MassWorkforce Issuance

Workforce Issuance No. 10-63 ☐ Policy ☑ Information

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

cc: WIA State Partners

From: Michael Taylor, Director
              Department of Workforce Development

Date: July 12, 2010

Subject: Changes in MOSES Version 30.0

Purpose: To provide Local Workforce Investment Boards, One-Stop Career Center
                 Operators and other local workforce investment partners with information about
                 new features included in MOSES Version 30. MOSES Version 30 will be
                 released to users when they sign onto MOSES on July 12, 2010.

Background: MOSES 30.0 incorporates several features that enable tracking of Reemployment
                 Eligibility Assessment (REA) program services.

                 Other Staff View Changes in MOSES Version 30.0 are Scheduling of CCS can
                 now be accomplished through MassEntry, and that the South Coastal LWIB &
                 SDA name has been changed to South Shore.

Required: IT Coordinators, MOSES Local Experts and One-Stop Career Center Managers
                 should ensure that all MOSES users in their local areas have a copy of the
                 document, Description of Changes in MOSES Version 30.0, which is found in the
                 following section.

Inquiries: Questions about the MOSES application should be directed to the MOSES Help
                 Desk at (617) 626-5656.

Description of Changes in MOSES Version 30.0

Table of Contents

I.   REA Program

1.   Enrollment in the REA Program

REA Enrollment is automatic when attendance at a CCS is entered:
Conditions for REA Program

- ▪   Applicants must be permanently separated and
- ▪   NOT Profiled and
- ▪   Weekly Career Center REA Limit has not been met.

REA Enrollment will display on the Basic Tab along with the Icon.

Program Enrollment REA Service will be created.
REA- Reemployment Eligibility Assessment

2. RES / REA Goals Services

Entry of RES/REA Goals will create 2 services.
No matter how many goals are established, these 2 services will only be created once per day per career center.
- CMAP (Job Search Plan)
- Initial Assessment Interview

The **attainment** of the 'Research LMI' goal will produce a service.
- Labor Market Info – Staff Assisted

3. New Fields on Goals Detail Screen

New fields have been added to the RES/REA Goals detail screen:
- Created Office, Last Modified Date and Last Modified By.
- The position of the Target Date and Actual Date has changed so the Target date is above the Actual Date.

4. REA Review Goal

New 'REA Review' goal type on the RES/REA Special Program Tab
- Target Date must be between 2 and 4 weeks of REA Program Enrollment (Date Attended CCS).

- **Time Critical Data Entry – REA Reviewed "Attained" must be ENTERED in MOSES by the deadline* to avoid a UI Sanction.**

  *REA Deadline is 4 weeks from the Saturday after REA Enrollment. UI Sanction will be within one week of this deadline.

5. REA Review Requirements

Requirements to 'Attained' REA Review
1. Must have a Career Action Plan (CAP) which includes:
   Establishment of REA /RES Goals or be enrolled in Case Management
2. Must have an Labor Market Information Service (LMI)

Attainment of REA Review will automatically create an 'UI REA / Attained Status Review' service.

6.   REA Sanction

UI Sanction will result from a 'REA Review' goal not being attained within 4 weeks of REA Enrollment (which is CCS attendance date).

7.   REA Exit

REA participants will be exited after 90 days without a reportable service (on a quarterly basis).

8. RES / REA Goal – 'Print Data' Feature Enhanced

The 'Print Data' feature associated with the RES/REA goals has been enhanced to produce the following report.
   Right mouse clicking in the goals detail section will bring up the Sort / Print box. Select Print > Print Data
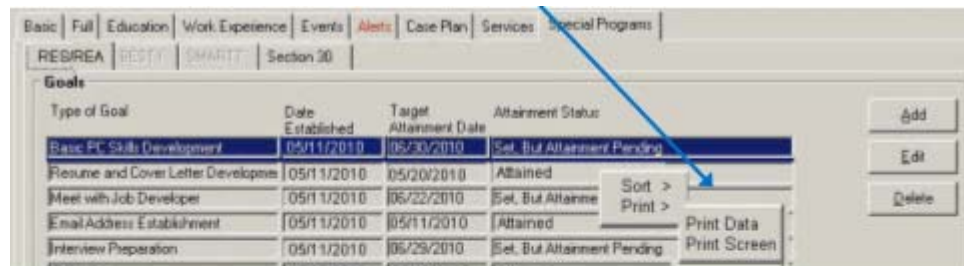

