LOS ANGELES COUNTY
WIA YOUTH PROGRAM
Information Notice

NUMBER: LACOIN- Y 13-01	**SUBJECT: NEW CALJOBS (PHASE 1B) IMPLEMENTATION SCHEDULE**
DATE: November 14, 2013	**EFFECTIVE DATE: November 14, 2013**

FOR YOUR IMMEDIATE ATTENTION

TO: ALL WIA FORMULA PROVIDERS

PURPOSE

This information notice is to inform you of the new CalJOBS (Phase 1B) implementation schedule. The implementation of Phase 1B of the new CalJOBS is scheduled for Monday, February, 24, 2014. As training dates are identified we will provide you with updates.

REFERENCES

- EDD Directive Number WSIN 13-19 (October 4, 2013) (Attachment)

Josie Marquez, Assistant Director
Workforce and Community Services Branch

Employment Development Department
State of California

INFORMATION NOTICE

WORKFORCE SERVICES

Number: WSIN13-19
Date: October 4, 2013
Expiration Date: 11/4/15
50:193:me:16444

TO: WORKFORCE DEVELOPMENT COMMUNITY

SUBJECT: NEW CALJOBS^{SM} (PHASE 1B) IMPLEMENTATION SCHEDULE

This Information Notice provides an update on the phased implementation date of the New CalJOBS^{SM}. The implementation of Phase IB of the New CalJOBS^{SM} is scheduled for Monday, February 24, 2014. See Attachment 1 for New CalJOBS^{SM} Phase IB Project Roadmap.

The remaining features of the New CalJOBS^{SM}, including all Job Training Automation (JTA) functionality supporting the Workforce Investment Act and the Trade Adjustment Act activities will be implemented by the Employment Development Department. In addition, new features such as Cash Drawer, Eligible Training Provider List (ETPL), and Worker Adjustment and Retraining Notification (WARN) functionality will be put into operation. Upon full implementation of the New CalJOBS^{SM}, both JTA and old CalJOBS^{SM} will be archived and retired.

The New CalJOBS^{SM} was built using Virtual OneStop® Version 12 functionality. See Attachment 2 for a list of modules which are included in the New CalJOBS^{SM}.

Prior to the scheduled implementation date, the State will release further information and guidance on the following:

- Data Uploads
- Conversion Read-Only Period - "Go Dark"
- Training
- Cash Drawer Module, including Cash Requests and Expenditure Reporting
- ETPL
- WARN
- Policy/Procedure Updates

If you have any questions regarding this implementation schedule, please contact CalJOBSAdmin@edd.ca.gov.

