



# Workforce Issuance

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100 DCS 02.141

☐ Policy ☒ Information

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**To:** Chief Elected Officials  
MassHire Workforce Board Chairs  
MassHire Workforce Board Directors  
MassHire Career Center Directors  
MassHire Fiscal Officers  
MDCS Operations Managers

**cc:** WIOA State Partners

**From:** Alice Sweeney, Director  
MassHire Department of Career Services

**Date:** February 15, 2022

**Subject:** **MOSES Version 40.0 will be released on Wednesday, March 2, 2022.**

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**Purpose:** To notify Local MassHire Workforce Boards, MassHire Career Center Operators and other local workforce partners that MOSES 40.0 is scheduled for release to the desktops on Wednesday, March 2, 2022.

**Background:** MOSES will be shut down at 4:00 p.m. on Tuesday, March 1, 2022, for the updates and the maintenance of the MOSES software and MOSES Applications (JobQuest / TrainingPro).

This will **NOT** interrupt other IT services or functions to the offices, only MOSES will be taken off-line. Email, unemployment assistance systems and internet services will still be available.

Please plan on completing and saving your MOSES data entry by 4:00 p.m. on Tuesday, March 1, 2022, and then log off MOSES. This will ensure that when you log into MOSES on your next workday, you will have the new version of MOSES available and any work done prior will be saved.

The standard procedure to access the new MOSES build will be followed for those staff that log on to Amazon WorkSpaces (AWS) for their MOSES access. You must open up your WorkDocs Drive before opening MOSES.

The build is planned to be released Wednesday, March 2, 2022, to desktops.

**Action**

**Requested:** Local MassHire Workforce Boards, MassHire Career Center Operators, and workforce partners should ensure that their staff are aware of the MOSES shutdown on Tuesday, March 1, 2022, and that Career Centers and other MOSES users plan their workloads accordingly in preparation for MOSES to shut down at 4:00 p.m.

In addition, MassHire Local Workforce Boards, MassHire Career Center Operators, and workforce partners should ensure that Amazon Workspace staff on Wednesday, March 2, 2022, log into their WorkDocs Drive account before logging into MOSES.

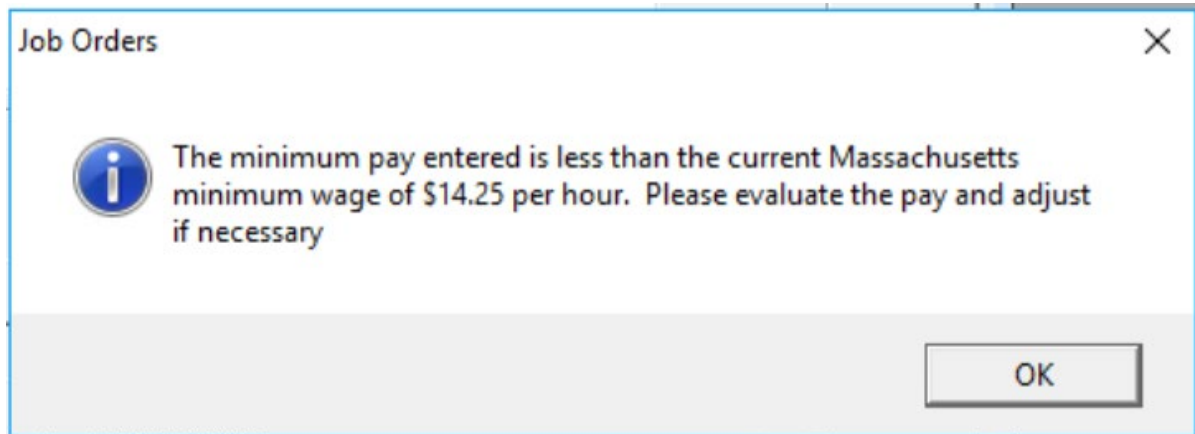
**Effective:** Immediately

**Inquiries:** Please email all questions to [Thomas.M.Cartier@detma.org](mailto:Thomas.M.Cartier@detma.org). Please reference this MassWorkforce Issuance number in your inquiry.

