



# Workforce Issuance

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☐ Policy ☒ Information

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

**cc:** WIOA State Partners

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

**Date:** February 28, 2020

**Subject:** **MassHire Reports Webinar Series**

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**Purpose:** To notify MassHire Workforce Boards, MassHire Career Center Operators, and other local workforce partners of a new *MassHire Reports Webinar* series.

**Background:** Webinars are being developed and presented and will focus on one topic, such as a particular report or functional report topic. Webinars are anticipated to be available quarterly and staff from across the Commonwealth are encouraged to contribute ideas for these webinars. Registration is available online through Eventbrite.

The first webinar is scheduled for Friday, March 20 at 10:00 a.m. and will cover the process of downloading ad hoc reports from the on-line repository, saving to an accessible drive, and running reports in the AWS environment, including selecting parameters. Participants are encouraged to come with questions and suggestions for report topics for future webinars.

## Action

**Requested:** Register at <https://www.mass.gov/service-details/mdcs-reports-webinar-series>.

**Inquiries:** Please direct all inquiries to Leslie Abramowitz: 413-499-2220 ext. 220 or [leslie.a.abramowitz@detma.org](mailto:leslie.a.abramowitz@detma.org). Please reference this Issuance number with your inquiry.