



DEPARTMENT OF
LABOR

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October 1, 2021

Mr. Nicholas E. Lalpuis
Regional Administrator
U.S. Department of Labor
Region 6, Employment and Training Administration
90 7th Street, Suite #17-300
San Francisco, CA 94103-1516

Dear Mr. Lalpuis:

Enclosed is our PY 2020 Annual Performance Report for the Workforce Information Grants to States (WIGS) program. This report was developed in accordance with the requirements contained in Training and Employment Guidance Letter No. 2-20. All of the deliverables of the WIGS grant have been fulfilled as detailed in the enclosed WIGS Annual report.

Sincerely,

DAVID M. DELL'ISOLA
Director

Enclosures

**Annual Performance Report
Workforce Information
Program Year 2020
Guam**

Annual Performance Report

Workforce Information

Program Year 2020

Guam

This report describes the work activities and accomplishments during the July 2020 through June 2021 for Program Year 2020 as required by the Training and Employment Guidance Letter (TEGL) No. 20-20 and detailed in Attachments 1 and 2. This report outlines the successful work and completion of activities in each of the five specified deliverables in the PY 2020 program which include: a) Workforce Information Database (WIDb), b) State and local industry and occupational employment projections, c) Employee development and LMI training for service delivery, d) A statewide annual economic analysis report and e) Annual Performance Report. The report summarizes grantee activities including the core deliverables and activities.

Summary of Grant Activities

a. Workforce Information Database (WID)

i. A description of the activity.

Staff continued to populate and maintain the Workforce Information database (WIDb) using WID funding. The WID have been implemented in the manner specified by the Analyst Resource Center (ARC) using the most current Version 2.8 Both core and other WIDb database tables have been populated beyond the core requirements. All Core tables have been populated to the extent that the programs and data exist on Guam. Updated Occupational Licensing databases were submitted to the National Crosswalk Service Center as updates are made for placement on the America's Career InfoNet (ACINet) site in the manner specified by ERC. Guam submitted updated licensing data to the ARC in the manner specified with a timely submission February 18, 2020. There have been no changes to the licensing information since that time so the licensing information remains current. Guam's occupational licensing information databases including licensed occupations and licensing agencies as well as other occupational licensing information can now be viewed online as part of the national licensing information system:

http://www.careerinfonet.org/licensedoccupations/lois_agency.asp?stfips=66&nodeid=16&by=oc&onetcode=9999 In addition to licensing information, other occupational information for Guam including the highest paying jobs by occupation is included and accessible through this site: <https://www.careeronestop.org/Toolkit/Wages/highest-paying-careers.aspx?location=GU¤tpage=1>.

Highest-Paying Occupations by Median Hourly Wages and Educational Level is also accessible for job search and training planning by level of educational achievements at: <https://www.careeronestop.org/Toolkit/Wages/highest-paying-careers.aspx?location=US¤tpage=11&nodeid=7&soccode=&stfips=66&ShowAll=>

ii. How customer consultation is used in each activity. Tables of key interest such as building permits, employment, unemployment, wages, hours worked, average hourly earnings, number of persons employed by occupation, etc. in time series format from the WIDb database information are presented in Excel spreadsheets available online on the Department of Labor's website in response to customer information in that format: <http://bls.guam.gov/>

A new feature on the Guam BLS website in 2015 and continuing as a website feature are summary labor and other economic indicators updated as new data becomes available in response to customer interest. The page includes graphs of two key labor indicators – employment and unemployment. It also includes a table of Employment Indicators and a summary table of Economic Indicators. These indicators are continuously updated as new information becomes available.

<http://bls.guam.gov/summary-economic-indicators>

They are accessible online where there is a national system to display them as noted previously. Public access to the information in user customized queries and reports are now available through the Geographic Solutions Virtual LMI system which is integrated component with the Hire Guam Job Bank and workforce system.

This software uses the WIDb databases to provide Labor Market Information on demand with a focus on providing it to jobseekers as well as employers as desired and needed. During program year 2015 the system was implemented and continues to be accessible online at: www.hireguam.com/ . When looking for or placing a job order this format provides information from a variety of the databases such as licenses, wages, training and more in response to searches for specific occupations. Previously, the Employer Database produced under contract for the states by Info USA did not include Guam in its coverage. We discussed the inclusion of Guam employers with the vendor but Guam was not included in their contract. We discussed this situation with the Minnesota LMI Director, Steve Hine who was overseeing the procurement contract and requested that Guam be included in the next contract. With his assistance it was and the same information on employers accessible to all 50 states is now available for Guam.