## Description of Key Changes in MOSES Version 40.0

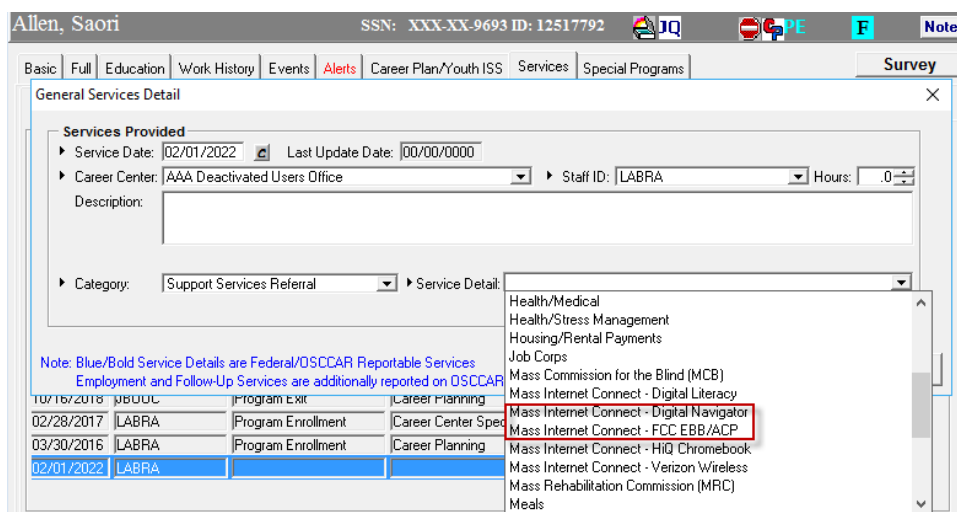
### 1. Update Massachusetts Minimum Wage in MOSES.

Increase state Minimum Wage to \$14.25



### 2. Mass Internet Connect Tracking Changes

- Staff referring customers to the new FCC/ACP program should now use the revised service detail of: **Mass Internet Connect – FCC EBB/ACP**
- For *only* those staff involved in the NDIA Digital Navigator pilot program\*, referrals made to customers for digital literacy should use the new service detail of: **Mass Internet Connect – Digital Navigator**
- Staff *not* involved in the NDIA Digital Navigator pilot program who are referring customers for digital literacy should continue to use the existing service detail of: **Mass Internet Connect – Digital Literacy**



\*The NDIA Pilot sites are:

- North Central
- North Shore

- Holyoke
- Franklin Hampshire

### 3. Trade 2021 Reversion - ATAA Processes

Under Reversion 2021, ATAA cannot be combined with training. Once a worker receives TRA, training, or a job search allowance, they are ineligible for ATAA.

### 4. Trade 2021 Reversion – TAA Training Radio Buttons (Full Time & Pre-Requisite)

Under Reversion 2021, customers may attend full or part time training. User must select Yes or No to identify customers training status.

Prerequisite Defaults to “No” If user clicked “Yes” by mistake, then pop up a message forcing user to select “No” “The need to identify Pre-Requisites here does not apply to Reversion 2021 workers.

**Training Details**

TEST ., Roshelle (Elle)    SSN: XXX-XX-2666    MOSES TAA ID: 80961

Course Detail | Training Package

**Course Information**

Course Id	Course Name	Provider Id	Provider Name	Recognized Credential
1082840	Associate Degree Computer Science: programming, n	1005796	Quincy College	<input checked="" type="radio"/> Y

**Recommendation**

Recommendation:  ☒ Send to UI

Submission Status:  As of:  Submitted Via:

☒ Customer Signature Obtained Signature Date:  By: CQUAN

Determination Status:  As of:  By: CQUAN

☐ Notification Sent: Notification Sent Date:

☐ This individual is disqualified from training: From:  To:  Disqualification Reason:

Training Start Date:  End Date:

