Workforce Issuance

100 DCS 02.149	☐ **Policy** ☑ **Information**

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

cc: WIOA State Partners

From: Diane Hurley, Acting Director
MassHire Department of Career Services

Date: January 23, 2023

Subject: **MOSES Version 40.4 available in MOSES on Wednesday, February 1, 2023**

Purpose: To notify MassHire Workforce Boards, MassHire Career Center Operators, and other local workforce partners that MOSES 40.4 is scheduled for release to the desktops on Wednesday, February 1, 2023.

Background: These MOSES changes will **not** require a MOSES shut down. They are just text updates to specific sections of MOSES. (See below for more details.)

This will **NOT** interrupt MOSES or other IT services or functions to the offices.

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 your WorkDocs Drive before opening MOSES.

AppStream users will automatically get the build upon login.

The build is planned to be released Wednesday, February 1, to desktops.

Action

Requested: MassHire Workforce Boards, MassHire Career Center Operators, and workforce partners should ensure that their staff are aware of pending MOSES changes coming on or by February 1, 2023.

In addition, MassHire Workforce Boards, MassHire Career Center Operators, and workforce partners should ensure that Amazon Workspace staff log on Wednesday, February 1, into their Work Docs account <u>before</u> logging into MOSES.   (*Due to the timetable this may happen on Tuesday January 31. Staff will just need to log in and out of MOSES*.)

Effective: Immediately

Inquiries: Please email all questions to Thomas.M.Cartier@mass.gov. Please reference this MassWorkforce Issuance number in your inquiry.

Description of Key Changes in MOSES Version 40.4

1. **Massachusetts State Minimum Wage updated:**
    The Commonwealth of Massachusetts minimum wage has been updated in MOSES to $15.00 for nonfood service postings.
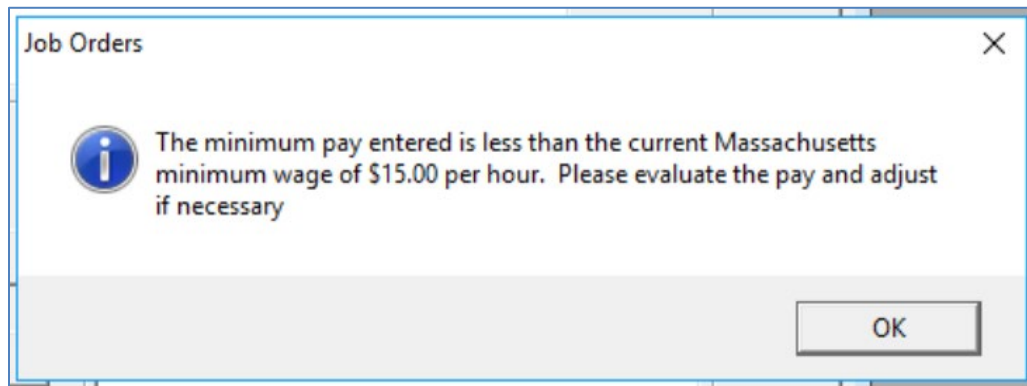
2. **Career Center Management – Programs tab:**
    This revision will allow Programs with different Program Types (Job Seeker or Employer) to be saved with the same name.
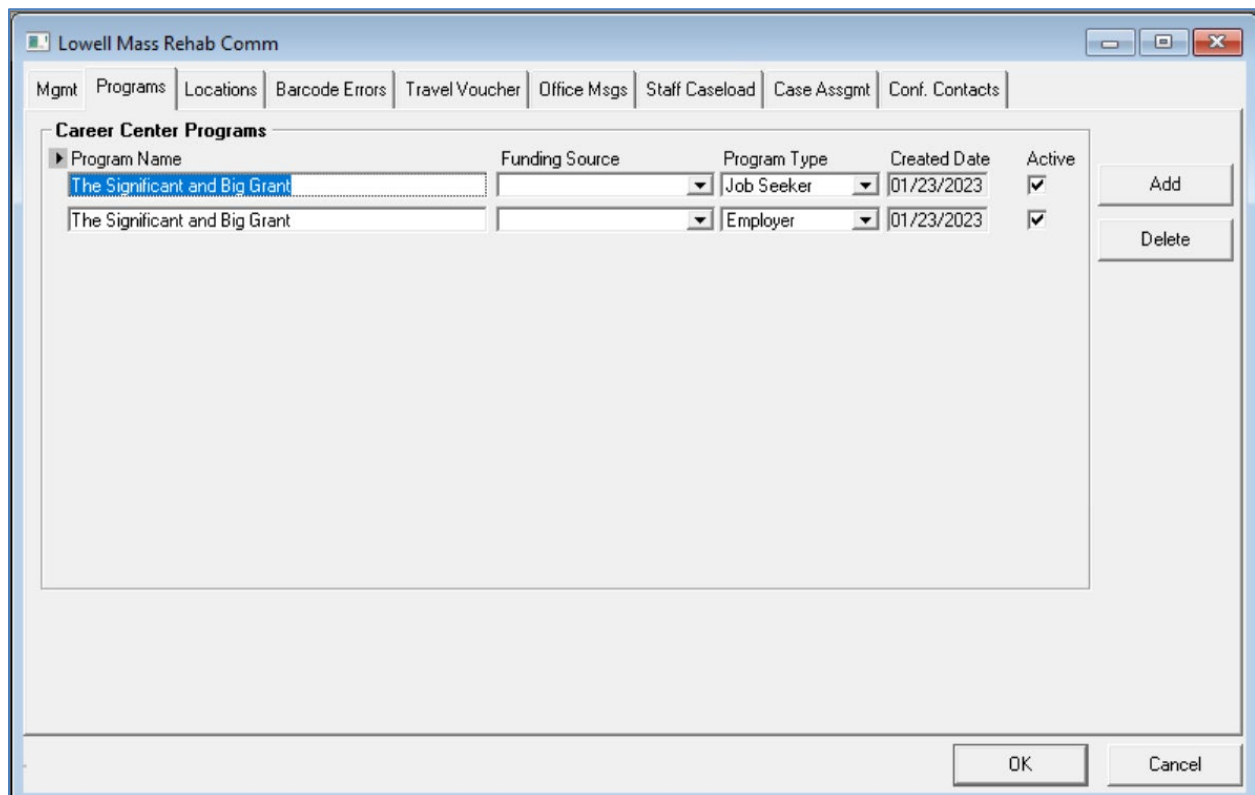
3. Expand Training Course - Contact Name Field:
In the Training Course records, expand the Contact Name field to 40 characters.

