

JOB CENTER SYSTEMS INFOLINE

Job Center Systems Business Area

Department of Workforce Development
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Bureau of Program Management & IT Coordination Section
Division of Employment & Training

THIS IS AN INFORMAL E-FLYER THAT IS MEANT TO UPDATE SYSTEM USER'S ABOUT UPCOMING EVENTS, POLICIES AND HAPPENINGS RELATED TO OUR JOB CENTER SYSTEMS. OFFICIAL POLICY IS TRANSMITTED THROUGH REGULAR DET COMMUNICATIONS. [Please be sure to pass this information on to whoever needs it!](#)

JUNE 2009 EDITION

ASSET UPDATES:

Changes were recently made in ASSET to comply with the requirements outlined by TEG's 14-08 and 24-08 related to the American Recovery and Investment Act of 2009. The ASSET User's Guide was updated to reflect the changes.

MANAGE CUSTOMER UPDATES:

Demographics tab- Individual with A Disability section was updated that added an additional field to identify the category of a disability for the customer. A response to this field is required whenever the disability status field response is Yes.

Military Service - Veteran status definitions were changed to clarify the responses under the Field Descriptions.

The fields of Job Title, Occupational Category, and O'NET will require a response when a change is made to the customer record. These fields are located on the Case Management Info tab.

MANAGE EMPLOYMENT:

The fields of Job Title, Occupational Category, O'NET and NAICS will require a response when attempting to Save the responses.

MANAGE PROGRAM UPDATES:

An edit has been added to the WIA Title I B Dislocated Worker Program Registration that allows the selection of only 1 Federal Eligibility criteria.

MANAGE SERVICES UPDATES:

America's Recovery and Re-investment Act (ARRA) were added as Funding Source in the dropdown for the WIA Title I, Adult, Youth, Dislocated Worker, NEG, Wagner Peyser, and SRR Programs. In addition, WPRS, ARRA RES, and ARRA were added for services related to WIA Title 3 Wagner Peyser Programs.

The previous 4 Grant ID's that were installed into ASSET on May 1st for the Summer Youth program was converted to the new Grant Identifier of ARRASY. If the participant is not being served by the Summer Program, then the Funding Source used may be ARRA. The funding source for youth is contingent upon the mix of services that are provided.

The fields of Job Title, Occupational Category, O'NET and NAICS were made required on all Training services and ITA's in ASSET.

NAICS is -The North American Industry Classification System (NAICS, pronounced Nakes) was developed as the standard for use by Federal statistical agencies in classifying business establishments for the collection, analysis, and publication of statistical data related to the business economy of the U.S. NAICS was developed under the auspices of the Office of Management and Budget (OMB), and adopted in 1997 to replace the old Standard Industrial Classification (SIC) system. It was also developed in cooperation with the

statistical agencies of Canada and Mexico to establish a 3-country standard that allows for a high level of comparability in business statistics among the three countries. NAICS is the first economic classification system to be constructed based on a single economic concept.

Reason for identifying NAICS:

Wisconsin's future is on enormous opportunities in emerging, high-growth sectors of advanced manufacturing, renewable energy, biotechnology, and health care. DWD will play a crucial role, particularly as we launch the new Wisconsin Sector Strategies Initiative. The Sector Strategies Initiative is an innovative approach to training. Industry partnerships will identify the workforce needs of high-growth sectors in the state's seven Grow regions, and then leaders in industry, labor, education, economic and workforce development will work together as partners, aligning training resources to meet those needs. Collecting NAICS codes will facilitate monitoring training resources allocated to workforce needs in high-growth sectors.

Check boxes were added to all Training Services, are required fields, and will be used to identify if the training/activity provided is part/time or full/time.

NEW ARRA SERVICES& DEFINITIONS:

YOUTH:

Adult Basic Education – Engaged in an Adult Education Activity.

ADULT:

ESL Training- Participating in English as a Second Language Training

Skill Upgrading/Retraining- Engaged in training to update an individual's technical or academic skills related to employment. ITA eligible.

TITLE 3 (Wagner Peyser and RES)

Job Search Workshops - Staff Assisted Workshops that provide job search activities assistance.