**Occupational:** ☒ Yes ☐ No

**Remedial:** ☐ Yes ☒ No

**Apprenticeship:** ☐ Yes ☒ No

**Full-Time:** ☒ Yes ☐ No

**Pre-Requisite(s):** ☐ Yes ☒ No

**Break Information**

Break Type	Start Date	End Date	Total Days	Actual Break Days	Individual Verification Recd
<input type="button" value="Add"/> <input type="button" value="Delete"/>					

**Best Option**

Best Price Option? ☒ Yes ☐ No

Best Performance Option? ☒ Yes ☐ No

Best Commuting Option? ☒ Yes ☐ No

Comments / Justification for Vendor Selection

## 5. Trade 2021 Reversion – Remove Fed Good Cause from Reason for Waiver

1. Under Reversion 2021 the Federal Good Cause extension is removed. Good Cause is no longer an option for extensions.Screen

Trade waiver details

**Waiver Determination**

Submission Status:  As of: 00/00/0000  ☒ Send to UI

☐ Customer Signature Obtained Signature Date: 00/00/0000  Submitted Via:  By:

Determination Status:  As of: 00/00/0000  By:

☐ Notification Sent Notification Sent Date: 00/00/0000

Reason For Waiver: Federal Good Cause Reason for Good Cause:  Recall Date: 00/00/0000

Waiver Start Date: Approved training starts beyond 30 days 0000

Revocation Reason: **Federal Good Cause** 0000

**Comments / Explanation**

Worker is in poor health which prevents training participation or completion

OK Cancel

## 6. Trade 2021 Reversion - Populate 26 Week Deadline for ATAA Applications

The deadline to obtain employment for ATAA benefits is 26 weeks from the worker's separation. Customer must be reemployed full time in order to apply for ATAA.

RTAA/ATAA Details

TEST , Roshelle (Elle) SSN: XXX-XX-2666 R/ATAA ID: 1346 MOSES TAA ID: 80961

Detailed Information Submission and Determination Monthly Certification

RTAA/ATAA Certified Employment History

Applicant DOB: 01/01/1951 Annualized Former Salary: \$93,600.00 Separation Date: 11/05/2021 **26 Week Deadline: 05/07/2022**

Past Employment Summary

Company Name	Address	Job Title	Salary	Start Date	End Date
Mass General Brigham (Former)	399 Revolution Drive, Somerville, MA, 02145	tester	\$93,600.00	12/01/2006	11/05/2021

Total: \$93,600.00

New Employment

Company Name	Address	Job Title	New Annualized Salary	Start Date
Disney Store	Square One Mall Saugus, MA 01906	sales	\$41,600.00	12/04/2021

New Employment Summary

Date of First Qualifying Re-employment: 12/04/2021

New Total Number of Hours Worked Per Week: 40.00

Total Calculated New Annual Salary: \$41,600.00

Comments:

View In Word OK Cancel

Trade Application Details

TEST ., Roshelle (Elle) SSN: XXX-XX-2666 Job Seeker ID: 11277117 Claimant ID:

Application Info RTAA/ATAA Job Search / Relo Training Waiver TRA Hearings/HCTC 2015-R Applicant

Basic information  
 Applicant DOB: 01/01/1951  
 Separation Date: 11/05/2021  
 26 Week Deadline: 05/07/2022

Certified Former Salary Information  
 Former Salary: \$45.00 Per: Hour Average Hr/Wk: 40.00 Annualized Former Salary: \$93,600.00  
 Salary Verification Method: Pay Stub Other:  
 Former Number of Hours Worked During Last week of Full employment: 40.00

Applications

RTAA/ATAA ID	Re-Employment Date	Determination Status	Payments to Date	Last Payment Month	
					Add
					Edit
					Delete

Go To Job Seeker OK Cancel

## 7. Trade 2021 Reversion – Default Incumbent Worker to "No"

Under Reversion 2021, Incumbent workers ability to access benefits is no longer allowed. If user selected Yes by mistake and tried to save the record, pop up message forces user to select No "Incumbent Worker" can't be Yes.

