framework to quickly and efficiently deliver increased employment and training services with funds received under the Recovery Workforce Investment Act without costly adjustments.

The One-Stop policy framework describes how services will be offered, what services must be offered and how services must be made available. The following can be found at any One-Stop Center across the state.

- A. All One-Stop Centers have electronic lobbies with access to the full array of services on IdahoWorks and partner Web sites.
- B. All centers are fully accessible and include computers that can be adapted to a variety of disabilities, resources in English and Spanish with access to interpreters where needed, TTY lines and services for both individuals and businesses.
- C. All One-Stop Centers are staffed by highly qualified individuals who have been certified as Career Development Facilitators.
- D. All One-Stop Centers have resource rooms targeted to individual and business customers.
- E. The centers have relied on the array of assessment instruments recommended by the Idaho Department of Labor to assess customer needs.
- F. All centers are either new or remodeled and offer a highly professional appearance pleasing to both individual and business customers.
- G. All centers have a uniform method of organizing their service delivery to business customers, but also incorporate unique strategies to respond to the businesses in their communities. Recently, sector strategies have been incorporated to bring all One-Stop programs to focus on those businesses and industries identified through regional transformation planning for their capacity to provide high-growth, high-wage opportunities.
- H. All One-Stop Centers provide veteran priority to all services as required under the Jobs for Veterans Act. As with formula funds, all WIA Adult service provider contracts will stipulate priority of service to low-income, public assistance recipients, and under-skilled adults.

Even with this standardization, a key feature of the system is that services are tailored to the communities where they are placed and the individuals and businesses they serve. This is

accomplished through the participation of center managers and staff in their local chambers, economic development groups, and education and community organizations serving special populations. Each center also maintains a business advisory group to provide employer identified education services and advice on service offerings within the center.

In conjunction with WIRED funds, the delivery of core-services for Wagner Peyser is being enhanced; specifically a new job search program and single sign-on services for job seekers, enhanced employer entry of job listings and customer search options, and an enhanced job notification system for job seekers are currently under development.

#### Sequence of Service

Federal clarification regarding WIA's Adult and Dislocated Worker sequence of service has been officially incorporated into Idaho's WIA program policies. Written notification of the policy clarification has been disseminated to all One-Stop and other WIA provider frontline staff via Idaho's WIA MIS to ensure their understanding that a determination to access intensive or training service does not mean that the individual must go through layers of service to prove that need. Idaho's policy clarifies that the determination of need itself can be a core and/or intensive service, such as an assessment or development of an Individual Employment Plan. The state's contract managers, who provide ongoing technical assistance to frontline staff, will review and reinforce this policy during onsite monitoring visits schedule during the last quarter of each program year.

### **B. Workforce Information**

***Unchanged from PY07 Modification #2***

### **C. Adults and Dislocated Workers**

#### **1. Core Services. (§ 112(b)(17)(a)(i).)**

***Sections 1a.-b. From PY09 Modification #3 – Carries Forward***

***a. Describe State strategies and policies to ensure adults and dislocated workers have universal access to the minimum required core services as described in § 134(d)(2).***

Idaho's Workforce Development Council and all workforce partners across the state continue to refine workforce policies and the One-Stop system to ensure access to core services for all adults and dislocated workers, and have continuously prioritized services to the Workforce Investment Act's target populations (public assistance and other low-income individuals), as evidenced in annual demographics of those receiving services. With several full-service One-Stop Centers operational in every region of the state, and internet access to an ever-increasing level of programs and information, the One-Stop system offers customer choice to online or in person access to an increasing level of information and comprehensive service delivery. Adult and dislocated worker customers, including those with special needs, will have access to employment and training services delivered in progressively higher stages of intervention from core, intensive and training, as appropriate, to meet their individual needs.

***b. Describe how the State will ensure the three-tiered service delivery strategy for labor exchange services for job seekers and employers authorized by the Wagner-Peyser Act includes: (1) Self-service, (2) facilitated self-help service, and (3) staff-assisted service, and is accessible and available to all customers at the local level.***

Wagner-Peyser labor exchange services will be delivered as part of the One-Stop system in the Centers, Affiliate sites and via Direct Access through the electronic IdahoWorks. IdahoWorks

will provide job seekers, employers and students self-service access to all local, state, and national job listings, labor market information, career information, registration for work and other services that are available through the One-Stop system for their respective needs. IdahoWorks is available via the Internet and all One-Stop Centers. Other labor exchange materials for self-service will be made available in Employment Resource Centers in each of the One-Stop Center offices to assist customers in obtaining employment or training services that may include but are not limited to career exploration, LMI, resume writing, fax machines, copy machines and job search techniques.

Facilitated self help will be made available to any customers who request help or for those with special needs due to disabilities (all One-Stop office self-service and staff-assisted lobbies are scheduled to receive enhanced accessible workstations for the visual and hearing impaired), limited language or reading skills. ES priority populations would include veterans and migrant and seasonal farm workers while other locally targeted populations may include those with disabilities, unemployment insurance claimants, members of low income families, public assistance recipients, dislocated workers, displaced homemakers, minorities, youth or other groups targeted by the One-Stop Center.

Staff assisted services will be available in all One-Stop Centers for those customers who request or require such services to obtain basic labor exchange services concerning labor market or career information, registering for work and job referrals. Staff assistance will also be provided to customers for other staff assisted services such as vocational guidance, resume writing and referral to other One-Stop Partners for services to meet their individual needs. Options for job seekers and employers to access any of the tiered delivery strategies continue to grow ~ Idaho Works now offers internet-based resume preparation and searchable resume banks. All One-Stop office self-service and staff-assisted lobbies are scheduled to receive upgraded handicapped-access workstations for the visual and hearing impaired.

Idaho's 25 One-Stop Centers have the infrastructure and experienced staff to integrate Recovery Act-funded activities into a broad spectrum of programs already delivered in an integrated environment. As providers of Wagner-Peyser and WIA Adult, Dislocated and Youth services, as well as NEGs, TAA, TRA and Unemployment Insurance, Idaho's One-Stop Centers have integrated information, orientation and customer interactions to ensure customer awareness of and access to the full array of One-Stop programs. Administration and management continue to support capacity building that leads to "blended staff", where the staff person provides journey-level program information and services regarding all One-Stop programs.

In order to accomplish the goal of tracking stimulus-funded job listings we have modified our automated job bank system, Idaho Works, by adding a new field for employers entering their own job listings to indicate if the job listing is a result of or if it uses Federal stimulus funds. Utilizing enhancements to department's staff view of Idaho Works will allow agency personnel to also identify these stimulus-funded jobs when receiving job listings directly from employers. Department staff has been directed to ask all employers that contact our One-Stop offices with job listings whether the listing uses federal stimulus funding. All state agencies are required to list openings with the Department. To ensure that this opportunity is extended to all recipients of Recovery funds, Governor Otter will extend the invitation to federal and local recipients of these funds encouraging them to list their jobs with the Department. In all these cases Veterans Preference will be observed.

***c. Describe how the State will integrate resources provided under the Wagner-Peyser Act and WIA title I for adults and dislocated workers as well as resources provided by required One-Stop partner programs, to deliver core services.***

***Unchanged From PY07 Modification #2***

All 24 Idaho Department of Labor offices operate as full service One-Stop Centers offering WIA and Wagner-Peyser services. All Wagner-Peyser services will be provided by public merit staff employees of the Idaho Department of Labor. Partner services are provided primarily electronically, with visits scheduled on routine or ad hoc basis.

***2. Intensive Services (§ 112(b)(17)(a)(i).) Describe State strategies and policies to ensure adults and dislocated workers who meet the criteria in §134(d)(3)(A) receive intensive services as defined.***

***Unchanged From PY07 Modification #2***

***3. Training Services (§ 112(b)(17)(A)(i).)***

***a. Describe the governor's vision for increasing training access and opportunities for individuals including the investment of WIA title I funds and the leveraging of other funds and resources.***

***This section is from PY09 Modification #3 and carries forward however references to ARRA funds have been eliminated. Otherwise this section remains unchanged from PY07 Modification #2.***

The Department of Labor as the designated One-Stop Service Center for the state of Idaho will transform the local labor office service delivery to focus on the key industries within each respective region. Our 25 career one-stop centers are committed to position and restructure themselves to deliver an even more expanded level of workforce services to increase capacity for effective outreach to companies within key industry sectors, including new and emerging industries. There are two levels being developed at the local level to better connect with key industries and their workforce needs.

1. Regional Workforce Project Manager – responsible for collaborating with key regional industries, education, economic development and workforce professionals to create a strategic, transformational regional plan to prepare the region to compete and succeed in today's global economy.
2. Business Service Specialists – focused on companies within high growth regional industries to identify workforce issues and workforce solutions – proactive vs. reactive approach. Align training resources and services to meet the needs of industry.

These transformational initiatives will: 1) focus business services and workforce information necessary for career guidance on key regional industries; and 2) identify workforce solutions such as customized training to advance youth and adults in their careers and upgrade their contribution to the workforce.

Adult education, job training, postsecondary education, registered apprenticeship, and career advancement activities will all be fully aligned with economic and community development strategies to meet the skill needs of existing and emerging high growth industries.

Viewing industry and the job seeker as dual-customers, provides a seamless career pathway to advance through levels of the education and job training system as quickly as possible and gain education and workforce skills of demonstrated value by industry.

Workforce Development strategies will include robust approaches to helping these workers access training and employment services that advance them along career pathways in high-growth regional industries, and help them gain access to and remain in the middle class.

***b. Individual Training Accounts (ITAs)***

***Unchanged from PY07 Modification #2***

***c. Eligible Training Provider List. Describe the State's process for providing broad customer access to the statewide list of eligible training providers and their performance information including at every One-Stop Career Center. (§112(b)(17)(A)(iii).)***

***Unchanged from PY07 Modification #2***

***d. On-the-Job (OJT) and Customized Training (§§ 112(b)(17)(A)(i) and 134(b).)***

***Based on the outline below, describe the State's major directions, policies and requirements related to OJT and customized training.***

***Unchanged from PY07 Modification #2***

***4. Service to Specific Populations (§ 112(b)(17)(A)(iv).)***

***a. Describe the State's strategies to ensure that the full range of employment and training programs and services delivered through the State's One-Stop delivery system are accessible to and will meet the needs of dislocated workers, displaced homemakers, low income individuals, migrant and seasonal farmworkers, women, minorities, individuals training for nontraditional employment, veterans, public assistance recipients and individuals with multiple barriers to employment (including older individuals, limited English proficiency (LEP) individuals, and people with disabilities).***

***Unchanged from PY07 Modification #2***

***b. Describe the reemployment services the State provides to unemployment insurance claimants and the Worker Profiling services provided to claimants identified as most likely to exhaust their unemployment insurance benefits in accordance with section 3(c)(3) of the Wagner-Peyser Act.***

***FULLY REVISED – PY11***

The Idaho Department of Labor is the administrative entity for UI, ES, and Labor Market, and is also a WIA Adult, Dislocated Worker and Youth service provider in each of Idaho's 25 One-Stops ~ collaboration and connections are inherent and will ensure claimant access to the full array of services.

A recent modification of Idaho's UI Profiling model has improved identification of UI claimants most in need of services (those most likely to exhaust, with a priority to UI claimants who are veterans). Use of the Profiling model and its existing connections to Idaho Works allows claimant identification and implementation of re-employment services without additional system development costs. With One-Stop staff delivering UI, ES, WIA Adult, Dislocated Worker and Youth services, they have the background and experience to provide a comprehensive One-Stop orientation and assessment. The state's most current labor market information, supported by regional labor market analysts, provides the One-Stop staff with the tools to guide claimant understanding and use of information and technology tools into their work search and career development plans.

Reemployment services for those referred include at a minimum:

1. Orientation - the process of informing claimants why they have been selected for reemployment services, the variety of comprehensive and beneficial services available and the mandatory nature of profiling program participation.
  - Staff complete orientation and assessment activities for RES claimants, and based on a reemployment plan, including likelihood to return to previous occupation or industry, will “navigate” claimant access to appropriate One-Stop programs and services, as well as other community services.
2. Assessment - the process of collecting and analyzing information from the claimant to determine the best mix of services necessary to obtain employment. Information areas may include an applicant's needs, strengths, support systems, education, job skills, interests and career objectives and current work search activities. Information may be gathered informally, via interviews or observations, or formally via assessment tools such as aptitude tests, computer assisted programs and interest inventories.
  - Staff respond to the claimant’s assessed need for individualized One-Stop services (ES, WIA, and Labor Market Information).

Profiled claimants who are determined during the orientation and assessment process to meet other conditions for exemption status will not be required to participate in further reemployment services. Those not exempted will be required to participate in at least one reemployment service.

***c. Describe how the State administers the unemployment insurance work test and how feedback requirements (under section 7(a)(3)(F) of the Wagner-Peyser Act) for all UI claimants are met.***

***Unchanged from PY07 Modification #2***

***d. Describe the State’s strategy for integrating and aligning services to dislocated workers provided through the WIA rapid response, WIA Dislocated Worker, and Trade Adjustment Assistance (TAA) programs. Does the State have a policy supporting co-enrollment for WIA and TAA?***

***Unchanged from PY07 Modification #2***

***e. How is the State’s workforce investment system working collaboratively with business and industry and the education community to develop strategies to overcome barriers to skill achievement and employment experienced by the populations listed in paragraph (a.) above and to ensure they are being identified as a critical pipeline of workers?***

***Unchanged from PY07 Modification #2***

***f. Describe how the State will ensure that the full array of One-Stop services is available to individuals with disabilities and that the services are fully accessible.***

***FULLY REVISED – PY11***

The state has developed a Methods of Administration which offers a comprehensive description of actions taken to ensure that the One Stop system in Idaho addresses the needs of customers with special needs, to include the full array of available services. All of the state’s One Stop Centers currently comply with ADA legislation to ensure access for persons with physical disabilities, providing for the most integrated setting possible for serving customers with

disabilities. One Stop Center computers are able to enlarge print for customers with visual disabilities. The Idaho Department of Labor maintains an informal agreement with the Idaho Commission for the Blind and Visually Impaired for Braille, tape or large print of written information and maintains a verbal agreement with the Council for the Deaf and Hard of Hearing for a directory of Sign Language and Oral Interpreters. Local level staff are instructed to contact the EO Officer or Personnel Office by phone or e-mail to request a service or the required information.

The department's EO Officer also maintains liaison with disability groups such as Vocational Rehabilitation, Council on Developmental Disabilities and Idaho Task Force on the ADA to ensure policies are communicated and to utilize these groups as resources available to customers with disabilities. The Idaho Department of Labor web site "IdahoWorks" and the computer-generated self-registration include taglines to ensure clear communications regardless of the process utilized by the customer. The EO Officer coordinates with the Publications Committee of the department to ensure taglines and other appropriate information are included and effective on publications. A comprehensive list of resources for serving the disabled have been made available on the WIA portal.

To compliment these existing efforts, the Idaho Department of Labor previously administered a Disability Program Navigator grant through a cooperative effort between USDOL and the Social Security Administration. This grant helped improve the state's workforce investment system's capacity to serve customers with disabilities and employers. This initiative funded several Disability Program Navigator positions throughout the state to facilitate ongoing universal access in the One Stop Career Center system for job seekers with disabilities through outreach to the disability community, assuring the availability of trained and expert staff and enhancing coordination across programs and services. Though the grant is no longer in effect, and service levels established are no longer funded, the expanded knowledge of resources and services available to those with disabilities gained as a result of this initiative still exists and established communication and professional relationships remain in place.

***g. Describe the role Local Veterans' Employment Representative/Disabled Veteran's Outreach Program (LVER/DVOP) staff have in the One-Stop delivery system. How will the State ensure adherence to the legislative requirements for veterans' employment program staff? How will services under this Plan take into consideration the agreement reached between the Secretary and the State regarding veterans' employment programs? (§§ 112(b)(7), 112(b)(17)(B), and 322; 38 U.S.C. Chapter 41; and 20 CFR 1001.120).)***

***Unchanged from PY07 Modification #2***

***h. DOL regulations at 29 CFR 37 require all recipients of Federal financial assistance from DOL to provide meaningful access to LEP individuals. Federal financial assistance includes grants, training, equipment usage, donations of surplus property, and other assistance. The regulations also apply to sub-recipients when Federal DOL funds are passed through from one recipient to a sub-recipient. Describe how the State will ensure access to services through the State's One-Stop delivery system by persons with limited English proficiency and how the State will meet the requirements of ETA Training and Employment Guidance Letter (TEGL) 26-02 (May 29, 2003), which provides guidance on methods of complying with the Federal rule.***

***Unchanged from PY07 Modification #2***

*i. Describe the State's strategies to enhance and integrate service delivery through the One-Stop delivery system for migrant and seasonal farm workers and agricultural employers. How will the State ensure that migrant and seasonal farm workers have equal access to employment opportunities through the State's One-Stop delivery system? Include the following:*

- *The number of Migrant and Seasonal Farmworkers (MSFWs) the State anticipates reaching annually through outreach to increase their ability to access core, intensive, and training services in the One-Stop Career Center System.*

**FULLY REVISED – PY11**

The state has automated and integrated the delivery of services within the One Stop System and included strategies designed to better serve and provide these services to the MSFW customer. Currently, the state's electronic self-registration system for labor exchange, *IdahoWorks* and the Customer Satisfaction Survey are available in English and Spanish in all 24 One Stop offices as well as through the state's Web sites. Additionally, some local Idaho Department of Labor offices have developed other handouts in Spanish based on local labor market conditions or information on services and procedures. The state will continue to assess the need and availability for bilingual staff in areas with a high concentration of Spanish-speaking population.

The state Monitor Advocate Unit continues to conduct ongoing monitoring of the service provided to Migrant and Seasonal Farmworkers. Office reviews are conducted to identify the needs and concerns that affect the provision of services for farmworkers, and to provide technical assistance as appropriate, and are brought to the attention of the administrative and executive personnel when necessary. The MAU, funded by Wagner-Peyser funds, ensures that ES services are coordinated with other MSFW service providers, helps to identify overall changes in agricultural employment, MSFW trends and employment rights, and recommends new program approaches.

To protect the employment rights of MSFWs, federal regulations place the responsibility of administering the federal Job Service-related complaint system within the state. MSFW complaints are handled through the local Idaho Department of Labor offices while unresolved complaints are then referred to the Monitor Advocate's office for determination. The MAU also performs followup on complaints filed with local Idaho Department of Labor offices and referred to other agencies.

**EMPLOYMENT SERVICES PROVIDED TO AGRICULTURAL EMPLOYERS**

Basic labor exchange services will be provided to the agricultural employer community through the automated process of matching job seekers to job orders received as well as recruitment and direct referral from staff. The state will continue to provide information about ES services and assist agricultural employers through direct employer visits and employer outreach. The state will continue to expand services to agricultural workers and employers, including the recruitment of U.S. farmworkers, by coordinating basic labor exchange services, outreach, information dissemination, and training workshops with other One Stop partner agencies, organizations and the employer community. Working relationships exist with the Community Council of Idaho, Idaho Legal Aid Services, Inc. and various agricultural producer organizations to provide services and information.

**OUTREACH PLAN**

Allocated staff for outreach will be locally driven with emphasis on services that are customer-driven and customized to specific labor markets, rather than focusing solely or primarily on the

number of services provided. All local Idaho Department of Labor offices with outreach staff have permanent and/or temporary staff that are bilingual in Spanish to conduct outreach. During the area's peak agricultural season, if resources permit, additional temporary bilingual staff will be used to support MSFW activities.

The state dedicates resources to MSFW outreach as utilized in association with all corresponding activities performed and as designated by the Agricultural Outreach Plan.

As an additional measure to ensure equivalent and proportionate WIA/Wagner-Peyser services are provided to MSFWs as are to non-MSFWs, Idaho has integrated its Agricultural Outreach Plan with the state's WIA/Wagner-Peyser Plan (**See Attachment #5 – Agricultural Outreach Plan**).

#### **5. Priority of Service**

***a. What procedures and criteria are in place under 20 CFR 663.600 for the Governor and appropriate local boards to direct One-Stop operators to give priority of service to public assistance recipients and other low-income individuals for intensive and training services if funds allocated to a local area for adult employment and training activities are determined to be limited? (§§112(b)(17)(A)(iv) and 134(d)(4)(E).)***

***Unchanged from PY07 Modification #2***

***b. What policies and strategies does the State have in place to ensure that, pursuant to the Jobs for Veterans Act (P.L.107-288)[38 USC 4215], that priority of service is provided to veterans (certain spouses) who otherwise meet the eligibility requirements for all employment and training programs funded by the U.S. Department of Labor, in accordance with the provisions of TEGL 5-03 (9/16/03/)?***

***FULLY REVISED – PY11***

***Changes reflect Priority of Service Final Rule published, December, 2008.***

The Idaho Department of Labor will ensure that all ES staff provide veterans with priority in direct employment and training-related services and supportive services at any One-Stop Career Center receiving Wagner-Peyser funds or housing Wagner-Peyser staff as required by 20 CFR, Chapter IX, Subsection 1001.120, title 38 of US Code Chapter 41 and as set forth in the General and Special Grant Provisions of the current grant. The state has also incorporated the requirements of 20 CFR 1010.230, published at 73 Federal Register 78132 on December 19, 2008, of the Jobs for Veterans Act regulations issued on December 19, 2008, which gives eligible and qualified veterans (and certain spouses) priority over non-veterans. In making referrals of qualified applicants to job openings and training opportunities, the department shall observe the following order of priority: 1) Special Disabled Veterans; 2) other disabled veterans; and 3) other eligible veterans and eligible persons in accordance with priorities set by the Secretary, which may include veterans who served on active duty during a war or in a campaign or expedition for which a campaign badge or expeditionary medal has been authorized, recently separated veterans (those within 36 months of separation from the military at the time of application), other eligible veterans, eligible spouses, non-veterans.

In addition to prominently displayed posters in One-Stop Career Centers informing veterans of priority of service, ES staff provides veterans with notices of job openings one full day prior to being published in Idaho Works.

Most USDOL programs have only general program eligibility requirements and do not target specific participant groups, thus implementation of the veterans' priority has posed few practical difficulties for these programs. However, in a few programs such as the WIA-funded Adult and Youth programs, the veterans' priority will compete with existing statutory priorities that favor certain population groups and must be taken into account when applying the priority.

A covered person (as defined below) is entitled to and at the point of entry will be given priority over non-covered persons for the receipt of employment, training and placement services if the person otherwise meets the eligibility requirements for participation in the program (see specifics below).

A covered person (as defined below) is entitled to, and will be given priority over non-covered persons at the point of entry for the receipt of employment, training and placement services if the person otherwise meets the eligibility requirements for participation in the program.

A covered person is a veteran meeting two key criteria:

- Service in the active military, naval or air service; and,
- Discharge under conditions other than dishonorable.

A covered person also includes the spouse of any of the following:

- A. Any veteran who died of a service-connected disability.
- B. Any member of the Armed Forces on active duty who, at the time of application for assistance under this section, is listed in one of the following categories for at least 90 days: missing in action, captured in line of duty by hostile force, or forcibly detained or interned in line of duty by a foreign government or power.
- C. Any veteran who has a total disability resulting from a service-connected disability.
- D. Any veteran who died while a disability so evaluated was in existence.

Most USDOL programs have only general program eligibility requirements and do not target specific participant groups, thus implementation of the veterans' priority has posed few practical difficulties for these programs. However, in a few programs such as the WIA-funded Adult and Youth programs, the veterans' priority will compete with existing statutory priorities that favor certain population groups and must be taken into account when applying the priority.

For programs that have existing statutory priorities that target certain population groups, such as WIA Adult and Youth programs, the veterans' priority is applied to covered persons who meet program criteria. This means an individual meeting both the veterans' priority and the program requirements would receive the highest priority for WIA Youth or Adult services over a non-covered person, assessing the person's status in light of both the veterans' priority and the program's eligibility criteria.

Non-covered persons meeting program requirements will have preference over any covered person who does not meet these requirements. If both the non-covered person and the covered person are outside the program requirements, the covered person will have priority if the requirements of the program are ultimately met. No one, including a covered person, should receive any type of service if they do not meet the program eligibility criteria.

