The LMI Element is more than Occupational Information

LMI Element Guidance Resources

**General Resources**

- **The LMI Element is more than Occupational Information Youth Webinar Presentation** – PDF of the webinar presented on March 21, 2018.
- **CareerZone Facilitator’s Guide** – Offers a guide to using CareerZone with activities and ideas for how to use CareerZone in a group. Same activities can be done in JobZone.
- **JobZone Program Tools** – Provides contact information for the help desk and guides for how to use various sections in JobZone.

**Career Exploration Media**

- **Careeronestop.org Career Videos** – Includes many career videos with a connection to Career Pathway information.
- **RoadTrip Nation Website** – Offers profiles on individuals in a wide-variety of occupations with profile information and interview videos.
- **Careergirls.org** – Comprises videos and profiles targeted to girls portraying women who perform various jobs. Can be filtered by interest and industry.
- Career Videos in **CareerZone** and **JobZone** – Contains many career videos which can be launched during Occupation Search while exploring Career Pathways.

**Career-Related Assessments**

- Assessments **CareerZone** and **JobZone** – Contains free to the user formal assessments on interests, values, skills and abilities.

**Lifestyle Choices**

- **Dollars and $ense Budget Tool** – Allows the user to create a budget by asking lifestyle questions. Can be matched with a specific occupation and county.
- **Self-Sufficiency Employment Estimator** – Calculates the income required by an individual or family to meet basic needs for a given family size and geographic location.
- **My Employability Score** – Contains a questionnaire for the user to see how employable they are based on their answers to a list of questions as compared to others seeking employment in the same occupation.
- Advanced Occupation Search in **CareerZone** and **JobZone** – Provides a searchable database of careers which all searching by Career Clusters, Career Pathways, more.
**LMI Statistics Resources**

- **Local Priority Occupations List** – Comprises a list of priority occupations by region/local area.
- **Employment Projections** – Contains short-term, statewide occupational and industry (statewide and regional) projections and long-term industry projections for 2014-2024.
- **Jobs in Demand Today** – This is a real-time list of occupations in demand now. Please scroll to the bottom of the page to access this section and select a region from the drop box above to view data for that region.
- **Significant Industries** – Comprises a series of regional reports on “significant industries” identified based on job counts, wage levels and job growth from 2009-2014, and expected job growth based on industry employment projections through 2022.
- **Local and Regional Plans** – Provides information on priority occupations, industries and workforce initiatives and services in your local area and region.
- **Labor Market Analysts** – Provides a contact list of Labor Market Analysts by Region/County who provide data about wages, important economic trends, and labor availability in their region to employers, developers and others as well as occupational and career information to job seekers.
- **Local Business Services Representatives for Youth Programs** – Delivers a regional list of Business Services Representatives that are assigned to assist Youth Program.

**One Stop Operating System (OSOS) Tips**

- **L2 WIOA Youth Service Types in OSOS** – Provides a list of youth program Service Types and Categories in OSOS with a highlight for the LMI Element.
- **OSOS Reporting Tips for the LMI Element** – Contains tips for entering LMI into OSOS.
- **SENSE Model Worksheet** – Tips for writing an effective case note in OSOS, using the Situation, Evaluation, Next Steps, Sufficient Information and Employment Related (SENSE) model.
- **SENSE Model Video** – Video on writing quality case notes in OSOS, using SENSE model.

**Youth Program TEGLS and TAs**

- **TEGL 21-16** – Includes details on youth service elements and design framework by the United States Department of Labor (USDOL).
- **TEGL 10-16, Change 1** – Contains implementation and operation guidance of primary indicators of performance from USDOL.
- **Technical Advisory (TA) 11-12.2** – Current policy outlining documentation and verification requirements under WIA based on the USDOL Data Element Validation requirements from New York State Department of Labor (NYSDOL). This TA currently is applicable under WIOA.
Business Engagement Unit – Point of Contact for Youth Providers

Business Engagement unit staff across the State can help you with your workforce needs. Your point of contact can collaborate and assist you with business intelligence, identifying youth friendly businesses, internship and on-the-job training programs, The New York State Job Bank and NY Talent and business recruitment.

<table>
<thead>
<tr>
<th>Region</th>
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L2 WIOA Youth Service Categories and Types

- Design Framework
  - Intake and Eligibility Determination (Youth)
  - Objective Assessments (Youth)
  - Development of Individual Service Strategy (ISS) (Youth)
  - Update of Individual Service Strategy (ISS) (Youth)

- Adult Mentoring Element
  - Adult Mentoring (Youth)

- Alternative Secondary School/Dropout Recovery for HS Equivalency Element
  - Alternative Secondary School/Dropout Recovery for HS Equivalency (Youth)

- Comprehensive Guidance and Counseling Element
  - Comprehensive Guidance and Counseling (Youth)

- Entrepreneurial Skills Training Element
  - Entrepreneurial Skills Training (Youth)

- Financial Literacy Education Element
  - Financial Literacy Education (Youth)

- Follow-up Services Element
  - Follow-Up Adult Mentoring (Youth)
  - Follow-Up Financial Literacy (Youth)
  - Follow-Up Labor Market and Employment Information (Youth)
  - Follow-Up Postsecondary Transition (Youth)
  - Follow-Up Supportive Services (Youth)
  - Follow-Up Non-Element (Youth)

- Integrated Education Concurrent with Workforce Preparation Element
  - Integrated Education Concurrent with Workforce Preparation (Youth)

- Labor Market and Employment Information Element
  - Labor Market and Employment Information (Youth)

- Leadership Development Opportunities Element
  - Leadership Development Opportunities (Youth)

- Occupational Skills Training Element
  - Occupational Skills Training

- Postsecondary Education/Training Preparation and Transition Element
  - Postsecondary Education/Training Preparation and Transition (Youth)

- Supportive Services Element
  - Supportive Services – Child Care (Youth)
  - Supportive Services – Dependent Care (Youth)
  - Supportive Services – Housing (Youth)
  - Supportive Services – Needs-Related Payments (Youth)
  - Supportive Services – Transportation (Youth)
  - Supportive Services – Other (Youth)

- Tutoring, Study Skills Instruction/Dropout Prevention for HS Diploma Element
  - Tutoring, Study Skills Instruction/Dropout Prevention for HS Diploma (Youth)

- Work Experience Element
  - Employment/Internships, Not Limited to Summer (Youth)
  - Job Shadowing (Youth)
  - On-the-Job Training (Youth)
  - Pre-Apprenticeship Programs (Youth)
  - Summer Employment/Internships, Summer Only (Youth)
  - Other Work Experience Type (Youth)
OSOS Reporting Tips for the LMI Element

To report the Labor Market and Employment Information (LMI) Element in OSOS you must choose the “Labor Market and Employment Information (Youth)” service type in the “Labor Market and Employment Information Element” category in the L2 WIOA Youth Services window.

For the LMI Element, always choose “Youth Services” for the “Program Service Type”