Trade Application Details

TEST ., Roshelle (Elle) SSN: XXX-XX-2666 Job Seeker ID: 11277117 Claimant ID:

Application Info RTAA/ATAA Job Search / Relo Training Waiver TRA Hearings/HCTC 2015-R Applicant

Petition / Work History  
 Federal Petition No: 98074 Add Go To Delete  
 Work History Record: Mass General Brigham (Formerly Partne Add Go To Delete

Separation Information  
 Dates of Employment: Start Date: 12/01/2006 Date of Separation: 11/05/2021 State of claim: Massachusetts  
 Employment Status: Full-Time Greater than \$30/wk? Occupation Prior to separation: Software Quality Assurance Engineer Occupation Search  
 Type of Separation: Full Separation Reason: Lack of Work  
 Incumbent Worker: ☐ Yes ☒ No

TAA 1666 Determination  
 Submission Status: Submitted As of: 12/30/2021 Submitted Via: In Person By: DROSS3  
 Customer Signature Obtained Signature Date: 12/30/2021 CC Name: Boston Career Center HCTC Adhoc 00/0000  
 Determination Status: Approved As of: 01/06/2022 By: CQUAN Most Recent Separation Date: 11/05/2021

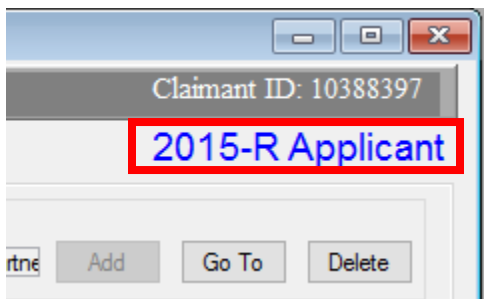
Comments

View 1666 in Word Compliance Form

Go To Job Seeker OK Cancel

## 8. Trade 2021 Reversion - TAA Petitions

All customers with approved petitions filed on or after July 1, 2021 are Labeled as 2015-R in MOSES.