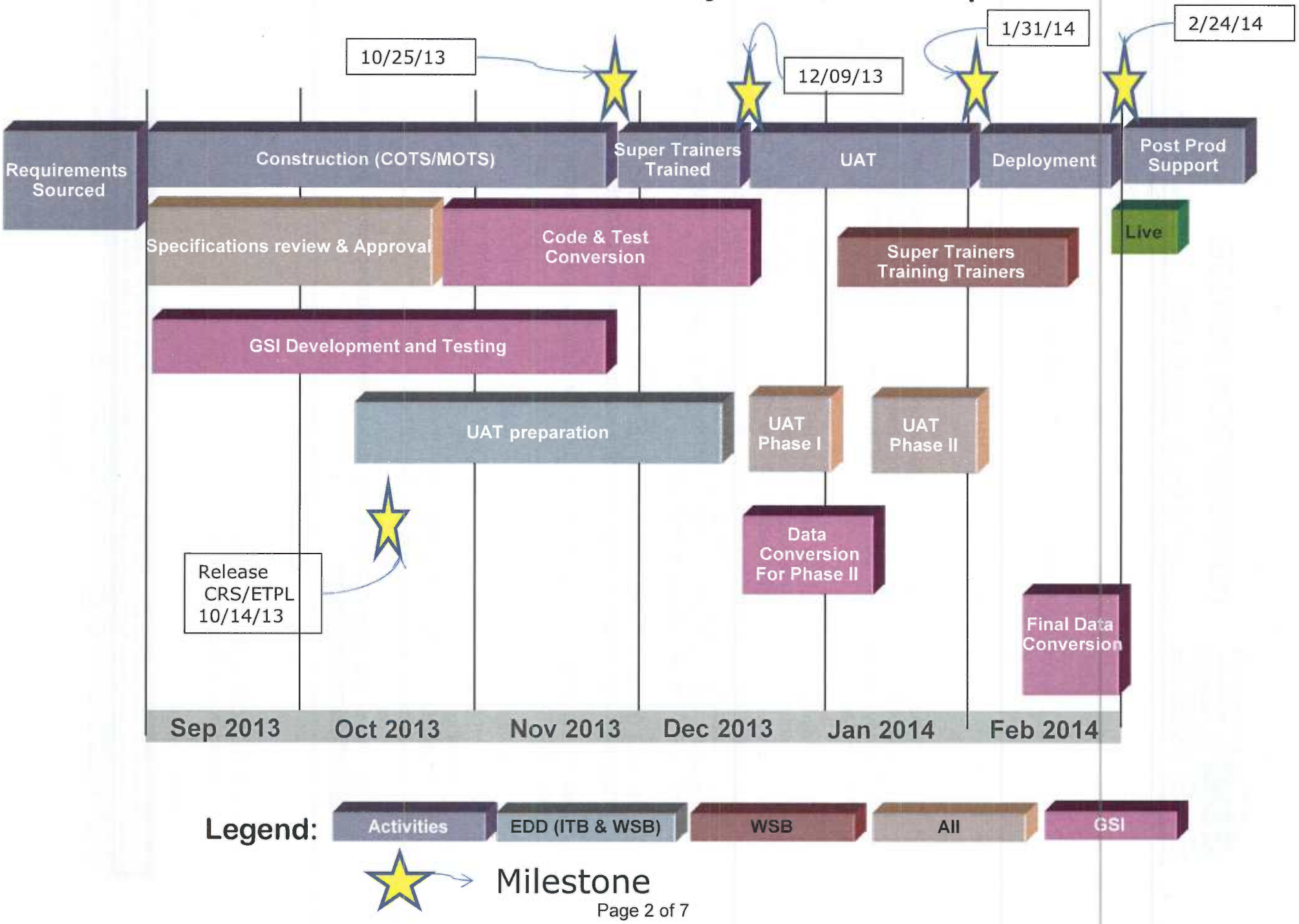
/S/ JOSÉ LUIS MÁRQUEZ, Chief
Workforce Services Division

Attachments

The EDD, an equal opportunity employer/program, is a partner in this publication. Auxiliary aids and services are available upon request to individuals with disabilities. Requests for services, aids, and/or alternate formats need to be made by calling (916) 654-8055 (Voice). TTY users, please call the California Relay Service at 711.

New CalJOBS^{SM} Phase 1B Project Roadmap

ATTACHMENT 1



Geographic Solutions

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WSN – Virtual OneStop® Version 12 Modules Software Modules

Description	Included
CORE SERVICES FOR INDIVIDUALS MODULE: **Individual Registration; My Resources** (My Messages, My Background, Upcoming Events, My Appointments, My Home Page); **Career Services** (Career Tips, Career Explorer-match your skills-job skills, Career Explorer-match your skills-personal skills, Career Informer, Job Market Explorer); **Job Seeker Services** (Job Search, Job Market Trends, Employers); **Education Services** (Training Providers and Schools, Training and Educational Programs, Educational Program Completers, Online Learning Resources, Create Training Application); **Labor Market Services** (Labor Market Facts, Area Profile, Industry Profile, Occupation Profile); **My OneStop Profile** (Personal Profile, Search History Profile, Assessment Profile-Job and Personal Skills); **Quick Menu** (Job Search, Resume Builder, Letter Builder, My Resources, My Individual Profile, My Appointments); **Assistance Center; Online Learning Resources** (links to online learning websites).	**Yes**
ADDITIONAL SERVICES FOR INDIVIDUALS MODULE: **Financial Services** (Overall Budget Planning, Training Budget Planning, Transition Budget Planning, Financial Aid for Training); **Community Services** (eligibility requirements, programs and services); **Unemployment Services** (eligibility, filing, unemployment benefits); **Veteran Services** (list of available services); **Youth Services** (list of available services); **Senior Services** (list of available services); **Staff Provided Services** (description of available services). ***Requires: Core Services for Individuals Module.***	**Yes**
LABOR EXCHANGE FOR INDIVIDUALS MODULE: **Job Seeker Services** (10 Steps to Find a Job, Resume Builder, Background Wizard, Letter Builder, Virtual Recruiter-for Individuals); **My OneStop Profile** (Employment plan); **Quick Menu** (Resume Builder), **Career Network** (Integrated Social Networking). ***Requires: Core Services for Individuals Module.***	**Yes**
CORE ASSESSMENT MODULE: **Career Services** (Career Explorer-Interest Analyzer, Career Explorer- Work Importance Analyzer, display of individual work values and interests for an occupation); **My OneStop Profile** (assessment profile- interests, work importance). ***Requires: Core Services for Individuals Module.***	**No**
CORE SERVICES FOR EMPLOYERS MODULE: **Employer Registration**; **Recruitment Services** (candidate search-external search, job market trends); **Education Services** (training providers and schools, training and educational programs, educational program completers, online learning resources); **Labor Market Services** (labor market facts, area profile, industry profile, occupation profile); **Assistance Center**; **My Company Profile** (corporate profile, search history profile); **My Resources** (My Messages, My Appointments, My Employer Profile, My Home Page, Upcoming Events); **Communications Center** (Appointments, Messages, Correspondence Templates).	**Yes**
ADDITIONAL SERVICES FOR EMPLOYERS MODULE: **Human Resource Info** (list of available services); **EEO Information** (list of available services); **Labor Relations** (list of available services); **Government Resources** (list of available services); **Wellness and Ergonomics** (list of available services); **Employer Incentives** (list of available services); **Staff Provided Services** (description of available services). ***Requires: Core Services for Employers Module.***	**No**

