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OFFICE OF THE  
CLERK OF THE DISTRICT OF COLUMBIA

MURIEL BOWSER  
MAYOR

2017 MAR 23 2017  
The Honorable Phil Mendelson  
Chairman  
Council of the District of Columbia  
John A. Wilson Building  
1350 Pennsylvania, N.W., Suite 504  
Washington, D.C. 20004

Dear Chairman Mendelson:

Pursuant to provisions outlined in D.C. Official Code §32-771 section 2082 of the Department of Employment Services Local Job Training Quarterly Outcome Report Act of 2012 (D.C. Law 19-168, effective September 20, 2012), I am transmitting the First Quarter Employment Services Local Job Training Report for Fiscal Year 2017.

I look forward to continuing our work of training and employing Washingtonians.

Sincerely,

A handwritten signature in black ink, appearing to read "Muriel Bowser", written over the printed name.

Muriel Bowser

Enclosure



# Department of **EMPLOYMENT SERVICES**

Quarterly Report on  
**JOB TRAINING AND  
ADULT EDUCATION PROGRAMS**  
Fiscal Year 2017 – Quarter 1



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DEPARTMENT OF EMPLOYMENT SERVICES  
QUARTERLY REPORT ON JOB TRAINING AND ADULT EDUCATION PROGRAMS  
FISCAL YEAR 2017 - QUARTER 1

*A report on the outcomes associated with all local funding administered by the Department of Employment Services for job training or adult education purposes.*

## I. BACKGROUND

Pursuant to DC Official Code § 32-771 – Department of Employment Services Quarterly Reports on Job Training and Adult Education Programs, the Department of Employment Services (DOES) respectfully submits, to the Council of the District of Columbia, the Employment Services Quarterly Report on Job Training and Adult Education Programs. In accordance with governing Code of Federal Regulations (CFR) requirements, DOES strives to plan, develop, execute, and track compliant and effective employment-related training programs supporting the District's job seeking residents.

## II. FISCAL YEAR 2016 IN REVIEW

During Fiscal Year 2016 (FY16), training enrollment numbers were relatively consistent across all quarters. There were slight variances in program completion and employment placement numbers across the quarters, which are indicative of seasonal shifts in outcomes, as well as inconsistencies in programmatic periods of performance.

The overall data for FY16 (all quarters combined) includes: Enrollments, 1,794; Program Completions<sup>1</sup>, 690; and Employment Placements, 625.

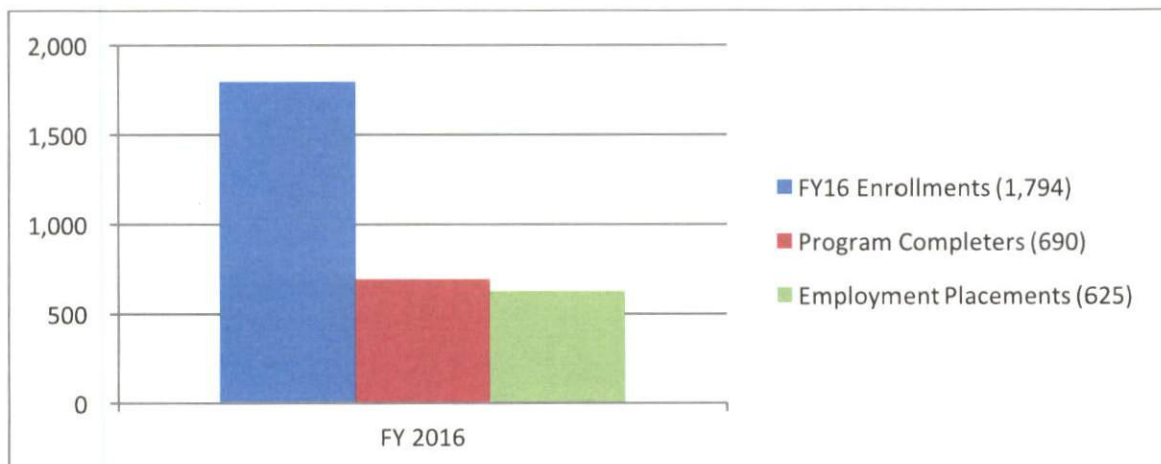


Figure 1: Fiscal Year 2016

<sup>1</sup> Reporting of TEP completion data is not a requirement of the law and is therefore is not included in Program Completion data.