For programs that do not target specific groups, such as the WIA Dislocated Worker program, the veterans' priority is given to those that first meet the program's existing eligibility

requirements. This means a covered person would receive priority for services over a non-covered individual, only after satisfying the Dislocated Worker program's eligibility requirements. In cases where targeting of a particular group is discretionary and not required by law, the veterans' priority for an individual takes precedence above the discretionary priority group.

**D. Rapid Response. (112(b)(17)(A)(ii).) Describe how your State provides Rapid Response services with the funds reserved under section 133(a)(2).**

***Unchanged from PY07 Modification #2***

**E. Youth.**

***ETA's strategic vision identifies youth most in need, such as out of school youth, (and those at risk) youth in foster care, youth aging out of foster care, youth offenders, children of incarcerated parents, homeless youth, and migrant and seasonal farmworker youth as those most in need of service. State programs and services should take a comprehensive approach to serving these youth, including basic skills remediation, helping youth stay in or return to school, employment, internships, help with attaining a high school diploma or GED, postsecondary vocational training, apprenticeships and enrollment in community and four-year colleges. (§112(b)(18).)***

***Unchanged from PY07 Modification #2***

**F. Business Services. (§§112 (a) and 112(b)(2).) Provide a description of the state's strategies to improve the services to employers, including a description of how the State intends to:**

***This section unchanged from PY07 Modification #2***

**G. Innovative Service Delivery Strategies**

***Unchanged from PY07 Modification #2***

**H. Strategies for Faith-based and Community Organizations (§112(b)(17)(i).)**

***Unchanged from PY07 Modification #2***

## **X. State Administration**

- A. What technology infrastructure and/or management information systems does the State have in place to support the State and local workforce investment activities such as a One-Stop operating system designed to facilitate case management and service delivery across programs, a State job matching system, web-based self service tools for customers, fiscal management systems, etc.? (§§111(d)(2), 112(b)(1) and 112(b)(8)(B).)**

**Unchanged from PY07 Modification #2**

- B. Describe the State's plan for use of the funds reserved for Statewide activities under WIA §128 (a)(1). Describe the State's plan for use of the funds reserved for Statewide activities under WIA §128 (a)(1).**

**FULLY REVISED – PY11**

The funds have been primarily used to support systems necessary for operation of the workforce investment system with limited funding available for discretionary activities. Priority for PY11 and PY12 will be to fund mandatory activities and commitments made during PY10.

Currently, the Workforce Development Council has approved using these 15% formula funds to support activities such as basic administrative staff, the WIA management information system (MIS) and financial management costs, the Workforce Development Council expenses, incentives for workforce partners, funding for youth in need, and optional statewide activities such as funding of additional labor market information, Governor Otter's Health Professions Education Council, Idaho Youth Corps (the state's summer youth employment program which encourages the use of matching resources from federal, state, local government and private partners) and customized training, on-the-job (OJT) training, and other training activities to increase business expansion opportunities in support of the department's Business Solutions initiative, which also encourages leveraging matching resources from Idaho businesses and workforce partners. With the reduction in funding the costs of the local MIS and financial management system will no longer be paid by State funds. Depending on the ultimate disposition of funds, the state may elect to withhold less funding to accommodate this shift.

- C. Performance Management and Accountability. Improved performance and accountability for customer-focused results are central features of WIA. To improve, states need not only systems in place to collect data and track performance, but also systems to analyze the information and modify strategies to improve performance. In this section, describe how the State measures the success of its strategies in achieving its goals, and how the State uses this data to continuously improve the system.**

- 1. Describe the State's performance accountability system, including any state system measures and the state's performance goals established with local areas. Identify the performance indicators and goals the State has established to track its progress toward meeting its strategic goals and implementing its vision for the workforce investment system. For each of the core indicators, explain how the State worked with local boards to determine the level of the performance goals. Include a discussion of how the levels compare with the State's previous outcomes as well as with the State-adjusted levels of performance established for other States (if available), taking into account differences in economic conditions, the characteristics of participants when they entered the program and the services to be provided. Include a description of how the levels will help the State achieve continuous improvement over the two years of the Plan. (§§112(b)(3) and 136(b)(3).)**

***From PY09 Modification #3 – Carries forward but revised to eliminate references to Recovery Act/Summer Youth program.***

In developing the performance expectations, the state has considered factors such as economic conditions, the characteristics of participants and the services to be provided. The state has also committed to working closely with the local providers in identifying significant changes in the factors used to develop performance levels and negotiating the appropriate revisions at both the federal and local levels.

Idaho requested and received approval of waivers since PY 2006 to adopt and report on the six common measures in lieu of the existing 17 WIA performance measures. The state understands it is critical to closely monitor the appropriateness of the measurement system to avoid unintended negative impacts on service delivery strategies. The state's service providers need assurance that the WIA measures system will not inadvertently create barriers to quality services. Accordingly, the state has worked closely with the local areas to identify potential problems early and to make the appropriate adjustments in performance expectations.

As described above and as evidenced by its previous performance achievement levels, Idaho has always closely monitored the WIA performance system and performance expectations to ensure that they contribute to quality service delivery. This system that has been developed will also be used for accountability of Recovery Act programs. Meeting and exceeding appropriate performance levels have required comprehensive quality services that contribute to a high level of customer satisfaction. This emphasis on performance accountability helps promote continuous improvement.

The state WIA performance and accountability system developed includes, but is not limited to, the following: Completion of the Data Validation process delineated through USDOL; a formalized monitoring/auditing process; a Continuous Improvement Report completed by WIA subrecipients and reviewed by state staff on a quarterly basis; and the development and implementation of interim measures designed to provide a preview of entered employment and youth outcomes in keeping with common measures.

The methodology for determining whether a measurable increase in work readiness skills has occurred and the tools that will be used for this determination are described below.

Also, as part of an overall effort to determine the performance and progress of the state's workforce development system, the Workforce Development Council invited a leading national expert in performance management and measurement to share insights with it on state of the art measurement systems across the country. The Council requested that state staff research options for measuring the state's workforce system efforts, utilizing the guiding principles it had established several years ago. State staff convened a group of Idaho's system partners to discuss its findings and determine an appropriate course of action. A three-tiered approach to system measures was seen as appropriate, utilizing individual program measures in the first tier, Common Measures in the second tier, with the last tier intended to portray system progress beyond the earlier categorical program results through a limited number of indicators that will measure progress on the Council's highest priority goals. The state plans to consider the Integrated Performance Information project sponsored by the National Governors' Association as a potential option for establishing system measures.

2. *Describe any targeted applicant groups under WIA Title I, the Wagner-Peyser Act or Title 38 Chapters 41 and 42(Veterans Employment and Training Programs) that the State tracks. (§§111(d)(2), 112(b)(3) and 136(b)(2)(C).)*  
*Unchanged from PY07 Modification #2*
3. *Identify any performance outcomes or measures in addition to those prescribed by WIA and what process is the State using to track and report them?*  
*Unchanged from PY07 Modification #2*
4. *Describe the State’s common data system and reporting processes in place to track progress. Describe what data will be collected from the various One-Stop partners (beyond that required by DOL), use of quarterly wage records (including how your State accesses wage records), and how the Statewide system will have access to the information needed to continuously improve. (§112(b)(8)(B).)*  
*Unchanged from PY07 Modification #2*
5. *Describe any actions the Governor and State Board will take to ensure collaboration with key partners and continuous improvement of the statewide workforce investment system. (§§111(d)(2) and 112(b)(1).)*  
*Unchanged from PY07 Modification #2*
6. *How do the State and local boards evaluate performance? What corrective actions (including sanctions and technical assistance) will the State take if performance falls short of expectations? How will the Boards use the review process to reinforce the strategic direction of the system? (§§111(d)(2), 112(b)(1), and 112(b)(3).)*  
*Unchanged from PY07 Modification #2*
7. *Include a proposed level for each performance measure for each of the two program years covered by the Plan. While the plan is under review, the State will negotiate with the respective ETA Regional Administrator to set the appropriate levels for the next two years. At a minimum, states must identify the performance indicators required under section 136, and, for each indicator, the State must develop an objective and quantifiable performance goal for two program years. States are encouraged to address how the performance goals for local workforce investment areas and training provides will help them attain their Statewide performance goals. (§§112(b)(3) and 136.)*  
*Unchanged from PY07 Modification #2*

**D. Administrative Provisions**

*Unchanged from PY07 Modification #2*

## ***XI. Assurances***

*Unchanged from PY07 Modification #2*

# Attachments

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- Attachment #1 – Program Administration Designees and Plan Signatures
- Attachment #2 – Council Goals and Strategies
- Attachment #3 – Workforce Development System Organizational Chart
- Attachment #4 – Executive Order
- Attachment #5 – Agricultural Outreach Plan
- Attachment #6 – WIA Code of Conduct

*Attachment #1 – Program Administration Designees and Plan Signatures*

Name of WIA Title I Grant Recipient Agency:

**PROGRAM ADMINISTRATION DESIGNEES AND PLAN SIGNATURES**

**Name of WIA Title I Grant Recipient Agency:**

Address: Idaho Department of Labor  
317 W. Main Street  
Boise, ID 83735-0790  
Telephone Number: (208) 332-3570, ext. 3312  
Facsimile Number: (208) 947-0049  
E-mail Address: [cheryl.brush@labor.idaho.gov](mailto:cheryl.brush@labor.idaho.gov)

**Name of State WIA Title I Administrative Agency (if different from the Grant Recipient):**

Address: \_\_\_\_\_

Telephone Number: \_\_\_\_\_

Facsimile Number: \_\_\_\_\_

E-mail Address: \_\_\_\_\_

**Name of WIA Title I Signatory Official:**

Address: Roger B. Madsen, Director  
Idaho Department of Labor  
317 W. Main Street  
Boise, ID 83735-0500  
Telephone Number: (208) 334-6110  
Facsimile Number: (208) 334-6430  
E-mail Address: [roger.madsen@labor.idaho.gov](mailto:roger.madsen@labor.idaho.gov)

**Name of WIA Title I Liaison:**

Address: Roger B. Madsen, Director  
Idaho Department of Labor  
317 W. Main Street  
Boise, ID 83735-0500  
Telephone Number: (208) 334-6110  
Facsimile Number: (208) 334-6430  
E-mail Address: [roger.madsen@labor.idaho.gov](mailto:roger.madsen@labor.idaho.gov)

Attachment #1 – Program Administration Designees and Plan Signatures

**Name of Wagner-Peyser Act Grant Recipient/State Employment Security Agency:**

Roger B. Madsen, Director  
Address: Idaho Department of Labor  
317 W. Main Street  
Boise, ID 83735-0500  
Telephone Number: (208) 334-6110  
Facsimile Number: (208) 334-6430  
E-mail Address: [roger.madsen@labor.idaho.gov](mailto:roger.madsen@labor.idaho.gov)

**Name and title of State Employment Security Administrator (Signatory Official):**

Roger B. Madsen, Director  
Address: Idaho Department of Labor  
317 W. Main Street  
Boise, ID 83735-0500  
Telephone Number: (208) 334-6110  
Facsimile Number: (208) 334-6430  
E-mail Address: [roger.madsen@labor.idaho.gov](mailto:roger.madsen@labor.idaho.gov)

As the Governor, I certify that for the State/Commonwealth of IDAHO, the agencies and officials designated above have been duly designated to represent the State/Commonwealth in the capacities indicated for the Workforce Investment Act, Title I, and Wagner-Peyser Act grant programs. Subsequent changes in the designation of officials will be provided to the U.S. Department of Labor as such changes occur.

I further certify that we will operate our Workforce Investment Act and Wagner-Peyser Act programs in accordance with this Plan and the assurances herein.

Typed Name of Governor: C.L. "Butch" Otter, Governor

  
Signature of Governor

  
Date

## **Workforce Development Council Vision, Mission and Goals**

### **VISION**

**Idaho will sustain a workforce development system that will produce an innovative and skilled workforce that allows business to thrive and provides economic opportunity to Idaho workers and their families.**

### **MISSION**

**The Workforce Development Council, understanding the unique needs of business, workers, and students, will make policy recommendations to the Governor and the Board of Education and will facilitate coordination of an integrated Idaho workforce development system.**

### **GOALS**

- GOAL 1 – Create jobs that sustain Idaho workers and grow the economy**
- GOAL 2 – Facilitate development of an Idaho work force that is highly skilled, committed to continuous learning, and aware of opportunities available in the market-place**
- GOAL 3 – Support a comprehensive education and workforce delivery system**
- GOAL 4 – Improve awareness of the workforce system among employers, workers, partners and policy makers and expand its use and effectiveness**

**GOAL 1 – CREATE JOBS THAT SUSTAIN IDAHO WORKERS AND GROW THE ECONOMY**

**Measure – Reduce Idaho’s unemployment rate by 40% by 2015.**

Benchmark: February 2011 unemployment rate\* of 9.7% (2010 annual average: 9.3%)

*\*Idaho’s official, published “unemployment rate” is defined as the total unemployed as a percent of the civilian labor force.*

**Measure – Reduce Idaho’s underemployment rate by 40% by 2015.**

Benchmark: The 2010 underemployment rate\* was 16.4%

*\*The “underemployment rate” is defined as total unemployed, plus all marginally attached workers, plus total employed part time for economic reasons, as a percent of the civilian labor force.*

**Measure – Create 40,000 jobs with at least two-thirds with \$12.00 or better wage rates with health benefits by 2015.**

Benchmark: Annual average number of jobs for 2010: 602,100

**Measure – Attain the Governor’s “Project 60” goal by 2015.**

Benchmark: \$53.5 billion in GDP for 2009

**Strategies –**

- A. Align workforce and education services to business needs and priorities by adopting a “sector strategy” approach that:
  - Targets key industries;
  - Builds partnership among employers, education and workforce providers;
  - Identifies and addresses training needs of business;
  - Leverages public and private resources; and
  - Establishes expansion targets for each industry.
- B. Support the creation of a longitudinal data system and other initiatives to improve workforce information for critical business decision making for the primary care initiative and green initiative and selected sectors of health care, advanced manufacturing, energy and technology as it relates to renewable energy, software, agri-science and health science.
- C. Promote policies for the Workforce Development Training Fund to assist with the creation of jobs and retention of Idaho’s workforce.
- D. Support adoption of incentives that encourage the hiring of new employees.
- E. Engage employers to expand work-based learning opportunities such as internships, on-the-job training, work experiences, and apprenticeships to improve workplace readiness and occupational skills.

## *Attachment #2 – Council Goals and Strategies*

- F. Maintain a quality One-Stop Career Center system that connects employer and workers to workforce services.
- G. Encourage employers to increase hiring by promoting the Governor’s “Hire One” initiative and consider opportunities for other campaigns such as a “180 Degree Turn-around Campaign” or a “Using technology to turn 180 Degrees” campaign that builds on Project 60, increasing the attainment of degrees and credentials for 60% of the workforce and reducing unemployment to 60% of current levels.
- H. Adopt practices such as promotion of the quality Idaho workforce to create opportunities to retain Idaho’s under-employed workers.
- I. Expand opportunities for innovation and employment in emerging industries such as technology, innovation and green through the sector, “Grow Green” and other initiatives.
- J. Support the efforts of the Idaho Technology Council in their development of iGEM (Idaho Global Entrepreneurial Mission) to create a more dynamic research and tech transfer infrastructure that enables the growth and success of innovation in our state by identifying and connecting resources geared toward the development, transfer and implementation of advanced technology.

### **GOAL 2 – FACILITATE DEVELOPMENT OF AN IDAHO WORKFORCE THAT IS HIGHLY SKILLED, COMMITTED TO CONTINUOUS LEARNING, AND AWARE OF OPPORTUNITIES AVAILABLE IN THE MARKET-PLACE**

#### **Measure – Increase Idaho’s “go-to-college” rate, including all postsecondary education, by 30% by 2018.**

Benchmark: Currently, 49% of Idaho’s secondary students go to post secondary education (Source: National Center for Higher Education Management Systems)

#### **Measure - Reduce the need for remediation for new college entrants by 50% by 2020.**

Benchmarks:

- Full time students who have been out of high school less than 12 months who need remediation – 40.3% (2009-10)
- Full time students who have been out of high school over 12 months who need remediation – 39.4% (2008-09)
- All other students who need remediation – 26% (2008-09 data)  
(Source: National Center for Higher Education Management System)

#### **Measure – Ensure that 60% of Idaho workers obtain a certificate, industry recognized credential, apprenticeship, or degree beyond high school by 2020.**

Benchmark: Currently, 30% of Idahoans (18 to 64 years old) have an Associate’s degree or more in educational attainment. Another 30% had “some college no degree” (source: 2009 U.S. Census survey)

**Strategies –**

- A. Ensure that students and adults are aware of career choices available to them:
  - 1. Make e-CIS and other career information universally available
  - 2. Provide access to trained career facilitators and counselors to assist in career decision making
  - 3. Encourage students and adults to consider careers where they are under-represented
  - 4. Expand the use of technology to train facilitators, counselors and other staff who provide guidance to students and career changers
  - 5. Expand access/awareness through career fairs, on-site or guided exploration, mentoring or other career showcase opportunities
  - 6. Utilize senior executives, trade associations and others to expand awareness of need for further learning
  - 7. Explore use of the Idaho Education Network and social media to expand awareness of careers and job opportunities.
  
- B. Promote strategies that ensure students are college and career ready by:
  - 1. Increasing access to quality early childhood education;
  - 2. Expanding access and use of technology, including the Idaho Education Network and on-line learning to bring a more robust range of academic and career education services to all students;
  - 3. Increasing access to advanced placement, dual credits and other opportunities to encourage college attendance;
  - 4. Providing a safety net to retain or return at risk students to the classroom; and
  - 5. Align high school graduation standards with postsecondary entrance standards.
  
- C. Enhance opportunities for lifelong learning by expanding delivery options such as stackable credentials, compressed scheduling, on-line and distance learning, modularized curriculum, and other alternative learning modalities.
  
- D. Identify and promote career pathways within occupations to enhance career options and ease transitions.
  
- E. Support entrepreneurial workforce expansion to spur innovation and increase employment.
  
- F. Expand articulation agreements to increase transitions among secondary and postsecondary programs.
  
- G. Increase options to integrate adult basic skills and English language training with occupational/technical training to facilitate entry of students to postsecondary education and technical training programs.
  
- H. Support reforms to increase skills in STEM subjects (science, technology, engineering and math) including applied academics.
  
- I. Encourage students and adults to obtain continuing education by providing information and supporting such efforts as the Albertson Foundation’s “Go-On” campaign.

## *Attachment #2 – Council Goals and Strategies*

- J. Provide access to low-skilled and at-risk youth and adults, dislocated workers, and others with barriers to a full range of information and supports to prepare for work that leads to economic self-sufficiency.
- K. Explore alternatives to improve employment rates for Unemployment Insurance claimants through initiatives such as a “work share” or other options.
- L. Encourage the use of workplace flexibility options such as job sharing, job restructuring, part-time worker pools, flex-time and telecommuting to increase employment opportunities and retain quality worker.
- M. Promote employment practices and workplace environments that encourage a culture of diversity and inclusiveness.

### **GOAL 3 – SUPPORT A COMPREHENSIVE EDUCATION AND WORKFORCE DELIVERY SYSTEM**

**Measure – Idaho’s Workforce Development System will meet or exceed program performance measures.**

**Measure - Establish sector partnerships for each of the targeted industries (health care, technology, energy and advanced manufacturing) by 2012.**

#### **Strategies –**

- A. Maintain a quality One-Stop Career System that connects employers and workers and facilitates access to workforce services, education services and information.
- B. Enhance coordination among workforce system partners and streamline services by eliminating duplication and ineffective or unnecessary practices.
- C. Continue to expand opportunities to partner with libraries, foundations and others to increase access to information and services in all communities across the state.
- D. Provide access to information, financial aid and other supportive services that allows all workers to obtain education and training leading to employment.
- E. Coordinate with a system of work supports for low-income workers to help them stay employed and move toward economic self-sufficiency (e.g. food stamps, child care, housing, etc.) and provide safety nets to those who are in transition in the workforce.
- F. Support bridge program development for underprepared youth and adults.
- G. Support a comprehensive educational system for all students K-16+ that includes rigorous school-based learning and relevant work-based learning.

## Attachment #2 – Council Goals and Strategies

- H. Improve the effectiveness of the workforce system through the creation of an accountability system that includes:
  - 1. Implementation of common core measures in K-12 education; and
  - 2. Implementation of a longitudinal data system that interfaces with the workforce system to track outcomes of Idaho student achievements and program success.
- I. Identify the short and long-term implications of Idaho’s aging workforce, associated pipeline issues, and potential solutions.
- J. Increase the civic engagement of Idahoans in volunteer activities to ameliorate the impact of budget shortfalls in education, social services and other critical areas.

### **GOAL 4 – IMPROVE AWARENESS OF THE WORKFORCE SYSTEM AMONG EMPLOYERS, WORKERS, PARTNERS AND POLICY MAKERS AND EXPAND ITS USE AND EFFECTIVENESS**

#### **Measure – Establish a measure of Idahoans who are aware of the resources available through the Workforce system.**

Benchmark: The Department of Labor is conducting a survey of Idahoans during 2011 to establish a benchmark of awareness of the workforce system

#### **Measure – Increase the use of the use of the *Idaho Works* labor exchange system to list jobs by employers by as a percentage of all new hires by 10% by 2015.**

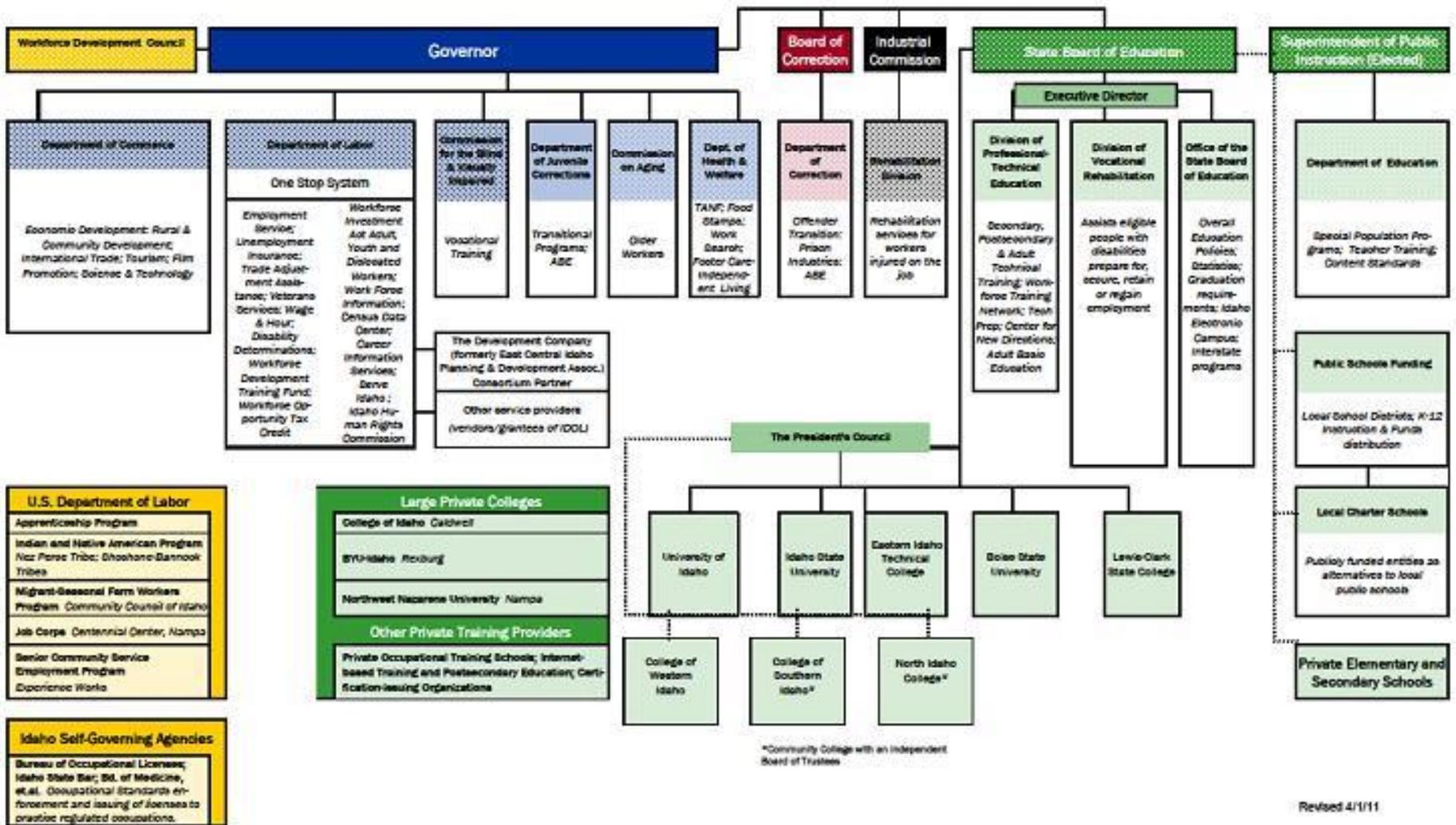
Benchmark: During calendar year 2010 employers listed 68,853 job openings within the Idaho Works system and reported 141,108 new hires during the same calendar year. This is a 49% “penetration rate” of job openings compared to new hires

#### **Strategies –**

- A. Conduct periodic surveys to assess access, awareness, perceptions, and use of the workforce system.
- B. Review and report user rates of the workforce system.
- C. Develop and implement an outreach plan for the workforce system.
- D. Meet regularly with the Governor, State Board of Education and other policy makers to present progress reports and make recommendations for improvements.

