

**KENTUCKY WORKFORCE AND LABOR MARKET INFORMATION GRANT  
CORE PRODUCTS AND SERVICES PLAN**

PROGRAM YEAR 2024

JULY 1, 2024 TO JUNE 30, 2025

**Workforce and Labor Market Information Goals and Strategies**

The Kentucky Workforce Intelligence Branch has prepared the following work plan in reference to the ETA-TEGL-WIG-2024 funding opportunity for Program Year (PY) 2024. Output from this plan will help drive the workforce and education strategies set forth by the Commonwealth of Kentucky and enable the state to meet all Workforce and Labor Market Information Grant (WIG) deliverables for PY 2024. These strategies will be especially critical as the Commonwealth evaluates the shifting economic landscape post-pandemic.

The accomplishment of the goals set forth in ETA-TEGL-WIG-2024 requires strong cooperation between State Workforce Agencies (SWAs), the Kentucky Workforce Innovation Board (KWIB), and Local Workforce Areas (LWAs) to support planning for long-term economic growth and stability. This grant provides the means for Kentucky to identify, develop, and maintain sustainable and competitive regional economies capable of addressing short and long-term employment needs. The cabinet responsible for the oversight of the KWIB, the LWAs, and SWAs is the Kentucky Education and Labor Cabinet (KELC).

The Workforce Intelligence Branch (Branch), within the KELC, is responsible for developing and maintaining a comprehensive system of labor market and workforce data for Kentucky. The Branch generates a wide range of products through its Bureau of Labor Statistics (BLS) cooperative programs and develops additional materials designed around customer needs through this WIG.

The Branch is housed within the Kentucky Center for Statistics (KYSTATS), the state agency charged with developing education, workforce, employment, and other metrics to inform broad public policy initiatives so that policymakers, practitioners, and the general public can make informed decisions. KYSTATS also maintains Kentucky's Longitudinal Data System (KLDS), a statewide longitudinal data system that facilitates integration of education and workforce data as well as multiple other data sources.

This strategic alignment affords the Branch opportunities to continually expand both the scope and quality of the services and products traditionally provided through Labor Market Information (LMI) shops. It also uniquely positions KYSTATS to develop data driven analyses and tools for various customer groups to inform policy, programs, and equity in the Commonwealth. Principal customer groups include policymakers, employers, LWAs, trainers, educators, students, career counselors, economic developers, job seekers, and government agencies, among others. The deliverables summarized in this plan represent Kentucky's commitment to provide quality information to all users of the workforce and labor market information system.

Informational products and services are delivered to customers primarily through the KYSTATS website; and are available on both the Reports page and the LMI page. In addition, workforce and labor market information is distributed via presentations, correspondence, and personal

interaction. The Branch is a consistent provider of workforce information, economic analysis, and other relevant tools that empower employers, students, job seekers, workers, educators, and policymakers in decision-making and planning. Kentucky consults with various groups to elicit feedback on existing products and to determine customer needs for additional ones.

In PY 2023, Kentucky continued its communications and outreach plan with the LWAs, aggressively utilizing both in-person and virtual platforms to maintain regular interaction and outreach with this key user group. This emphasis on continued communications was critical to effectively market LMI data and products; and to drive the development of new reports and analyses. This communication with the LWAs will continue in PY 2024.

Frequent communication between KYSTATS and other user groups will enable the Branch to provide the economic and educational data and analyses needed by customers and policymakers. This information is vital as Kentucky works to evaluate the lingering impacts of the COVID-pandemic, develops strategies for economic growth, and supports the Workforce Innovation and Opportunity Act (WIOA).

This PY 2024 WIG plan depicts a workforce and labor market information system consisting of strategic partnerships that meet the ever-growing and changing demands of all customer groups.

### **Statement of Work Deliverables**

#### **1. Workforce Information Database (WID)**

During the upcoming program year, Kentucky will continue to populate, maintain, and update all the designated core tables in the WID with state and local data. Kentucky will work with technology staff to continue streamlining the process of uploading data and train additional staff in the administration of the database.