### III. FISCAL YEAR 2017 OVERVIEW

DOES has a number of innovative Workforce plans slated for Fiscal Year 2017 (FY17). In line with Workforce Innovation and Opportunity Act (WIOA) mandates, the agency's focus is on the expansion of its pre-apprenticeship to apprenticeship opportunities. Recently, the DOES Office of Apprenticeship, Information and Training (OAIT) conducted a pre-apprenticeship class with 12 trainees, 11 of which (92 percent) successfully transitioned to a certified apprenticeship program.

OAIT is working with its current base of apprenticeship sponsors to expand the Pre-apprenticeship training initiative to enroll up to 60 residents in FY17. OAIT is also working with two Information Technology (IT) firms to establish registered apprenticeship programs. OAIT anticipates these firms will submit their Apprenticeship Standards for consideration at the upcoming Apprenticeship Council meeting.

Another DOES locally funded innovation is the launch of the Professional Partners Network (PPN), a distinctive approach to networking that provides skilled American Job Center (AJC) customers, on the agency's priority hire list, with professional image consulting and an array of professional development coaching. The PPN provides a forum to access relevant information, connect and promote employers with needed talent and offers members an opportunity to develop high level networking skills that can be "put to the test" in real time during events with business owners, hiring managers and Human Resource professionals. Professional speakers will address the group to educate and inform them regarding the art of networking; reinventing oneself; re-entry into the workforce; transferrable skills; job market trends; accessing the hidden job market, sealing the deal and more!

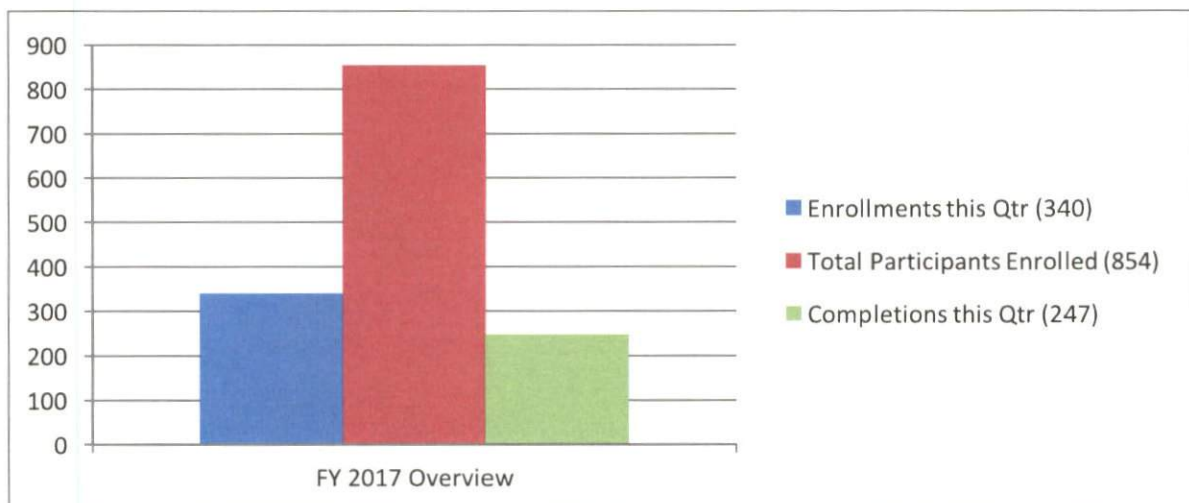


Figure 2: Fiscal Year 2017 Overview by Quarter

As shown above, outcomes for locally funded job training programs for Fiscal Year 2017 (FY17) Quarter One (1) include: Enrollments, 340; and Program Completions, 247 with a total of 854 participants currently enrolled.