Attachment #3 – Workforce Development System Organizational Chart

**THE IDAHO WORK FORCE DEVELOPMENT SYSTEM - PRIMARY AGENCIES AND PROGRAMS**





*The Office of the Governor*  
**THE OFFICE OF THE GOVERNOR**  
**EXECUTIVE DEPARTMENT**  
**STATE OF IDAHO**  
**BOISE**

**EXECUTIVE ORDER NO. 2010-02**

**ESTABLISHING THE WORKFORCE DEVELOPMENT COUNCIL FOR PLANNING  
AND OVERSIGHT OF THE STATE'S WORKFORCE DEVELOPMENT SYSTEM**

*WHEREAS, the economic future of Idaho and the prosperity of its residents depends upon the ability of businesses in Idaho to compete in the world economy; and*

*WHEREAS, a well-educated and highly skilled workforce provides businesses in Idaho with a competitive edge critical for their success; and*

*WHEREAS Idaho is committed to preparing its current and future workforce with the skills necessary for the 21st century; and*

*WHEREAS, empowering business, labor and community leaders to take a more active and strategic role in crafting the state's economic and workforce development policy will enhance the quality and responsiveness of these programs; and*

*WHEREAS, a comprehensive workforce development strategy for Idaho will improve planning and oversight functions; improve the effectiveness, quality and coordination of services designed to maintain a highly skilled workforce; and help provide for the most efficient use of federal, state and local workforce development resources;*

*NOW, THEREFORE, I, C.L. "Butch" Otter, Governor of the State of Idaho, by virtue of the authority vested in me by the Constitution and laws of this state, do hereby order that:*

1. *The Idaho Workforce Development Council (the "Council") is established in accordance with section 111(e) of the Workforce Investment Act (WIA) of 1998, as amended.*
2. *The Council shall consist of not more than 33 members appointed by the Governor, consistent with federal nomination and composition requirements set forth in section 702 of the Job Training Partnership Act as amended. The Council's membership, shall be as follows:*
  - a. *Representatives of business and industry shall comprise at least 40% of the members;*
  - b. *At least 15% of the members shall be representatives of local public education, postsecondary institutions, and secondary or postsecondary vocational educational institutions;*
  - c. *At least 15% of the members shall be representatives of organized labor based on nominations from recognized state labor federations;*
  - d. *Representatives from the Department of Commerce, Department of Labor, the Department of Health and Welfare, the State Board of Education, the Commission on Aging, the Office of Energy Resources, the Idaho Education Network, and the Superintendent of Public Instruction; and*
  - e. *A representative of a community-based organization.*
3. *The Council will be responsible for advising the Governor and the State Board of Education, as appropriate and at regular intervals, on the following:*
  - a. *Development of a statewide strategy for workforce development programs which encompasses all workforce programs;*
  - b. *Development of the WIA State plan;*
  - c. *Development and continuous improvement of services offered under the statewide workforce investment system;*
  - d. *Development of comments at least once annually on the Carl D. Perkins Vocational and applied Technology Education Act;*
  - e. *Development and continuous improvement of comprehensive State performance measures;*
  - f. *Preparation of the annual report to the United States Secretary of Labor as required under section 136 of the WIA;*
  - g. *Development of a statewide employment statistic program;*
  - h. *Development of a plan for comprehensive labor market information; and*
  - i. *Development of applications for an incentive grant under section 503 of the WIA.*
4. *The Council shall also be responsible for:*
  - a. *Approval and oversight of the expenditures from the Employment Security Reserve Fund as set forth in Section 72-1347A, Idaho Code;*

Attachment #4 – Executive Order

- b. *Development and oversight of procedures, criteria and performance measures for the Workforce Development Training fund established under Section 72-1347B, Idaho Code; and*
  - c. *Such other duties as assigned by the Governor.*
5. *The Council may empanel subcommittees, appointed by the chair. Subcommittee members may include individuals from the general public who have special knowledge and qualifications to be of assistance to the Council.*
  6. *The Governor shall name the chair and vice-chair from among the private sector members of the Council.*
  7. *The Council shall be jointly staffed by a management team of directors or administrators of state agencies that administer workforce development programs, as designated by the Governor. Funding for the council shall be provided by the agencies staffing the council, which shall agree upon appropriate ratios for the allocation of administrative funding. The Idaho Department of Labor shall have responsibility for providing secretarial and logistical support to the Council.*
  8. *The Council's members shall serve at the pleasure of the Governor, and appointments shall be for three-year terms.*



*IN WITNESS WHEREOF, I have hereunto set my hand and caused to be affixed the Great Seal of the State of Idaho in Boise on this 17th day of March in the year of our Lord two thousand and ten and of the Independence of the United States of America the two hundred thirty-fourth and of the Statehood of Idaho the one hundred twentieth.*

C.L. "BUTCH" OTTER  
GOVERNOR

BEN YSURSA  
SECRETARY OF STATE

### **Agricultural Outreach Plan**

Migrant and seasonal farm workers, like other One Stop customers, have access to all services provided by the Idaho Department of Labor for which they qualify. As per 20 CFR 153.103, customers registering with our system are identified for farm worker status according to 20 CFR 651.10 definitions. Needs are assessed and those interested in services beyond core services are screened to determine if they meet the criteria for the services they are requesting. Registration and many other forms and applications are available in Spanish to ensure language accessibility. In addition, bilingual (Spanish/English) personnel are available in each of the designated outreach offices and the state has a contract for telephone language services with CTS LanguageLink.

The Idaho Department of Labor and Community Council of Idaho, Idaho's 167 grantee; work in conjunction to ensure appropriate referral of MSFW customers for participation in training and other services. At a minimum, the following collaborative activities will occur during the upcoming agricultural seasons:

- Revision/renewal of an agreement for coordination of services between the Idaho Department of Labor and the Community Council of Idaho
- Mutual participation in staff training
- Sharing of outreach materials by both agencies
- Sharing of data for reporting
- Mutual referral of customers
- Assessment of opportunities for co-enrollment

#### **Idaho's agricultural activity**

Most of Idaho's crop farming requiring intensive use of hand labor takes place in the southern part of the state, along the Snake River plain. There are over 25,000 farms in Idaho with over 160 commodities produced. Idaho crops include sugar beets, potatoes, onions, seed crops, grains and fruits. Hops are cultivated in the northern and southwestern parts of the state and there is large production of peas and lentils in north-central Idaho. Nursery operations are another important agricultural activity, mainly for the production of ornamental trees in north Idaho. The dairy industry concentrated in the south-central part of the state, is on the rise; many large dairy operations produce their own hay on the same properties. Idaho currently leads the nation in the production of potatoes, food-size trout, Austrian winter peas, and the state ranks third in the production of milk.

Idaho's need for an agricultural labor force has remained steady the last few years in spite of the economic downturn and it is projected that agriculture may become a high demand industry with an expected increase of about 400 jobs. In preparing an outreach plan for the upcoming year the department has taken into account the Migrant and Seasonal Farm worker Enumeration Profile Study and data provided by the 167 grantee in addition to projections provided by IDOL's research and analysis bureau. It is projected that the need for MSFW labor force will remain at 55,000 during the peak of the agricultural season.

*Attachment #5 – Agricultural Outreach Plan*

**Outreach Activity**

The Idaho Department of Labor has offices located in highly agricultural areas and has MSFW outreach workers located in 11 of its 25 offices. Five of those offices have been identified as significant MSFW offices. The significant offices are:

**Payette** – Located in the city of Payette, provides services to Washington and Payette counties

**Canyon County** – Located in city of Caldwell, provides services to Canyon and Owyhee counties

**Magic Valley** – Located in the city of Twin Falls, provides services to Twin Falls, Jerome, Gooding, and Lincoln counties

**Mini- Cassia** – Located in the city of Burley, provides services to Minidoka and Cassia counties

**Rexburg** – Located in the city of Rexburg, provides services to Clark, Freemont, Madison, and Teton counties

In addition, the offices below conduct outreach to farm workers during the months of high agricultural activity

**Bonnors Ferry** – Located in the city of Bonnors Ferry, serves Boundary County

**Emmett** – Located in the city of Emmett, serves Gem and Boise counties

**Mountain Home** – Located in the city of Mountain Home, serves Elmore, Owyhee and Gem counties

**Pocatello** – Located in the city of Pocatello, serves Power, Franklin, Caribou, Bear Lake and Bannock counties

**Idaho Falls** – Located in the city of Idaho Falls, serves Jefferson, Butte and Bannock counties

**Blackfoot** – Located in the city of Blackfoot, serves Bingham County

During PYs 2010 and 2011 the department, in collaboration with other agencies serving MSFWs throughout the state, plans on reaching out to 10% of the estimated MSFW population in the counties served by outreach offices. IDOL outreach activity will be applied in the following manner:

Local IDOL office	Estimated MSFW population in area served by the office	Minimum outreach contacts (10% of Estimated MSFW Population)
Payette	1197	120
Canyon County	6122	612
Magic Valley	3638	364
Mini-Cassia	3211	321
Rexburg	1789	179
Bonnors Ferry	1052	105 (population may be less due to lower production of hops last year)
Emmett	757	76
Mountain Home	2066	207
Pocatello	1341	134
Idaho Falls	1014	101
Blackfoot	2790	279
State Goal	24977	2498

## *Attachment #5 – Agricultural Outreach Plan*

In order to leverage resources outreach staff will coordinate outreach activities with other agencies in their area serving MSFWs, targeting large events where a great number of farm workers may be contacted. The State Monitor Advocate and outreach workers will continue to make use of appropriate media, especially radio stations with Spanish programming.

At a minimum, two pieces of information will be shared with individuals contacted through MSFW outreach activities: services provide by IDOL and how to access and use the complaint system. For this purpose the department has developed two bilingual (English/Spanish) brochures. Other services available during outreach include: registering for work, filing complaints, referral to jobs and other appropriate services. All outreach activities and services provided will be documented in IDOL's electronic outreach log application and reported as per requirements contained in 20 CFR 653.107

The Idaho Department of Labor will continue to work to meet the performance standards set out by the U.S. Department of Labor. The Equity Ratio Indicators, which identify levels of service in terms of percentages of MSFW customers to non-MSFW customers, are:

- referral to jobs,
- staff assisted services,
- referral to support services,
- referral to career guidance, and
- job development contacts.

The Minimum Service Level Indicators, also established by U.S. DOL, are:

- Placements (42.50% of registered farm workers,)
- Placements at \$7.75 or 0.50 more than minimum wage (14% of registered farm workers,)
- Placements on long term non-agricultural jobs (3% of registered farm workers,)
- Review of 5 significant offices,
- Conduct field checks on 25% of H2A employer sites employing US workers,
- Conduct 5 MSFW contacts per staff day worked (8 hours) and
- Timely processing of complaints (within 45 days of filing)

## **WIA CODE OF CONDUCT**

In order to ensure that the citizens of Idaho have complete confidence in individuals appointed by the Governor to serve on the Idaho Workforce Development Council (Council), in members appointed to serve on local Idaho Works Boards and local Youth Councils (local boards), and in other public servants administering Workforce Investment Act (WIA) funds, the following Code of Conduct is adopted:

### **A. DEFINITIONS**

1. “Immediate Family” shall refer to persons related by blood, marriage or decree of court, within the second degree, to a voting member of the Council or local boards; or to the employees, officers and agents of grantees and subgrantees. This includes the spouse, child, parent, sibling, grandparent, aunt, uncle, niece, nephew, cousin, stepparent, stepchild, grandchild, son-in-law, daughter-in-law, mother-in-law, father-in-law, brother-in-law, sister-in-law, or any other persons related by decree of court within the second degree.
2. “Financial benefit” shall refer to any economic gain or entitlement that results from any relationship with any organization or individual participating in a workforce investment activity.
3. “Entity” shall refer to any association, organization, business, government entity or other legal entity, whether operated for profit or not, in which the voting member or immediate family of a voting member has a private financial relationship, employment relationship or ownership interest.

### **B. CONFLICT OF INTEREST RESTRICTIONS FOR COUNCIL AND LOCAL BOARD MEMBERS**

1. Members of the Council or any local board shall not:
  - A) Vote on any matter under consideration;
    - 1) regarding the provision of WIA Title I funded services by such member, or by an entity that such member represents; or
    - 2) that would provide direct financial benefit to such member or the immediate family of such member.
  - B) Engage in any business transaction or private arrangement that could reasonably be expected to result in a conflict between the private interest of a member and his or her official Council or board responsibility.

C) Participate in:

- 1) the designation of any local workforce investment areas;
- 2) the negotiation of, or decision to award contracts or grants;
- 3) the settlement of any claims or charges in any contracts or grants;
- 4) the certification of any eligible providers; or
- 5) the selection of One-Stop Operators;

for any entity in which they have a financial or personal interest.

D) Engage in any other activity determined by the Governor or by state law to constitute a conflict of interest.

2. Misuse of Information. Members of the Council or local boards shall not use, for their own private gain, for the gain of others, or for other than officially designated purposes, any information obtained as a result of their council or board membership and not available to the public at large, or divulge such information in advance of the time prescribed for its authorized release.

3. Misuse of Board Facilities and Equipment. Members of the Council or local boards shall not use any council or board equipment, supplies, or property for their own private gain, for the gain of others, or for other than officially designated purposes.

4. Duties of Council and Local Board Members. It shall be the duty of all Council and local board members to:

- A) Seek legal advice from the Attorney General or from independent counsel if they have any doubts that a specific situation involves a real or potential conflict of interest.
- B) If the legal advice is that a conflict may exist, they shall prepare a written statement describing the potential conflict of interest and the matter to be acted upon, and shall deliver the statement to their appointing authority.
- C) Recuse themselves from their duties if it is determined that there is a conflict of interest.

5. Violations of the Conflict of Interest Policy. If the Council or a local board believes that this policy has been violated, a recommendation may be made to the Governor or to the chief elected officials of the local workforce investment area that the individual who has violated the policy be removed as a member. Even if no recommendation is made for removal, the Governor or the chief elected officials of the local workforce investment area may remove a member of the Council or a local board for a violation of this policy.

### **C. CONFLICT OF INTEREST RESTRICTIONS FOR GRANTEES AND SUBGRANTEES**

No employee, officer or agent of the grantee or subgrantee shall participate in the selection, award or administration of a contract supported by WIA funds if a conflict of interest, real or apparent, would occur. Such a conflict would occur when the employee, officer or agent; any member of his immediate family; his or her partner; or an organization which employs, or is about to employ, any of the above; has a financial or other interest in the firm selected for award.

### **D. NEPOTISM**

No individual may be placed in a WIA employment activity if a member of that individual's immediate family is directly supervised by or directly supervises that individual.

### **E. KICKBACKS, GIFTS, FAVORS, AND GRATUITIES**

No member of any Council or local board, or employee, officer or agent of any grantee or subgrantee under WIA shall solicit or accept gratuities, favors, or anything of monetary value from contractors, potential contractors or parties to subagreements. This prohibition shall not apply to unsolicited trivial benefits, not to exceed a value of fifty dollars (\$50.00), that are incidental to personal, professional, or business contacts and that do not involve a substantial risk of undermining official impartiality.

# Data Appendix

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- Table 1 - Annual Average NonFarm Payroll Jobs
- Table 2 – Projected Covered Employment By Industry, 2008-2018
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**TABLE 1:  
ANNUAL AVERAGE NONFARM PAYROLL JOBS - PLACE OF WORK - STATE OF IDAHO**

						Percent Change			
	2010	2009	2008	2005	2000	2009	2008	2005	2000
Nonfarm Payroll Jobs - NAICS	602,100	609,900	648,800	611,300	559,600	(1.3)	(7.2)	(1.5)	7.6
Goods Producing	87,500	92,300	112,100	112,700	111,400	(5.2)	(21.9)	(22.4)	(21.5)
Natural Resources	3,400	3,200	4,200	4,100	4,700	6.3	(19.0)	(17.1)	(27.7)
Logging	1,200	1,100	1,500	2,000	2,300	9.1	(20.0)	(40.0)	(47.8)
Mining	2,300	2,200	2,800	2,200	2,400	4.5	(17.9)	4.5	(4.2)
Metal Ore Mining	1,000	900	1,200	700	1,100	11.1	(16.7)	42.9	(9.1)
Construction	31,100	34,300	44,900	45,000	36,400	(9.3)	(30.7)	(30.9)	(14.6)
Manufacturing	53,000	54,800	63,000	63,600	70,300	(3.3)	(15.9)	(16.7)	(24.6)
Durable Goods	29,800	31,100	38,400	40,500	44,800	(4.2)	(22.4)	(26.4)	(33.5)
Wood Product Manufacturing	4,500	4,800	6,500	7,700	9,300	(6.3)	(30.8)	(41.6)	(51.6)
Sawmills & Wood Preservation	1,600	1,600	2,000	2,700	3,800	0.0	(20.0)	(40.7)	(57.9)
Veneer & Engineered Wood Products	800	900	1,200	1,600	1,800	(11.1)	(33.3)	(50.0)	(55.6)
Other Wood Product Manufacturing	2,100	2,300	3,300	3,400	3,700	(8.7)	(36.4)	(38.2)	(43.2)
Fabricated Metal Product Manufacturing	4,400	4,400	4,600	3,900	4,000	0.0	(4.3)	12.8	10.0
Machinery Manufacturing	2,500	2,700	3,100	2,700	3,300	(7.4)	(19.4)	(7.4)	(24.2)
Computer & Electronic Product Manufacturing	10,500	11,100	14,300	16,400	20,000	(5.4)	(26.6)	(36.0)	(47.5)
Transportation Equipment Manufacturing	2,300	2,400	3,200	2,500	2,500	(4.2)	(28.1)	(8.0)	(8.0)
Other Durable Goods	5,600	5,700	6,700	7,300	5,700	(1.8)	(16.4)	(23.3)	(1.8)
Nondurable Goods	23,200	23,600	24,600	23,000	25,500	(1.7)	(5.7)	0.9	(9.0)
Food Manufacturing	15,300	15,600	15,800	14,800	16,400	(1.9)	(3.2)	3.4	(6.7)
Fruit & Vegetable Preserving & Specialty Food	7,300	7,800	8,000	7,300	9,100	(6.4)	(8.8)	0.0	(19.8)
Paper Manufacturing	1,500	1,500	1,600	1,600	1,700	0.0	(6.3)	(6.3)	(11.8)
Printing and Related Support Activities	1,300	1,400	1,800	1,900	2,300	(7.1)	(27.8)	(31.6)	(43.5)
Chemical Manufacturing	2,200	2,300	2,400	1,900	2,300	(4.3)	(8.3)	15.8	(4.3)
Other Nondurable Goods	2,900	2,800	3,000	2,800	2,800	3.6	(3.3)	3.6	3.6
Service-Providing	514,600	517,500	536,700	498,600	448,200	(0.6)	(4.1)	3.2	14.8
Trade, Transportation, and Utilities	121,000	122,900	131,500	122,600	120,900	(1.5)	(8.0)	(1.3)	0.1

						Percent Change			
	2010	2009	2008	2005	2000	2009	2008	2005	2000
Trade	100,400	102,300	110,400	103,300	102,200	(1.9)	(9.1)	(2.8)	(1.8)
Wholesale Trade	25,600	26,000	27,800	26,600	25,300	(1.5)	(7.9)	(3.8)	1.2
Wholesalers, Durable Goods	11,000	11,500	12,900	12,200	10,900	(4.3)	(14.7)	(9.8)	0.9
Wholesalers, Nondurable Goods	12,000	11,900	12,100	11,900	12,300	0.8	(0.8)	0.8	(2.4)
Retail Trade	74,800	76,300	82,600	76,700	76,900	(2.0)	(9.4)	(2.5)	(2.7)
Motor Vehicle and Parts Dealers	10,400	10,500	12,100	11,500	10,500	(1.0)	(14.0)	(9.6)	(1.0)
Building Material and Garden Equipment	6,800	7,100	8,600	9,000	7,800	(4.2)	(20.9)	(24.4)	(12.8)
Food and Beverage Stores	11,900	12,300	13,200	12,200	13,600	(3.3)	(9.8)	(2.5)	(12.5)
General Merchandise Stores	16,100	16,700	17,200	15,900	13,300	(3.6)	(6.4)	1.3	21.1
Transportation, Warehousing, & Utilities	20,500	20,700	21,000	19,300	18,800	(1.0)	(2.4)	6.2	9.0
Utilities	2,700	2,800	2,200	1,900	1,700	(3.6)	22.7	42.1	58.8
Transportation & Warehousing	17,800	17,900	18,900	17,400	17,000	(0.6)	(5.8)	2.3	4.7
Truck Transportation	8,700	8,600	9,200	8,800	8,700	1.2	(5.4)	(1.1)	0.0
Information	9,600	10,000	11,000	10,300	9,700	(4.0)	(12.7)	(6.8)	(1.0)
Telecommunications	3,300	3,600	4,000	3,800	3,300	(8.3)	(17.5)	(13.2)	0.0
Financial Activities	28,800	29,600	31,700	29,700	25,200	(2.7)	(9.1)	(3.0)	14.3
Finance & Insurance	22,000	22,300	23,300	21,600	18,600	(1.3)	(5.6)	1.9	18.3
Real Estate & Rental & Leasing	6,900	7,300	8,400	8,000	6,500	(5.5)	(17.9)	(13.8)	6.2
Professional and Business Services	73,600	74,700	81,300	77,600	60,700	(1.5)	(9.5)	(5.2)	21.3
Professional, Scientific, & Technical	31,300	31,500	33,400	30,800	24,900	(0.6)	(6.3)	1.6	25.7
Scientific Research and Development	7,900	7,600	7,500	7,600	8,300	3.9	5.3	3.9	(4.8)
Management of Companies & Enterprises	5,800	6,000	7,300	7,700	9,300	(3.3)	(20.5)	(24.7)	(37.6)
Administrative & Support & Waste Management	36,400	37,200	40,600	39,200	26,400	(2.2)	(10.3)	(7.1)	37.9
Administrative and Support Services	33,800	34,700	38,400	37,900	26,200	(2.6)	(12.0)	(10.8)	29.0
Educational and Health Services	83,800	81,000	77,700	67,600	52,800	3.5	7.9	24.0	58.7
Educational Services	9,500	9,100	8,700	7,700	5,000	4.4	9.2	23.4	90.0
Health Care & Social Assistance	74,300	71,900	69,100	59,900	47,800	3.3	7.5	24.0	55.4
Hospitals		18,700	17,300	13,200	11,900	(100.0)	(100.0)	(100.0)	(100.0)
Leisure and Hospitality	57,900	58,700	63,200	57,200	52,600	(1.4)	(8.4)	1.2	10.1
Arts, Entertainment, & Recreation	8,500	8,600	9,100	7,800	6,700	(1.2)	(6.6)	9.0	26.9