Employer Referral - staff assisted service to provide job seeker a referral to a specific job.

Referral to Registered Apprenticeship - A referral to a registered apprenticeship that provides a combination of education and work experience that result in a recognized credential.

Referral to Training (includes WIA) - Staff assisted service to refer a customer for training services, upon completion of an initial Job Center assessment.

Claimant Re-Employment Job Clubs -UI Claimant Re-Employment Job clubs and/or Support Groups.

Individual Re-Employment Plan - Development of Re-Employment Plans for UI Claimant

Soft Skills Assessments - Pre-Training Services and other Competency Classes

Career Readiness Certification - Staff assisted service, providing certificate after customer has successfully completed all 3 parts of Workkeys tests.

Referral to Job Banks/Portals - Core service to refer job seekers to other internet based job bank sites, beyond the Job Center of Wisconsin

Ability Profiler - Meeting with a credentialed counselor to interpret the results of the Ability Profiler test(s).

TAA

Case Management-Coordination of the multiple employment, educational, and

supportive services necessary for a customer to obtain and retain employment.

Prerequisite Education - Education or coursework required to enroll into a program of approved training.

Re-Employment Trade Adjustment (RTTA only) - Only for workers certified under new 2009 TAA program provisions (petition numbers 70,000 and above). Program for certified workers age 50 and over, that provides 50% of the difference between wages received at time of separation and wages received from re-employment.

Incumbent Worker Training - Provision of service to an employed individual who qualifies under the definition of Incumbent Worker. (Core Staff Assisted)

MANGE FOLLOW-UP S UPDATES:

Manage Follow-up, Follow up Status, Exit Quarter, Local Management Reporting the fields of Job Title, Occupational Category, O'NET and NAICS will require a response when attempting to Save the responses.

PERFORMANCE UPDATES:

WIA ADULT and DISLOCATED WORKER

The performance measures for WIA Adult and Dislocated Worker programs and the National Emergency Grants will continue to be those measures currently specified. All participants in the WIA Adult and Dislocated Worker programs and the Recovery Act-funded National Emergency Grants will be included in the regular WIA reports (quarterly report, WIASRD, annual report) (NEG are not included in the annual report), and the outcomes for the WIA performance measure will be included in the reports.

WAGNER-PEYSER ACT PROGRAM

The performance measures for the Wagner-Peyser Act will be the same measures specified. All participants in the Wagner-Peyser Act program, including those whose services are funded in part or in whole by the regular formula and/or Recovery Act

funds will be included in the regular quarterly reports, and the performance outcomes for the WP performance measures will be included in the reports.

WIA YOUTH

If youth are served between the months of May 1 and September 30th (the "summer" period) and participate in summer employment only, the performance indicator for these youth will be Work Readiness. These youth will not be included in the regular WIA Youth reports (WIASRD, quarterly, or annual reports) regardless of the service mix.

If youth served with Recovery Act funds do not participate in summer employment or are served before May 1st or beyond September 30th, he/she would then be included in the common measure if the State has a waiver to report common performance measure outcomes only. The only exception is for youth who receive Recovery Act-funded services that are 22-24 years of age. These youth fall outside of youth eligibility age for the regular WIA Youth program. These participants will be included in the regular WIA Youth reports.

In addition, ETA encourages areas who serve 22-24 year olds beyond the summer to co-enroll them in a WIA Adult and/or Dislocated Worker program when appropriate. If co-enrolled in the WIA Adult Program, youth will be reported on the WIA Adult Performance measures. If co-enrolled in the WIA Dislocated Worker Program, they will be included in the WIA DW performance measures.

Work Readiness Goal - When setting the work readiness goal(s) WDAs must follow the current definition/requirement for a work readiness skill goal. The same instrument(s) must be used for both the pre and post-testing.

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WIA YOUTH

If youth are served between the months of May 1 and September 30th (the "summer" period) and participate in summer employment only, the performance indicator for these youth will be Work Readiness. These youth will not be included in the regular WIA Youth reports (WIASRD, quarterly, or annual reports) regardless of the service mix.

