

10/06/2003

[click here.](#)” The hyperlink takes the user to the Job Center Directory. (13.) on the Employer side of WJOS, employers now have the ability to sort by contact person.

ERS UPDATES

Changes to ERS include: (1.) Adding an Active column of site lists and site searches in ERS. A column labeled “Active” was added to the site list and site search results screens. A “YES” indicates the site is still active. A “NO” means the site is closed, out of business, or otherwise not available, and should NOT be used. (2.) Adding a field to record a Contact’s cell phone number. (3.) When adding a new Contact, defaulting the company’s address and telephone number to the Contact’s record, to reduce the amount of keying for staff. (4.) Automatically creating an Activity in ERS whenever an Apprenticeship job order is saved as Complete. (5.) Adding the ability to search for a staff person by Login ID. (6.) The EXPOE Quarterly Update overwriting problem has been solved by adding some new fields on the Profile and Location records.

TRAINING UPDATES

Several ERS and WJOS classes have been held, all with good attendance. More classes will be offered in 2004.

JOB CENTER BUSINESS AREA

The JCSBA put together its final set of recommendations in response to budget reduction requests. This has been a difficult and sometimes controversial process with so many of our automated systems competing for limited resources. The Core Team tried to find a balance between mandated activities and local needs, and did an excellent job considering the magnitude of the task.

DATA WAREHOUSE UPDATES

The Job Center Systems Data Warehouse will soon be expanding to include information about employers from the Employer Record System (ERS) and about Job Orders from the Wisconsin Job Order System (WJOS). All of the data going back to July 2001 will be loaded to the JCSDW by mid-October. Corporate reports will be available soon too.

The JCSDW team is interested in hearing from local staff regarding corporate reports that would

be useful to you. Please email us with suggestions. (lynn.schmitt@dwd.state.wi.us)

COMMUNICATIONS UPDATES

The approved/finalized Data Correction form is attached to this email. Please use this form when submitting all data corrections for ASSET/JobNet. You may either email, send through regular mail, or via Inter-Departmental mail, whichever you prefer, to Diane Bartels. Policy will be issued soon on the use of this form.

POLICY UPDATES

DWS policy staff are revising the Workforce Programs Guide. This guide has not been updated since CY 2000. It will be posted on the Internet later this fall.

SECURITY UPDATES

Active Directory, the new security software used for accessing the web-based Job Center Systems (ASSET, WJOS, ERS and CMDR) moved into production on September 22nd. This means that DWD Partner Agency staff using these systems had to replace the old DWDPUB domain ID and password with the new WIEXT domain ID and password.

If you haven’t converted to Active Directory, go to <https://www.dwd.state.wi.us/asset/dwdpubmessage.htm> and follow the instructions very carefully. This process is fairly complicated and DWD developed these instructions to assist you.

PERFORMANCE DATA UPDATE

Notices have been sent out to those WDBs who proposed revisions to their PY02 WIA Title 1 performance measures. There are still a few measures under discussion and review.

ASSET User group representatives were given the PY02 4th quarter performance extracts at their meeting on September 19, 2003. They also received a sample analysis that demonstrates how incomplete participant reporting affects various performance measures.

A summary of the PY02 4th quarter performance results will be sent to the WDB directors later this week. This summary also contains a discussion of the types of problems that contribute to poor performance results. Our

analysis confirms that ASSET and the code that produces the performance results are functioning properly.

A significant factor that is affecting both state and local performance measures is incomplete and incorrect reporting. Simply reviewing your data entries before you press the Save button can prevent many of these errors.

The WIA Title 1 Performance Measure Technical Assistance Guides are undergoing substantial revision. They have not been updated since last fall. The revised guides will be streamlined and simplified. We are adding a feature to the guides that outlines what information must be reported in ASSET for each measure to help improve the quality of our data. We hope to have them posted on the Internet late this week or early next week. You can access them at: http://www.dwd.state.wi.us/dws/staff/technical_assistance/technical_assistance_guides.htm. This website contains other performance related materials that you may find helpful.

The PY03-04 performance negotiations are underway. WDB Directors should be receiving a response to their proposals within the next week. While most of the negotiations will be concluded with this round of correspondence, there are a few measures for which we are trying to find common ground. We hope to have this process completed before the end of October.

REPORT UPDATES

Several new WEBI reports are available: (1.) List of Job Orders in Job Center by Order Responsible Staff, (2.) WJOS Job Orders Removed from JobNet in Job Center by Date, (3.) WJOS Employers Registered to Use WJOS by Job Center, (4.) WJOS List of Job Orders in Job Center by Order Taker, (5.) ERS Employer Sites by County.