

D203, GEF 1. All team members are encouraged to attend or send a representative if they are unable to attend.

On April 22, 2002, two policy documents were developed and approved by the JCSBA, and were sent out to all members of the business area. These policies addressed the use of the ASSET training environment and Wagner-Peyser Registration and Service Tracking. If you have not seen these policies, please contact Nancy Bryan (bryanna@dwd.state.wi.us) for a copy.

DATA WAREHOUSE

The work on the Job Center Systems Data Warehouse is moving forward. The Business Requirements phase is complete and we are now beginning the technical design and the rules for data transformation. There continue to be issues about the integrity of the ASSET data, and they are helping to identify data clean-up strategies before the actual Data Warehouse is loaded.

We will be working with the DWS Training Section to schedule statewide WebIntelligence training to all new users of the Data Warehouse.

EMPLOYER RECORD SYSTEM

Karen Viegut and Linda Williamson have been working eliminating duplicates of employer profiles. The problem is usually the same Trade Name and Legal Name Employer Profile appearing without UI Account and again with a UI Account number.

System changes also are underway to display the NAICS code which will be replacing the SIC code. Effective July 2002, Wisconsin is required to report this information on Federal reports. Learn more about NAICS on the following site: <http://www.census.gov/pub/epcd/www/naics.html>.

Do you know how to use the Activity screen to record and track employer activities? When Future (planned) activities are entered, they appear on your Tickler List on the ERS menu tree. Activities that have been completed can be posted to help you track activities for that business. The attachments show how to complete the screen for a future activity, and a completed activity.

WISCONSIN JOB ORDER SYSTEM

Did you know that --

- Since 7/1/01, there have been about 59,000 new job orders entered in WJOS and *employers* entered approximately 1/3 of them?
- In April 2002, employers entered twice as many job orders as they did in July 2001?
- Employers remove about 30% of the job orders they enter from JobNet and over half of orders entered by employers are removed by the system?

Local, State and Federal reports are based on the WJOS production data. Please do not use WJOS production for any purpose other than legitimate job orders. Invalid job orders in the production environment result in erroneous reports.

There are WJOS sites available for staff and employers to practice writing job orders. This is the staff training site URL for:

<http://education.dwd.state.wi.us:8080/dwewjos/staff/>.

This is the employer training site URL:

<http://education.dwd.state.wi.us/dwewjos/Forms/Login.asp?dwewjos/employer/>.

Do you have suggestions or an idea for a report you would like to see from WJOS or ERS? If so, send your suggestions to Linda Williamson at willili@dwd.state.wi.us.

COMMUNICATIONS UPDATE

It is no longer acceptable to send Social Security Numbers via e-mail. If you need records deleted or Social Security Numbers changed on either ASSET or JobNet (staff can make a SSN change on the Initial Registration form) either send them via regular or Inter-Departmental mail, or call Diane Bartels at (608) 267-9690.

To change customer information the changes/updates need to be made on the Initial Registration form in ASSET. Changes made to the required fields on the Program Registration forms.

JOBNET UPDATE

Currently several job orders have the same effective date and JobNet removal date. There may be a legitimate reason for this, but a number of these are most likely not valid job orders. If a duplicate job order is entered,

O4/01/2002

contact one of the following individuals to have the incorrect job order deleted: Linda Williamson – williali@dwd.state.wi.us or Karen Viegut – viaguka@dwd.state.wi.us.

REPORT UPDATE

Since WJOS came on-line last July, several new reports have been added to WebIntelligence (WEBI). The most recent addition to WEBI reports is **ERS Employer Sites by County**. Occasionally it is difficult to identify the correct employer to attach a job order to in WJOS. This report can be a useful tool for this purpose. It also identifies duplicate entries for the same employer site. When duplicates are found, contact Karen Viegut (viaguka@dwd.state.wi.us) or Linda Williamson (williali@dwd.state.wi.us).

All the ERS/WJOS reports are real-time, pulling data directly from ERS and/or WJOS. If you have access to ERS and/or WJOS, you also have access to WEBI. WEBI is an option on the Applications dropdown menu on the DWD Workweb.

If you have problems getting into the system, call the DWS Security Call Center at (608) 261-6827. Be sure to explain you have a problem accessing Job Center Systems WEBI. DWS has a number of WEBI applications, so be specific.

The latest ASSET registration file will be produced on May 1st. Distribution of the files will be made soon thereafter to Job Center and WDB Directors. Access problems related to varying operating systems are and viewing the ASSET registration files on the J drive are being addressed.

PERFORMANCE UPDATE

On April 18th, the preliminary performance projections for the third quarter of PY01 were sent out. We continue to identify problems with the extraction process and hope to have some these issues resolved by May 15th when the federal report is due for submission.

DWS staff are working on the final draft of a performance policy update addressing early re-negotiation of the WIA Title I performance measures for the WDBs. The target date for the distribution of the policy was April 29th 2002.

The policy will be sent to WDB Director's, CLEOs and the Chairs of the local WDBs.

The ASSET registration file will be produced on May 1st. Distribution of the file will be made as soon as possible to the Job Centers and WDB Directors. Access problems related to varying operating systems are being reviewed and addressed.