

# Mass Workforce Issuance

**Workforce Issuance No. 14-84**
☐ 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 Operations Managers  
 WIA State Partners

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

**Date:** October 7, 2014

**Subject:** **Introduction to the Trade Adjustment Assistance Programs MOSES Training**

**Purpose:** To notify Local Workforce Investment Boards, One-Stop Career Center Operators and local workforce investment partners of the Trade Adjustment Assistance Programs training including Trade Regulations and requirements and MOSES.

Please note that the training will have two sessions; the morning session will be geared toward new staff with little or no prior experience with the Trade Programs. Counselors who have not worked with trade clients recently and may need a refresher are also invited to attend these sessions. The afternoon session will be geared toward all staff entering client data into MOSES for trade clients.

DATE	TIME	LOCATION	MAXIMUM
<b>R</b> Tuesday, <b>e</b> October 21 <sup>st</sup>	9:00 am - 4:30 pm	ValleyWorks Career Center Heritage Place 439 South Union Street Building #2 Lawrence, MA 01843	12 People
<b>g</b> Tuesday, <b>i</b> October 28 <sup>th</sup>	9:00 am - 4:30 pm	Workforce Central Career Center 44 Front Street 6 <sup>th</sup> Floor Worcester, MA 01608	12 People
<b>s</b> Wednesday, <b>t</b> October 29 <sup>th</sup>	9:00 am - 4:30 pm	Boston Hurley Building 1 <sup>st</sup> Floor Cambridge Conference Rm 19 Staniford St. Boston, MA 02114	12 People

**Registration**

**Information:** Forward registration information to Michelle Lally [MLally@detma.org](mailto:MLally@detma.org).

PLEASE SPECIFY THE DATE THAT YOUR STAFF WILL ATTEND.

Seating is limited per session. Please arrive 15 minutes earlier and **Lunch will not be provided.**

**Action**

**Required:** Please disseminate this information and assure that all appropriate staff register for their choice of training sessions. Available seating for each session is limited.

**Inquiries:** Direct all inquiries to Maynor Acevedo at [MAcevedo@detma.org](mailto:MAcevedo@detma.org) or 617-626-5358.