4. RESEA Reschedule: Require Description when RESEA Reschedule Service is Entered
Require "Description" when entering a RESEA/Reschedule RESEA Review service. If left blank, display "*You must enter a good cause reason for rescheduling the RESEA Review*".

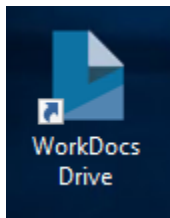# MOSES ERROR MESSAGE IN AWS AND HOW TO FIX

Step by Step Handout
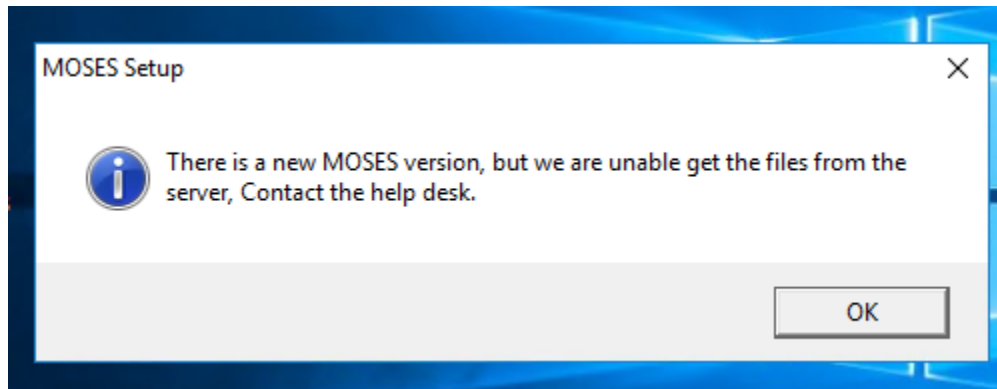
MOSES gets the "**not the latest version**" message ……

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)*

Click on …. *Share with me*

Name	Date modified	Type	Size
Shared With Me	11/ /201 10:40 AM	File folder	
My Documents	7/ /20 7:42 PM	File folder	

Next
Click   on the *MOSES* folder

Name	Date modified	Type	Size
MOSES	1 / 4:15 PM	File folder	
moses_test	9/ /20 3:03 PM	File folder	

Next   **Click**   on   *Staff View*

Name	Date modified	Type	Size
Reports	3/ /202 11:55 AM	File folder	
Scanned_Images	8/ 12:53 PM	File folder	
Staff_view	11/ 18 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	9/7/20 9 2:14 PM	File folder	
pbd	2:14 PM	File folder	
runtime_dlls	9/ 0 2:16 PM	File folder	
text	2:16 PM	File folder	

CLICK ON THE *PBD* Folder
you should see a **pbd.cab** file that has the **latest build 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	:14 PM	File folder	
pbd	2:14 PM	File folder	
runtime_dlls	2:16 PM	File folder	
text	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

This update has changes to the PBD files and Text files.

It should now get the build.

Welcome to MOSES   ✕

Massachusetts One-Stop Employment System

Version 40.4   January 23, 2023

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

Staff Name: [ ]

Password: [ ]

SSN (Last 4 Digits) [ ]

[OK]   [Cancel]