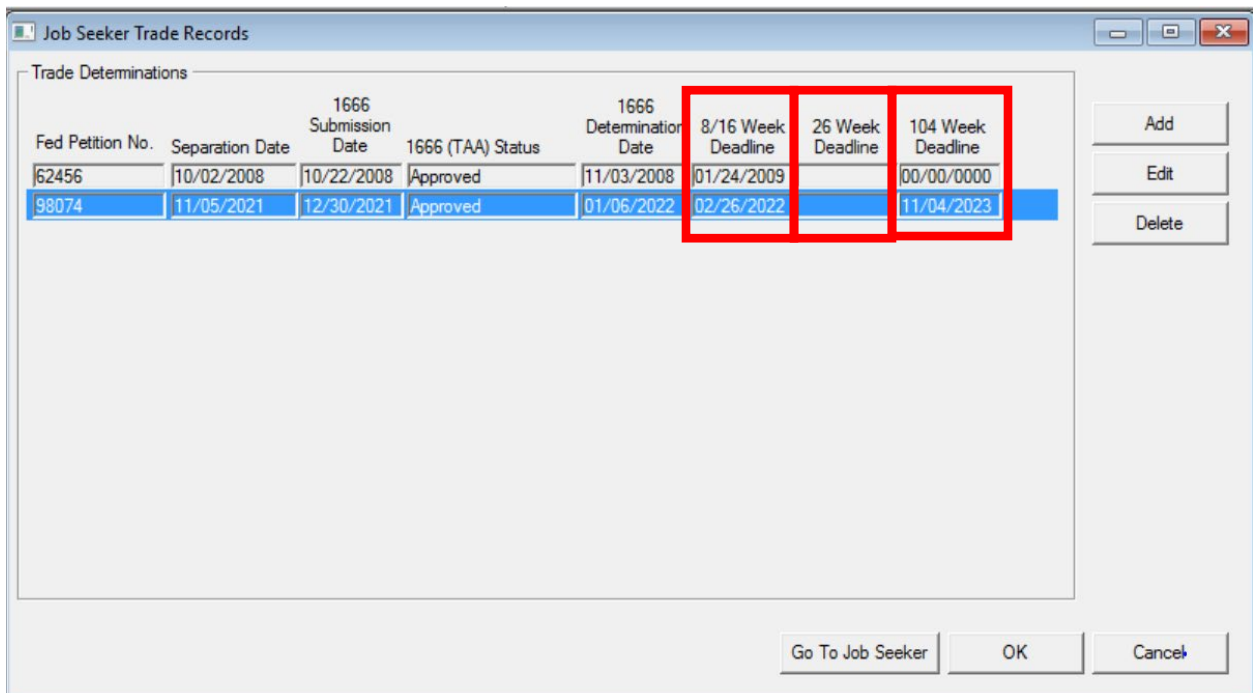


## 9. Trade 2021 Reversion – 8/16, 26 & 104 Week Deadlines Calculation & Population

Reversion 2021 customers will be displayed with the latter of 8/16 week and 104 week deadlines.

### 1. Screen

#### 1.1 Trade Determinations



## 1.2 TRA Tab

Trade Application Details

TEST ., Roshelle (Elle)    SSN: XXX-XX-2666    Job Seeker ID: 11277117    Claimant ID:

Application Info   RTAA/ATAA   Job Search / Relo   Training   Waiver   **TRA**   Hearings/HCTC   **2015-R Applicant**

TRA 1667 Determination

Submission Status:  As of: 00/00/0000 Submitted Via:  By:

☐ Customer Signature Obtained   Signature Date: 00/00/0000

Determination Status:  As of: 00/00/0000 By:  [View 1667 in Word](#)

TRA Information

☐ This jobseeker would like to receive weekly cash benefits (1667)

BYE: 00/00/0000 First Separation Date: 00/00/0000 Application Date: 00/00/0000

Eligibility Period From: 00/00/0000 To: 00/00/0000

8 Week deadline: 01/08/2022    16 Week deadline: 02/26/2022    Is Massachusetts an Agent, the Liable State, or both?  
☐ Agent    ☐ Liable    ☒ Both

26 Week deadline: 00/00/0000    104-week deadline: 11/04/2023

210 Day deadline: 06/04/2022

TRA Comments

[Go To Job Seeker](#)   [OK](#)   [Cancel](#)

## 10. Trade 2021 Reversion – Add 210 Day Deadline to TRA Screen

210 day Additional TRA deadline date will display on TRA tab

Trade Application Details

TEST ., Roshelle (Elle)    SSN: XXX-XX-2666    Job Seeker ID: 11277117    Claimant ID:

Application Info   RTAA/ATAA   Job Search / Relo   Training   Waiver   **TRA**   Hearings/HCTC   **2015-R Applicant**

TRA 1667 Determination

Submission Status:  As of: 00/00/0000 Submitted Via:  By:

☐ Customer Signature Obtained   Signature Date: 00/00/0000

Determination Status:  As of: 00/00/0000 By:  [View 1667 in Word](#)

TRA Information

☐ This jobseeker would like to receive weekly cash benefits (1667)

BYE: 00/00/0000 First Separation Date: 00/00/0000 Application Date: 00/00/0000

Eligibility Period From: 00/00/0000 To: 00/00/0000

8 Week deadline: 01/08/2022    16 Week deadline: 02/26/2022    Is Massachusetts an Agent, the Liable State, or both?  
☐ Agent    ☐ Liable    ☒ Both

