

MASSACHUSETTS

# Workforce Investment Act

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**WIA Communication No. 05-64**

Policy  Information

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**To:** Chief Elected Officials  
Workforce Investment Board Chairs  
Workforce Investment Board Directors  
Title I Administrators  
Career Center Directors  
Title I Fiscal Officers  
DCS Regional Directors for Workforce Integration  
DCS Associate Directors  
DCS Field Managers

**cc:** WIA State Partners

**From:** Susan V. Lawler, Commissioner  
Division of Career Services

**Date:** August 30, 2005

**Subject:** **LMI-101 Training Sessions**

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**Purpose:** To inform Local Workforce Investment Boards, Career Center Operators and other workforce investment partners of upcoming Labor Market Information (LMI) training sessions.

**Background:** LMI-101 for Case Managers, Counselors, Placement Staff and Business Service Representatives:

- September 21, 2005: *For Case Managers, Counselors and other placement staff.* Marlborough Training Center. 191-201 Boston Post Road West (Route 20), 2<sup>nd</sup> Floor.
- November 16, 2005: *For Case Managers, Counselors and other placement staff.* Location: Charles F. Hurley Building, Anna Marie Gazda Training Room, 4<sup>th</sup> Floor.
- December 7, 2005: *For Business Services Representatives.* Location: Charles F. Hurley Building, Anna Marie Gazda Training Room, 4<sup>th</sup> Floor.

LMI 101 training session will also be scheduled in either the central or western region during the Spring of 2006 for Business Services Representatives only. The date and location will be announced in a future issuance.

**Action**

**Required:** Please inform all managers and staff of the schedule for LMI 101 Training and assure that staff register for the appropriate training session based on their position and job responsibilities. All staff planning to attend the LMI 101 sessions should seek approval of his/her supervisor prior to registration. Staff may register via e-mail at [HRTRNG@detma.org](mailto:HRTRNG@detma.org) or via the on-line registration form at <http://intranet.detma.org/training/registrationform.htm>. All registrations will be confirmed via email.

All sessions are scheduled from 9 A.M. to 4 P.M. Lunch is not provided.

Space is limited to 20 attendees for each session so register as soon as possible.

Directions are attached.

**Inquiries:** Please email all questions to Ed Kaznocha at [EKaznocha@detma.org](mailto:EKaznocha@detma.org) or Bob D'Alessandro at [RD'Alessandro@detma.org](mailto:RD'Alessandro@detma.org).

**Filing:** Please file this in your notebook of previously issued WIA Communication Series Issuances as #05-64.