

A3 Assignment: Projecting Demand

Needs addressed:

- Need for clarity and efficiency on **Demand/Decline List**
- Need for a **High Demand Skills List**, which does not currently exist. This is a much shorter list of only the most critically needed skills in the economy. It identifies the top priorities—the top 5 to 10 skills that local employers need and have trouble finding. The High Demand Skills List enables a community to focus on providing the most critically needed workforce skills, by informing training capacity decisions at colleges and career advice at WorkSource and schools.

Pilot: Snohomish County WDC

Replication: Any WDC may voluntarily replicate or customize locally

Standard work:

1. Initial DD list from LMPA is produced July 15 of each year. The list is based on industry and occupational projections supplemented with real-time labor demand and the known supply of UI claimants and WorkSource customers. Updates to supply-demand information are produced quarterly: Oct 15, Jan 15, Apr 15. The DD lists are owned by WDCs, who change them as needed to reflect local field intelligence. First WDC revised DD list is due Aug 14, and can be updated at any point thereafter.
2. Similarly, for the High Demand Skills list, ESD will provide the initial ranked list of the top 25 skills in demand by employers in the WDA . HWOL's Top 25 high demand skills, by county, are updated monthly by ESD: <https://fortress.wa.gov/esd/employmentdata/reports-publications/occupational-reports/employer-demand-report>. The High Demand Skills list is owned by the WDC, who changes it as needed to reflect local field intelligence and narrows it down to highlight the 5 to 10 skills that are most critically needed by employers.
3. Workforce Snohomish convenes local High Demand Skills Committee August 7, and quarterly thereafter. Committee uses data sources in #1 and

#2 as starting point. Local ESD Labor Market Economist is member of this committee and provides additional data upon request. The members of the High Demand Skills Committee are:

- a. Amy Persell, Workforce Snohomish
 - b. Anneliese Vance-Sherman, Employment Security Department
 - c. Glenn Coil, Economic Alliance Snohomish County
 - d. Kevin Persell, Employment Security Department
 - e. Fran Bradley, WorkSource Snohomish County
 - f. Teri Reade, WorkSource Snohomish County
 - g. Faimous Harrison, Central Washington University
 - h. Gretchen Rowe, University Centers
 - i. Jillian Gooding, Western Washington University
 - j. Jon Bonner, Everett Community College
 - k. Susan Loreen, Edmonds Community College
 - l. Mike Sarchet, Columbia College
 - m. Terry Smith, ITT-Everett
 - n. Jennifer Putman, Everest College
 - o. Samantha Brown, Workforce Snohomish
 - p. Cameron Cassidy, Workforce Snohomish
 - q. Wanda Waldrop, WorkSource Snohomish County
 - r. Ray Kubista, Everett Community College
4. High Demand Skills Committee issues two lists by August 14. Both can be updated by WDC at any point:
- a. Local Demand/Decline List.
 - b. Local High Demand Skills List, which is the short list of 5 to 10 highest-demand skills in the local economy, to inform capacity decisions at colleges and inform career counseling at WorkSource and schools. This is the list of the most critically needed skills in the economy, so colleges can produce them and WorkSource and schools can advise job seekers and students that these are good bets for secure employment. In developing the list, committee members will consider the lag time involved, since training for some skills takes several years. A description of data shortcomings and caveats may be included, since this list relies on best available data (which is still imperfect) and the best judgment of the members of the High

Demand Skills Committee.

5. Once finalized by the WDC, Demand/Decline list is updated on ESD's website, and used to determine eligibility for a variety of training and support programs, including and the unemployment-insurance Training Benefits program. The WDCs have the ability to directly make changes to the list at any time during the year.
6. Once finalized by the WDC, the High Demand Skills List is distributed to WorkSource job counselors and school counselors, to help inform the advice they give to job seekers and students about their options for skills training. It is also distributed to community and technical colleges, private career schools, and universities to help inform their decisions about where to increase training capacity, in particular by shifting existing funds to allow expansion of existing training programs for high demand skills, and by enabling people who have similar transferrable skills to do rapid retraining to help fill the need for high demand skills.
7. High Demand Skills Committee meets quarterly, on or before Oct 21, Jan 21, Apr 21, and July 21. This is within one week of the ESD data updates (see release dates in #1 above).
8. High Demand Skills Committee releases updated local Demand/Decline list and local High Demand Skills list on or before Nov 14, Feb 14, May 15, and August 14. This is within 30 days after the ESD data updates.
9. If desired by WDC, requests for the DD list to change can be routed to the High Demand Skills Committee for quarterly consideration. This can streamline the response to frequent ad hoc requests to change this list so people or courses can become eligible for funding.
10. During quarterly updates of the two lists, High Demand Skills Committee also informs Tim Probst and Cynthia Forland of any assistance or policy changes needed at the state level. Tim and Cynthia respond within 7 days to requests from High Demand Skills Committee, and work with any relevant state agencies to make state processes meet local needs.

More information regarding ESD data and processes:

Washington's Occupations in Demand list is used to determine eligibility for a variety of training and support programs, but was created to support the unemployment-insurance Training Benefits Program.

Each year, Employment Security's Office of Labor Market and Performance Analysis (LMPA) prepares initial lists identifying occupations as "in demand," "not in demand" or "balanced" for the state as a whole and for each workforce development area (WDA).

Employment Security's industry and occupational projections serve as the foundation for LMPA's initial lists. This year, LMPA has added a real-time, supply-demand element to the initial lists to improve their relevance. Real-time labor demand, based on Help Wanted OnLine® (HWOL) job announcements, is combined with the known supply of unemployment-insurance claimants and WorkSource customers to make adjustments to occupational categories.

By July 15, LMPA's initial lists are provided to local Workforce Development Councils (WDC) to review, adjust and approve on the basis of their local, on-the-ground experience. Before each year's lists go live on the web, WDCs have 30 days to make any changes up front. Once the lists are live on the web, each WDC is in charge of their own area's list to maintain and update throughout the year.

On a quarterly basis throughout the year, LMPA will be providing WDCs with updated information based on the latest real-time labor demand compiled from online job announcements, combined with the known supply of unemployment-insurance claimants and WorkSource customers.