

Another important feature of this view is the recording of an individual's closed episode for a program. For example, if a person was a WIA Youth and then exited the program, this view will show the person has having an Exited From Youth Program entry. Under this entry, you will see all the services reported while in the program, other forms created, such as the Exit, and a new form called **Master Registration Details**. This new form captures the registration information from this Youth Registration episode of participation for workers to review. This may be important if the person re-enrolls in this same program at a later time. In the past, ASSET would have just overwritten the old registration information with the new. Now ASSET tracks each episode of program participation and retains important data on prior episodes for federal reporting purposes.

Data Clean-Up: The changes made to ASSET provided an opportunity to clean-up many longstanding data problems. We found thousands of Service Tracking records that had no Program of Registration information. Using the Service Fund Source field, and in some cases the Staff ID information, we were able to credit programs with these services. Where we unable to determine the exact program, we listed the Program of Registration as Wagner-Peyser, since every individual in ASSET is a registrant in that program.

PERFORMANCE INFORMATION

Ron Blascoe, our resident Customer Satisfaction survey expert informs us that we are having trouble contacting participants for the WIA customer satisfaction telephone survey. This is because the telephone and contact data in ASSET is not current. We urge you and all case managers to do your best to ensure that participant contact information is correct. If we can't contact the participants, it counts against us with the customer satisfaction measures.

The performance data and ASSET registration files have been posted on the DWD Extranet. We have been encountering some difficulties with the password assignments and conversions. We are working to get those corrected as quickly as possible.

JOB CENTER BUSINESS AREA

The JCSBA met on Tuesday, June 18th. There are a number of changes available on ASSET on July 1. Other changes will follow later in the month. The team has directed the training workgroup to begin developing a schedule to conduct technical assistance workshops to be held in several locations around the state. You will be notified as these plans develop.

DATA WAREHOUSE

The Data Warehouse is moving forward. You will be hearing about registering for training to use WebIntelligence in the next few weeks.

JOBNET UPDATES

The selection of one or more Race options by a participant is now available on Touchscreen JobNet. This modification brings it into compliance with federal reporting and makes it consistent with ASSET.

The Ethnicity (Hispanic or Latino?) question now appears before the Race selection options.

EMPLOYER RECORD SYSTEM

For a time, we have been gathering the NAICS Code from Expoe but not displaying the code in ERS. Effective 7/1/2002, the NAICS code and SIC code will display on Business Summary screen. Both are required data elements for the screen.

WISCONSIN JOB ORDER SYSTEM

Effective 7/1/2002 the titled Occupational Information Network (ONET) code and the North American Industrial Classification System (NAICS) code replace the DOT code and SIC code for Federal Reporting. As a result, the following changes have been added to the job order. The DOT code is no longer a field on the job order. Only ONET codes are collected to define the job title. For a short time, job orders will require both the SIC code and the NAICS code – for staff to become more comfortable with the new required code. Job orders currently in the system will have the NAICS code added through a batch conversion process.

JobNet (Seasonal, Internet and Touch Screen) will be modified to display the new job order codes.

ERS/WJOS WEBI

All reports that had SIC code fields were changed to NAICS code fields. In addition, a NAICS code field has been added to the following reports:

ERS Employer Listing by Program Name, Site Location Zip
ERS Employer Listing by Program Name, Site Location County
ERS Employer Listing by Program Name, WDA Name
ERS Employer Listing by Program Name, Site Location City
ERS New Company Sites by EXPOE
WJOS List of Job Orders in Job Center

COMMUNICATIONS UPDATES

Sweeping changes were made to ASSET, and upgrades to JobNet the weekend of June 29th and 30th. If you have questions about these changes or experience problems entering information into any of the fields, please contact the Call Center at (608) 267-9690. If staff aren't available to answer your call please leave a message and phone number. The call will be responded to in the order it was received.

POLICY UPDATES

Before the creation of the Division of Workforce Solutions, partner staff were accustomed to working directly with Central Office BITS staff, contacting them when special or ad hoc reports were needed. Now that we are a much larger unit, and BITS time needs to be more carefully reviewed, planned and scheduled, staff are being asked to go through the appropriate channels for requesting work. For anything related to ASSET, WJOS, ERS and touchscreen JobNet, your first point of contact should be the JCSBA. Your requests can be submitted to Lynn Schmitt, Nancy Bryan, or Diane Bartels. The JCSBA has developed and recommended approval of a contact policy that will be sent out through the Core and At-Large Team contacts shortly. That policy will contain further details.

TRAINING UPDATE

During the JCSBA's meeting this past week, there was a lengthy discussion about the need for both long and short-range planning on training needs. The objectives of this training plan include:

- Improve data quality

- Reduce time spent entering data by making the system more user-friendly
- Improve program performance
- Identify current and future customers

The team has recommended that as a short range target, training should focus on updating current users. Additional information will be provided as it becomes available.

In the next few days your managers may advise you about attending a statewide teleconference about the ASSET changes. **This ETN is scheduled for Monday, July 15th at 10:00 AM. Every county in Wisconsin has at least one listening station, and you will be able to ask questions and get immediate answers from the policy and systems experts.**