Kentucky will continue using the Data Axle Employer Database (EMPDB) to provide customers with employer information in PY 2024. All EMPDB updates will be incorporated into Kentucky's WID and the data from the EMPDB table will be made available to the public via the Find Employers tool on Kentucky's LMI site.

Kentucky will also update its LICAUTH, LICENSE, and LICXOCC tables in the WID and submit these revised tables to the Analyst Resource Center (ARC) for inclusion in the CareerOneStop LicenseFinder tool. As required by the ARC, Kentucky will incorporate licensing updates into the WID annually.

Kentucky is currently maintaining WID Database Version 2.8. When WID Version 3.0 is released, Kentucky will upgrade to that version in accordance with the deadline set by ETA. The implementation of WID Version 3.0 is currently anticipated to be July 2025.

The tasks to meet this objective are:

Task	Task Focus	Milestones	Principal Customers
Perform routine updates of core tables, including current cycle projections data	Data Update	Ongoing	LWA boards, employers, educators, students, career counselors, economic developers, policymakers, job seekers, and government agencies
Implement WID Version 3.0	Data Structure Update	By required ETA deadline	Same
Incorporate Data Axle EMPDB updates into the WID semi-annually	Data Update	As available	Same
Maintain employer search module on LMI webpage on KYSTATS website	Data Update	As available	Same
Update LICAUTH, LICENSE, and LICXOCC tables in the WID and submit for inclusion in the ARC database	Data Update	June 2025	Same
Streamline processing of data uploads and revisions and expand staff training on WID requirements and processes	Capacity Building/ Training	Ongoing	LMI Staff
Estimated Cost	\$104,950		

## 2. State and local industry and occupational employment projections

Although ETA requires the production of long-term projections at either the statewide or sub-state level in alternating years, Kentucky exceeds this requirement by producing long-term projections at *both* levels of geographic detail each year. In addition, Kentucky produces mid-term, five-year projections for the state and sub-state areas annually.

In PY 2023, Kentucky produced supplemental long-term projections for both the state and the Local Workforce Areas (LWA) for the period of 2021-2031.

In addition, Kentucky developed the required statewide, long-term industry and occupational projections for the period of 2022-2032. This latest projections round will be submitted to the Projections Managing Partnership (PMP) by July 8, 2024. Later in PY 2024, Kentucky will produce sub-state, LWA level projections for the same time period. Kentucky will submit all required projections sets to the PMP by the mandatory deadlines.

Current projections data will be made available on the LMI webpage and incorporated into the WID. Finalized estimates will also be incorporated into the Occupational Outlook dashboard and other LMI tools and publications as new projections cycle data become available.

Finally, Kentucky will continue to produce its mid-term, five-year projections. These mid-term projections are utilized in multiple reports published by KYSTATS and are produced annually at both the state and sub-state level.

The tasks to meet this objective are:

Task	Task Focus	Milestones	Principal Customers
Finalize, and publish state projections for the period of 2022-2032	Data Quality/Data Update	July 8, 2024	LWA boards, employers, educators, students, career counselors, economic developers, policymakers, job seekers, and government agencies
Incorporate statewide and sub-state, long-term projections into the interactive Occupational Outlook dashboard	Data Delivery	As new projections become available	Same
Update NAICS time-series to include 2023 employment data	Data Update	December 2024	Same
Develop sub-state, long-term occupational and industry projections (2022-2032) using Projections Suite and submit estimates to the PMP	Data Update	July 2025	Same
Populate WID with current cycle projections data and publish estimates on labor market information webpage	Data Delivery	As new projections become available	Same
Develop mid-term, five-year state and sub-state occupational and industry projections for 2023-2028	Data Update	Ongoing	Same
Estimated Cost	\$85,868		

### 3. Employee development and LMI training for service delivery

Kentucky will continue providing LMI training for State Workforce Agency personnel, local workforce development area professionals and board members, and job center staff.