The Geosol Virtual LMI capability provides focused, user friendly and customized information for a person looking for occupational information. We had made arrangements with the vendor to provide the WIDb databases in the latest format with the most recent available data updates to display when the system is deployed and have since done so. In addition to the deployment of the labor market information through this system for jobseekers, the Workforce Information grant funded the creation and maintenance of a Labor Market Information page with analyst capabilities:

www.hireguam.com/ Chose Data Dashboard link under Labor Market Information header.

In program year 2015, in response to users increasingly accessing employment and labor market information on hand held mobile devices; our new Guam BLS website was designed to be mobile device friendly and accessible. The Hire Guam website also has apps available for users to access the site on mobile devices. We continue to maintain and update this feature.

In 2020 due to the Covid 19 situation involving a tourism industry virtually shut-down as well as other Covid19 Executive Orders for other business reoccurring shut-downs a Guam Pandemic Unemployment Compensation program was established. As this computer system was obtained from the same vendor as the Workforce system, the Unemployment Compensation program is integrated with the Workforce and Virtual LMI systems. This provides both employers and the unemployed direct one-stop access the various employment, training, and labor market information tools.

<http://bls.guam.gov/>

iii. Which customer needs are met by each activity.

Information for the unemployed, job seekers and employers is provided through the WID data bases which support the Hire Guam and Unemployment systems. Information for public policy, economic development, media and employers is supported with the Guam BLS website format.

iv. If the activity supports collaborations or leveraged funding.

The activity inputs data into the WID format produced by various programs and funding sources including, ETA, BLS and other Government of Guam locally funded programs. The information is frequently used by business, educational institutions and others in support of operational plans as well as to document funding needs. The Guam BLS website includes data from other federal and local agencies in our economic summary tables as well as links to those agencies.

b. State & Local Industry and occupational employment projections

i. A description of the activity.

The Guam Department of Labor has produced both short-term and long-term industry and occupational employment projections for the specified time frames using the Projections Managing Partnership software suite. The Guam staff responsible for the projections received training on both the short-term and long-term projection modules in Salt Lake City, Utah in prior years. The Chief Economist and the Program Coordinator IV responsible for production of the projections attended and participated in the Projections Managing Partnership meeting in December 2018.

One of the primary challenges of producing such information for Guam is the creation and maintenance of an industry employment time-series database. Guam does not have an unemployment insurance program and consequently the associated U.S. Department of Labor, Bureau of Labor Statistics, Quarterly Census of Employment and Wages Program (QCEW). In lieu of this, Guam operates an Annual Census of Establishments survey program which provides the employer database for U.S. Department of Labor, Bureau of Labor Statistics cooperative statistical programs. The annual survey continues to be completed and during this program year. Time-series employment data was compiled by Standard Industrial Classification (SIC) industry categories and is available for 4, 3, and 2 digit industry division levels. This provides the foundation for producing industry trends using historical patterns. Conversion to the NAICS

format to produce NAICS based industry formats was required for this program. Historical industry data in the NAICS format is now available for select years on the Department of Labor's website under the Statistics section. Work to post all recent years of the time-series is ongoing. Our Annual Census of Establishment reports are now being tabulated and published in the native NAICS format going forward. As Guam is geographically compact with only one island and is not a State, it is considered one labor market for most purposes; sub-state projections are not needed or produced. Furthermore, the occupational detail required to produce sub-state regional data does not exist.

There are substantial developments expected and ongoing on Guam in associated with plans to relocate Marines from Okinawa and equal number of dependents to Guam. These plans have been downsized and delayed but are continuing to proceed. This and other large scale defense construction plans as well as those of the local government and private industry has resulted in the need for specific plan and construction information which is now being collected systematically to support forecasts which involve substantial changes to employment beyond those shown in historical trend analysis. These include building permits and Department of Defense Construction contracts.

Guam continues to successfully operate the U.S. Department of Labor's, Bureau of Labor Statistics (BLS) Occupational Employment program which provides the database of occupational information required to develop occupational forecasts. Guam continues populating the long-term industry software to produce the long-term projections and updates the information annually. The short-term projections software requires monthly time-series data. Guam does not have monthly time-series data. Discussions and work with the software trainers and developers to work through alternative approaches to producing the short-term projections overcoming the monthly data format input requirements were successful and short term projections are made using the more detailed annual industry data in conjunction with the more aggregated and current quarterly data. It has been coordinated so that the short-term forecasts are consistent with the long-term and incorporates recent military buildup and other economic information. These Long Term projections through 2028 and Short Term through 2021 are available on the Bureau of Labor Statistics, Guam Department of Labor website in the projections area which includes a link to the Projections Central display of State Occupational Projections both Long Term and Short Term.