## IV. LOCALLY FUNDED PROGRAMMATIC DATA

### A. TRANSITIONAL EMPLOYMENT PROGRAM

Transitional Employment Program/Project Empowerment (TEP) provides supportive services, adult basic education, job coaching, employability, life skills and limited vocational training, and job search assistance to District residents living in areas that have high unemployment and/or poverty levels and multiple barriers to employment. Through this program, subsidized wages are paid by DOES while participants are in training, and when placed in entry level positions with employers in the private and public sectors.

TEP serves District residents between the ages of 22 and 54 who are unemployed and not receiving government assistance, such as: Temporary Assistance for Needy Families (TANF) and Unemployment Compensation.

#### 1. Current TEP Enrollment Data

Table 1: TEP Enrollment by Month

Project Empowerment	Occupational Description	New Enrollments	Total Participants
October 2016	Subsidized Employment	82	430
November 2016	Subsidized Employment	69	494
December 2016	Subsidized Employment	108	590

Table 2: TEP Subsidized Employment this Quarter

Private Sector Employer Host	Average Subsidized Wage	Average Length of Subsidized Employment
76	\$9.00	2 months (and 7 days)

Table 3: TEP Top Employers

Employer Name	Industry	Number of Positions
Dept. of Employment Services	Government	14
Dept. of Public Works	Government	10
Mess Hall	Food Service	5
NOVO Property Management	Property Management	6
Union Kitchen	Food Service	6

#### 2. Fiscal Year 2016 TEP Employment and Retention Data

To allow TEP adequate time to derive usable placement data, employment data is collected from four (4) quarters prior to this reporting period and captures participants who have completed the TEP three-week life skills / work-readiness training. The timeframe used to collect employment data for this report is October 1 to December 31, 2015.



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**Table 4: TEP Employment Placements**

Of the Total Participants Completed	Number and Percentage of Participants placed in Unsubsidized Employment	
	Total Placements	Percentage
183	90	49%

Retention data is collected from two (2) quarters prior to this reporting period. The timeframe used for this report is April 1 to June 30, 2016.

**Table 5: Six (6) Months of TEP Unsubsidized Employment Retention**

Of the Total Participants Placed	Unsubsidized Employment Retained for Six (6) Months	
	Number Retained	Percentage
90	54	60%

## **B. SUBSIDIZED WORK-BASED TRAINING**

DOES operates several subsidized work-based training (WBT) programs, each filling a void for specific skill requirements; all are designed to move residents from subsidized training to long-term gainful employment and self-sufficiency. Auxiliary programs that pay participant wages include the Alternative Pathways Employment Program (APEP) and DC Career Connections. Also, the following Memoranda of Understanding (MOUs) administered by DOES offer subsidized work-based trainings: Learn, Earn, Advance Prosper (LEAP); and Metropolitan Police Department (MPD) and Fire and Emergency Medical Services (FEMS) Cadet Training programs. Other work-based training programs include TEP and On-the-Job Training (OJT) program.

### **1. Current Subsidized WBT Enrollment Data**

To date, FY2017 programmatic enrollments and outcomes are promising. As demonstrated below in **Table 6**, there are 328 new subsidized work-based training enrollments this quarter and 236 program completions. DOES is encouraged by this data and will continue to identify practices to improve its residents' ability to acquire long-term gainful employment and self-sufficiency.

**Table 6: FY2017 Subsidized WBT Enrollment Data This Quarter**

Quarter	New Enrollments	Total Enrollments	Program Completions
Quarter One (1)	328	842	236
Quarter Two (2)			
Quarter Three (3)			
Quarter Four (4)			
<b>Total</b>	<b>328</b>	<b>842</b>	<b>236</b>



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## 2. Fiscal Year 2016 Subsidized WBT Employment and Retention Data

The data below provides a snapshot of DOES locally funded job training outcomes resulting from all subsidized work-based training programs available through the agency's partnerships and MOUs during the first quarter of 2016. These programs and their associated outcomes are reviewed and considered to identify best practices for programmatic innovation to improve residents' ability to acquire long-term gainful employment and self-sufficiency.