26 Week deadline: 00/00/0000    104-week deadline: 11/04/2023

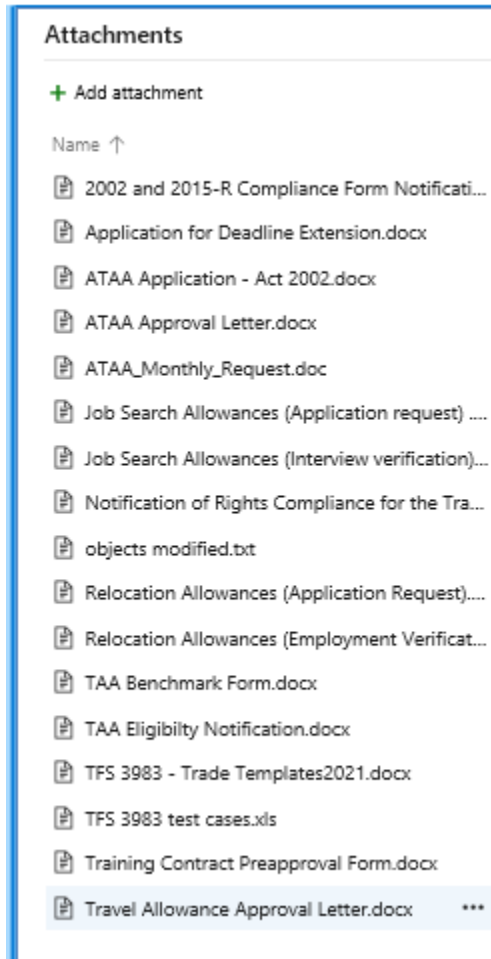
210 Day deadline: 06/04/2022

TRA Comments

[Go To Job Seeker](#)   [OK](#)   [Cancel](#)

## 11. Trade 2021 Reversion - Templates & Forms

Total of 14 templates and/or forms have been updated.



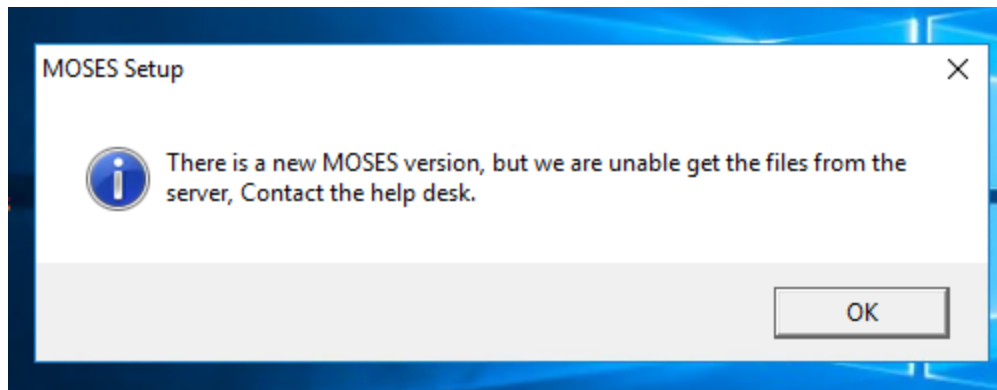
**END**

## 12. THERE IS NO MOSES 39.0. We will be going from MOSES version 38.0 to 40.0.

In case you were wondering.

## MOSES ERROR MESSAGE IN AWS AND HOW TO FIX

### Step by Step Handout



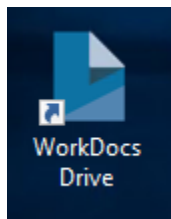
MOSES gets the “**not the latest version**” message .....

It needs your help

*(NOTE IN THE EXAMPLE BELOW, IGNORE THE MODIFICATION DATES, THIS BUILD WILL HAVE DIFFERENT DATES)*

IN Amazon WorkSpace

**GO TO**



**Open it** *(You should have 2 folders)*

Name	Date modified	Type	Size
Shared With Me	1/2/2024 10:40 AM	File folder	
My Documents	7/9/2024 7:42 PM	File folder	

Click on .... *Share with me*

Name	Date modified	Type	Size
Shared With Me	11/1/2018 10:40 AM	File folder	
My Documents	7/1/2018 7:42 PM	File folder	

Next

Click on the **MOSES** folder

Name	Date modified	Type	Size
MOSES	11/1/2018 4:15 PM	File folder	
moses_test	9/1/2018 3:03 PM	File folder	