	2010	2009	2008	2005	2000	Percent Change			
						2009	2008	2005	2000
Accommodation & Food Services	49,400	50,100	54,200	49,500	45,900	(1.4)	(8.9)	(0.2)	7.6
Accommodation	8,200	8,100	9,100	8,100	8,200	1.2	(9.9)	1.2	0.0
Food Services & Drinking Places	41,200	42,000	45,000	41,400	37,700	(1.9)	(8.4)	(0.5)	9.3
Other Services	21,200	21,200	21,200	18,500	17,800	0.0	0.0	14.6	19.1
Total Government	118,700	119,500	119,200	115,200	108,800	(0.7)	(0.4)	3.0	9.1
Federal Government	13,700	13,500	13,200	13,100	13,600	1.5	3.8	4.6	0.7
State & Local Government	105,100	106,000	106,000	102,100	95,200	(0.8)	(0.8)	2.9	10.4
State Government	28,700	30,000	29,800	29,000	28,300	(4.3)	(3.7)	(1.0)	1.4
State Government Education	13,500	14,200	13,800	13,800	13,200	(4.9)	(2.2)	(2.2)	2.3
State Government Administration	15,100	15,900	16,100	15,200	15,100	(5.0)	(6.2)	(0.7)	0.0
Local Government	76,400	76,000	76,200	73,100	66,900	0.5	0.3	4.5	14.2
Local Government Education	40,600	40,400	39,800	37,800	37,400	0.5	2.0	7.4	8.6
Local Government Administration	32,200	32,100	32,900	32,300	27,000	0.3	(2.1)	(0.3)	19.3
Local Government Tribes	3,600	3,500	3,400	3,000	2,500	2.9	5.9	20.0	44.0

**TABLE 2:  
PROJECTED COVERED EMPLOYMENT BY INDUSTRY, 2008-2018**

NAICS Code	Industry Title	2008	2018	# Change	% Change
<b>000000</b>	<b>Total Employment, All Jobs</b>	<b>714,541</b>	<b>825,847</b>	<b>110,459</b>	15.58
000671*	Total Self-Employed and Unpaid Family Workers, Primary Job	59,521	58,107	(1,414)	(2.38)
111000	Crop Production	7,653	8,664	1,011	13.22
112000	Animal Production	8,871	11,320	2,449	27.61
113000	Forestry and Logging	1,547	1,000	(547)	(35.36)
114000	Fishing, Hunting and Trapping	80	88	8	9.54
115000	Support Activities for Agriculture and Forestry	4,008	4,050	42	1.04
212000	Mining (except Oil and Gas)	2,478	2,318	(160)	(6.48)
236000	Construction of Buildings	10,940	10,162	(777)	(7.11)
237000	Heavy and Civil Engineering Construction	5,995	6,350	355	5.92
238000	Specialty Trade Contractors	28,403	27,043	(1,360)	(4.79)
311000	Food Manufacturing	15,671	16,296	626	3.99
312000	Beverage and Tobacco Product Manufacturing	526	642	116	22.09
313000	Textile Mills	61	88	27	45.19
314000	Textile Product Mills	225	237	12	5.45
315000	Apparel Manufacturing	324	309	(15)	(4.62)
316000	Leather and Allied Product Manufacturing	135	168	33	24.72
321000	Wood Product Manufacturing	6,634	6,050	(584)	(8.81)
323000	Printing and Related Support Activities	1,747	1,392	(356)	(20.36)
325000	Chemical Manufacturing	2,366	2,972	606	25.60
326000	Plastics and Rubber Products Manufacturing	1,680	2,042	362	21.54
327000	Nonmetallic Mineral Product Manufacturing	1,675	1,907	232	13.87
331000	Primary Metal Manufacturing	625	940	315	50.50
332000	Fabricated Metal Product Manufacturing	4,656	5,481	826	17.74
333000	Machinery Manufacturing	3,150	4,042	892	28.32
334000	Computer & Electronic Manufacturing	14,287	12,250	(2,036)	(14.25)
335000	Electrical Equipment, Appliance, and Component Manufacturing	564	695	131	23.21
336000	Transportation Equipment Manufacturing	3,214	4,875	1,661	51.70

NAICS Code	Industry Title	2008	2018	# Change	% Change
337000	Furniture and Related Product Manufacturing	2,087	2,212	125	6.00
339000	Miscellaneous Manufacturing	1,662	2,100	438	26.34
221000	Utilities	2,097	2,500	403	19.23
423000	Merchant Wholesalers, Durable Goods	12,869	15,534	2,664	20.70
424000	Merchant Wholesalers, Nondurable Goods	12,171	12,683	512	4.21
425000	Wholesale Electronic Markets and Agents and Brokers	2,940	3,500	560	19.05
441000	Motor Vehicle and Parts Dealers	12,113	15,287	3,174	26.20
442000	Furniture and Home Furnishings Stores	2,876	2,853	(24)	(0.82)
443000	Electronics and Appliance Stores	2,607	2,737	130	4.99
444000	Building Material and Garden Equipment and Supplies Dealers	8,636	9,663	1,027	11.89
445000	Food and Beverage Stores	13,212	13,520	308	2.33
446000	Health and Personal Care Stores	3,230	4,549	1,319	40.84
447000	Gasoline Stations	5,683	6,931	1,248	21.96
448000	Clothing and Clothing Accessories Stores	4,892	5,537	646	13.20
451000	Sporting Goods, Hobby, Book, and Music Stores	4,836	6,083	1,247	25.79
452000	General Merchandise Stores	17,060	22,665	5,605	32.85
453000	Miscellaneous Store Retailers	5,071	5,474	403	7.94
454000	Nonstore Retailers	2,461	3,305	843	34.27
481000	Air Transportation	892	1,077	185	20.71
484000	Truck Transportation	9,261	11,327	2,066	22.31
485000	Transit and Ground Passenger Transport	1,935	2,532	597	30.83
486000	Pipeline Transportation	67	87	21	31.17
487000	Scenic and Sightseeing Transportation	391	609	218	55.75
488000	Support Activities for Transportation	1,453	1,708	256	17.61
492000	Couriers and Messengers	2,129	2,451	321	15.09
493000	Warehousing and Storage	1,484	1,931	448	30.17
511000	Publishing Industries	3,213	3,452	239	7.44
512000	Motion Picture and Sound Recording Industries	989	1,055	66	6.64
515000	Broadcasting (except Internet)	1,614	1,908	294	18.20
517000	Telecommunications	3,954	5,216	1,261	31.90
518000	Data Processing, Hosting & Related Services	376	640	263	69.93
519000	Other Information Services	807	1,346	538	66.71
522000	Credit Intermediation and Related Activities	11,602	12,997	1,395	12.03

<b>NAICS Code</b>	<b>Industry Title</b>	<b>2008</b>	<b>2018</b>	<b># Change</b>	<b>% Change</b>
523000	Securities, Commodity Contracts, and Other Financial Investments and Related Activities	1,445	2,101	657	45.44
524000	Insurance Carriers and Related Activities	8,166	10,165	1,999	24.48
531000	Real Estate	5,691	7,078	1,387	24.37
532000	Rental and Leasing Services	2,629	2,995	366	13.94
533000	Lessors of Nonfinancial Intangible Assets (except Copyrighted Works)	63	96	33	51.65
541000	Professional, Scientific, and Technical Services	33,041	43,919	10,879	32.92
551000	Management of Companies and Enterprises	7,184	7,582	398	5.54
561000	Administrative and Support Services	38,558	48,346	9,789	25.39
562000	Waste Management and Remediation Service	2,395	3,500	1,105	46.13
611000	Educational Services (all ownership)	55,755	65,969	10,213	18.32
621000	Ambulatory Health Care Services	27,603	36,953	9,350	33.87
626000	Hospital Employment (private + state + local)	23,887	29,592	5,706	23.89
623000	Nursing and Residential Care Facilities	12,414	15,816	3,402	27.40
624000	Social Assistance	11,975	17,628	5,653	47.20
711000	Performing Arts, Spectator Sports, and Related Industries	805	933	129	15.99
712000	Museums, Historical Sites, and Similar Institution	203	320	117	57.81
713000	Amusement, Gambling, and Recreation Industries	7,939	10,725	2,786	35.09
721000	Accommodation	9,194	10,645	1,451	15.78
722000	Food Services and Drinking Places	45,081	52,167	7,085	15.72
811000	Repair and Maintenance	6,271	6,399	128	2.05
812000	Personal and Laundry Services	4,363	5,020	657	15.05
813000	Religious, Grantmaking, Civic, Professional, and Similar Organizations	4,784	5,478	694	14.51
814000	Private Households	870	1,318	448	51.48
910000*	Total Federal Government Employment	13,337	13,016	(322)	(2.41)
999200*	State Government, Excluding Education and Hospitals	14,964	15,529	565	3.78
999300*	Local Government, Excluding Education and Hospitals	28,926	33,790	4,864	16.82

\*Department assigned code and title. Not a valid NAICs code or title.

Several 3-digit NAICs have been suppressed due to confidentiality requirements.

Wages for several industries are not available.

Source: Wages ~ Idaho Department of Labor 2009 Occupations Employment Statistics Program

Source: Projections ~ 2008-2018 Idaho Department of Labor Industry Projections

**TABLE 2a:  
SHORT-TERM PROJECTED COVERED EMPLOYMENT BY INDUSTRY - 2009-2011**

NAICS Code	Industry Title	2009	2011	# Change	% Change
<b>000000</b>	<b>Total Employment, All Jobs</b>	<b>667,991</b>	<b>672,052</b>	<b>4,061</b>	0.61%
111000	Crop Production	8,493	8,666	173	2.04%
112000	Animal Production	8,765	8,841	76	0.87%
113000	Forestry and Logging	1,306	1,270	(36)	-2.76%
114000	Fishing, Hunting and Trapping	90	92	2	2.22%
115000	Support Activities for Agriculture and Forestry	3,709	3,586	(123)	-3.32%
212000	Mining (except Oil and Gas)	1,965	2,167	202	10.28%
236000	Construction of Buildings	7,881	6,308	(1,573)	-19.96%
237000	Heavy and Civil Engineering Construction	5,345	4,562	(783)	-14.65%
238000	Specialty Trade Contractors	20,522	16,033	(4,489)	-21.87%
311000	Food Manufacturing	15,644	15,648	4	0.03%
312000	Beverage and Tobacco Product Manufacturing	523	536	13	2.49%
313000	Textile Mills	56	57	1	1.79%
314000	Textile Product Mills	183	178	(5)	-2.73%
315000	Apparel Manufacturing	297	267	(30)	-10.10%
316000	Leather and Allied Product Manufacturing	122	108	(14)	-11.48%
321000	Wood Product Manufacturing	4,584	4,114	(470)	-10.25%
322000	Paper Manufacturing	1,531	1,509	(22)	-1.44%
323000	Printing and Related Support Activities	1,344	1,346	2	0.15%
324000	Petroleum and Coal Products Manufacturing	33	44	11	33.33%
325000	Chemical Manufacturing	2,201	2,051	(150)	-6.82%
326000	Plastics and Rubber Products Manufacturing	1,515	1,815	300	19.80%
327000	Nonmetallic Mineral Product Manufacturing	1,301	1,434	133	10.22%
331000	Primary Metal Manufacturing	668	673	5	0.75%
332000	Fabricated Metal Product Manufacturing	4,428	4,644	216	4.88%
333000	Machinery Manufacturing	2,570	2,732	162	6.30%
334000	Computer & Electronic Manufacturing	10,484	10,332	(152)	-1.45%
335000	Electrical Equipment, Appliance and Component Manufacturing	613	647	34	5.55%
336000	Transportation Equipment Manufacturing	2,434	2,431	(3)	-0.12%
337000	Furniture and Related Product Manufacturing	1,492	1,493	1	0.07%
339000	Miscellaneous Manufacturing	1,517	1,879	362	23.86%
221000	Utilities	2,065	2,068	3	0.15%
423000	Merchant Wholesalers, Durable Goods	11,197	11,596	399	3.56%
424000	Merchant Wholesalers, Nondurable Goods	11,902	11,850	(52)	-0.44%
425000	Wholesale Electronic Markets and Agents and Brokers	2,638	2,828	190	7.20%
441000	Motor Vehicle and Parts Dealers	10,310	11,257	947	9.19%
442000	Furniture and Home Furnishings Stores	2,202	2,263	61	2.77%
443000	Electronics and Appliance Stores	2,459	2,372	(87)	-3.54%
444000	Building Material and Garden Equipment and Supplies Dealers	7,018	6,455	(563)	-8.02%
445000	Food and Beverage Stores	12,564	12,718	154	1.23%
446000	Health and Personal Care Stores	3,136	3,239	103	3.28%

NAICS Code	Industry Title	2009	2011	# Change	% Change
447000	Gasoline Stations	5,491	5,572	81	1.48%
448000	Clothing and Clothing Accessories Stores	4,568	4,415	(153)	-3.35%
451000	Sporting Goods, Hobby, Book and Music Stores	4,628	4,517	(111)	-2.40%
452000	General Merchandise Stores	16,974	17,289	315	1.86%
453000	Miscellaneous Store Retailers	4,531	4,480	(51)	-1.13%
454000	Nonstore Retailers	2,897	2,838	(59)	-2.04%
481000	Air Transportation	835	924	89	10.66%
484000	Truck Transportation	8,458	8,657	199	2.35%
485000	Transit and Ground Passenger Transport	1,933	2,100	167	8.64%
486000	Pipeline Transportation	69	69	0	0.00%
487000	Scenic and Sightseeing Transportation	325	369	44	13.54%
488000	Support Activities for Transportation	1,389	1,352	(37)	-2.66%
492000	Couriers and Messengers	1,993	1,995	2	0.10%
493000	Warehousing and Storage	1,645	1,668	23	1.40%
511000	Publishing Industries	2,964	3,197	233	7.86%
512000	Motion Picture and Sound Recording Industries	858	779	(79)	-9.21%
515000	Broadcasting (except Internet)	1,459	1,584	125	8.57%
517000	Telecommunications	3,576	3,481	(95)	-2.66%
518000	Data Processing, Hosting & Related Services	383	397	14	3.66%
519000	Other Information Services	758	769	11	1.45%
522000	Credit Intermediation and Related Activities	10,949	10,470	(479)	-4.37%
523000	Securities, Commodity Contract and Other Financial Investments and Related Activities	1,603	1,734	131	8.17%
524000	Insurance Carriers and Related Activities	7,811	7,907	96	1.23%
531000	Real Estate	4,974	4,352	(622)	-12.51%
532000	Rental and Leasing Services	2,058	2,287	229	11.13%
533000	Lessors of Nonfinancial Intangible Assets (except Copyrighted Works)	70	75	5	7.14%
541000	Professional, Scientific and Technical Services	31,444	32,823	1,379	4.39%
551000	Management of Companies and Enterprises	6,581	7,111	530	8.05%
561000	Administrative and Support Services	35,920	37,520	1,600	4.45%
562000	Waste Management and Remediation Service	2,379	2,436	57	2.40%
621000	Ambulatory Health Care Services	28,879	30,697	1,818	6.30%
626000	Hospital Employment (private + state + local)	24,435	25,251	816	3.34%
623000	Nursing and Residential Care Facilities	12,785	13,627	842	6.59%
624000	Social Assistance	12,581	13,550	969	7.70%
711000	Performing Arts, Spectator Sports and Related Industries	959	1,062	103	10.74%
712000	Museums, Historical Sites and Similar Institution	184	218	34	18.48%
713000	Amusement, Gambling and Recreation Industries	6,324	6,824	500	7.91%
721000	Accommodation	7,694	7,600	(94)	-1.22%
722000	Food Services and Drinking Places	41,152	40,690	(462)	-1.12%
811000	Repair and Maintenance	5,717	5,826	109	1.91%
812000	Personal and Laundry Services	4,117	4,411	294	7.14%
813000	Religious, Grantmaking, Civic, Professional and Similar Organizations	4,524	4,228	(296)	-6.54%

<b>NAICS Code</b>	<b>Industry Title</b>	<b>2009</b>	<b>2011</b>	<b># Change</b>	<b>% Change</b>
814000	Private Households	1,064	1,010	(54)	-5.08%
910000*	Total Federal Government Employment	12,960	13,057	97	0.75%
999200*	State Government, Excluding Education and Hospitals	14,216	13,853	(363)	-2.55%
999300*	Local Government, Excluding Education and Hospitals	28,609	28,770	161	0.56%
611000	Educational Services (all ownership)	60,001	58,711	(1,290)	-2.15%
000671*	Total Self-Employed and Unpaid Family Workers, Primary Job	53,571	55,777	2,206	4.12%

\*Department assigned code and title. Not a valid NAICS code or title.

Several 3-digit NAICS have been suppressed due to confidentiality requirements.

Wages for several industries are not available.

Source: Wages ~ Idaho Department of Labor 2009 Occupations Employment Statistics Program

Source: Projections ~ 2008-2018 Idaho Department of Labor Industry Projections

**TABLE 3:  
AVERAGE EMPLOYMENT IN AGRICULTURE SUBSECTORS**

	2010*	2009	2008	2007	2006	2005	2004	2003	2002	2001	2000
11113-Dry Pea and Bean Farming	41	30	24	26	11	12	11	13	22	27	33
11114-Wheat Farming	359	404	391	387	297	268	233	214	226	200	208
11115-Corn Farming	299	306	209	153	80	91	91	78	58	45	26
11119-Other Grain Farming	234	290	284	280	192	172	176	173	163	145	172
11121-Vegetable and Melon Farming	2,921	3,248	3,050	3,174	2,825	2,749	2,756	2,722	2,497	2,570	2,858
11132-Citrus (except Orange) Groves	0	0	0	0	7	6	6	6	8	0	0
11133-Noncitrus Fruit and Tree Nut Farming	564	630	555	487	524	499	532	602	612	669	774
11141-Food Crops Grown Under Cover	15	12	12	7	10	6	5			8	18
11142-Nursery and Floriculture Production	722	715	866	886	810	768	817	839	825	764	846
11192-Cotton Farming	0	0	0	0	0	0	0	0	0	0	1
11194-Hay Farming	620	572	540	503	401	379	374	267	209	176	182
11199-All Other Crop Farming	1,573	1,825	1,731	1,958	2,484	2,700	2,988	3,337	3,704	3,425	3,549
11211-Beef Cattle Ranching and Farming, including Feedlots	2,038	2,016	1,885	1,945	1,861	1,860	1,523	1,422	1,409	1,377	1,289
11212-Dairy Cattle and Milk Production	5,856	5,896	6,094	5,727	5,579	5,087	4,570	4,304	4,038	3,623	3,297
11221-Hog and Pig Farming	28	27	26	29	22	17	9	6	2	0	
11231-Chicken Egg Production	97	95	96	97	109	108	138	132	124	118	110
11234-Poultry Hatcheries	114	107	54	54	56	58	53	46	34	37	38
11239-Other Poultry Production	1	1	1	1	1	0	1	1	1		
11241-Sheep Farming	75	46	51	51	54	60	52	41	44	54	59
11251-Animal Aquaculture	167	165	170	179	173	172	188	215	240	251	252
11291-Apiculture	87	81	76	74	66	58	63	57	51	45	46
11292-Horse and Other Equine Production	50	62	89	101	85	59	31	8	10	11	5
11293-Fur-Bearing Animal and Rabbit Production	117	107	117	107	109	112	97	105	101	109	112
11299-All Other Animal Production	101	219	217	63	57	52	53	58	64	71	64
Total Ag Employment off farm or ranch	16,078	16,854	16,536	16,291	15,813	15,294	14,764	14,643	14,441	13,725	13,938
Farm Employment	48,617	48,609	48,524	47,437	46,058	45,812	45,345	44,924	44,876	39,485	38,924
Combined On and Off Farm Employment	64,695	65,463	65,060	63,728	61,871	61,106	60,109	59,567	59,317	53,210	52,862

**\*Includes only three quarters**

Farm Employment estimates are based on the Census of Agriculture, which occurred in 1997, 2002 and 2007. The change abrupt jump in employment in 2002 is a result of the new data provided by the 2007 Census of Agriculture.

**TABLE 4:**  
**HIGH-DEMAND OCCUPATIONS IN IDAHO: 2008-2018**

Ranked by Annual Openings\*

List limited to occupations with 100 or more annual job openings in projection period.

Occupational Title	2008 Employment	2018 Employment	Change in Employment	Annual Openings*	Percent Change	Required Ed or Trng Level
<b>Total, All Occupations</b>	<b>714,539</b>	<b>825,842</b>	<b>111,303</b>	<b>28,140</b>	<b>15.58%</b>	
Retail Salespersons	23,644	28,652	5,008	1,161	21.18%	ST
Cashiers	14,538	17,166	2,628	916	18.08%	ST
Customer Service Rep	11,802	15,957	4,155	787	35.21%	MT
Waiters and Waitresses	10,695	12,250	1,555	746	14.54%	ST
Office Clerks, General	18,694	22,088	3,394	594	18.16%	ST
Combined Food Preparation & Serving Workers, Inc Fast Food	12,262	15,063	2,801	540	22.84%	ST
Truck Drivers, Heavy and Tractor-Trailer	14,133	16,795	2,662	519	18.84%	ST
General & Operations Mgrs	13,621	14,439	818	477	6.01%	B+
Registered Nurses	10,504	13,337	2,833	467	26.97%	A
Farmworkers & Laborers, Crop, Nursery & Greenhouse	9,432	10,897	1,465	401	15.53%	ST
Laborers & Freight, Stock & Material Movers, Hand	9,568	10,092	524	360	5.48%	ST
Elementary School Teachers, Exc Special Education	7,785	9,533	1,748	352	22.45%	B
Counter Attendants, Cafeteria, Food Concession & Coffee Shop	3,736	4,420	684	342	18.31%	ST
First-Line Supvrs/Mgrs of Office & Administrative Support Workers	7,798	9,315	1,517	328	19.45%	WE
First-Line Supvrs/Mgrs of Retail Sales Workers	9,527	10,671	1,144	318	12.01%	WE
Janitors & Cleaners, Exc Maids & Housekeeping Cleaners	9,870	10,881	1,011	288	10.24%	ST
Nursing Aides, Orderlies & Attendants	7,196	9,301	2,105	283	29.25%	PVT
Personal & Home Care Aides	3,492	5,749	2,257	270	64.63%	ST
Bookkeeping, Accounting & Auditing Clerks	10,023	11,514	1,491	269	14.88%	MT
Secondary School Teachers, Exce Special & Vocational Education	5,841	6,723	882	258	15.10%	B
Stock Clerks & Order Fillers	5,835	7,000	1,165	251	19.97%	ST
Receptionists & Information Clerks	5,117	6,163	1,046	243	20.44%	ST
Home Health Aides	3,904	5,929	2,025	242	51.87%	ST
Child Care Workers	4,938	5,773	835	229	16.91%	ST
Executive Secretaries & Administrative Assistants	6,719	7,924	1,205	212	17.93%	WE

Occupational Title	2008 Employment	2018 Employment	Change in Employment	Annual Openings*	Percent Change	Required Ed or Trng Level
Maintenance & Repair Workers, General	5,799	7,012	1,213	210	20.92%	MT
Farm, Ranch & Other Agricultural Mgrs	4,327	5,529	1,202	208	27.78%	B+
Landscaping & Groundskeeping Workers	5,969	7,300	1,331	205	22.30%	ST
Sales Reps, Wholesale & Mfg, Exc Technical & Scientific Prod	5,421	6,196	775	204	14.30%	WE
Teacher Assistants	5,585	6,429	844	202	15.11%	ST
Maids & Housekeeping Cleaners	5,903	6,818	915	198	15.50%	ST
Food Preparation Workers	4,088	4,585	497	196	12.16%	ST
Dishwashers	2,991	3,581	590	182	19.73%	ST
Computer Support Specialists	3,800	4,518	718	177	18.89%	A
Licensed Practical & Licensed Vocational Nurses	2,926	3,713	787	171	26.90%	PVT
Team Assemblers	3,846	4,675	829	170	21.55%	MT
Cooks, Restaurant	3,921	4,539	618	162	15.76%	LT
Teachers & Instructors, All Other	4,622	5,475	853	156	18.46%	B
Tellers	2,875	3,248	373	155	12.97%	ST
Welders, Cutters, Solderers & Brazers	2,992	3,553	561	148	18.75%	PVT
Carpenters	11,556	11,258	(298)	144	-2.58%	LT
Accountants & Auditors	3,443	4,297	854	143	24.80%	B
Business Operations Specialists, All Other	3,717	4,317	600	143	16.14%	B
Sales Reps, Services, All Other	3,017	3,656	639	139	21.18%	WE
Automotive Service Technicians & Mechanics	3,994	4,606	612	137	15.32%	PVT
Social & Human Service Assistants	2,014	2,861	847	128	42.06%	MT
Managers, All Other	3,899	4,108	209	122	5.36%	WE
Management Analysts	2,940	3,628	688	120	23.40%	B+
Industrial Truck & Tractor Operators	3,013	3,304	291	119	9.66%	ST
Coaches & Scouts	2,695	3,307	612	113	22.71%	LT
Cooks, Fast Food	2,654	3,101	447	113	16.84%	ST
Bus Drivers, School	3,821	4,274	453	112	11.86%	MT
Hosts & Hostesses, Restaurant, Lounge & Coffee Shop	1,290	1,486	196	110	15.19%	ST
Police & Sheriff's Patrol Officers	2,612	3,027	415	109	15.89%	LT
Truck Drivers, Light or Delivery Services	3,488	3,953	465	109	13.33%	ST

Occupational Title	2008 Employment	2018 Employment	Change in Employment	Annual Openings*	Percent Change	Required Ed or Trng Level
Pharmacy Technicians	1,554	2,241	687	108	44.21%	MT
Sales Reps, Wholesale & Mfg, Technical & Scientific Prod	2,736	3,180	444	107	16.23%	WE
Postsecondary Teachers, All Other	2,352	2,992	640	105	27.21%	PhD
Bartenders	2,021	2,345	324	104	16.03%	ST
Forest & Conservation Technicians	2,427	2,370	(57)	104	-2.35%	A
First-Line Supvrs/Mgrs of Mechanics, Installers & Repairers	2,554	2,925	371	104	14.53%	WE
Security Guards	2,336	2,888	552	103	23.63%	ST
Dental Assistants	1,907	2,576	669	103	35.08%	MT
Electricians	4,212	4,084	(128)	102	-3.04%	SLT
Financial Managers	3,315	3,717	402	100	12.13%	B+
Fitness Trainers & Aerobics Instructors	1,484	2,217	733	100	49.39%	PVT

\*Annual Openings include openings due to growth and replacement needs

Source: Projections ~ 2008-2018 Idaho Department of Labor Occupation Projections

Source: Wages ~ Idaho Department of Labor 2009 Occupations Employment Statistics Program

**TABLE 4a:**  
**HIGH-DEMAND OCCUPATIONS IN IDAHO: 2009-2011**

Ranked by Annual Openings\*

List limited to occupations with 100 or more annual job openings in projection period.