In PY 2023, the Branch continued to consult with state and LWA professionals and conferred with other organizations involved in policymaking regarding workforce information issues and customer needs. Kentucky actively engaged in meetings with these stakeholders to garner feedback and determine the need for new product development. This customer input was essential for Kentucky to identify the information and analysis necessary to evaluate state and local economies and to develop new products. In PY 2024, these regular exchanges of ideas between users and suppliers of workforce information will continue to be a priority as Kentucky actively seeks out opportunities to provide information, tools, and training to local workforce policymakers, career center staff, employers, jobseekers, and others.

Throughout PY 2024, Kentucky will be proactive in its exchanges with LWAs and other customer groups. Rather than waiting for customer requests for information, Kentucky will continue to routinely push out new products as they become available. This “product push” will provide customers with much needed information and inform them of the wide range of data and analysis available from the LMI shop.

To further increase visibility, Kentucky will continue to actively market its LMI products and services. Working in collaboration with KYSTATS’ marketing staff, Kentucky will issue press releases, conduct presentations and workshops, and update users of new LMI products and tools as they become available.

As part of its effort to expand access and equity across the Commonwealth, Kentucky also intends to continue its focused outreach to the Appalachian region of the state in PY 2024. This outreach has been crucial in providing this economically disadvantaged area information and training on the products and services available from KYSTATS. In PY 2024, Kentucky will also provide information and training for service delivery to Kentucky Career Center locations throughout the state.

In PY 2024, internal staff development will remain a priority and Kentucky will utilize both in-person and online training opportunities. Kentucky LMI staff will receive training on analytic and data visualization software (including Tableau, SQL, and R) to enhance LMI product design and delivery and attend program-specific technical trainings offered by the BLS and the PMP. Staff will also participate in state and national conferences, workshops, and collaboratives to share best practices and learn from other workforce, education, and labor market information professionals. In addition, as part of Kentucky’s commitment to equity and inclusion, staff will receive training to enhance their ability to create reports and tools accessible to individuals with disabilities.

Finally, Kentucky will continue its detailed process documentation for existing and future staff. This documentation process is an ongoing practice that will continue throughout PY 2024 and will be utilized in the training of new employees, as well as the cross-training of existing staff; and will ensure adherence to program methods and procedures, and continuity of service delivery to customers.

The tasks to meet this objective are:

Task	Task Focus	Milestones	Principal Customers
Provide education and training through conferences, presentations, and workshops, including in-person and virtual trainings and meetings on LMI products and services to state workforce agency personnel, local workforce development area professionals, job center staff, and other key user groups	Training/Outreach	Ongoing	LWA boards, employers, educators, students, career counselors, economic developers, policymakers, job seekers, and government agencies
Continue consultation with LWAs and organizations through meetings, focus groups, and other methods to determine customer needs, with a focus on challenges faced by local areas and economies	Product Development	Ongoing	Same
Continue proactive marketing strategy to increase visibility of LMI	Marketing	Ongoing	Same
Maintain “product push” to provide customers with new products as they become available	Information Delivery	Ongoing	Same

Task	Task Focus	Milestones	Principal Customers
Expand equity by providing information and training on available products and services to economically disadvantaged regions like Appalachia.	Training/Outreach	Ongoing	Same
Attend program specific technical trainings as well as analytic and data visualization software trainings, and participate in workshops, conferences, and collaboratives at the state, local, and national level	Capacity building/ Training	Ongoing	LMI Staff
Participate and develop internal training to assist staff in creating accessible reports and tools for individuals with disabilities, increasing equity and inclusion for these customers	Capacity building/ Training	Ongoing	LMI Staff
Continue development of detailed process documentation for existing and future staff to maintain adherence to program procedures and ensure service delivery	Capacity building/ Training	Ongoing	LMI Staff
Estimated Cost	\$100,180		

#### 4. Statewide annual economic analysis report

In PY 2024, Kentucky will conduct state, local, and/or regional studies and economic analyses of value to the Governor, the Kentucky General Assembly, and state and local workforce development boards to provide information and support for education and workforce development initiatives, including support for WIOA, and in response to major layoffs or disasters. Analyses will include the metrics and information necessary to inform policymakers and support economic and labor market growth. Analyses will be made available on the KYSTATS website.

