



USER GROUP

Final Minutes
Wednesday, June 25, 2014
Webinar

Minute Taker: Anita Gorham (03)

Members Present: Lynn Krause (01); Anita Gorham (03); AL Hesse (04); Debbie Kelly (05); Jane Spencer (06); Joleen Prentice (07); Richard Price (08); Amy Scarborough (09); Victoria Harmon (10)

Other Local Staff / Guests Present: Renee Kemp, DJ Blum, Cheryl Wroblewski (03); Merry Lienau, Ed Hudson (08); Sue Gleason (WWDA)

DWD Staff Present: Scott Fromader, Theresa Loerke, Cathy Sill, Rita Atkinson

Recommended AUG Highlights for WWDA

Victoria Harmon resigned position of upcoming Chair for 2014/15.
Joleen Prentice voted as new Chair effective July 1, 2014
Anita Gorham Vice Chair effective July 1, 2014

WEBI:

WEBI dashboard performance reports are almost complete. Training on using reports will be held in near future, date TBD.

TEGL 27-13:

Inquiry made as to when the State might provide guidance on this TEGL regarding same sex marriages. Topic tabled until next meeting due to audio issues for some State staff.

UI Access Issues:

Process being developed to streamline access requests and eliminate auto expiration of user accounts. All requests must be emailed to Jeffrey Becker, DWD UI Security and cc'd to Pamela Jones, Supervisor.

Federal Employment Verifications:

Requests for FEDES and National Guard employment verifications should be sent to local LPL.

Call to Order

The meeting was called to order by Debbie Kelly at 9:35 am.

Review & Approve AUG Minutes from May 21, 2014

Motion made by Lynn Krause, seconded by Jane Spencer to approve minutes.

ASSET Updates

Internet Explorer Compatibility:

ASSET is best viewed in Internet Explorer 8. Internet Explorer 9, 10 and 11 must be used in Compatibility View. Making ASSET compatible with Internet Explorer 10 will occur later this year, and plans to update to Internet Explorer 11 won't be for over a year.

Staff Requests:

Please refer to the Technical Bulletin for proper use of Data and General requests. A PR created to remove General category to eliminate confusion, but work has not begun.

Contract ID Conversion:

Batch conversions set for June 30, 2014.

TEGL 27-13:

Inquiry made as to when the State might provide guidance on this TEGl regarding same sex marriages. Topic tabled until next meeting due to audio issues for some State staff.

ASSET/WebI Q & A

WebI dashboard reports almost complete. Training will be held on how to use.

Program Eligibility Documentation Webinar:

Question was asked when a training webinar might take place. Theresa Loerke reported these will not be done by the LPLs until after their return to GEF-1 because the recording equipment, conference rooms, staff assistance, etc. needed to do the webinars are in GEF-1.

WWDA Reporting to AUG

Sue Gleason created a new template for reporting subgroup highlights.

Interviews for new WWDA Executive Director to be held July 2, 2014.

Waiting to hear if WIOA will be reauthorized.

Other

UI Access Issues:

Review of current processes revealed missing steps. Value stream mapping to be implemented for FOB requests. Jeffrey Becker's supervisor, Pamela Jones is creating a new process to streamline access requests and eliminate auto expiration of user accounts. All access requests must be emailed to Jeffrey.Becker@dwd.wisconsin.gov, DWDUISecAccess@dwd.wisconsin.gov, and cc'd to Pamela.james@dwd.wisconsin.gov

Agenda Plan for September Meeting:

Victoria Harmon suggested the following topics:

1. Standardized WIA forms statewide
2. WIA Program operation and best practices
3. MOU for WIA reauthorization

Resignation of Vice Chair:

Victoria Harmon resigned position of upcoming Chair for 2014/15.

Joleen Prentice voted as new Chair effective July 1, 2014.

Anita Gorham Vice Chair effective July 1, 2014.

Adjourn

Motion made by AL Hesse to adjourn the meeting; seconded by Victoria Harmon. Meeting adjourned at 10:25 am. The next ASSET User Group meeting will be Wednesday, July 23, 2014 via webinar. Next Minute Taker: Bruce Wantuch (02) or AL Hesse (04).

Minutes submitted by Anita Gorham (03)