Occupational Title	2008 Employment	2018 Employment	Change in Employment	Annual Openings*	Percent Change	Required Ed or Trng Level
<b>Total, All Occupations</b>	<b>667,985</b>	<b>672,047</b>	<b>4,062</b>	<b>21,443</b>	<b>0.61%</b>	
Cashiers	13,647	13,791	144	882	1.06%	ST
Retail Salespersons	21,647	21,744	97	690	0.45%	ST
Customer Service Representatives	11,120	11,644	524	605	4.71%	MT
Waiters and Waitresses	9,735	9,627	(108)	569	-1.11%	ST
Registered Nurses	10,726	11,292	566	436	5.28%	A
Counter Attendants, Cafeteria, Food Concession, and Coffee Shop	3,404	3,400	(4)	406	-0.12%	ST
General and Operations Managers	12,417	12,217	(200)	340	-1.61%	B+
Farmworkers and Laborers, Crop, Nursery, and Greenhouse	9,697	9,750	53	318	0.55%	ST
Truck Drivers, Heavy and Tractor-Trailer	12,809	13,001	192	305	1.50%	ST
Laborers and Freight, Stock, and Material Movers, Hand	8,827	8,751	(76)	298	-0.86%	ST
Nursing Aides, Orderlies, and Attendants	7,405	7,819	414	268	5.59%	PVT
First-Line Supervisors/Managers of Retail Sales Workers	8,745	8,891	146	251	1.67%	WE
Combined Food Preparation and Serving Workers, Including Fast Food	11,289	11,365	76	234	0.67%	ST
Child Care Workers	5,080	5,231	151	234	2.97%	ST
Personal and Home Care Aides	3,621	3,998	377	228	10.41%	ST
Office Clerks, General	17,504	17,466	(38)	227	-0.22%	ST
Home Health Aides	4,053	4,435	382	225	9.43%	ST
Receptionists and Information Clerks	4,943	5,078	135	208	2.73%	ST
Secondary School Teachers, Except Special and Vocational Education	6,199	6,046	(153)	179	-2.47%	B
First-Line Supervisors/Managers of Office and Administrative Support Workers	7,384	7,437	53	177	0.72%	WE
Elementary School Teachers, Except Special Education	8,262	8,163	(99)	175	-1.20%	B
Forest and Conservation Technicians	2,356	2,494	138	174	5.86%	A
Janitors and Cleaners, Except Maids and Housekeeping Cleaners	9,552	9,511	(41)	170	-0.43%	ST
Food Preparation Workers	3,858	3,854	(4)	169	-0.10%	ST

Occupational Title	2008 Employment	2018 Employment	Change in Employment	Annual Openings*	Percent Change	Required Ed or Trng Level
Stock Clerks and Order Fillers	5,604	5,664	60	165	1.07%	ST
Dishwashers	2,738	2,738	0	160	0.00%	ST
Landscaping and Groundskeeping Workers	5,459	5,650	191	156	3.50%	ST
Computer Support Specialists	3,520	3,640	120	155	3.41%	A
Automotive Service Technicians and Mechanics	3,557	3,739	182	153	5.12%	PVT
Sales Representatives, Wholesale and Manufacturing, Except Technical and Scientific Products	4,852	4,932	80	147	1.65%	WE
Managers, All Other	3,657	3,770	113	145	3.09%	WE
Farm, Ranch, and Other Agricultural Managers	4,428	4,527	99	133	2.24%	B+
Team Assemblers	3,247	3,363	116	130	3.57%	MT
Tellers	2,716	2,611	(105)	125	-3.87%	ST
Hosts and Hostesses, Restaurant, Lounge, and Coffee Shop	1,177	1,165	(12)	125	-1.02%	ST
Management Analysts	2,760	2,915	155	121	5.62%	B+
Teacher Assistants	5,921	5,798	(123)	114	-2.08%	ST
Bookkeeping, Accounting, and Auditing Clerks	9,197	9,186	(11)	108	-0.12%	MT
Social and Human Service Assistants	2,085	2,213	128	105	6.14%	MT
Accountants and Auditors	3,211	3,324	113	105	3.52%	B
Cooks, Restaurant	3,566	3,537	(29)	102	-0.81%	LT
Business Operations Specialists, All Other	3,554	3,611	57	100	1.60%	B

\*Annual Openings include openings due to growth and replacement needs

Source: Projections ~ 2009-2011 Idaho Department of Labor Occupation Projections

Source: Wages ~ Idaho Department of Labor 2009 Occupations Employment Statistics Program

**TABLE 5:  
FASTEST GROWING OCCUPATIONS IN IDAHO: 2008-2018**

Ranked by Percent Change

List limited to occupations with 30 percent or more change

Occupational Title	2008 Employment	2018 Employment	2008 - 2018		Percent Change	Required Ed or Trng Level
			Change in Employment	Annual Openings*		
<b>Total, All Occupations</b>	<b>714,539</b>	<b>825,842</b>	<b>111,303</b>	<b>28,140</b>	<b>15.58%</b>	
Personal and Home Care Aides	3,492	5,749	2,257	270	64.63%	ST
Network Systems and Data Communications Analysts	900	1,411	511	67	56.78%	B
Grinding and Polishing Workers, Hand	136	213	77	10	56.62%	MT
Pourers and Casters, Metal	38	58	20	3	52.63%	MT
Home Health Aides	3,904	5,929	2,025	242	51.87%	ST
Athletic Trainers	123	186	63	10	51.22%	B
Fitness Trainers and Aerobics Instructors	1,484	2,217	733	100	49.39%	PVT
Personal Financial Advisors	957	1,389	432	53	45.14%	B
Computer Software Engineers, Applications	1,009	1,461	452	54	44.80%	B
Pharmacy Technicians	1,554	2,241	687	108	44.21%	MT
Fiberglass Laminators and Fabricators	287	412	125	20	43.55%	MT
Hazardous Materials Removal Workers	307	437	130	21	42.35%	MT
Social and Human Service Assistants	2,014	2,861	847	128	42.06%	MT
Physician Assistants	539	763	224	32	41.56%	M
Septic Tank Servicers and Sewer Pipe Cleaners	115	161	46	8	40.00%	MT
Entertainment Attendants and Related Workers, All Other	240	335	95	22	39.58%	MT
Computer-Controlled Machine Tool Operators, Metal and Plastic	207	288	81	12	39.13%	MT
Recreational Vehicle Service Technicians	210	291	81	12	38.57%	LT
Engine and Other Machine Assemblers	47	65	18	3	38.30%	ST
Physical Therapist Aides	410	567	157	22	38.29%	ST
Bicycle Repairers	118	162	44	7	37.29%	MT
Physical Therapist Assistants	167	229	62	8	37.13%	A
Training and Development Specialists	1,215	1,663	448	77	36.87%	B

Occupational Title	2008 Employment	2018 Employment	2008 - 2018			Required Ed or Trng Level
			Change in Employment	Annual Openings*	Percent Change	
Environmental Engineers	351	479	128	20	36.47%	B
Compliance Officers, Except Agriculture, Construction, Health and Safety, and Transportation	1,009	1,368	359	47	35.58%	LT
Veterinary Technologists and Technicians	417	565	148	26	35.49%	A
Occupational Therapists	436	590	154	23	35.32%	M
Medical and Public Health Social Workers	510	690	180	31	35.29%	B
Customer Service Representatives	11,802	15,957	4,155	787	35.21%	MT
Market Research Analysts	529	715	186	33	35.16%	B
Rolling Machine Setters, Operators, and Tenders, Metal and Plastic	37	50	13	2	35.14%	MT
Dental Assistants	1,907	2,576	669	103	35.08%	MT
Dental Hygienists	1,135	1,532	397	63	34.98%	A
Occupational Health and Safety Specialists	334	450	116	23	34.73%	B
Physical Therapists	925	1,246	321	43	34.70%	M
Water and Liquid Waste Treatment Plant and System Operators	828	1,113	285	47	34.42%	LT
Etchers and Engravers	131	176	45	6	34.35%	LT
Employment, Recruitment, and Placement Specialists	431	577	146	26	33.87%	B
Mental Health Counselors	641	857	216	35	33.70%	M
Locker Room, Coatroom, and Dressing Room Attendants	51	68	17	5	33.33%	ST
Skin Care Specialists	167	222	55	8	32.93%	PVT
Self-Enrichment Education Teachers	532	706	174	25	32.71%	WE
Veterinarians	483	640	157	25	32.51%	1-PD
Mixing and Blending Machine Setters, Operators, and Tenders	371	490	119	18	32.08%	MT
Medical Equipment Repairers	191	252	61	12	31.94%	A
Computer and Information Scientists, Research	94	124	30	5	31.91%	PHD
Medical Assistants	1,713	2,258	545	74	31.82%	MT
Bill and Account Collectors	1,126	1,484	358	57	31.79%	ST

Occupational Title	2008 Employment	2018 Employment	2008 - 2018			Required Ed or Trng Level
			Change in Employment	Annual Openings*	Percent Change	
Health and Safety Engineers, Except Mining Safety Engineers and Inspectors	101	133	32	6	31.68%	B
Foundry Mold and Coremakers	38	50	12	2	31.58%	MT
Mental Health and Substance Abuse Social Workers	1,085	1,424	339	61	31.24%	M
Preschool Teachers, Except Special Education	813	1,066	253	41	31.12%	PVT
Surgical Technologists	420	550	130	24	30.95%	PVT
Pediatricians, General	142	186	44	7	30.77%	1-PD
Tree Trimmers and Pruners	768	1,000	232	32	30.21%	ST
Network and Computer Systems Administrators	1,312	1,707	395	62	30.11%	B

\*Annual Openings include openings due to growth and replacement needs

Source: Projections ~ 2008-2018 Idaho Department of Labor Occupation Projections

Source: Wages ~ Idaho Department of Labor 2009 Occupations Employment Statistics Program

**TABLE 6:  
DECLINING OCCUPATIONS IN IDAHO: 2008-2018**

Occupational Title	2008 Employment	2018 Employment	Change in Employment	Percent Change	Required Ed or Trng Level
<b>Total, All Occupations</b>	<b>714,539</b>	<b>825,842</b>	<b>111,303</b>	<b>15.58%</b>	
Door-To-Door Sales Workers, News and Street Vendors, and Related Workers	4,281	3,420	(861)	-20.11%	ST
Carpenters	11,556	11,258	(298)	-2.58%	LT
Logging Equipment Operators	929	700	(229)	-24.65%	MT
Order Clerks	982	806	(176)	-17.92%	ST
File Clerks	1,150	979	(171)	-14.87%	ST
Electrical Engineers	1,828	1,657	(171)	-9.35%	B
Painters, Construction and Maintenance	2,364	2,215	(149)	-6.30%	MT
Mechanical Engineering Technicians	720	579	(141)	-19.58%	A
Electricians	4,212	4,084	(128)	-3.04%	LT
Postal Service Mail Sorters, Processors, and Processing Machine Operators	514	393	(121)	-23.54%	ST
Machine Feeders and Offbearers	820	703	(117)	-14.27%	ST
Roofers	893	777	(116)	-12.99%	MT
Cement Masons and Concrete Finishers	1,714	1,614	(100)	-5.83%	MT
Information and Record Clerks, All Other	684	598	(86)	-12.57%	ST
Drywall and Ceiling Tile Installers	1,075	1,000	(75)	-6.98%	MT
Meter Readers, Utilities	594	522	(72)	-12.12%	ST
Telemarketers	3,250	3,182	(68)	-2.09%	ST
Sheet Metal Workers	1,216	1,159	(57)	-4.69%	LT
Forest and Conservation Technicians	2,427	2,370	(57)	-2.35%	A
Bindery Workers	220	164	(56)	-25.45%	ST
Material Moving Workers, All Other	531	476	(55)	-10.36%	MT
Brickmasons and Blockmasons	678	631	(47)	-6.93%	LT
Continuous Mining Machine Operators	426	380	(46)	-10.80%	MT
Structural Iron and Steel Workers	486	442	(44)	-9.05%	LT
Computer Hardware Engineers	742	698	(44)	-5.93%	B

Occupational Title	2008 Employment	2018 Employment	Change in Employment	Percent Change	Required Ed or Trng Level
Computer Operators	311	269	(42)	-13.50%	MT
Electrical and Electronics Drafters	202	170	(32)	-15.84%	PVT
Prepress Technicians and Workers	206	174	(32)	-15.53%	PVT
Millwrights	455	424	(31)	-6.81%	LT
Electrical and Electronic Equipment Assemblers	977	946	(31)	-3.17%	ST
Office and Administrative Support Workers, All Other	943	915	(28)	-2.97%	ST
Photographic Processing Machine Operators	181	154	(27)	-14.92%	ST
Payroll and Timekeeping Clerks	1,084	1,058	(26)	-2.40%	MT
Tapers	332	307	(25)	-7.53%	MT
Postal Service Clerks	373	352	(21)	-5.63%	ST
Tool Grinders, Filers, and Sharpeners	151	134	(17)	-11.26%	MT
Human Resources Assistants, Except Payroll and Timekeeping	573	556	(17)	-2.97%	ST
Helpers--Extraction Workers	125	109	(16)	-12.80%	ST
Log Graders and Scalers	222	207	(15)	-6.76%	MT
Insulation Workers, Floor, Ceiling, and Wall	390	375	(15)	-3.85%	MT
Helpers--Brickmasons, Blockmasons, Stonemasons, and Tile and Marble Setters	220	207	(13)	-5.91%	ST
Graders and Sorters, Agricultural Products	951	939	(12)	-1.26%	WE
Word Processors and Typists	239	228	(11)	-4.60%	MT
Woodworking Machine Setters, Operators, and Tenders, Except Sawing	690	679	(11)	-1.59%	MT
Pressers, Textile, Garment, and Related Materials	128	118	(10)	-7.81%	ST
Excavating and Loading Machine and Dragline Operators	757	747	(10)	-1.32%	MT
Furnace, Kiln, Oven, Drier, and Kettle Operators and Tenders	119	110	(9)	-7.56%	MT
Plumbers, Pipefitters, and Steamfitters	2,485	2,476	(9)	-0.36%	LT
Radio and Television Announcers	330	322	(8)	-2.42%	LT
Fishers and Related Fishing Workers	112	105	(7)	-6.25%	MT
Food and Tobacco Roasting, Baking, and Drying Machine Operators and Tenders	145	138	(7)	-4.83%	ST
Sewing Machine Operators	463	456	(7)	-1.51%	MT
Electrical and Electronic Engineering Technicians	1,243	1,236	(7)	-0.56%	A

Occupational Title	2008 Employment	2018 Employment	Change in Employment	Percent Change	Required Ed or Trng Level
Mail Clerks and Mail Machine Operators, Except Postal Service	157	151	(6)	-3.82%	ST
Drilling and Boring Machine Tool Setters, Operators, and Tenders, Metal and Plastic	105	100	(5)	-4.76%	MT
Weighers, Measurers, Checkers, and Samplers, Recordkeeping	196	191	(5)	-2.55%	ST
Tool and Die Makers	77	73	(4)	-5.19%	LT
Motion Picture Projectionists	85	81	(4)	-4.71%	ST
Purchasing Agents and Buyers, Farm Products	126	122	(4)	-3.17%	LT
Milling and Planing Machine Setters, Operators, and Tenders, Metal and Plastic	70	67	(3)	-4.29%	MT
Home Appliance Repairers	202	199	(3)	-1.49%	LT
Data Entry Keyers	577	574	(3)	-0.52%	MT
Jewelers and Precious Stone and Metal Workers	114	112	(2)	-1.75%	PVT
Office Machine Operators, Except Computer	209	207	(2)	-0.96%	ST
Atmospheric and Space Scientists	49	48	(1)	-2.04%	B
Lathe and Turning Machine Tool Setters, Operators, and Tenders, Metal and Plastic	58	57	(1)	-1.72%	MT
Stationary Engineers and Boiler Operators	120	119	(1)	-0.83%	LT
Earth Drillers, Except Oil and Gas	197	196	(1)	-0.51%	MT
Foresters	225	224	(1)	-0.44%	B
Crushing, Grinding, and Polishing Machine Setters, Operators, and Tenders	257	256	(1)	-0.39%	MT

\*Annual Openings include openings due to growth and replacement needs

Source: Projections ~ 2008-2018 Idaho Department of Labor Occupation Projections

Source: Wages ~ Idaho Department of Labor 2009 Occupations Employment Statistics Program

**TABLE 7:  
IDAHO HOT JOBS PROJECTED THROUGH 2018**

The Hot Jobs order is determined by the average rank of the three criteria with the hottest jobs listed at the top

HOT Jobs Rank	Occupational Title	2018 Projected Employment	Annual Openings*	2009-2010 Median Hourly Wage	Required Ed or Trng Level
1	Registered Nurses	13,337	467	\$28.04	A
2	Farm, Ranch & Other Agricultural Managers	5,529	208	\$29.42	B+
3	Postsecondary Teachers, All Other	2,992	105	\$69,446	PhD
4	Pharmacists	1,693	68	\$47.96	1-PD
5	Computer Software Engineers, Applications	1,461	54	\$38.32	B
6	Dental Hygienists	1,532	63	\$31.99	A
7	Accountants & Auditors	4,297	143	\$24.65	B
9	Computer Software Engineers, Systems Software	1,779	52	\$41.42	B
9	Sales Managers	2,351	87	\$31.70	B+
10	Elementary School Teachers, Exc Special Education	9,533	352	\$49,167	B
11	Network Systems & Data Communications Analysts	1,411	67	\$25.72	B
12	Management Analysts	3,628	120	\$24.87	B+
13	Network & Computer Systems Administrators	1,707	62	\$26.53	B
14	Sales Reps, Wholesale & Mfg, Technical & Scientific Prod	3,180	107	n/a	WE
15	Physicians & Surgeons, All Other	1,664	55	n/a	1-PD
16	Medical & Health Services Mgrs	1,852	64	\$35.07	B+
17	Physical Therapists	1,246	43	\$33.28	M
18	Licensed Practical & Licensed Vocational Nurses	3,713	171	\$18.18	PVT
19	Training & Development Specialists	1,663	77	\$21.94	B
20	First-Line Supvrs/Mgrs of Office & Administrative Support Workers	9,315	328	\$19.27	WE
21	Business Operations Specialists, All Other	4,317	143	\$25.61	B
22	Secondary School Teachers, Exc Special & Vocational Education	6,723	258	\$51,101	B
23	Customer Service Reps	15,957	787	43736	MT
24	Physician Assistants	763	32	\$39.56	M

<b>HOT Jobs Rank</b>	<b>Occupational Title</b>	<b>2018 Projected Employment</b>	<b>Annual Openings*</b>	<b>2009-2010 Median Hourly Wage</b>	<b>Required Ed or Trng Level</b>
25	Insurance Sales Agents	2,054	84	\$18.69	PVT
26	Civil Engineers	1,016	36	\$33.58	B
27	Personal Financial Advisors	1,389	53	\$19.76	B
28	Lawyers	3,082	89	\$36.13	1-PD
29	Teachers & Instructors, All Other	5,475	156	\$19.67	B
30	General & Operations Mgrs	14,439	477	\$30.63	B+
31	Middle School Teachers, Exc Special & Vocational Education	2,562	94	n/a	B
32	Compliance Officers, Exc Ag, Const, Health & Safety & Transp	1,368	47	\$20.99	LT
33	Administrative Services Mgrs	2,837	98	\$21.44	B+
34	Financial Mgrs	3,717	100	\$32.30	B+
35	Pharmacy Technicians	2,241	108	\$13.95	MT
36	Truck Drivers, Heavy & Tractor-Trailer	16,795	519	\$15.15	ST
37	Computer Support Specialists	4,518	177	\$17.68	A
38	Executive Secretaries & Administrative Assistants	7,924	212	\$16.69	WE
40	Computer Systems Analysts	1,374	49	\$30.38	B
40	Family & General Practitioners	862	29	n/a	1-PD
41	Dental Assistants	2,576	103	\$13.78	MT
42	Engineers, All Other	1,390	46	\$35.69	B
43	Sales Reps, Services, All Other	3,656	139	\$16.16	WE
45	Personal & Home Care Aides	5,749	270	\$9.43	ST
45	Managers, All Other	4,108	122	\$35.87	WE
47	Mental Health & Substance Abuse Social Workers	1,424	61	\$16.94	M
47	Police & Sheriff's Patrol Officers	3,027	109	\$21.08	LT
48	Nursing Aides, Orderlies & Attendants	9,301	283	\$10.82	PVT
49	Fire Fighters	1,997	92	\$14.93	LT
50	Maintenance & Repair Workers, General	7,012	210	\$14.28	MT

n/a Wage data not available

\*Annual Openings include openings due to growth and replacement needs

Source: Projections ~ 2008-2018 Idaho Department of Labor Occupation Projections

Source: Wages ~ Idaho Department of Labor 2009 Occupations Employment Statistics Program