This report will go directly to your default printer

MASSACHUSETTS ONE STOP EMPLOYMENT SYSTEM
CAREER ACTION PLAN

Customer Name: Smith, Fred
Job Seeker ID: 10012345

Goal Type	Goal Status	Target Date	Actual Date	Description	Created By
Basic PC Skills Development	Set, But Attainment Pending	06/30/2010	00/00/0000		Mmeib
Resume and Cover Letter Development	Attained	06/21/2010	05/20/2010		Mmeib
Meet with Job Developer	Set, But Attainment Pending	06/22/2010	00/00/0000		Mmeib
Email Address Establishment	Attained	06/30/2010	05/11/2010		Mmeib
Interview Preparation	Set, But Attainment Pending	06/29/2010	00/00/0000		Mmeib
REA Review	Attained	06/11/2010	06/11/2010		Mmeib

9. REA Weekly Report Production

Weekly report for the Career Centers to use to contact the new applicants enrolled in the REA program.
   Located in MOSES Reports → Other
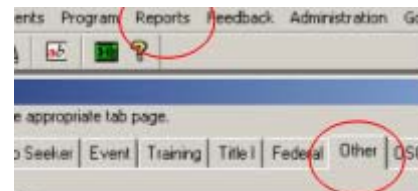
Massachusetts One-Stop Employment System   **REA Weekly Enrollments**
                                                    Week Ending: 7/03/2010

BerkshireWorks - Pittsfield

REA Enrollment Date	App ID	Name	Home Phone	Other Phone	Other Phone Type	Email	CAP	Labor Market Information (LMI)	REA Review Deadline*
6/23/2010	24156766	Smith, Sally	617-555-3334			ssmith@test.com	No	No	7/24/2010
6/28/2010	31122666	House, Susan	617-555-4444	617-555-4444	Cell	test@Hotmail.com	No	No	7/31/2010
6/28/2010	11122444	Keyes, Sam	617-555-4444	617-555-4444	Cell	Test12@Hmail.com	No	Yes	7/31/2010
6/30/2010	45771156	Jonhson, Jane	617-555-1212			bb@Hotmail.com	Yes	Yes	7/31/2010
7/01/2010	27111156	Jones, Fred	617-555-3333	617-555-3333	Emergency	bb@space.com	Yes	Yes	7/31/2010
7/03/2010	12333432	Barnes, Sarah	781-333-4444	781-333-4444		bac@space.com	Yes	No	7/31/2010

* REA Review Deadline shown is 4 weeks from the Saturday after the REA Enrollment Date.
REA Sanction will be generated for individuals who do not attain the goal within 1 week of this deadline.

10. REA Adhoc Report - Review Status

List applicants who have not completed their REA Review
- Adhoc Crystal Report on MassWorkforce.org

II. Other Staff View Changes in MOSES Version 30.0

1. Attendance of CCS via MassEntry-Current Events Tab

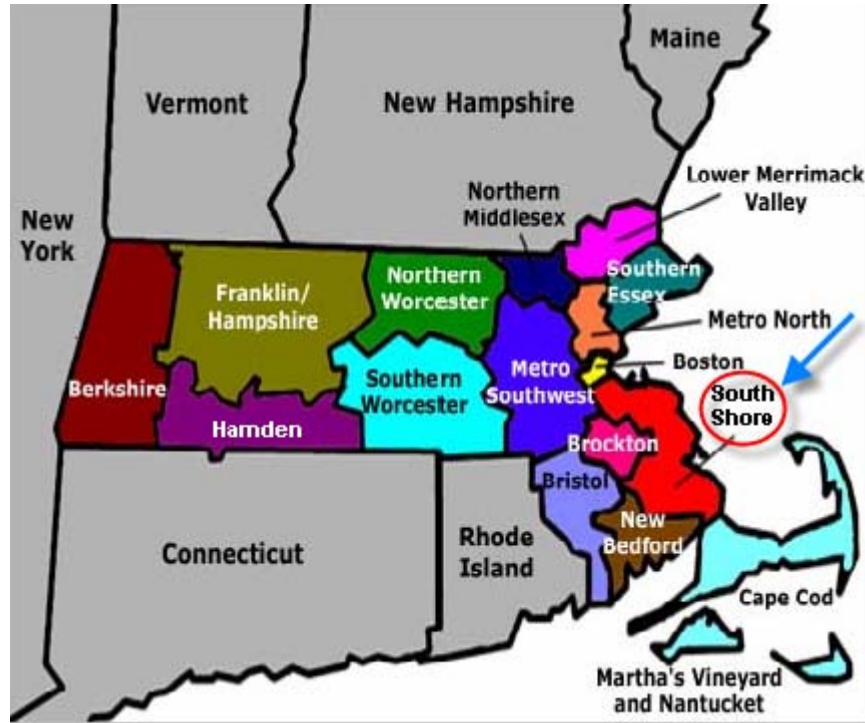Allow CCS attendance to be entered via MassEntry and/or Current Events Tab.

2.   South Coastal LWIB & SDA name has been changed to South Shore.

When searching under SDA or LWIB, use South Shore instead of South Coastal.