

CHAPTER 10
RESEARCH AND INFORMATION SERVICES DIVISION

871—10.1(84A) Mission and organization.

10.1(1) *Mission.* The research and information services division conducts research, develops labor market information, and provides information services in support of the department of workforce development mission.

10.1(2) *Operation and administration.* The division is under the direction of a division administrator who reports to the director. The division functions include planning, researching, analyzing, directing, and coordinating labor market information and automated services for the department. The division administrator directs actuarial research, applications/programming, employment statistics, occupational information coordination, labor market information, and project planning and development.

871—10.2(84A) Actuarial research bureau. The bureau is under the direction of the division administrator and is responsible for research and reporting functions of the unemployment compensation program in Iowa. The bureau is responsible for:

1. Calculating the financial impact of proposed changes to Iowa's unemployment compensation system with regard to the unemployment compensation fund, employer tax rates, and claimant benefits;
2. Monitoring the unemployment compensation fund solvency and writing legislative proposals recommending revisions to the tax and benefits sections in Iowa Code chapter 96;
3. Producing required and special reports analyzing and reporting the unemployment compensation system workload activities, employer compensation payments, and claimant benefit payments.
4. Calculating the contribution rate tables for private employers and the base rate for nonprofit and government employers.

871—10.3(84A) Applications/programming bureau. The bureau is under the direction of a chief who assists the division administrator in planning, directing and coordinating the development of computer programs and operating systems necessary to meet the needs of the department. The bureau is responsible for:

1. Developing new computer application systems/programs that are mandated by federal or state law or are required to support the department's mission. These systems/programs are developed in consultation with the requesting division.
2. Changing or modifying existing systems/programs to meet the changing needs or mandated requirements of federal or state law.

871—10.4(84A) Employment statistics bureau. The bureau is under the direction of a chief who assists the division administrator in planning, directing and coordinating the production of employment data for Iowa and the counties. The bureau is responsible for:

1. Collecting, analyzing and summarizing data and producing monthly employment and hours and earnings estimates for Iowa, metropolitan statistical areas (MSAs) in Iowa, and counties in Iowa;
2. Collecting, analyzing and summarizing employment and wage data from Iowa employers subject to the unemployment insurance law to produce statewide and county data by industrial groups;
3. Producing information with regard to large long-term and permanent layoffs in Iowa.

871—10.5(84A) Iowa state occupational information coordinating committee bureau (ISOICC). The bureau is under the direction of a chief who is the executive director of ISOICC and assists the division administrator in meeting the occupational and career information needs of developers and users through coordination and communication. The bureau is responsible for:

1. Providing occupational and training information to planners of vocational and other training programs.

2. Paying special attention to the career development and labor market information needs of youth and adults by managing the administration of the state's career information delivery system, Iowa Choices.

3. Providing training in the uses of occupational and labor market information to school counselors, teachers and labor market intermediaries.

4. Contributing to the improvement in the quality and dissemination of information through joint projects with and among ISOICC's member agencies.

5. Providing technical assistance to other states, federal agencies and private sector information developers on the use of occupational classification systems and related data.

871—10.6(84A) Labor market information bureau. The bureau is under the direction of a chief who assists the division administrator in planning, directing and coordinating the production of labor market information. The bureau is responsible for:

1. Collecting, preparing, analyzing and distributing labor force, unemployment, unemployment rate and total employment information for the state, metropolitan statistical areas, counties and selected cities in Iowa;

2. Collecting, preparing, analyzing and distributing occupational employment and occupational wage information for the state, metropolitan statistical areas and the balance of state;

3. Preparing, analyzing and distributing projected industry and occupational employment information for the state and service delivery areas;

4. Preparing and issuing Prevailing Wage Determinations for Alien Labor Certification;

5. Preparing and distributing economic analyses of the Iowa labor market in hard copy and electronic formats and by in-person presentations.

871—10.7(84A) Planning and development bureau. The bureau assists the division administrator in planning, directing and coordinating division projects. Responsibilities include:

1. Developing and using labor market information;

2. Developing and using information technology for better delivery of workforce development services.

871—10.8(84A) Information management bureau. The bureau is under the direction of a chief who assists the division administrator in planning, developing, directing, and coordinating the department's plan with automation technology.

These rules are intended to implement Iowa Code chapter 84A.

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