In addition to the annual economic analysis report submitted to ETA, Kentucky will publish timely, concise analyses through the KYSTATS blog; as well as ad-hoc and recurring reports throughout the program year. One such report is the Kentucky Students' Right to Know, mandated by the Kentucky General Assembly in House Bill (HB) 419 in PY 2020. This dashboard links college majors to the most in-demand jobs in the Commonwealth, along with typical education requirements, wages, and institutions offering these majors. The Kentucky Students' Right to Know will be maintained and updated in PY 2024.

Another report, the Kentucky Workforce Dashboard (KWD), provides an overview of labor market health, funding distribution, and service outcomes as defined by the KWIB strategic plan, WIOA, and Kentucky workforce partners. In PY 2024 the KWD will be redesigned with a focus on the priorities and performance outcomes as outlined in the 2024-2027 Kentucky WIOA Strategic Plan.

The Kentucky Future Skills Report (KFSR), is an interactive report that utilizes historic workforce supply, current employment outcomes, and future five-year workforce demand to assist policymakers, practitioners, and the public in making education and workforce

decisions. The KFSR is available online and will be updated and maintained throughout PY 2024.

Another report is the Workforce Overview Report for Kentucky Regions (WORKR). Kentucky worked directly with the LWAs to identify the elements needed for these key stakeholders to develop the WORKR. This dynamic, Tableau-based analysis incorporates information and data on occupations, industries, projections, the labor force, wages, and unemployment insurance (UI) claims as well as demographics. Analysis is available at the statewide, Workforce Planning Region (WPR), and LWA levels. The WORKR also allows for comparisons of key metrics between Kentucky and surrounding states. The WORKR will continue to be updated quarterly throughout PY 2024.

In PY 2024, Kentucky will continue to publish analyses based on customer needs. The broad scope of KYSTATS' partnerships within the education and workforce community has allowed the Branch to build upon existing relationships and cultivate new ones, increasing the interaction between LMI and its key customer groups. The communication and feedback from these customer groups will be the driving force behind the economic analyses and products produced by the Branch in PY 2024.

In addition, in PY 2024, Kentucky will continue to partner with the University of Kentucky's Center for Business and Economic Research (CBER) to enhance the economic analyses provided on the state's workforce and labor market data. CBER will monitor employment trends in the state, analyze the state's Unemployment Insurance Claims data, and study Kentucky's labor force participation rates across demographic groups and geographic areas.

Finally, Kentucky will continue its participation with the U.S. Census Bureau's Longitudinal Employer-Household Dynamics (LEHD) program.

The tasks to meet this objective are:

Task	Task Focus	Milestones	Principal Customers
Conduct state, local, and regional studies and analyses to produce detailed economic and workforce analyses, reports, and tools tailored to customer needs including the annual economic analysis and the KYSTATS blog	Information Delivery	Ongoing	LWA boards, employers, educators, students, career counselors, economic developers, policymakers, job seekers, and government agencies
Maintain and publish the Kentucky Students' Right to Know dashboard	Information Delivery	Ongoing	Same
Maintain and publish the KWD online	Information Delivery	Ongoing	Same
Maintain and publish the KFSR online	Information Delivery	Ongoing	Same
Maintain and publish the WORKR online	Information Delivery	Ongoing	Same