**TABLE 7a: IDAHO HOT JOBS BASED ON SHORT-TERM PROJECTIONS: 2009-2011**

**The Hot Jobs order is determined by the average rank of the three criteria with the hottest jobs listed at the top**

HOT Jobs Rank	Occupational Title	2011	Annual Openings *	2009-2010 Median Hourly Wage	Required Ed or Trng Level
1	Registered Nurses	11,292	436	\$28.04	A
2	Management Analysts	2,915	121	\$24.87	B+
3	Managers, All Other	3,770	145	\$36	WE
4	Physicians and Surgeons, All Other	1,463	56	n/a	1-PD
5	Dental Hygienists	1,262	60	\$31.99	A
6	Sales Representatives, Wholesale and Manufacturing, Technical and Scientific Products	2,572	96	n/a	WE
7	Computer Software Engineers, Applications	1,017	42	\$38.32	B
8	Sales Managers	1,772	73	\$31.70	B+
9	Computer Software Engineers, Systems Software	1,259	40	\$41.42	B
10	Lawyers	2,645	80	\$36	1-PD
11	Accountants and Auditors	3,324	105	\$24.65	B
12	Farm, Ranch, and Other Agricultural Managers	4,527	133	\$29.42	B+
13	Physical Therapists	1,018	41	\$33.28	M
14	Medical and Health Services Managers	1,596	54	\$35.07	B+
15	Network Systems and Data Communications Analysts	925	53	\$26	B
16	Licensed Practical and Licensed Vocational Nurses	3,146	164	\$18.18	PVT
17	Automotive Service Technicians and Mechanics	3,739	153	\$16.31	PVT
18	Physician Assistants	602	31	\$39.56	M
19	Pharmacists	1,323	46	\$47.96	1-PD
20	Dentists, General	896	41	n/a	1-PD
21	Family and General Practitioners	748	30	n/a	1-PD
22	Forest and Conservation Technicians	2,494	174	n/a	A
23	Business Operations Specialists, All Other	3,611	100	25.61	B
24	Computer Support Specialists	3,640	155	\$17.68	A
26	Computer Systems Analysts	1,106	41	\$30.38	B

HOT Jobs Rank	Occupational Title	2011	Annual Openings *	2009-2010 Median Hourly Wage	Required Ed or Trng Level
26	Compliance Officers, Except Agriculture, Construction, Health and Safety, and Transportation	1,049	41	\$20.99	LT
27	Food Batchmakers	1,651	78	\$15.56	ST
28	Clinical, Counseling, and School Psychologists	1,252	57	\$24.95	PhD
29	Personal Financial Advisors	1,029	42	\$19.76	B
30	General and Operations Managers	12,217	340	\$30.63	B+
31	Dental Assistants	2,124	96	\$14	MT
32	Customer Service Representatives	11,644	605	\$12.05	MT
33	First-Line Supervisors/Managers of Non-Retail Sales Workers	2,244	65	\$24.47	WE
34	First-Line Supervisors/Managers of Landscaping, Lawn Service, and Groundskeeping Workers	1,792	57	\$16.94	WE
36	Sales Representatives, Wholesale and Manufacturing, Except Technical and Scientific Products	4,932	147	\$19.27	WE
36	Engineers, All Other	1,127	35	\$35.69	B
37	Mental Health and Substance Abuse Social Workers	1,192	59	\$16.94	M
38	Personal and Home Care Aides	3,998	228	\$9.43	ST
39	Nursing Aides, Orderlies, and Attendants	7,819	268	\$10.82	PVT
40	Insurance Sales Agents	1,568	64	\$19	PVT
41	First-Line Supervisors/Managers of Production and Operating Workers	3,058	70	\$21.65	WE
42	Mental Health Counselors	707	34	\$22.83	B
43	Administrative Services Managers	2,293	65	\$21.44	B+
44	Biological Scientists, All Other	422	28	\$29.84	PhD
45	Financial Managers	3,075	50	\$32.30	B+
46	Civil Engineers	788	26	\$33.58	B
48	Medical Assistants	1,890	74	\$13.58	MT
48	Home Health Aides	4,435	225	\$8.69	ST
49	Training and Development Specialists	1,230	51	\$21.94	B

n/a Wage data not available

\*Annual Openings include openings due to growth and replacement needs

Source: Projections ~ 2008-2018 Idaho Department of Labor Occupation Projections

Source: Wages ~ Idaho Department of Labor 2009 Occupations Employment Statistics Program

**TABLE 8:  
HIGH DEMAND, HIGH WAGE & HIGH SKILL OCCUPATIONS**

SOC Code	Occupational Title	High Demand <sup>1</sup>	High Wage <sup>2</sup>	High Skill <sup>3</sup>
11-2022	Sales Managers	✓	✓	✓
11-2031	Public Relations Managers	✓	✓	✓
11-3042	Training and Development Managers	✓	✓	✓
11-3051	Industrial Production Managers	✓	✓	✓
11-3061	Purchasing Managers	✓	✓	✓
11-9011	Farm, Ranch, and Other Agricultural Managers	✓	✓	✓
11-9031	Education Administrators, Preschool and Child Care Center/Program	✓	✓	✓
11-9032	Education Administrators, Elementary and Secondary School	✓	✓	✓
11-9033	Education Administrators, Postsecondary	✓	✓	✓
11-9039	Education Administrators, All Other	✓	✓	✓
11-9111	Medical and Health Services Managers	✓	✓	✓
11-9151	Social and Community Service Managers	✓	✓	✓
13-1023	Purchasing Agents, Except Wholesale, Retail, and Farm Products	✓	✓	✓
13-1031	Claims Adjusters, Examiners, and Investigators	✓	✓	✓
13-1079	Human Resources, Training, and Labor Relations Specialists, All Other	✓	✓	✓
13-1081	Logisticians	✓	✓	✓
13-1111	Management Analysts	✓	✓	✓
13-2011	Accountants and Auditors	✓	✓	✓
13-2041	Credit Analysts	✓	✓	✓
13-2051	Financial Analysts	✓	✓	✓
13-2053	Insurance Underwriters	✓	✓	✓
15-1011	Computer and Information Scientists, Research	✓	✓	✓
15-1031	Computer Software Engineers, Applications	✓	✓	✓
15-1051	Computer Systems Analysts	✓	✓	✓
15-1061	Database Administrators	✓	✓	✓
15-1071	Network and Computer Systems Administrators	✓	✓	✓
15-1081	Network Systems and Data Communications Analysts	✓	✓	✓
15-2031	Operations Research Analysts	✓	✓	✓

SOC Code	Occupational Title	High Demand <sup>1</sup>	High Wage <sup>2</sup>	High Skill <sup>3</sup>
17-1022	Surveyors	✓	✓	✓
17-2041	Chemical Engineers	✓	✓	✓
17-2051	Civil Engineers	✓	✓	✓
17-2072	Electronics Engineers, Except Computer	✓	✓	✓
17-2081	Environmental Engineers	✓	✓	✓
17-2111	Health and Safety Engineers, Except Mining Safety Engineers and Inspectors	✓	✓	✓
17-2112	Industrial Engineers	✓	✓	✓
17-2131	Materials Engineers	✓	✓	✓
17-2161	Nuclear Engineers	✓	✓	✓
17-3024	Electro-Mechanical Technicians	✓	✓	✓
19-1012	Food Scientists and Technologists	✓	✓	✓
19-1013	Soil and Plant Scientists	✓	✓	✓
19-1022	Microbiologists	✓	✓	✓
19-1029	Biological Scientists, All Other	✓	✓	✓
19-2012	Physicists	✓	✓	✓
19-2031	Chemists	✓	✓	✓
19-2041	Environmental Scientists and Specialists, Including Health	✓	✓	✓
19-2042	Geoscientists, Except Hydrologists and Geographers	✓	✓	✓
19-3021	Market Research Analysts	✓	✓	✓
19-3031	Clinical, Counseling, and School Psychologists	✓	✓	✓
19-3041	Sociologists	✓	✓	✓
19-3051	Urban and Regional Planners	✓	✓	✓
19-3091	Anthropologists and Archeologists	✓	✓	✓
19-4051	Nuclear Technicians	✓	✓	✓
21-1012	Educational, Vocational, and School Counselors	✓	✓	✓
21-1013	Marriage and Family Therapists	✓	✓	✓
21-1014	Mental Health Counselors	✓	✓	✓
21-1091	Health Educators	✓	✓	✓
25-1072	Nursing Instructors and Teachers, Postsecondary	✓	✓	✓
25-1199	Postsecondary Teachers, All Other	✓	✓	✓
25-2021	Elementary School Teachers, Except Special Education	✓	✓	✓
25-2031	Secondary School Teachers, Except Special and Vocational Education	✓	✓	✓

Data Appendix – Table 8

SOC Code	Occupational Title	High Demand <sup>1</sup>	High Wage <sup>2</sup>	High Skill <sup>3</sup>
25-9031	Instructional Coordinators	✓	✓	✓
27-3031	Public Relations Specialists	✓	✓	✓
29-1021	Dentists, General	✓	✓	✓
29-1031	Dietitians and Nutritionists	✓	✓	✓
29-1041	Optometrists	✓	✓	✓
29-1051	Pharmacists	✓	✓	✓
29-1061	Anesthesiologists	✓	✓	✓
29-1062	Family and General Practitioners	✓	✓	✓
29-1063	Internist, General	✓	✓	✓
29-1064	Obstetricians and Gynecologists	✓	✓	✓
29-1065	Pediatricians, General	✓	✓	✓
29-1067	Surgeons	✓	✓	✓
29-1069	Physicians and Surgeons, All Other	✓	✓	✓
29-1071	Physician Assistants	✓	✓	✓
29-1111	Registered Nurses	✓	✓	✓
29-1122	Occupational Therapists	✓	✓	✓
29-1123	Physical Therapists	✓	✓	✓
29-1124	Radiation Therapists	✓	✓	✓
29-1126	Respiratory Therapists	✓	✓	✓
29-1127	Speech-Language Pathologists	✓	✓	✓
29-1131	Veterinarians	✓	✓	✓
29-2011	Medical and Clinical Laboratory Technologists	✓	✓	✓
29-2021	Dental Hygienists	✓	✓	✓
29-2031	Cardiovascular Technologists and Technicians	✓	✓	✓
29-2032	Diagnostic Medical Sonographers	✓	✓	✓
29-2033	Nuclear Medicine Technologists	✓	✓	✓
29-2034	Radiologic Technologists and Technicians	✓	✓	✓
29-9011	Occupational Health and Safety Specialists	✓	✓	✓
31-2021	Physical Therapist Assistants	✓	✓	✓
33-1012	First-Line Supervisors/Managers of Police and Detectives	✓	✓	✓
33-1021	First-Line Supervisors/Managers of Fire Fighting and Prevention Workers	✓	✓	✓
41-4011	Sales Representatives, Wholesale and Manufacturing, Technical and Scientific Products	✓	✓	✓

Data Appendix – Table 8

SOC Code	Occupational Title	High Demand <sup>1</sup>	High Wage <sup>2</sup>	High Skill <sup>3</sup>
43-5052	Postal Service Mail Carriers	✓	✓	
47-4041	Hazardous Materials Removal Workers	✓	✓	
47-4099	Construction and Related Workers, All Other	✓	✓	
49-1011	First-Line Supervisors/Managers of Mechanics, Installers, and Repairers	✓	✓	✓
49-2022	Telecommunications Equipment Installers and Repairers, Except Line Installers	✓	✓	✓
49-2093	Electrical and Electronics Installers and Repairers, Transportation Equipment	✓	✓	✓
49-9051	Electrical Power-Line Installers and Repairers	✓	✓	✓
51-8012	Power Distributors and Dispatchers	✓	✓	✓
51-8099	Plant and System Operators, All Other	✓	✓	✓
53-2012	Commercial Pilots	✓	✓	✓
53-2021	Air Traffic Controllers	✓	✓	✓
53-6051	Transportation Inspectors	✓	✓	✓

<sup>1</sup>**High Demand Criteria:** Higher than average total annualized growth including replacement openings (annualized total openings = 3.33%) for all occupations statewide or in a particular region.

<sup>2</sup>**High Wage Criteria:** A median annual or hourly wage that is greater than the wage at the 75th percentile (\$46,065 annually or \$22.15 hourly in 2009) for all occupations in the state of Idaho.

<sup>3</sup>**High Skill Criteria:** A minimum educational requirement of long-term, on-the-job training or greater experience & education (training level = 9 or less).

Source: Projections - 2008-2018 Idaho Department of Labor Occupation Projections

**TABLE 9:  
GREEN INDUSTRIES**

<b>NAICS</b>	<b>Industry Title</b>	<b>Degree of "green"</b>
113	Forestry and Logging	3
924	Administration of Environmental Quality Programs	3
327	Nonmetallic Mineral Product Manufacturing	3
562	Waste Management and Remediation Services	3
236	Construction of Buildings	3
541	Professional, Scientific, and Technical Services	3
333	Machinery Manufacturing	2
238	Specialty Trade Contractors	2
926	Administration of Economic Programs	2
237	Heavy and Civil Engineering Construction	2
115	Support Activities for Agriculture and Forestry	2
221	Utilities	2
443	Electronics and Appliance Stores	2
423	Merchant Wholesalers, Durable Goods	2
493	Warehousing and Storage	1
453	Miscellaneous Store Retailers	1
112	Animal Production	1
111	Crop Production	1
813	Religious, Grant making, Civic, Professional, and Similar Organizations	1
321	Wood Product Manufacturing	1
212	Mining (except Oil and Gas)	1
339	Miscellaneous Manufacturing	1
928	National Security and International Affairs	1

The following shows the Industries found to be green, by their 3-digit NAICS category, rated by degree of green, 1 being low, and 3 being high.

The rating was based on the following:

1. The number of green jobs within the industry
2. Looking for breaks in the %'s – logical groupings
3. Analyst Intervention where it made more sense to move a group up or down depending on knowledge gained through Interviews.

SOURCE: Idaho Department of Labor, Communication & Research, March 2010

**TABLE 9a:  
GREEN OCCUPATIONS**

<b>SOC Code</b>	<b>Occupational Title</b>	<b>Degree of "green"</b>
11-9013	Farmers, Ranchers, and Other Agricultural Managers	3
11-9041	Architectural and Engineering Managers	3
17-1011	Architects, Except Landscape and Naval	3
17-1012	Landscape Architects	3
17-2011	Aerospace Engineers	3
17-2041	Chemical Engineers	3
17-2081	Environmental Engineers	3
17-2111	Health and Safety Engineers, Except Mining Safety Engineers and Inspectors	3
17-2161	Nuclear Engineers	3
17-3025	Environmental Engineering Technicians	3
19-1023	Zoologists and Wildlife Biologists	3
19-1031	Conservation Scientists	3
19-1032	Foresters	3
19-2012	Physicists	3
19-2031	Chemists	3
19-2041	Environmental Scientists and Specialists, Including Health	3
19-2042	Geoscientists, Except Hydrologists and Geographers	3
19-2043	Hydrologists	3
19-2099	Physical Scientists, All Other	3
19-4031	Chemical Technicians	3
19-4041	Geological and Petroleum Technicians	3
19-4051	Nuclear Technicians	3
19-4091	Environmental Science and Protection Technicians, Including Health	3
19-4093	Forest and Conservation Technicians	3
25-1032	Engineering Teachers, Postsecondary	3
25-1053	Environmental Science Teachers, Postsecondary	3
29-9011	Occupational Health and Safety Specialists	3
29-9012	Occupational Health and Safety Technicians	3
33-1021	Forest Fire Fighting and Prevention Supervisors	3
33-2022	Forest Fire Inspectors and Prevention Specialists	3
33-3031	Fish and Game Wardens	3
37-3012	Pesticide Handlers, Sprayers, and Applicators, Vegetation	3
37-3013	Tree Trimmers and Pruners	3
45-2011	Agricultural Inspectors	3
45-2099	Agricultural Workers, All Other	3
45-3011	Fishers and Related Fishing Workers	3
45-4011	Forest and Conservation Workers	3
47-2031	Carpenters	3
47-2131	Insulation Workers, Floor, Ceiling, and Wall	3
47-2132	Insulation Workers, Mechanical	3
47-2231	Solar Photovoltaic Installers	3

<b>SOC Code</b>	<b>Occupational Title</b>	<b>Degree of "green"</b>
47-4041	Hazardous Materials Removal Workers	3
49-9021	Heating, Air Conditioning, and Refrigeration Mechanics and Installers	3
49-9081	Wind Turbine Service Technicians	3
51-8011	Nuclear Power Reactor Operators	3
51-8013	Power Plant Operators	3
51-8031	Water and Wastewater Treatment Plant and System Operators	3
53-7081	Refuse and Recyclable Material Collectors	3
11-9121	Natural Sciences Managers	2
11-9021	Construction Managers	2
13-1041	Compliance Officers	2
13-1199	Business Operations Specialists, All Other	2
15-2099	Mathematical Science Occupations, All Other	2
17-2051	Civil Engineers	2
17-2071	Electrical Engineers	2
17-2112	Industrial Engineers	2
17-2131	Materials Engineers	2
17-2141	Mechanical Engineers	2
17-3011	Architectural and Civil Drafters	2
17-3013	Mechanical Drafters	2
17-3023	Electrical and Electronics Engineering Technicians	2
17-3029	Engineering Technicians, Except Drafters, All Other	2
19-1013	Soil and Plant Scientists	2
19-1022	Microbiologists	2
19-1029	Biological Scientists, All Other	2
19-2032	Materials Scientists	2
19-3051	Urban and Regional Planners	2
19-4021	Biological Technicians	2
19-4099	Life, Physical, and Social Science Technicians, All Other	2
25-1041	Agricultural Sciences Teachers, Postsecondary	2
25-9021	Farm and Home Management Advisors	2
33-2011	Firefighters	2
37-1012	First-Line Supervisors of Landscaping, Lawn Service, and Groundskeeping Workers	2
37-3011	Landscaping and Groundskeeping Workers	2
45-1011	First-Line Supervisors of Farming, Fishing, and Forestry Workers	2
45-2092	Farmworkers and Laborers, Crop, Nursery, and Greenhouse	2
45-2093	Farmworkers, Farm, Ranch, and Aquacultural Animals	2
45-4021	Fallers	2
45-4022	Logging Equipment Operators	2
45-4029	Logging Workers, All Other	2
47-1011	First-Line Supervisors of Construction Trades and Extraction Workers	2
47-2061	Construction Laborers	2
47-2111	Electricians	2
47-2152	Plumbers, Pipefitters, and Steamfitters	2
47-2181	Roofers	2

<b>SOC Code</b>	<b>Occupational Title</b>	<b>Degree of "green"</b>
47-3012	Helpers--Carpenters	2
47-3019	Helpers, Construction Trades, All Other	2
47-4011	Construction and Building Inspectors	2
47-4099	Construction and Related Workers, All Other	2
49-2095	Electrical and Electronics Repairers, Powerhouse, Substation, and Relay	2
49-9031	Home Appliance Repairers	2
49-9044	Millwrights	2
51-9197	Tire Builders	2
11-1021	General and Operations Managers	1
11-3051	Industrial Production Managers	1
11-9199	Managers, All Other	1
13-1021	Buyers and Purchasing Agents, Farm Products	1
13-2099	Financial Specialists, All Other	1
15-1132	Software Developers, Applications	1
15-1152	Computer Network Support Specialists	1
15-2041	Statisticians	1
17-2072	Electronics Engineers, Except Computer	1
17-2151	Mining and Geological Engineers, Including Mining Safety Engineers	1
17-2199	Engineers, All Other	1
17-3019	Drafters, All Other	1
17-3022	Civil Engineering Technicians	1
17-3026	Industrial Engineering Technicians	1
19-1042	Medical Scientists, Except Epidemiologists	1
19-3091	Anthropologists and Archeologists	1
19-3099	Social Scientists and Related Workers, All Other	1
19-4011	Agricultural and Food Science Technicians	1
19-4061	Social Science Research Assistants	1
25-2032	Career/Technical Education Teachers, Secondary School	1
25-9031	Instructional Coordinators	1
37-2011	Janitors and Cleaners, Except Maids and Housekeeping Cleaners	1
37-2019	Building Cleaning Workers, All Other	1
39-7011	Tour Guides and Escorts	1
39-9032	Recreation Workers	1
41-4011	Sales Representatives, Wholesale and Manufacturing, Technical and Scientific Products	1
41-9031	Sales Engineers	1
45-2091	Agricultural Equipment Operators	1
47-2051	Cement Masons and Concrete Finishers	1
47-2073	Operating Engineers and Other Construction Equipment Operators	1
47-2211	Sheet Metal Workers	1
47-5021	Earth Drillers, Except Oil and Gas	1
49-1011	First-Line Supervisors of Mechanics, Installers, and Repairers	1
49-2011	Computer, Automated Teller, and Office Machine Repairers	1
49-3022	Automotive Glass Installers and Repairers	1
49-3023	Automotive Service Technicians and Mechanics	1

<b>SOC Code</b>	<b>Occupational Title</b>	<b>Degree of "green"</b>
49-3031	Bus and Truck Mechanics and Diesel Engine Specialists	1
49-3041	Farm Equipment Mechanics and Service Technicians	1
49-3091	Bicycle Repairers	1
49-3093	Tire Repairers and Changers	1
49-9041	Industrial Machinery Mechanics	1
49-9071	Maintenance and Repair Workers, General	1
49-9098	Helpers--Installation, Maintenance, and Repair Workers	1
49-9099	Installation, Maintenance, and Repair Workers, All Other	1
51-2022	Electrical and Electronic Equipment Assemblers	1
51-2099	Assemblers and Fabricators, All Other	1
51-3099	Food Processing Workers, All Other	1
51-4121	Welders, Cutters, Solderers, and Brazers	1
51-8021	Stationary Engineers and Boiler Operators	1
51-8099	Plant and System Operators, All Other	1
51-9023	Mixing and Blending Machine Setters, Operators, and Tenders	1
51-9041	Extruding, Forming, Pressing, and Compacting Machine Setters, Operators, and Tenders	1
51-9051	Furnace, Kiln, Oven, Drier, and Kettle Operators and Tenders	1
51-9199	Production Workers, All Other	1
53-2012	Commercial Pilots	1
53-3032	Heavy and Tractor-Trailer Truck Drivers	1
53-7021	Crane and Tower Operators	1
53-7032	Excavating and Loading Machine and Dragline Operators	1
53-7051	Industrial Truck and Tractor Operators	1

The following shows the Industries found to be green, by their 3-digit NAICS category, rated by degree of green, 1 being low and 3 being high.