Description	Included
EMPLOYER LABOR EXCHANGE MODULE: **Recruitment Services** (post a job, candidate search-quick and advanced search for resumes, candidate ranking recruitment and hiring tool, job applicant tracking, candidate market trends, Virtual Recruiter-for Employers); **Company Profile** (recruitment plan profile); **Quick Menu** (post a job, candidate search). ***Requires: Core Services for Employers Module.***	Yes
WORKKEYS® MODULE: **Assessment Plan** (input of individual WorkKeys® scores); **Career Services** (career explorer-Workplace skills, selection of appropriate occupations from scores); **Recruitment Services** (optional incorporation of WorkKeys® scores in labor exchange); **My OneStop Profile** (assessment profile-workplace skills). ***Requires: Core Services for Individuals, Core Case Management Module, and Core Assessment Module.***	No
VOSDISCOVER ASSESSMENT MODULE: Detailed personal assessment, integrated O*NET occupation codes linked to LMI data, training and available workforce services. ***Requires: Core Services for Individuals and Core Assessment Module.***	No
CONSUMER REPORTS MODULE: **Education Services** (display performance information for eligible programs, comparison of performance between programs and providers), Web Based Input of Eligible Training Providers and Programs, Staff Management of Eligible Programs and Providers. ***Requires: Core Services for Individuals***	Yes
WORKFORCE INFORMATION MODULE: Advanced Home Page content including **About Us, Contact Us, News and Events** (Latest news, Calendar of Events), **Download Forms, Frequently Asked Questions**. ***Requires: Web Content Management Module.***	No
CORE SERVICES FOR STAFF MANAGING INDIVIDUALS MODULE: **Manage Individuals** (create an individual account, assist an individual); **My OneStop Profile** (personal profile, search history profile); **Reports** (Master Summary, Registered Individuals, Background Information, Contact, Feedback Surveys, Tracking); **My Staff Resources** (My Messages, My Appointments, My Search Lists, My Job Skill Sets, My Templates, My Reports, Upcoming Events). ***Requires: Core Services for Individuals Module.***	Yes
CORE SERVICES FOR STAFF MANAGING EMPLOYERS MODULE: **Manage Employers** (create an employer account, assist an employer, employer system access rights); **Employers My Company Profile** (corporate profile, search history profile); **Reports** (Master Summary, Registered Employers, Contact, Feedback Surveys, Tracking); **My Staff Resources** (My Messages, My Appointments, My Search Lists, My Job Skill Sets, My Templates, My Reports, Upcoming Events). ***Requires: Core Services for Employers Module.***	Yes
LABOR EXCHANGE FOR STAFF MODULE: Staff-Assisted Labor Exchange for Individuals, Staff-Assisted Labor Exchange for Employers. **Manage Resumes** (Advanced Search, Advanced Search by Job Order); **Manage Job Orders** (job order verification, job order referrals, job order mass referrals, job order follow-up, job order referral results); **Manage Labor Exchange** (create/modify job skill sets, automated referral notification and follow up); **Reports** (Resume, Job Order, Activity, Service Provided Individual, Service Provided Employer). ***Requires: Core Services for Staff Module, Core Services for Staff Managing Individuals Module and Core Services for Staff Managing Employers Module.***	Yes