If youth served with Recovery Act funds do not participate in summer employment or are served before May 1st or beyond September 30th, he/she would then be included in the common measure if the State has a waiver to report common performance measure outcomes only. The only exception is for youth who receive Recovery Act-funded services that are 22-24 years of age. These youth fall outside of youth eligibility age for the regular WIA Youth program. These participants will be included into the regular WIA Youth reports.

In addition, ETA encourages areas who serve 22-24 years old beyond the summer to co-enroll them in a WIA Adult and/or Dislocated Worker program when appropriate. If co-enrolled in the WIA Adult Program, the youth will be reported on the WIA Adult Performance measures. If co-enrolled in the WIA Dislocated Worker Program, they will be included in the WIA DW performance measures.

Work Readiness Goal - When setting the work readiness goal(s) WDAs must follow the current definition/requirement for a work readiness skill goal. The same instrument(s) must be used for both the pre and post-testing.

ARRA PROGRAMS:YOUTH SUMMER EMPLOYMENT:

All youth activities under WIA are allowable activities for the Recovery Act funds.

The funds should be used to expand summer youth employment opportunities. There are 2 significant changes to youth activities under WIA (they only apply to Recovery Act funds);

ARRA increased the age eligibility to 24 years old. Work Readiness indicator is the only indicator to assess the effectiveness of summer employment. The timeframe for "summer" is from May 1 through September 30th. Summer employment is any set of allowable WIA Youth services (any of the 10 Program elements) that occur during the summer months as long as a work experience component is included. The WIA Youth Recovery Act funds must be expended by June 30th, 2011.

ARRA WIA Dislocated Worker Program:

These funds are made available to provide employment & training services to dislocated workers through the one-stop

system in accordance with the WIA local area WIA allocation requirements.

Funds are to be used for providing dislocated workers with services necessary to support their re-entry in the recovering job market. In addition, service strategies should be integrated with assessment and data driven career counseling to align training a job search activities with areas of anticipated economic job growth.

These funds can be used for all activities specified under WIA for the Dislocated Worker Program. Training services include but are not limited to: Occupational Training, On-the-Job Training, combined workplace training and related instruction, registered apprenticeship, training programs operated by the private sector, skill upgrading and retraining, entrepreneurship training, job readiness training, to name a few.

To be eligible for services under the WIA Dislocated Worker formula funds provided in the Recovery Act, individuals must meet eligibility requirements as stated in WIA Section 101(9). Customer's who do not qualify as dislocated workers should be evaluated for eligibility in the Adult formula program.

WAGNER-PEYSER ACT FUNDING:

The Recovery Act makes available funding for Employment Services Operations, excluding reemployment services. These funds should be used to assist customers in One-Stop Career Centers to secure employment and workforce information by providing workforce information and a variety of services to job seekers and employers looking for qualified individuals to fill their job openings.

Under the requirements, Veterans will receive priority of service. In addition, the workforce system may provide specialized services to groups with special needs. In implementing Wagner-Peyser services

under the Recovery Act, ETA encourages states to consider in their service delivery strategies "Seamless service integration with WIA services, Unemployment Insurance, and One Stop partners to ensure that individuals have access to a full array of employment & training services. In addition states are encouraged to use the ARRA funds to support career guidance and counseling services, including assessments, consideration of fund utilization to enhance workforce economic information availability, and outreach to Migrant and Seasonal Farmworkers.

New functionality to ASSET

The UI defaults from the SSN/UI Token Numbers are scheduled to go in ASSET on Friday, 6/26/2009. Information will be available via a JCS Technical Bulletin on June 25th. This functionality will only be available to designated Re-employment Services (RES) staff.

Technical Assistance

Questions related to ARRA program and policy should be directed to each WDA's program and/or policy staff.

Theresa Loerke – (608) 264-8179 or email Theresa.Loerke@dwd.wisconsin.gov

Karen Pfeil – (608) 266-9663 or email Karen.Pfeil@dwd.wisconsin.gov

Scott Fromader – (608)-261-4863 or email Scott.Fromader@dwd.wisconsin.gov

Questions related to ASSET content or functionality should be directed to the DET Call Center at: (608) 267-9690, and then by selecting option 1.