Task	Task Focus	Milestones	Principal Customers
Expand outreach and interaction with LWAs, the business community, economic development, and other workforce agencies to identify areas needing analysis	Outreach/ Product Development	Ongoing	Same
Increase and cultivate relationships with the education community to identify areas needing analysis	Outreach/ Product Development	Ongoing	Same
Leverage additional data and resources available through alignment with KYSTATS to develop new products utilizing both KYSTATS and BLS/ETA data	Product Development	Ongoing	Same
Work in collaboration with CBER to develop, conduct, and publish various economic analyses	Information Delivery	Ongoing	Same
Continue cooperation and participation in the US Census LEHD project	Data Delivery	Ongoing	Same
Estimated Cost	\$76,330		

## 5. Other economic, workforce, and labor market information reports and products

The KYSTATS website is the primary method of delivery for labor market information. The website also continues to facilitate customer contact. The Contact Us page allows users to comment and provide feedback and the Data Request Form allows customers to easily request data and other information. Website users can also sign up to join the KYSTATS/LMI listserv. Site visits and page views are tracked using Google Analytics. Kentucky will use these metrics to assess which data sets, publications, and other products are most utilized by customers.

Kentucky will continue to utilize Tableau software to give customers the ability to view and generate reports based on user-selected metrics and geography. Users will be able to create and view customized reports and maps, download files, and produce printable reports. Static tables and maps will also be published. For researchers and others seeking to download large amounts of data, Excel tables will continue to be made available.

Traditional LMI publications and reports will be published throughout the program year and the dynamic Occupational Outlook tool will be updated with data from the most recent round of available projections and current occupational employment and wage data from the Occupational Employment and Wage Statistics (OEWS) program and KYSTATS.

The Current and Historical Local Area Unemployment Statistics (LAUS) Report will also be updated throughout PY 2024. This report provides users with annual and monthly BLS Civilian Labor Force (CLF) estimates for the U.S., state, counties, and other sub-state areas, utilizing Microsoft SQL Server Reporting Services (SSRS), enhancing functionality for researchers and others seeking the ability to extract data sets with ease. This SSRS tool currently supplements the Tableau-based, visualization tool, the Civilian Labor Force



Report (CLFR). In PY 2024, Kentucky will continue to explore options to incorporate data visualization directly into the Current and Historical LAUS Report, eliminating the need for two separate reports.

Throughout the program year, Kentucky will work to improve these publications and develop new ones. Kentucky will also continue to explore the possibility of utilizing SSRS to develop a report geared toward those seeking to extract occupational employment and wage data sets.

The tasks to meet this objective are:

Task	Task Focus	Milestones	Principal Customers
Maintain labor market information delivery system	Information Delivery	Ongoing	LWA boards, employers, educators, students, career counselors, economic developers, policymakers, job seekers, and government agencies
Maintain dynamic, Tableau-based Occupational Outlook Dashboard utilizing statewide, and sub-state long-term projections data	Product Development/ Information Delivery	As new projections data becomes available	Same
Enhance, develop, publish, and maintain other dynamic LMI reports based on needs determined by stakeholders and data users	Product Development/ Information Delivery	Ongoing	Same
Publish current and historical tables for various datasets in easily downloadable Excel format for researchers and other data users	Data Delivery	Ongoing	Same
Produce and publish static maps, tables, press releases, workforce profiles, and economic analyses	Product/Data Delivery	Ongoing	Same
Evaluate, develop, and refine website content and design based on user feedback and site visit metrics	Product Development/ Evaluation	Ongoing	LMI Staff
Complete development of a Content Management System (CMS) to allow LMI staff to directly update site content and provide training to LMI shop personnel	Capacity Building/ Training	Ongoing	LMI Staff
Estimated Cost			\$109,720

## 6. Annual performance report

Kentucky will prepare and submit an annual performance report to ETA summarizing grant activities for PY 2024. This performance report will list the core deliverables and activities as specified by ETA-TEGL-WIG-2024 and will be submitted by October 1, 2025.

**Total Grant: \$ 477,048**

Kentucky Center for Statistics (KYSTATS)  
Workforce Intelligence Branch  
500 Mero Street, 4<sup>th</sup> Floor  
Frankfort, KY 40601