Description	Included
SERVICE TRACKING MODULE: Manual and Automated Tracking of Services, **Managing Individuals** (scheduled services, manage individual services); **Case Management Profile** (Activities-Service Plan); **Reports** (Activities, Services Provided Employers, Services Provided Individuals). ***Requires: Core Services for Staff Managing Individuals Module.***	**Yes**
VOSCAN AUTOMATED SERVICE TRACKING MODULE: Automated Tracking of Services and Events on location using scan card reader technology. Addition of scan card ID to registration. **Reports** (Activity, Services Provided Individual, Scan Card). ***Requires: Service Tracking and Attendance Tracking Modules.*** **Scanning Hardware and Cards Not Included. An additional investment in hardware, magstripe cards, and software required by each WIB that elects to implement this functionality.*	**Yes ***
ATTENDANCE TRACKING MODULE: Provides manual or online registration of individuals for state and local events. Restrictions such as class size limits can be set. Allows staff to input and track the attendance of individuals at one-stop events. **Reports** (Scan Card) **Scanning Hardware Not Included. An additional investment in hardware, magstripe cards, and software required by each WIB that elects to implement this functionality.*	**Yes**
CORE CASE MANAGEMENT MODULE: **Case Management Profile** (Common Intake ,Case Assignment, Case Load, Case Notes, Activities, Programs, Individual Employment Plan (IEP), Objective Assessment Summary (OAS), Assessment Plan; **Reports** (Case Load). ***Requires: Core Services for Staff Managing Individuals Module and Service Tracking Module.***	**Yes**
SCANNED DOCUMENTS MODULE: Capture and online review of scanned verification documentation. Supports Common Intake, Wagner-Peyser, WIA, Generic Program, Trade Adjustment Assistance, Summer Youth Program, and Welfare Transition Modules. ***Requires: Core Case Management Module.*** **Scanning Hardware Not Included. An additional investment in hardware, and software required by each WIB that elects to implement this functionality.*	**Yes ***
DOCUMENT MANAGEMENT: Features the ability to upload documents and associate them with an individual. Includes ability to attach documents to case notes and program verifications. Index, tag, store and retrieve digital documents associated with a user record. Ability to retrieve and view documents by document name, tags, program association, verification item or type. Linked documents can also be attached "in context" and reviewed within the program forms or by viewing the Verification Summary. Documents are stored securely in the central database. ***Requires: Core Services for Staff Managing Individuals Module.***	**Yes ***
WIA CASE MANAGEMENT MODULE: Case Management Program (WIA application, WIA participation record, WIA enrollment activities, Case Closure, WIA outcomes (exit) , WIA follow-ups, Youth goals and /or Youth Numeracy Literacy tracking); **Reports** (Predictive Reports, Soft Exit Reports, Federal Reports-9090,9091, WIA Data Validation File, ARRA 9148, 9149 Reports). Optional integration with Standard and Advanced Fund Tracking Modules to assist managing funds. ***Requires: Core Case Management Module***	**Yes**
WAGNER-PEYSER CASE MANAGEMENT MODULE: Manage Profiling (profiling non-compliance / waived / exempted, profile orientation letter), Veteran Management, **Reports** (Enrolled Individual, 9002 A-E reports, VETS200, MIC, 9048, WP data validation file, ARRA 9147 Report). ***Requires: Core Case Management Module***	**Yes**