The rating was based on the following:

1. The number of green jobs within the industry
2. Looking for breaks in the %'s – logical groupings
3. Analyst Intervention where it made more sense to move a group up or down depending on knowledge gained through interviews

SOURCE: Idaho Department of Labor, Communication & Research, March 2010

**TABLE 10:  
TARGET INDUSTRY - ADVANCED MANUFACTURING**

<b>NAICS CODE</b>	<b>INDUSTRY TITLE</b>
3111	Animal Food Manufacturing
3112	Grain and Oilseed Milling
3113	Sugar and Confectionery Product Manufacturing
3114	Fruit and Vegetable Preserving and Specialty Food Manufacturing
3115	Dairy Product Manufacturing
3116	Animal Slaughtering and Processing
3117	Seafood Product Preparation and Packaging
3118	Bakeries and Tortilla Manufacturing
3119	Other Food Manufacturing
3121	Beverage Manufacturing
3141	Textile Furnishings Mills
3149	Other Textile Product Mills
3152	Cut and Sew Apparel Manufacturing
3161	Leather and Hide Tanning and Finishing
3162	Footwear Manufacturing
3169	Other Leather and Allied Product Manufacturing
3211	Sawmills and Wood Preservation
3212	Veneer, Plywood, and Engineered Wood Product Manufacturing
3219	Other Wood Product Manufacturing
3222	Converted Paper Product Manufacturing
3231	Printing and Related Support Activities
3251	Basic Chemical Manufacturing
3253	Pesticide, Fertilizer, and Other Agricultural Chemical Manufacturing
3254	Pharmaceutical and Medicine Manufacturing
3256	Soap, Cleaning Compound, and Toilet Preparation Manufacturing
3259	Other Chemical Product and Preparation Manufacturing
3261	Plastics Product Manufacturing
3262	Rubber Product Manufacturing
3271	Clay Product and Refractory Manufacturing
3272	Glass and Glass Product Manufacturing
3273	Cement and Concrete Product Manufacturing
3274	Lime and Gypsum Product Manufacturing
3279	Other Nonmetallic Mineral Product Manufacturing
3314	Nonferrous Metal (except Aluminum) Production and Processing
3315	Foundries
3321	Forging and Stamping
3322	Cutlery and Handtool Manufacturing
3323	Architectural and Structural Metals Manufacturing
3324	Boiler, Tank, and Shipping Container Manufacturing
3327	Machine Shops; Turned Product; and Screw, Nut, and Bolt Manufacturing
3328	Coating, Engraving, Heat Treating, and Allied Activities
3329	Other Fabricated Metal Product Manufacturing

<b>NAICS CODE</b>	<b>INDUSTRY TITLE</b>
3331	Agriculture, Construction, and Mining Machinery Manufacturing
3332	Industrial Machinery Manufacturing
3333	Commercial and Service Industry Machinery Manufacturing
3334	Ventilation, Heating, Air-Conditioning, and Commercial Refrigeration Equipment Manufacturing
3335	Metalworking Machinery Manufacturing
3339	Other General Purpose Machinery Manufacturing
3341	Computer and Peripheral Equipment Manufacturing
3342	Communications Equipment Manufacturing
3344	Semiconductor and Other Electronic Component Manufacturing
3345	Navigational, Measuring, Electromedical, and Control Instruments Manufacturing
3346	Manufacturing and Reproducing Magnetic and Optical Media
3362	Motor Vehicle Body and Trailer Manufacturing
3363	Motor Vehicle Parts Manufacturing
3364	Aerospace Product and Parts Manufacturing
3365	Railroad Rolling Stock Manufacturing
3366	Ship and Boat Building
3369	Other Transportation Equipment Manufacturing
3371	Household and Institutional Furniture and Kitchen Cabinet Manufacturing
3372	Office Furniture (including Fixtures) Manufacturing
3391	Medical Equipment and Supplies Manufacturing
3399	Other Miscellaneous Manufacturing

**TABLE 10a:  
ADVANCED MANUFACTURING OCCUPATIONS**

OCC CODE	OCCUPATION TITLE
17-2071	Electrical Engineers
17-2141	Mechanical Engineers
17-3023	Electrical and electronic engineering technicians
17-3029	Engineering technicians, except drafters, all other
17-2112	Industrial Engineers
17-3027	Mechanical engineering technicians
17-3013	Mechanical Drafters
17-3026	Industrial engineering technicians
19-2031	Chemists
17-2072	Electrical Engineers - except computers
17-3012	Electrical and Electronics Drafters
17-2131	Materials Engineers
19-4031	Chemical Technicians
17-2041	Chemical Engineers
19-2032	Materials Scientists
17-3021	Aerospace Engineering and Operations Technicians
51-1011	First-line supervisors/managers of production and operating workers
43-5071	Shipping, Receiving, and Traffic Clerks
53-7064	Packers and Packagers, Hand
49-9041	Industrial Machinery Mechanics
43-5061	Production, Planning, and Expediting Clerks
11-3051	Industrial Production Managers
49-9043	Maintenance Workers, Machinery
43-5111	Weighers, Measurers, Checkers, and Samplers, Recordkeeping
49-2094	Electrical and Electronics Repairers, Commercial and Industrial Equipment
51-2092	Team assemblers
51-4121	Welders, cutters, solderers, and brazers
51-9111	Packaging and filling machine operators and tenders
51-9199	Production workers, all other
51-9198	Helpers--Production workers
51-3092	Food batchmakers
51-3093	Food cooking machine operators and tenders
51-4041	Machinists
51-9061	Inspectors, testers, sorters, samplers, and weighers
51-7011	Cabinetmakers and bench carpenters
51-3011	Bakers
51-2022	Electrical and electronic equipment assemblers
53-7063	Machine Feeders and Offbearers
51-6031	Sewing machine operators
51-2099	Assemblers and fabricators, all other
51-7042	Woodworking machine setters, operators, and tenders, except sawing

OCC CODE	OCCUPATION TITLE
51-4031	Cutting, punching, and press machine setters, operators, and tenders, metal and plastic
51-5023	Printing machine operators
51-6093	Upholsterers
51-9032	Cutting and slicing machine setters, operators, and tenders
51-2041	Structural metal fabricators and fitters
51-9071	Jewelers and precious stone and metal workers
49-9044	Millwrights
51-9012	Separating, filtering, clarifying, precipitating, and still machine setters, operators, and tenders
51-9023	Mixing and blending machine setters, operators, and tenders
51-9121	Coating, painting, and spraying machine setters, operators, and tenders
53-7011	Conveyor Operators and Tenders
51-9141	Semiconductor processors
51-9122	Painters, transportation equipment
51-2023	Electromechanical equipment assemblers
51-3023	Slaughterers and meat packers
51-4072	Molding, coremaking, and casting machine setters, operators, and tenders, metal and plastic
51-9196	Paper goods machine setters, operators, and tenders
51-9081	Dental laboratory technicians
51-2091	Fiberglass laminators and fabricators
51-9123	Painting, coating, and decorating workers
51-9021	Crushing, grinding, and polishing machine setters, operators, and tenders
51-7021	Furniture finishers
51-7099	Woodworkers, all other
51-4011	Computer-controlled machine tool operators, metal and plastic
51-4033	Grinding, lapping, polishing, and buffing machine tool setters, operators, and tenders, metal and plastic
51-5022	Prepress technicians and workers
51-8091	Chemical plant and system operators
51-4081	Multiple machine tool setters, operators, and tenders, metal and plastic
51-9193	Cooling and freezing equipment operators and tenders
51-4021	Extruding and drawing machine setters, operators, and tenders, metal and plastic
51-9011	Chemical equipment operators and tenders
51-9195	Molders, shapers, and casters, except metal and plastic
51-3091	Food and tobacco roasting, baking, and drying machine operators and tenders
51-9083	Ophthalmic laboratory technicians
51-4194	Tool grinders, filers, and sharpeners
51-5011	Bindery workers
51-9051	Furnace, kiln, oven, drier, and kettle operators and tenders
51-5021	Job printers
51-9022	Grinding and polishing workers, hand
51-4122	Welding, soldering, and brazing machine setters, operators, and tenders
51-4193	Plating and coating machine setters, operators, and tenders, metal and plastic
51-2021	Coil winders, tapers, and finishers
51-4199	Metal workers and plastic workers, all other
51-9041	Extruding, forming, pressing, and compacting machine setters, operators, and tenders

OCC CODE	OCCUPATION TITLE
51-4111	Tool and die makers
51-4035	Milling and planing machine setters, operators, and tenders, metal and plastic
51-9197	Tire builders
51-6041	Shoe and leather workers and repairers
51-9194	Etchers and engravers
51-4034	Lathe and turning machine tool setters, operators, and tenders, metal and plastic
51-4061	Model makers, metal and plastic
51-9191	Cementing and gluing machine operators and tenders
51-2031	Engine and other machine assemblers
51-4022	Forging machine setters, operators, and tenders, metal and plastic
51-6099	Textile, apparel, and furnishings workers, all other
51-4023	Rolling machine setters, operators, and tenders, metal and plastic
51-4052	Pourers and casters, metal
51-4071	Foundry mold and coremakers
51-9192	Cleaning, washing, and metal pickling equipment operators and tenders
51-4062	Patternmakers, metal and plastic
51-4192	Lay-out workers, metal and plastic
51-2011	Aircraft structure, surfaces, rigging, and systems assemblers
51-4191	Heat treating equipment setters, operators, and tenders, metal and plastic
51-9082	Medical appliance technicians
51-4051	Metal-refining furnace operators and tenders
51-4012	Numerical tool and process control programmers
51-6062	Textile cutting machine setters, operators, and tenders
51-7031	Model makers, wood
51-6091	Extruding and forming machine setters, operators, and tenders, synthetic and glass fibers
51-6092	Fabric and apparel patternmakers
51-5012	Bookbinders
51-7032	Patternmakers, wood
51-6064	Textile winding, twisting, and drawing out machine setters, operators, and tenders
51-2093	Timing device assemblers, adjusters, and calibrators
51-6042	Shoe machine operators and tenders
51-6061	Textile bleaching and dyeing machine operators and tenders
51-6063	Textile knitting and weaving machine setters, operators, and tenders

**TABLE 11:  
TARGET INDUSTRIES - HIGH TECH**

<b>NAICS CODE</b>	<b>INDUSTRY TITLE</b>
1131	Timber Tract Operations
1132	Forest Nurseries and Gathering of Forest Products
2111	Oil and Gas Extraction
2211	Electric Power Generation, Transmission and Distribution
3241	Petroleum and Coal Products Manufacturing
3251	Basic Chemical Manufacturing
3252	Resin, Synthetic Rubber, and Artificial and Synthetic Fibers and Filaments Manufacturing
3253	Pesticide, Fertilizer, and Other Agricultural Chemical Manufacturing
3254	Pharmaceutical and Medicine Manufacturing
3255	Paint, Coating, and Adhesive Manufacturing
3259	Other Chemical Product and Preparation Manufacturing
3332	Industrial Machinery Manufacturing
3333	Commercial and Service Industry Machinery Manufacturing
3336	Engine, Turbine, and Power Transmission Equipment Manufacturing
3339	Other General Purpose Machinery Manufacturing
3341	Computer and Peripheral Equipment Manufacturing
3342	Communications Equipment Manufacturing
3343	Audio and Video Equipment Manufacturing
3344	Semiconductor and Other Electronic Component Manufacturing
3345	Navigational, Measuring, Electromedical, and Control Instruments Manufacturing
3346	Manufacturing and Reproducing Magnetic and Optical Media
3353	Electrical Equipment Manufacturing
3364	Aerospace Product and Parts Manufacturing
3369	Other Transportation Equipment Manufacturing
4234	Professional and Commercial Equipment and Supplies Wholesalers
4861	Pipeline Transportation of Crude Oil
4862	Pipeline Transportation of Natural Gas
4869	Other Pipeline Transportation
5112	Software Publishers
5171	Wired Telecommunications Carriers
5172	Wireless Telecommunications Carriers
5174	Satellite Telecommunications
5179	Other Telecommunications
5182	Data Processing and Related Services
51913	Internet Publishing & Broadcasting & Web Search Portals
5211	Monetary Authorities - Central Bank
5232	Securities and Commodity Exchanges
5413	Architectural, Engineering, and Related Services
5415	Computer Systems Design and Related Services
5416	Management, Scientific, and Technical Consulting Services
5417	Scientific Research and Development Services

<b>NAICS CODE</b>	<b>INDUSTRY TITLE</b>
5511	Management of Companies and Enterprises
5612	Facilities Support Services
8112	Electronic and Precision Equipment Repair and Maintenance

**TABLE 11a:  
HIGH TECH OCCUPATIONS**

<b>OCC CODE</b>	<b>OCCUPATION TITLE</b>
11–3021	Computer and information systems managers
11–9041	Engineering managers
11–9121	Natural sciences managers
15–1011	Computer and information scientists, research
15–1021	Computer programmers
15–1031	Computer software engineers, applications
15–1032	Computer software engineers, systems software
15–1041	Computer support specialists
15–1051	Computer systems analysts
15–1061	Database administrators
15–1071	Network and computer systems administrators
15–1081	Network systems and data communications analysts
15–2011	Actuaries
15–2021	Mathematicians
15–2031	Operations research analysts
15–2041	Statisticians
15–2091	Mathematical technicians
17–2011	Aerospace engineers
17–2021	Agricultural engineers
17–2031	Biomedical engineers
17–2041	Chemical engineers
17–2051	Civil engineers
17–2061	Computer hardware engineers
17–2071	Electrical engineers
17–2072	Electronics engineers, except computer
17–2081	Environmental engineers
17–2111	Health and safety engineers, except mining safety engineers and inspectors
17–2112	Industrial engineers
17–2121	Marine engineers and naval architects
17–2131	Materials engineers
17–2141	Mechanical engineers
17–2151	Mining and geological engineers, including mining safety engineers
17–2161	Nuclear engineers
17–2171	Petroleum engineers
17–3011	Architectural and civil drafters
17–3012	Electrical and electronics drafters
17–3013	Mechanical drafters
17–3021	Aerospace engineering and operations technicians
17–3022	Civil engineering technicians
17–3023	Electrical and electronic engineering technicians
17–3024	Electromechanical technicians

<b>OCC CODE</b>	<b>OCCUPATION TITLE</b>
17-3025	Environmental engineering technicians
17-3026	Industrial engineering technicians
17-3027	Mechanical engineering technicians
17-3031	Surveying and mapping technicians
19-1011	Animal scientists
19-1012	Food scientists and technologists
19-1013	Soil and plant scientists
19-1021	Biochemists and biophysicists
19-1022	Microbiologists
19-1023	Zoologists and wildlife biologists
19-1031	Conservation scientists
19-1032	Foresters
19-1041	Epidemiologists
19-1042	Medical scientists, except epidemiologists
19-2011	Astronomers
19-2012	Physicists
19-2021	Atmospheric and space scientists
19-2031	Chemists
19-2032	Materials scientists
19-2041	Environmental scientists and specialists, including health
19-2042	Geoscientists, except hydrologists and geographers
19-2043	Hydrologists
19-4011	Agricultural and food science technicians
19-4021	Biological technicians
19-4031	Chemical technicians
19-4041	Geological and petroleum technicians
19-4051	Nuclear technicians
19-4091	Environmental science and protection technicians, including health
19-4092	Forensic science technicians
19-4093	Forest and conservation technicians

**TABLE 12:  
TARGET INDUSTRIES - ENERGY**

<b>NAICS CODE</b>	<b>INDUSTRY TITLE</b>
211111	Crude Petroleum and Natural Gas Extraction
211112	Natural Gas Liquid Extraction
212111	Bituminous Coal and Lignite Surface Mining
212112	Bituminous Coal Underground Mining
212113	Anthracite Mining
212291	Uranium Radium Vanadium Ore Mining
213111	Drilling Oil and Gas Wells
213112	Support Activities for Oil and Gas Operations
213113	Support Activities for Coal Mining
213114	Support Activities for Metal Mining
221111	Hydroelectric Power Generation
221112	Fossil Fuel Electric Power Generation
221113	Nuclear Electric Power Generation
221119	Other Electric Power Generation
221121	Electric Bulk Power Transmission and Control
221122	Electric Power Distribution
221210	Natural Gas Distribution
221330	Steam and Air Conditioning Supply
237110	Water and Sewer System Construction
237120	Oil and Gas Pipeline Construction
237130	Power and Communication System Construction
237990	All Other Heavy Construction
238211	Electrical Contractors Residential
238212	Electrical Contractors Nonresidential
238221	Plumbing and HVAC Contractors Residential
238222	Plumbing and HVAC Contractors Nonresidential
324110	Petroleum Refineries
324199	All Other Petroleum and Coal Products Manufacturing
325110	Petrochemical Manufacturing
325120	Industrial Gas Manufacturing
325191	Gum and Wood Chemical Manufacturing
325193	Ethyl Alcohol Manufacturing
332410	Power Boiler and Heat Exchanger Manufacturing
332420	Metal Tank (Heavy Gauge) Manufacturing
333131	Mining Machinery and Equipment Manufacturing
333132	Oil and Gas Field Machinery and Equipment Manufacturing
333414	Heating Equipment (except Warm Air Furnaces) Manufacturing
333611	Turbine and Turbine Generator Set Units Manufacturing
334413	Semiconductor and Related Device Manufacturing
334519	Other Measuring and Controlling Device Manufacturing
335311	Power, Distribution, and Specialty Transformer Manufacturing

NAICS CODE	INDUSTRY TITLE
335312	Motor and Generator Manufacturing
335313	Switchgear and Switchboard Apparatus Manufacturing
335314	Relay and Industrial Control Manufacturing
335911	Storage Battery Manufacturing
335912	Primary Battery Manufacturing
335929	Other Communication and Energy Wire Manufacturing
335931	Current Carrying Wiring Device Manufacturing
335991	Carbon and Graphite Product Manufacturing
335999	All Other Miscellaneous Electrical Equipment and Component Manufacturing
423520	Coal and Other Mineral and Ore Wholesalers
423610	Electrical Apparatus and Equipment, Wiring Supplies, and Construction Material Wholesalers
423690	Other Electronic Parts and Equipment Wholesalers
423720	Plumbing and Heating Equipment and Supplies (Hydronics) Wholesalers
424710	Petroleum Bulk Stations and Terminals
424720	Petroleum and Petroleum Products Wholesalers (except Bulk Stations and Terminals)
447110	Gasoline Stations with Convenience Stores
447190	Other Gasoline Stations
454311	Heating Oil Dealers
454312	Liquefied Petroleum Gas (Bottled Gas) Dealers
454319	Other Fuel Dealers
486110	Pipeline Transportation of Crude Oil
486210	Pipeline Transportation of Natural Gas
486910	Pipeline Transportation of Refined Petroleum Products
486990	All Other Pipeline Transportation
523910	Miscellaneous Intermediation
523999	Miscellaneous Financial Investment Activities
532412	Construction, Mining, and Forestry Machinery and Equipment Rental and Leasing
533110	Lessors of Nonfinancial Intangible Assets (except Copyrighted Works)
541330	Engineering Services
541360	Geophysical Surveying and Mapping Services
541380	Testing Laboratories
541620	Environmental Consulting Services
541690	Other Scientific and Technical Consulting Services
541711	Research and Development in Biotechnology
541712	Research and Development in Physical, Engineering and Life Sciences
541710	Research and Development in the Physical, Engineering, and Life Sciences
926130	Regulation and Administration of Communications, Electric, Gas, and Other Utilities

**TABLE 12a:  
ENERGY OCCUPATIONS**

OCC CODE	OCCUPATION TITLE
11-3071	Transportation Managers
17-2041	Chemical Engineers
17-2051	Civil Engineers
17-2071	Electrical Engineers
17-2081	Environmental Engineers
17-2112	Industrial Engineers
17-2141	Mechanical Engineers
17-2161	Nuclear Engineers
17-3012	Electrical Drafters
17-3023	Electrical and Electronic Engineering Technicians
17-3027	Mechanical Engineering Technicians
17-3029	Engineering Technicians, Except Drafters, All Other
17-3031	Surveying and Mapping Technicians
19-1021	Biochemists and Biophysicists
19-2032	Materials Scientists
19-2041	Environmental Scientists and Specialists, Including Health
19-2042	Geoscientists, Except Hydrologists and Geographers
19-4031	Chemical Technicians
19-4041	Geophysical Data Technicians
19-4051	Nuclear Technicians
41-4011	Sales Representatives, Wholesale and Manufacturing, Technical and Scientific Products
41-9031	Sales Engineers
47-1011	First-Line Supervisors/Managers of Construction Trades and Extraction Workers
47-2011	Boilermakers
47-2031	Carpenters
47-2111	Electricians
47-2131	Insulation Workers, Floor, Ceiling, and Wall
47-2151	Pipelayers
47-2152	Plumbers, Pipefitters, and Steamfitters
47-3013	Helpers--Electricians
47-3015	Helpers--Pipelayers, Plumbers, Pipefitters, and Steamfitters
47-4011	Construction and Building Inspectors
49-2092	Electric Motor, Power Tool, and Related Repairers
49-2093	Electrical and Electronics Installers and Repairers, Transportation Equipment
49-2094	Electrical and Electronics Repairers, Commercial and Industrial Equipment
49-2095	Electrical and Electronics Repairers, Powerhouse, Substation, and Relay
49-2096	Electronic Equipment Installers and Repairers, Motor Vehicles
49-2098	Security and Fire Alarm Systems Installers
49-9012	Control and Valve Installers and Repairers, Except Mechanical Door
49-9031	Home Appliance Repairers
49-9041	Industrial Machinery Mechanics
49-9042	Maintenance and Repair Workers, General
49-9043	Maintenance Workers, Machinery
49-9044	Millwrights
49-9051	Electrical Power-Line Installers and Repairers
51-2022	Electrical and Electronic Equipment Assemblers

<b>OCC CODE</b>	<b>OCCUPATION TITLE</b>
51-4041	Machinists
51-4121	Welders, Cutters, Solderers, and Brazers
51-8011	Nuclear Power Reactor Operators
51-8012	Power Distributors and Dispatchers
51-8013	Power Plant Operators
51-8092	Gas Plant Operators
51-9021	Crushing, Grinding, and Polishing Machine Setters, Operators, & Tenders
53-1031	First-Line Supervisors/Managers of Transportation & Material-Moving Machine & Vehicle Operators
53-3032	Truck Drivers, Heavy and Tractor-Trailer
53-6031	Service Station Attendants
53-6051	Transportation Vehicle, Equipment & System Inspectors, exc Aviation
53-7032	Excavating and Loading Machine and Dragline Operators
53-7071	Gas Compressor and Gas Pumping Station Operators

**TABLE 13:  
TARGET INDUSTRIES - HEALTH CARE**

<b>NAICS CODE</b>	<b>INDUSTRY TITLE</b>
621	Ambulatory Health Care Services
622	Hospitals
623	Nursing and Residential Care Facilities

**TABLE 13a:**  
**TARGET OCCUPATIONS - HEALTH CARE**

<b>OCC CODE</b>	<b>OCCUPATION TITLE</b>
21-1011	Substance Abuse and Behavioral Disorder Counselors
21-1012	Educational, Guidance, School, and Vocational Counselors
21-1013	Marriage and Family Therapists
21-1014	Mental Health Counselors
21-1015	Rehabilitation Counselors
21-1019	Counselors, All Other
21-1021	Child, Family, and School Social Workers
21-1022	Healthcare Social Workers
21-1023	Mental Health and Substance Abuse Social Workers
21-1029	Social Workers, All Other
21-1091	Health Educators
21-1092	Probation Officers and Correctional Treatment Specialists
21-1093	Social and Human Service Assistants
21-1094	Community Health Workers**
21-1099	Community and Social Service Specialists, All Other
21-2011	Clergy
21-2021	Directors, Religious Activities and Education
21-2099	Religious Workers, All Other
29-1011	Chiropractors
29-1021	Dentists, General
29-1022	Oral and Maxillofacial Surgeons
29-1023	Orthodontists
29-1024	Prosthodontists
29-1029	Dentists, All Other Specialists
29-1031	Dietitians and Nutritionists
29-1041	Optometrists
29-1051	Pharmacists
29-1061	Anesthesiologists
29-1062	Family and General Practitioners
29-1063	Internists, General
29-1064	Obstetricians and Gynecologists
29-1065	Pediatricians, General
29-1066	Psychiatrists
29-1067	Surgeons
29-1069	Physicians and Surgeons, All Other
29-1071	Physician Assistants
29-1081	Podiatrists
29-1122	Occupational Therapists
29-1123	Physical Therapists
29-1124	Radiation Therapists
29-1125	Recreational Therapists

OCC CODE	OCCUPATION TITLE
29-1126	Respiratory Therapists
29-1127	Speech-Language Pathologists
29-1128	Exercise Physiologists
29-1129	Therapists, All Other
29-1131	Veterinarians
29-1141	Registered Nurses
29-1151	Nurse Anesthetists
29-1161	Nurse Midwives
29-1171	Nurse Practitioners
29-1181	Audiologists
29-1199	Health Diagnosing and Treating Practitioners, All Other
29-2011	Medical and Clinical Laboratory Technologists
29-2012	Medical and Clinical Laboratory Technicians
29-2021	Dental Hygienists
29-2031	Cardiovascular Technologists and Technicians
29-2032	Diagnostic Medical Sonographers
29-2033	Nuclear Medicine Technologists
29-2034	Radiologic Technologists
29-2035	Magnetic Resonance Imaging Technologists
29-2041	Emergency Medical Technicians and Paramedics
29-2051	Dietetic Technicians
29-2052	Pharmacy Technicians
29-2053	Psychiatric Technicians
29-2054	Respiratory Therapy Technicians
29-2055	Surgical Technologists
29-2056	Veterinary Technologists and Technicians
29-2057	Ophthalmic Medical Technicians
29-2061	Licensed Practical and Licensed Vocational Nurses
29-2071	Medical Records and Health Information Technicians
29-2081	Opticians, Dispensing
29-2091	Orthotists and Prosthetists
29-2092	Hearing Aid Specialists
29-2099	Health Technologists and Technicians, All Other
29-9011	Occupational Health and Safety Specialists
29-9012	Occupational Health and Safety Technicians
29-9091	Athletic Trainers
29-9092	Genetic Counselors
29-9099	Healthcare Practitioners and Technical Workers, All Other
31-1011	Home Health Aides
31-1013	Psychiatric Aides
31-1014	Nursing Assistants
31-1015	Orderlies
31-2011	Occupational Therapy Assistants
31-2012	Occupational Therapy Aides