Next Click on **Staff View**

Name	Date modified	Type	Size
Reports	3/1/2018 11:55 AM	File folder	
Scanned_Images	8/1/2018 12:53 PM	File folder	
Staff_view	11/1/2018 4:11 PM	File folder	
Templates	11/14/2018 4:15 PM	File folder	





CLICK ON THE **PBD** Folder


Name	Date modified	Type	Size
other	9/17/2018 2:14 PM	File folder	
pbd	9/17/2018 2:14 PM	File folder	
runtime_dlls	9/17/2018 2:16 PM	File folder	
text	9/17/2018 2:16 PM	File folder	

**CLICK** ON THE **PBD** Folder  
 you should see a **pbd.cab** file that has the **latest build date**:  
*FOR MOSES 40.0 it should be a February 2022 date*

Name	Date modified	Type	Size
 mosesapp.xml	3/18/2021 1:46 PM	XML Document	1 KB
 pbd.cab	8/26/2021 3:21 PM	Cabinet File	7,629 KB

Next, **Go Back** And **CLICK** on the **TEXT** folder  
 it should have a **TEXT.cab** file that has the **latest build date (February 2022 )**

Name	Date modified	Type	Size
 other	9/7/2021 2:14 PM	File folder	
 pbd	9/7/2021 2:14 PM	File folder	
 runtime_dlls	9/7/2021 2:16 PM	File folder	
 text	9/7/2021 2:16 PM	File folder	

Name	Date modified	Type	Size
 text.cab	8/26/2021 3:53 PM	Cabinet File	391 KB

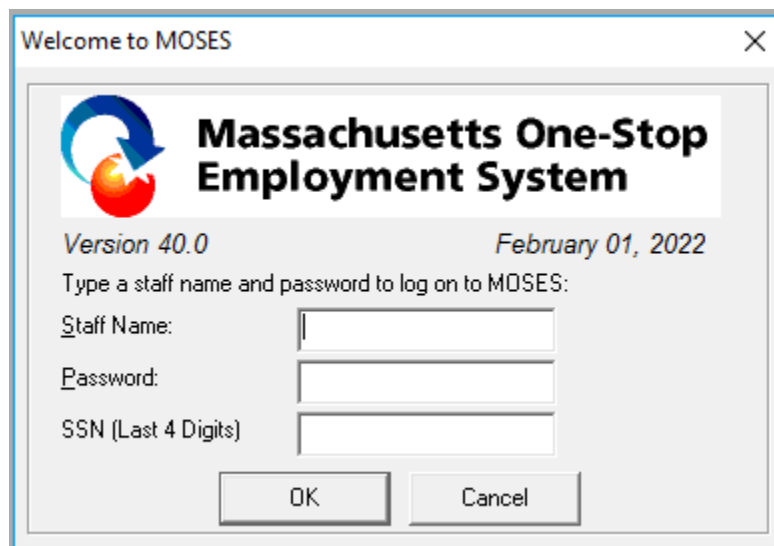
**NOW -**

*if the latest build dates are not showing, then you must wait until they do.  
 AWS is still copying and updating the files.*

*When the latest build date is displayed, then MOSES will now be able to get the latest files from these locations.*


**Click on MOSES**

It should now get the build.



The image shows a Windows-style dialog box titled "Welcome to MOSES" with a close button (X) in the top right corner. Inside the dialog, there is a logo on the left consisting of a blue circular arrow and a red flame-like shape. To the right of the logo, the text "Massachusetts One-Stop Employment System" is displayed in a bold, black, sans-serif font. Below this, the version "Version 40.0" and the date "February 01, 2022" are shown in a smaller, italicized font. A prompt "Type a staff name and password to log on to MOSES:" is followed by three input fields: "Staff Name:", "Password:", and "SSN (Last 4 Digits)". At the bottom of the dialog are two buttons: "OK" and "Cancel".

Welcome to MOSES

 **Massachusetts One-Stop  
Employment System**

*Version 40.0* *February 01, 2022*

Type a staff name and password to log on to MOSES:

Staff Name:

Password:

SSN (Last 4 Digits)

OK Cancel