Table 7: FY2016 Subsidized WBT New Enrollments, Placement and Retention Data

Quarter	New Enrollments	Placements	Retained (6 months)	Retention Percentage
Quarter One (1)	321	112	60	54%
Quarter Two (2)				
Quarter Three (3)				
Quarter Four (4)				
<b>Total</b>	<b>321</b>	<b>112</b>	<b>60</b>	<b>54%</b>

## C. UNSUBSIDIZED WORK-BASED TRAINING

Currently DOES has one unsubsidized WBT program, the Apprenticeship Program, which combines on-the-job training with classroom instruction – teaching workers the practical and theoretical aspects of highly skilled occupations. Generally, applicants must demonstrate to sponsors that they have the ability, aptitude and educational background to master the rudiments of the occupation and complete related instruction.

### 1. Current Unsubsidized WBT Enrollment Data

Table 8: FY2017 Unsubsidized WBT Enrollment Data This Quarter

Quarter	New Enrollments	Total Enrollments	Program Completions
Quarter One (1)	12	12	11
Quarter Two (2)			
Quarter Three (3)			
Quarter Four (4)			
<b>Total</b>	<b>12</b>	<b>12</b>	<b>11</b>

### 2. Fiscal Year 2016 Unsubsidized WBT Employment and Retention Data

Table 9: FY2016 Unsubsidized WBT New Enrollments, Placement and Retention Data

Quarter	New Enrollments	Placements	Retained (6 months)	Retention Percentage
Quarter One (1)	N/A	N/A	N/A	N/A
Quarter Two (2)				
Quarter Three (3)				
Quarter Four (4)				
<b>Total</b>	<b>N/A</b>	<b>N/A</b>	<b>N/A</b>	<b>N/A</b>



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Placement data is collected from four (4) quarters prior to this reporting period and spans from October 1 to December 31, 2015. Retention data is collected from two (2) quarters prior and spans from April 1 to June 30, 2016. There is no FY16 Quarter 1 data to report.

#### D. OTHER JOB TRAINING PROGRAMS

Currently DOES has two (2) job training programs that are subsidized, but are not work-based trainings – Grant Programs and Individual Training Accounts (ITAs).

DOES works closely with the Workforce Investment Council (WIC) to administer ITAs on behalf of DOES customers. ITAs allow District residents to access training opportunities leading to industry recognized credentials in high-demand occupations. Currently ITAs are federally funded and will not be reported in this submission.

DOES provides grant opportunities through Certified Business Enterprises (CBEs) to provide effective training services tailored to: 1) meet the needs of job seekers; and 2) meet the needs of metropolitan area employers within high demand occupations. Grant performance numbers are shown below in **Tables 10 and 11**.

##### 1. Current Grant Enrollment Data

Grant programs are between performance cycles – there is no data to report this quarter.

Table 10: FY2017 Grant Enrollment Data This Quarter

Quarter	New Enrollments	Total Enrollments	Program Completions
Quarter One (1)	N/A	N/A	N/A
Quarter Two (2)			
Quarter Three (3)			
Quarter Four (4)			
<b>Total</b>	<b>N/A</b>	<b>N/A</b>	<b>N/A</b>

##### 2. Fiscal Year 2016 Grant Employment and Retention Data

Table 11: FY2016 Grant Enrollments, Placement and Retention

Quarter	New Enrollments	Placements	Retained (6 months)	Retention Percentage
Quarter One (1)	64	1	1	100%
Quarter Two (2)				
Quarter Three (3)				
Quarter Four (4)				
<b>Total</b>	<b>64</b>	<b>1</b>	<b>1</b>	<b>100%</b>

Placement data is collected from four (4) quarters prior to this reporting period and spans from October 1 to December 31, 2015. Retention data is collected from two (2) quarters prior and spans from April 1 to June 30, 2016.





GOVERNMENT OF THE DISTRICT OF COLUMBIA  
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