



**Illinois Workforce Innovation Board**  
**JB Pritzker, Governor**

**John Rico, Co-Chair**  
**Erin Guthrie, Co-Chair**

## **Request to Approve** **Illinois PY18 Annual Performance Report Narrative**

### **Request**

The Illinois Workforce Innovation Board **Continuous Improvement Committee** requests the review and approval of the substantive information contained in the DRAFT Illinois Program Year 2018 (PY18) Annual Performance Report Narrative.

### **Background**

The Workforce Innovation and Opportunity Act (WIOA) provides as a function of the state workforce board that annual performance reports be prepared and submitted to the United States Department of Labor. These reports should address outcomes achieved by the core programs and are presented in two formats: performance data and information for the States, local boards, and eligible providers of training services in the appropriate template as developed by the Secretary of Labor, in conjunction with the Secretary of Education and a narrative report outlining how States have progressed towards meeting their strategic vision and goals for the workforce system as outlined within the Unified State Plan.

**The WIOA Annual Statewide Performance Report (ETA 9169) was submitted and certified in September 2019 in accordance with Office of Management and Budget (OMB) Control No. 12050526 and Training and Employment Guidance Letter (TEGL) 10-16, Change 1.** This provided the data on performance from the core partners and utilized the template as developed by the Secretaries.

Training and Employment Guidance Letter No. 5-18 was issued on November 7, 2018 and provided the guidance details for when and how states should submit the narratives and the contents that should be included within. The Illinois PY17 Annual Performance Report Narrative was submitted under this new guidance, which was retained for development and submittal of the PY18 version of the Narrative.

### **Findings**

1. Guidance requires that States submit a narrative of no more than 25 pages in length, however appendices could be utilized to provide additional information related to the progress in meeting the vision and goals outlined in the State Plan and 2018 Modifications.
2. The primary focus of the narrative report should be on Title I, Workforce Services provided through the Illinois Department of Commerce and Economic Opportunity (and administered locally through twenty-two local workforce innovation boards) and Title III, Wagner-Peyser Act Employment Services provided through the Illinois Department of Employment Security. The TEGL allowed that the two other core partner programs, Title II, Adult Education and Family Literacy Act provided through the Illinois Community College System and Adult Education Providers and Title IV, Vocational Rehabilitation Services provided through the Illinois Department of Human Services, Division of Rehabilitation Services could participate in the narrative

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development process but are not required to. Illinois has chosen to include information submissions from all four core partner programs where it better outlined the States progress in meeting its vision and goals, as well as other required programs who chose to identify collaborative efforts with the core partners during the reporting period.

3. TEGL 5-18 requires all annual reports be submitted on December 1 following each reporting period, or the subsequent Monday if it fell on a weekend. For the PY18 submission, the due date was December 2, 2019.
4. Requests for information to be considered for inclusion in the PY18 report was facilitated by staff of the Illinois Center for Specialized Professional Support at Illinois State University. Their approach was similar to that utilized for the PY17 report, ensuring inclusion of multiple new Governor initiated directives, state planning processes and statewide events, as appropriate. These included Governor JB Pritzker's Executive Order 2019-03, modifications to the IWIB Strategic Plan, development of the new Illinois 2020-2024 Unified State Plan, ICCB Adult Education and Workforce Development Strategic Plans, Perkins V Reauthorization planning, the 2018 Governor's Summit on Workforce Development and the 2019 WIOA Summit focused on Service Integration.

### **Considerations**

1. The DRAFT narrative report presented to the IWIB is a substantive compilation of information, data, and supporting materials that address the 16 items outlined within TEGL 5-18.
2. Illinois requested and received an extension of the submission date to December 31, 2019; however, this did not significantly change the timeline as the primary focus was to provide a draft document to the Illinois Workforce Innovation Board for their review and approval at the December 12, 2018 board meeting.
3. What is presented in this draft will require the consideration of recommendations by the Illinois Workforce Innovation Board, a full and thorough review for English, grammar, and consistency in referencing, and revised for compliance with Section 508 of the Federal Rehabilitation Act.
4. Following submission of the final Illinois PY18 Annual Performance Report Narrative, an expanded version including the Statewide Performance Report information and local and state success stories will be added into a formal document to present to the Illinois General Assembly and made public in accordance with the Illinois Workforce Innovation Board Act.

### **Motion**

"I move that the IWIB approve the DRAFT Illinois PY18 Annual Performance Report Narrative as final with the understanding that final revisions will incorporate recommendations our board members have made today as well as ensure the final Report Narrative is submitted to the Department of Labor in accordance with the guidance submitted and by the extended December 31, 2019 deadline.

I further recognize that an expanded version of this report will be completed and submitted to the Illinois General Assembly in accordance with the IWIB Act"

**(Request to be made by Marlon McClinton, Chair, IWIB Continuous Improvement Committee)**