Description	Included
GENERIC PROGRAM APPLICATION MODULE: Management and reporting of "Generic Program" set of applications (Eligibility Application, Enrollment Activities, Generic Outcome (exit)) with integration into IFT to assist in managing funds. **Reports** (Master Summary, Enrolled Individual, Activity, Service Provided Individual). Optional integration with Standard and Advanced Fund Tracking Modules to assist managing funds. ***Requires: Core Case Management Module***	**No****
TRADE ACT MODULE: Trade Act set of applications (Waivers and Waiver Review tracking, Bona Fide Application, and Application for Approved Training, Participation Application, Enrollment Activities, Case Closure, Exit, Follow-up.) **Reports** (Federal Performance Reports, TAPR File). Optional integration with Standard and Advanced Fund Tracking Modules to assist managing funds. ***Requires: Core Case Management Module***	**Yes**
WELFARE TRANSITION PROGRAM MODULE: Application, Objective Assessment Summary, Individual Employment Plan, calculation of required hours per week by number of work eligible people in the household and age of youngest child. Enrollment into countable work activity. Ability to record participation hours in a timesheet. ***Requires: Core Case Management Module***	**No**
ETP CASE MANAGEMENT: Case management application and tracking of the ETP program. ***Requires: Core Case Management Module***	**Yes**
STANDARD INDIVIDUAL FUND TRACKING MODULE: Manage Participant Costs, Individual Account / Account Limits, Referrals to Providers, Vouchers to Providers/Vendors/Individuals and Payments to Vouchers. ***Requires: Core Case Management Module***	**Yes**
ADVANCED FUND TRACKING MODULE: Ability to create, manage, and track funds and establish provider contracts. ***Requires: Standard Individual Fund Tracking Module***	**Yes**
PROVIDER ADMINISTRATION MODULE: Administrative access to review provider applications, programs and general information to determine if provider successfully meets ETPL requirements. Providers and programs that are approved by administrator will be displayed to the public via the Consumer Reports Module. ***Requires: Provider Management Module***	**Yes**
PROVIDER MANAGEMENT MODULE: A secure web portal which provides authorized training provides the ability to apply for recognition as an Eligible Training Provider. Providers can enter and manage information on training programs as part of the initial application process.	**Yes**
ADMINISTRATION SYSTEM: Email Addresses, Email Message Design, Administer Event Calendar, System Defaults, Administer a Staff Account, Create a Staff Account, Create Privilege Groups, Change Privilege Group Settings, Delete Privilege Groups, Administer Individuals, Administer Employers, Import/Export Data, Data Modification, Archive Records, Restore Records, Administer an Admin Account, Create an Admin Account, Individual /Employer Services, System Information, System Usage Report.	**Yes**
WEB CONTENT MANAGEMENT MODULE: A user-friendly, what you see is what you get (WYSIWYG) integrated content management tool. The content publisher lets staff create articles, customize web pages, change images, and add, edit, and delete content displayed in many different areas within the system.	**Yes**

Description	Included
LABOR MARKET ANALYSIS MODULE: **Analyst Registration Module**; **Demographics** (US census commuting -patterns, US census labor force, income, population); **Education** (training providers and schools, training and education programs); **Employers** (employer search, mass layoffs); **Income and Wages** (income, quarterly census of employment and wage, occupational wage); **Industry** (quarterly census of employment and wages, current employment statistics (CES), staffing patterns, industry employment & projections); **Labor Force** (US census commuting patterns, labor force, employment & unemployment); **Occupation** (occupational employment by Industry , occupational employment & projections, occupational wages, licensed occupations); **Economic Indicators** (consumer price index , building permits, government transfer payments); **Demographics** (US census commuting patterns, US census labor force, income, population data.)	No
LMI DATA LOADER: A web based utility that is specifically designed to import and export data to and from the Workforce Information Database (WID). The tool validates all data entered, including checks for empty fields, referential integrity, and primary key violations. Rejected data can be exported to an external file.	No
LOCAL LABOR MARKET SURVEY: Telephone survey of local employers to determine hiring practices. Data results are displayed in the Occupation Profile. ***Requires: Core Services for Individuals Module.***	No
STANDARD SPIDER: Spidered Jobs in selected area from Career Builder, Hot Jobs, America's Labor Exchange, Job Central, Fortune 500 corporations, and state job board if available. ***Requires: Core Services for Individuals Module.***	Yes
FULL SPIDER: Spidered jobs in selected area from all available national job boards, local job boards, green job boards, Fortune 1000 corporations, federal government sites, state government sites, local government sites, national recruiters, military branches sites, major hospitals, major non profits, major newspapers, volunteer sites, chambers of commerce, volunteer sites and web sites of all major employers. ***Requires: Core Services for Individuals Module.***	No
FOCUSED SPIDER: Includes all the jobs of the full spider with the addition of dedicated research in a specific area for specific web sites. ***Requires: Core Services for Individuals Module.***	No
WEB INTERFACE: for users with average speed internet/intranet access.	Yes
TEXT INTERFACE: for users who want maximum performance.	Yes
SPANISH LANGUAGE INTERFACE: Spanish version of Services for Individuals and Employers.	Yes
VISUALLY IMPAIRED INTERFACE: Version of Services for Individuals and Employers optimized for screen readers such as JAWS.	Yes
TOUCH SCREEN INTERFACE: A Simplified Job Search Function for Touch Screen Kiosks (jobseeker will be required to visit a facility to see job details). ***Requires: Kiosk with Internet Access.***	No

* Local software site licenses and hardware required.
**Modified version of the Generic Application, "Generic Lite" will be implemented to manage 900 series grants.