<http://bls.guam.gov/employment-projections>

- ii. Customer consultation is used to obtain input from businesses and other agencies for the development of the projections.
- iii. Customer needs for industry and occupational projections both short and long term are met by these products.
- iv. The activity supports collaborations or leveraged funding. The data input originates from a number of programs including the U.S. BLS and Government of Guam programs. The training is funded by ETA. The projections managing partnership provides training, guidance and software.

c. Employee development and LMI training for service delivery.

i. A description of the activity.

In 2019 two Guam staff with Workforce Information funding participated in the Current Population Survey (CPS) conducted by the Census Bureau under contract from the US Department of Labor to conduct the survey for the data collection necessary to produce unemployment statistics for states and the U.S. as a whole. Last program year the Chief Economist traveled to the Census Headquarters in Washington D.C. for work on the 2017 Economic Census for Guam under the Census Bureau's Guam project funding. Three Guam BLS staff have received training last year funded by the U.S. BLS for its Occupational Employment Statistics program and Occupational Health and Safety Statistics and Fatal Occupational Injury programs. Specific training for American Job Center was planned for this year and BLS staff but did not occur due to the Covid 19 pandemic shut-downs although such training was provided in prior years. Online training was provided to all BLS staff regarding data integrity and confidentiality this year. Labor Market Information was provided to the public in panel presentations sponsored by the Guam Chamber of Commerce along with Real Estate, Economic Development and Tourism officials. An online webinar presentation of the Guam Economic Situation including employment losses and unemployment due to the Covid 19 situation, was presented Friday December 4, 2020 for the Guam Chamber of Commerce along with other community and business leaders from the construction, tourism and Guam Economic Development Agency (GEDA). An in person presentation was made at the University of Guam regarding Guam STEM Jobs and population & Employment Statistics for the Science & Technology EPSCoR Steering committee of which the Chief Economist of the Department of Labor is a member.

ii. How customer consultation is used in each activity.

We have at the top of our BLS webpage the phone number to reach key BLS staff to answer questions as needed. In public presentations we specifically request comment and invite inquiries as needed. Training funded by various agencies was primarily focused on ensuring high quality data and information for the ETA, BLS, Census and BEA programs and products.

iii. Which customer needs are met by each activity.

Each activity supports high quality information production and dissemination through various data systems operated by ETA, BLS and others as described above. Publishing the information and posting it on our website, providing it for news reports and seminars serves a wide audience.

iv. The activity supports collaborations or leveraged funding.

The funding for these activities is leveraged from a number of sources as well as the products are used for a number of purposes. While most of the direct training costs are federally funded, a majority of the staff time is funded through local government appropriations.

d. A statewide annual economic analysis report.

i. A description of the activity.

An annual economic report has been prepared and incorporated as a section into the

Executive Budget each year. The FY 2022 Economic Outlook report on pages 12-25 fulfills this requirement. It is posted on the Department of Labor, Bureau of Labor Statistics' website at:

<http://bls.guam.gov/economic-outlook-reports/>

The report was published as a section in the Executive Branch budget for FY 2022 which was transmitted from the Office of the Governor to the Guam Legislature. These Annual Economic Outlook reports have been the source of much of the content and economic analysis used in Workforce Innovation and Opportunity Act (WIOA) Combined State Plans. It has been provided to the Employment & Training Administration in the required PDF format. Information from it along with other Labor Market Information also was previously used in the development of the Senior Community Service Employment Program (SCSEP) and Disabled Veterans Outreach Program (DVOP).

As the U.S. Department of Labor, Bureau of Labor Statistics does not fund Guam for the Current Employment Statistics program or the Local Area Unemployment Statistics program or the Quarterly Census of Employment and Wages (QCEW), those programs or are primarily locally funded with incidental but very valuable support from the Workforce Information Program for contractual costs, software, supplies and training. We conduct an Annual Census of Establishments in lieu of the QCEW and associated industry refiling survey. These reports are completed and published on an annual and quarterly basis respectively.

We have also published other special reports as needed. The impact of an increase in minimum wage and reports on safety and health statistics were published. One special study produced was a comprehensive report on federal expenditure trends was produced by the Department of Labor, Bureau of Labor Statistics using the Consolidated Federal Funds Reports (CFFR) of which publication had since been discontinued by the U.S. Department of Commerce. The Bureau of Labor statistics also produces time-series statistical tables on building permits and federal construction projects to produce leading information for future construction industry employment. Aggregate statistics such as gross domestic product for the government's revenue forecasting are desired and input into that process has been made and GDP estimates for Guam have since been published by the U.S. Department of Commerce, Bureau of Economic Analysis. The publication of reports include quarterly publication of the Current Employment Report, annual publication of the Annual Census of Establishments, annual publication of an Economic Outlook report and annual publication of the Occupational Employment and Wage Statistics. These reports have been accomplished as planned.