<b>OCC CODE</b>	<b>OCCUPATION TITLE</b>
31-2021	Physical Therapist Assistants
31-2022	Physical Therapist Aides
31-9011	Massage Therapists
31-9091	Dental Assistants
31-9092	Medical Assistants
31-9093	Medical Equipment Preparers
31-9094	Medical Transcriptionists
31-9095	Pharmacy Aides
31-9096	Veterinary Assistants and Laboratory Animal Caretakers
31-9097	Phlebotomists
31-9099	Healthcare Support Workers, All Other

**TABLE 14:  
HOT JOBS FOR TARGET INDUSTRIES**

RANK	OCCUPATION TITLE/INDUSTRY	2018 Employment	Annual Openings*	Percent Change	Median Wage	Required Ed or Trng Level
36/7	Truck Drivers, Heavy & Tractor-Trailer - <b>G &amp; E</b>	16,795	519	18.84%	\$15.15	LT
30/8	General and Operations Managers - <b>G &amp; E</b>	14,439	477	6.01%	\$30.63	B+
1/9	Registered Nurses - <b>HC</b>	13,337	467	26.97%	\$28.04	A
10	Farmworkers & Laborers, Crop, Nursery, & Greenhouse - <b>G</b>	10,897	401	15.53%	\$9.92	ST
11	Laborers and Freight, Stock, & Material Movers, Hand - <b>E</b>	10,092	360	5.48%	\$9.75	ST
16	Janitors & Cleaners, Exc Maids & Housekeeping Cleaners - <b>G</b>	10,881	288	10.24%	\$10.88	ST
48/17	Nursing Aides, Orderlies & Attendants - <b>HC</b>	9,301	283	29.25%	\$10.82	PVT
55/23	Home Health Aides - <b>HC</b>	5,929	242	51.87%	\$8.69	ST
50/26	Maintenance & Repair Workers, General - <b>AM</b>	7,012	210	20.92%	\$14.28	MT
2/27	Farm, Ranch & Other Agricultural Managers - <b>G</b>	5,529	208	27.78%	\$29.42	B+
85/28	Landscaping & Groundskeeping Workers - <b>G</b>	7,300	205	22.30%	\$11.05	ST
37/34	Computer Support Specialists - <b>HT</b>	4,518	177	18.89%	\$17.68	A
18/35	Licensed Practical & Licensed Vocational Nurses - <b>HC</b>	3,713	171	26.90%	\$18.18	PVT
77/36	Team Assemblers - <b>AM</b>	4,675	170	21.55%	\$12.45	MT
73/40	Welders, Cutters, Solderers & Brazers - <b>G E &amp; AM</b>	3,553	148	18.75%	\$14.44	PVT
41	Carpenters - Green & Energy	11,258	144	-2.58%	\$15.80	LT
21/43	Business Operations Specialists, All Other - <b>E</b>	4,317	143	16.14%	\$25.61	B
71/45	Automotive Service Technicians & Mechanics - <b>G</b>	4,606	137	15.32%	\$16.31	PVT
59/46	Social & Human Service Assistants - <b>HC</b>	2,861	128	42.06%	\$11.21	MT
45/47	Managers, All Other - <b>E &amp; HT</b>	4,108	122	5.36%	\$35.87	WE
49	Industrial Truck & Tractor Operators - <b>G &amp; E</b>	3,304	119	9.66%	\$13.69	ST
35/56	Pharmacy Technicians - <b>HC</b>	2,241	108	44.21%	\$13.95	MT
58/61	First-Line Spvrs/Mgrs of Mechanics, Installers & Repairers - <b>G &amp; E</b>	2,925	104	14.53%	\$22.67	WE
64	Electricians - <b>G &amp; E</b>	4,084	102	-3.04%	\$21.80	LT
34/65	Financial Managers - <b>E</b>	3,717	100	12.13%	\$32.30	B+
49	Fire Fighters - <b>G</b>	1,997	92	27.85%	\$14.93	LT
93	First-Line Spvrs/Mgrs of Production & Operating Workers - <b>AM &amp; G</b>	3,721	81	10.35%	\$21.65	WE
68	Rehabilitation Counselors - <b>HC</b>	2,472	79	17.83%	\$18.57	M

<b>RANK</b>	<b>OCCUPATION TITLE/INDUSTRY</b>	<b>2018 Employment</b>	<b>Annual Openings*</b>	<b>Percent Change</b>	<b>Median Wage</b>	<b>Required Ed or Trng Level</b>
63	Medical Assistants - <b>HC</b>	2,258	74	31.82%	\$13.58	MT
64	Food Batchmakers - <b>AM</b>	1,872	73	24.39%	\$15.56	ST
4	Pharmacists - <b>HC</b>	1,693	68	29.43%	\$47.96	1st PD
99	Child, Family & School Social Workers - <b>HC</b>	1,857	68	18.66%	\$15.90	B
11	Network Systems & Data Communications Analysts - <b>HT</b>	1,411	67	56.78%	\$25.72	B
6	Dental Hygienists - <b>HC</b>	1,532	63	34.98%	\$31.99	A
13	Network & Computer Systems Administrators - <b>HT</b>	1,707	62	30.11%	\$26.53	B
47	Mental Health & Substance Abuse Social Workers - <b>HC</b>	1,424	61	31.24%	\$16.94	M
92	Electrical Power-Line Installers & Repairers - <b>E</b>	1,474	61	9.75%	\$30.90	LT
99	Bus and Truck Mechanics & Diesel Engine Specialists - <b>G &amp; E</b>	1,731	59	17.12%	\$18.32	PVR
15	Physicians and Surgeons, All Other - <b>HC</b>	1,664	55	22.86%	n/a	1st PD
5	Computer Software Engineers, Applications - <b>HT</b>	1,461	54	44.80%	\$38.32	B
9	Computer Software Engineers, Systems Software - <b>HT</b>	1,779	52	28.63%	\$41.42	B
88	Machinists - <b>AM &amp; E</b>	1,808	52	21.67%	\$16.83	LT
65	Educational, Vocational, & School Counselors - <b>HC</b>	1,510	51	19.84%	\$22.73	M
40	Computer Systems Analysts - <b>HT</b>	1,374	49	20.95%	\$30.38	B
94	Medical Records & Health Information Technicians - <b>HC</b>	1,349	49	24.91%	\$15.63	A
42	Engineers, All Other - <b>G</b>	1,390	46	17.50%	\$35.69	B
62	Purchasing Agents, Exce Wholesale, Retail & Farm Products - <b>E</b>	1,101	45	24.55%	\$22.49	LT
17	Physical Therapists - <b>HC</b>	1,246	43	34.70%	\$33.28	M
26	Civil Engineers - <b>HT</b>	1,016	36	26.84%	\$33.58	B
53	Radiologic Technologists & Technicians - <b>HC</b>	1,054	35	27.91%	\$23.95	A
60	Mental Health Counselors - <b>HC</b>	857	35	33.70%	\$22.83	M
66	Industrial Engineers - <b>AM E HT &amp; G</b>	945	35	17.98%	\$38.72	B
100	Engineering Technicians, Exc Drafters, All Other - <b>AM G &amp; E</b>	1,060	35	21.98%	\$21.50	A
24	Physician Assistants - <b>HC</b>	763	32	41.56%	\$39.56	M
83	Computer & Information Systems Managers - <b>HT</b>	1,128	31	15.46%	\$40.88	B+
40	Family & General Practitioners - <b>HC</b>	862	29	24.91%	n/a	1st PD
91	Medical & Clinical Laboratory Technologists - <b>HC</b>	678	24	26.73%	\$25.50	B
67	Occupational Therapists - <b>HC</b>	590	23	35.32%	\$28.50	M
77	Occupational Health & Safety Specialists - <b>HC &amp; G</b>	450	23	34.73%	\$30.67	B

RANK	OCCUPATION TITLE/INDUSTRY	2018 Employment	Annual Openings*	Percent Change	Median Wage	Required Ed or Trng Level
83	Environmental Engineers - <b>E HT &amp; G</b>	479	20	36.47%	\$30.50	B
87	Surgeons - Health Care	512	18	25.84%	n/a	1st PD

Red - Occupation was a hot job

Blue - Occupation was a high demand

Black - Occupation was both a hot job and high demand

E- Energy, G-Green, AM-Advanced Manufacturing, HT-High Tech, HC-Healthcare

**TABLE 15:  
REFERENCE TO REQUIRED EDUCATION OR TRAINING LEVEL**

1st PD	First professional degree
D	Doctoral degree
M	Master's degree
B+	Bachelor's or higher degree, plus work experience
B	Bachelor's degree
A	Associate degree
PVT	Postsecondary vocational training
WE	Work experience in a related occupation
LT	Long-term on-the-job training
MT	Moderate-term on-the-job training
ST	Short-term on-the-job training

**TABLE 16:  
EDUCATION ATTAINMENT: 2009**

<b>Subject</b>	<b>Total</b>	<b>Male</b>	<b>Female</b>
<b>Population 18 to 24 years</b>	<b>159,304</b>	<b>82,736</b>	<b>76,568</b>
Less than high school graduate	16.3%	18.8%	13.6%
High school graduate (includes equivalency)	35.4%	38.5%	32.0%
Some college or associate's degree	42.8%	39.2%	46.7%
Bachelor's degree or higher	5.5%	3.5%	7.7%
<b>Population 25 years and over</b>	<b>926,767</b>	<b>458,239</b>	<b>468,528</b>
Less than 9th grade	4.5%	5.1%	4.0%
9th to 12th grade, no diploma	7.8%	7.8%	7.7%
High school graduate (includes equivalency)	29.3%	28.8%	29.7%
Some college, no degree	26.3%	25.1%	27.6%
Associate's degree	8.4%	8.0%	8.7%
Bachelor's degree	16.4%	16.4%	16.3%
Graduate or professional degree	7.4%	8.8%	6.0%
Percent high school graduate or higher	87.7%	87.1%	88.3%
Percent bachelor's degree or higher	23.7%	25.2%	22.3%
<b>Population 25 to 34 years</b>	<b>198,968</b>	<b>101,545</b>	<b>97,423</b>
High school graduate or higher	88.2%	86.8%	89.8%
Bachelor's degree or higher	22.8%	20.9%	24.8%
<b>Population 35 to 44 years</b>	<b>191,246</b>	<b>97,147</b>	<b>94,099</b>
High school graduate or higher	88.8%	87.5%	90.1%
Bachelor's degree or higher	26.7%	26.6%	26.7%
<b>Population 45 to 64 years</b>	<b>361,205</b>	<b>179,740</b>	<b>181,465</b>
High school graduate or higher	90.3%	89.6%	90.9%
Bachelor's degree or higher	25.5%	27.6%	23.4%
<b>Population 65 years and over</b>	<b>175,348</b>	<b>79,807</b>	<b>95,541</b>
High school graduate or higher	80.7%	81.2%	80.2%
Bachelor's degree or higher	18.1%	23.6%	13.6%

<b>Subject</b>	<b>Total</b>	<b>Male</b>	<b>Female</b>
<b>POVERTY RATE FOR THE POPULATION 25 YEARS AND OVER FOR WHOM POVERTY STATUS IS DETERMINED BY EDUCATIONAL ATTAINMENT LEVEL</b>			
Less than high school graduate	21.9%	17.9%	26.2%
High school graduate (includes equivalency)	11.4%	9.7%	13.0%
Some college or associate's degree	8.6%	7.2%	9.7%
Bachelor's degree or higher	4.1%	3.5%	4.8%

<b>MEDIAN EARNINGS IN THE PAST 12 MONTHS</b>			<b>(IN</b>
<b>2009 INFLATION-ADJUSTED DOLLARS)</b>			
<b>Population 25 years and over with earnings</b>	<b>29,299</b>	<b>36,040</b>	<b>21,903</b>
Less than high school graduate	19,182	23,836	12,214
High school graduate (includes equivalency)	25,037	31,164	18,581
Some college or associate's degree	28,065	35,660	21,325
Bachelor's degree	39,874	49,657	31,431
Graduate or professional degree	54,969	65,649	44,718

SOURCE: Data Set: 2005-2009 American Community Survey 5-Year Estimates

**TABLE 16a:  
EDUCATION ATTAINMENT: COMPARISON 2009 & 2005**

Subject	2009 Total	2005 Total	2009 Male	2005 Male	2009 Female	2005 Female
<b>Population 18 to 24 years</b>	<b>163,164</b>	<b>145,667</b>	<b>83,787</b>	<b>72,301</b>	<b>79,377</b>	<b>73,366</b>
Less than high school graduate	16.3%	19.6%	18.4%	22.3%	14.1%	17.0%
High school graduate (includes equivalency)	33.8%	37.4%	36.7%	41.5%	30.7%	33.4%
Some college or associate's degree	44.8%	38.2%	42.1%	33.9%	47.7%	42.4%
Bachelor's degree or higher	5.1%	4.8%	2.8%	2.3%	7.5%	7.3%
<b>Population 25 years and over</b>	<b>963,730</b>	<b>877,031</b>	<b>476,503</b>	<b>431,115</b>	<b>487,227</b>	<b>445,916</b>
Less than 9th grade	4.5%	4.5%	5.2%	5.3%	3.8%	3.8%
9th to 12th grade, no diploma	7.1%	8.7%	7.2%	8.6%	7.0%	8.8%
High school graduate (includes equivalency)	28.8%	29.6%	28.7%	28.8%	29.0%	30.5%
Some college, no degree	27.3%	25.8%	25.8%	24.6%	28.7%	27.0%
Associate's degree	8.3%	7.9%	7.8%	7.6%	8.9%	8.3%
Bachelor's degree	16.4%	15.9%	16.0%	16.3%	16.8%	15.6%
Graduate or professional degree	7.5%	7.4%	9.3%	8.8%	5.8%	6.0%
Percent high school graduate or higher	88.4%	86.6%	87.6%	86.1%	89.1%	87.4%
Percent bachelor's degree or higher	23.9%	23.3%	25.3%	25.1%	22.6%	21.6%
<b>Population 25 to 34 years</b>	<b>206,400</b>	<b>186,132</b>	<b>105,155</b>	<b>94,279</b>	<b>101,245</b>	<b>91,853</b>
High school graduate or higher	89.6%	85.3%	88.3%	83.3%	90.9%	87.4%
Bachelor's degree or higher	22.3%	21.8%	19.7%	20.8%	25.0%	22.8%
<b>Population 35 to 44 years</b>	<b>192,141</b>	<b>191,169</b>	<b>97,673</b>	<b>94,460</b>	<b>94,468</b>	<b>96,709</b>
High school graduate or higher	89.0%	88.4%	87.2%	87.3%	90.9%	89.5%
Bachelor's degree or higher	27.1%	25.8%	26.1%	26.7%	28.3%	25.0%
<b>Population 45 to 64 years</b>	<b>379,939</b>	<b>343,010</b>	<b>188,500</b>	<b>170,955</b>	<b>191,439</b>	<b>172,055</b>
High school graduate or higher	90.3%	90.0%	89.5%	90.2%	91.1%	89.9%
Bachelor's degree or higher	25.3%	25.9%	28.0%	28.6%	22.6%	23.2%
<b>Population 65 years and over</b>	<b>185,250</b>	<b>156,720</b>	<b>85,175</b>	<b>71,421</b>	<b>100,075</b>	<b>85,299</b>
High school graduate or higher	82.40%	79.1%	82.90%	78.2%	82.00%	79.8%
Bachelor's degree or higher	19.40%	16.4%	25.10%	20.3%	14.60%	13.2%

**POVERTY RATE FOR THE POPULATION 25 YEARS AND OVER FOR WHOM POVERTY STATUS IS DETERMINED BY EDUCATIONAL ATTAINMENT LEVEL**

Less than high school graduate	22.10%	23.4%	20.70%	17.5%	23.60%	29.6%
High school graduate (includes equivalency)	12.80%	11.1%	11.70%	9.9%	13.80%	12.1%
Some college or associate's degree	9.60%	8.8%	8.60%	8.1%	10.50%	9.4%
Bachelor's degree or higher	4.60%	8.1%	4.20%	7.0%	5.00%	9.2%

<b>MEDIAN EARNINGS IN THE PAST 12 MONTHS (IN 2009 &amp; 2005 INFLATION-ADJUSTED DOLLARS)</b>						
<b>Population 25 years &amp; over with earnings</b>	<b>\$27,981</b>	<b>\$26,664</b>	<b>\$33,950</b>	<b>\$32,741</b>	<b>\$21,550</b>	<b>\$20,335</b>
Less than high school graduate	\$18,124	NA	\$22,737	NA	\$11,801	NA
High school graduate (includes equivalency)	\$22,850	NA	\$29,281	NA	\$18,033	NA
Some college or associate's degree	\$26,077	NA	\$32,907	NA	\$20,950	NA
Bachelor's degree	\$38,645	NA	\$44,297	NA	\$31,905	NA
Graduate or professional degree	\$55,678	NA	\$65,994	NA	\$45,996	NA

PROVIDED BY: Idaho Department of Labor, Communications & Research Division

**TABLE 17:  
LABOR FORCE: 2009**

Subject	Total	In labor force	Employed	Unemployment rate
<b>Population 16 years and over</b>	<b>1,131,049</b>	<b>65.9%</b>	<b>61.3%</b>	<b>6.4%</b>
<b>AGE</b>				
16 to 19 years	91,650	51.5%	41.8%	18.6%
20 to 24 years	112,632	79.8%	70.7%	9.9%
25 to 44 years	390,214	81.7%	76.6%	5.3%
45 to 54 years	202,411	81.8%	78.1%	4.4%
55 to 64 years	158,794	62.4%	59.7%	4.3%
65 to 74 years	93,506	21.7%	20.7%	4.7%
75 years and over	81,842	5.0%	4.8%	4.8%
<b>RACE AND HISPANIC OR LATINO ORIGIN</b>				
One race	1,111,229	65.9%	61.4%	6.2%
White	1,054,068	65.8%	61.4%	6.1%
Black or African American	5,529	73.4%	57.2%	18.8%
American Indian and Alaska Native	13,179	61.7%	54.0%	12.1%
Asian	12,778	62.1%	57.4%	6.8%
Native Hawaiian and Other Pacific Islander	1,322	78.1%	76.0%	2.7%
Some other race	24,353	73.8%	68.2%	7.3%
Two or more races	19,820	63.6%	55.0%	12.5%
Hispanic or Latino origin (of any race)	93,601	71.3%	64.2%	9.4%
White alone, not Hispanic or Latino	990,549	65.4%	61.2%	5.8%
<b>Population 20 to 64 years</b>	<b>864,051</b>	<b>77.90%</b>	<b>73.10%</b>	<b>5.60%</b>
<b>GENDER</b>				
Male	437,985	85.00%	79.10%	5.90%
Female	426,066	70.60%	66.90%	5.10%

SOURCE: Data Set: 2009 - 2005 American Community Survey 5-Year Estimates

**Table 17a**  
**LABOR FORCE COMPARISON: 2009 & 2005**

Subject	2009 Total	2005 Total	2009 In labor force	2005 In labor force	2009 Employed	2005 Employed	2009 Unemployment rate	2005 Unemployment rate
<b>Population 16 years and over</b>	<b>1,173,346</b>	<b>1,065,781</b>	<b>65.1%</b>	<b>67.2%</b>	<b>58.4%</b>	<b>63.0%</b>	<b>9.6%</b>	<b>5.8%</b>
<b>AGE</b>								
16 to 19 years	98,011	82,517	47.2%	56.2%	35.5%	46.0%	24.7%	18.1%
20 to 24 years	111,605	106,233	78.5%	80.6%	65.7%	73.2%	14.9%	8.5%
25 to 44 years	398,541	377,301	81.0%	82.5%	73.7%	77.4%	8.0%	5.3%
45 to 54 years	205,434	200,638	82.6%	81.4%	76.0%	78.5%	8.0%	3.5%
55 to 64 years	174,505	142,372	63.4%	61.4%	59.0%	59.6%	6.9%	2.9%
65 to 74 years	102,092	86,294	22.2%	21.5%	20.7%	20.7%	6.5%	3.9%
75 years and over	83,158	70,426	4.8%	5.1%	4.3%	4.9%	9.4%	4.3%
<b>RACE AND HISPANIC OR LATINO ORIGIN</b>	<b>2009 Total</b>	<b>2005 Total</b>	<b>2009 In labor force</b>	<b>2005 In labor force</b>	<b>2009 Employed</b>	<b>2005 Employed</b>	<b>2009 Unemployment rate</b>	<b>2005 Unemployment rate</b>
One race	N	N	N	N	N	N	N	N
White	1,096,284	986,643	65.2%	67.0%	58.7%	63.1%	9.4%	5.4%
Black or African American	N	N	N	N	N	N	N	N
American Indian and Alaska Native	16,596	N	56.4%	N	48.3%	N	14.3%	N
Asian	13,589	N	68.6%	N	61.9%	N	8.7%	N
Native Hawaiian and Other Pacific Islander	N	N	N	N	N	N	N	N
Some other race	19,001	N	68.1%	N	61.1%	N	9.8%	N
Two or more races	21,093	N	58.1%	N	49.8%	N	12.8%	N
Hispanic or Latino origin (of any race)	102,819	82,613	71.7%	71.9%	61.2%	65.9%	14.5%	7.9%
White alone, not Hispanic or Latino	1,020,366	943,199	64.7%	66.8%	58.5%	63.0%	8.9%	5.3%
<b>Population 20 to 64 years</b>	<b>890,085</b>	<b>826,544</b>	<b>77.6%</b>	<b>78.4%</b>	<b>70.3%</b>	<b>74.1%</b>	<b>8.7%</b>	<b>4.9%</b>
<b>GENDER</b>								
Male	450,622	411,288	84.2%	85.5%	74.4%	81.0%	10.5%	4.3%
Female	439,463	415,256	70.9%	71.3%	66.1%	67.2%	6.6%	5.7%

SOURCE: Data Set: 2009 & 2005 American Community Survey 1-Year Estimates

**TABLE 18:**  
**Demand for Skills, Knowledge and Abilities with Existing or Potential Gaps**

**Skills In Demand with Existing or Potential Gaps**

Active Listening	Critical Thinking
Speaking	Writing
Active Learning	Instructing
Learning Strategies	Social Perceptiveness
Monitoring	Coordination
Time Management	Service Orientation
Judgment and Decision Making	Persuasion
Complex Problem Solving	Mathematics
Negotiation	Equipment Selection

**Knowledge In Demand with Existing or Potential Gaps**

Customer and Personal Service	English Language
Education and Training	Mathematics
Clerical	Computers and Electronics
Administration and Management	Psychology
Personnel and Human Resources	Law and Government
Communications and Media	Sales and Marketing
Public Safety and Security	Sociology and Anthropology
Economics and Accounting	Therapy and Counseling
Philosophy and Theology	Geography
Production and Processing	Chemistry

**Abilities In Demand with Existing or Potential Gaps**

Oral Expression	Oral Comprehension
Written Comprehension	Near Vision
Deductive Reasoning	Written Expression
Speech Clarity	Problem Sensitivity
Inductive Reasoning	Speech Recognition
Information Ordering	Category Flexibility
Fluency of Ideas	Originality
Selective Attention	Far Vision
Flexibility of Closure	Time Sharing
Memorization	Number Facility