Cradle-to-Career Taskforce Charter

Employment Data

Purpose

The Employment Data Taskforce shall recommend ways to consistently calculate employment and earnings data points from the unemployment insurance source data provided by the Employment Development Department.

Duration

This will be a short-term taskforce that will sunset after the revised definitions are shared with the Governing Board.

Membership

The Employment Data Taskforce shall consist of representatives from the data providers, researchers, and data experts who are responsible for calculating employment metrics.

Background

During the planning process for C2C, a homework team examined how employment and earnings metrics are calculated by various state agencies. They determined that there were significant variations in how each agency addressed issues such as duplicate records for the same individual, missing records for specific individuals, and calculating annual earnings. The Cradle-to-Career Workgroup recommended the following to the legislature and the Governor's Office:

> GovOps should develop clear standards for how employment and earnings information will be processed, used, and tested to create employment and earnings metrics before finalizing data definitions. Before releasing employment and earnings information to the public, the following actions should be undertaken:
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> - work with state and national experts to create an evidence-based formula for calculating the desired metrics

- determine what types of information could be released in the short term and what should be deferred until later once data quality or calculations are improved
- develop detailed information on how metrics should be constructed so that there is transparency about what the figures represent, the measures can be replicated in other data systems, and GovOps can explain changes to figures that are based on changes to underlying calculations
- establish a protocol for when and how records from previous years would be added (such as to get historical earnings for an individual at the point that a SSN becomes available to use for matching) or updated (such as when corrections are made to wage records or cleanup is done to underlying data sets)
- create a clear protocol for how data will be tested at the point of integration, once metrics are developed, and when files are updated

Scope of Work

The Taskforce would be tasked with providing recommendations on each of the issues outlined in the workgroup recommendations. Data providers not represented on the Taskforce will have the opportunity to review the recommendations before they are finalized.

Meetings

The Taskforce will meet four times over summer 2022, to address the following topics:

- Protocols for processing UI data
- Calculating and testing employment and earnings metrics
- Review draft definitions and protocols
- Identifying policy implications of changing how data are processed and metrics are calculated

Before each meeting, C2C will compile information on existing practices and recommendations by experts to inform the discussion.

Meetings will be held over Zoom and will be open to the public.

A WestEd staffer will record meeting minutes.

Review

This information sheet captures information about the Taskforce and its creation. The Taskforce retains operational flexibility in completing its scope of work and may introduce updates as needed during the review process.

Committee Creation and Scope of Work Review Dates

Committee established on: April xx, 2022.

Scope of Work last reviewed on: April xx, 2022.