Domestic Products estimates for Guam by the Bureau of Economic Analysis were produced with input from Government of Guam agencies. The Chief Economist, along with the Agency Director participated in planning meetings in preparation for the 2020 Population Census. The Department of Labor, including the Chief Economist, coordinates and briefs the Governor and staff regarding the release of the latest employment and unemployment reports and economic reports as requested.

The Department of Labor, Bureau of Labor Statistics worked on the 2017 Economic Census as the lead local agency during PY 2018 with Census funding which included visits of US Census staff to Guam 2017 and visits to the Census Bureau in Washington D.C. for a data quality review using local knowledge and resources in preparation for release of the 2017 Economic Census for Guam. Our office previously participated in the form redesign process with Economic Census personnel in consultation with private employers and other government agencies.

A substantial focus of the Workforce Information work effort and funding commitment has been to modernize and revise the unemployment statistics program. These efforts include improved sampling methods and an increased emphasis on more efficient and regular data collection by phone instead of personal visits. This included the establishment of a small call center office with phone headsets to permit future direct data entry to the computer with immediate editing. In consultation with the professional staff at the US Bureau of Labor Statistics and the Census department we are working to adopt the U.S. data collection software and participate in their survey methods training. This will help maintain quality and consistency with the U.S. BLS methods and procedures as well as increase operational efficacy. Guam is the only U.S. Territory which is not included in the U.S. LAUS program which operates its own unemployment statistics program. Last year a major milestone was reached in this effort as the result of training received from the software vendor. In cooperation and consultation with the vendor during training on the Blaise software, we were able to successfully load and operate the U.S. Current Population Survey (CPS) as a trial in preparation for future deployment

ii. How customer consultation is used in each activity.

As the primary user “customer” for this product is the Office of the Governor as a component of the Executive Branch Budget, the Bureau of Management research. Various agencies such as the Department of Administration, the Guam Visitors Bureau and the Guam Economic Development Agency are consulted to provide various statistical and other relevant input.

iii. Which customer needs are met by each activity.

The Office of the Governor and the Legislature use the Economic Outlook report as one of the key elements supporting the Executive Branch Budget request to the Legislature. Information from this report is widely disseminated in various media reports.

The workforce information produced under this funding has been incorporated and used in a number of special economic reports including the Draft and Final Economic Impact Statements regarding relocation of the Marines to Guam from Okinawa. It is also used in bond indenture documents for public bond financing as well as various new stories on labor and economic events. This year, the Chief Economist developed estimates of the numbers of persons out of work due to the pandemic incorporating the effects of the virtual tourist industry shut-down as well as the Executive Order mandated business closures. The primary data source for this analysis was the just published Economic Census. This analysis provided a credible basis for funding the Guam Pandemic Unemployment Compensation program.

While this annual economic report addresses the jobless problem from the perspective of the activities to create new jobs, the analysis that focuses on the jobless population as a whole on a quarterly and historical trend is contained in the Unemployment Situation on Guam reports: <http://bls.guam.gov/unemployment-situation-on-guam/>.

Information on low earnings by occupation is shown in the Occupational Employment Statistics Excel spreadsheets showing wage distributions by occupation and wage category in percentiles:

<http://bls.guam.gov/occupational-employment-statistics>

Information on skill shortages can be obtained from the reports on foreign labor in various visa categories in the Annual Census of Establishments at:

<http://bls.guam.gov/annual-census-of-establishments>

and the H-2B Quarterly Reports: <http://dol.guam.gov/compliance/alpcd/h-2b-quarterly-reports>

Additional Information on the Labor Force, Earnings, Educational Attainment, Vocational Training, Veteran Status, Health Insurance and Commuting characteristics information is also provided in the 2010 Census of Populations reports 2010 Census Guam Detailed Cross Tabulations (Part 1) (.xls format):

https://www2.census.gov/census_2010/10-Island_Areas_Detailed_Cross_Tabulations/Guam/)

As the Guam Department of Labor is a Census State Data Center, Census Data products can also be obtained upon request from the Guam Department of Labor, Bureau of Labor Statistics.

Customers have previously noted that the BLS Occupational Employment wage data was published for all sectors in the economy but there was no breakout for the major ownership sectors of the Federal Government, Local Government and the private sector. It is important information as the wage levels vary considerably by ownership and occupation. Using the LEWIS software Guam BLS published an enormous and unprecedented level of wage and employment information for Guam employees. It is on our website at: <http://bls.guam.gov/occupational-employment-statistics/>

This year the Guam Bureau of Labor Statistics again published such detailed breakouts with the latest wage information.

iv. If the activity supports collaborations or leveraged funding.

This work activity is primarily undertaken by the Department of Labor's Chief Economist which is entirely locally funded. The production of information is supported by an array of data sources including information from various federal and local government agencies. The WIGS funding provides incidental but important support for staff training, software and equipment to produce and disseminate such information.