

Mass Workforce Issuance

Workforce Issuance No. 13-57

☐ 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

cc: WIA State Partners

From: Alice Sweeney, Director
Department of Career Services

Date: October 9, 2013

Subject: Meeting on Local Citrix Implementation and Network Changes

Purpose: To notify Local Workforce Investment Boards, One-Stop Career Center Operators and other local workforce investment partners of a meeting to discuss network changes and Citrix implementation for Career Centers and Partners to be held on October 23, 2013 at the Teamsters' Local 170 in Worcester (the location used for the Partner's Meetings). The meeting will begin at 9:30 a.m. and end by 1:00 p.m.

Background: Workforce Issuance 12-28
<http://www.massworkforce.org/Issuances/PolicyIssuance2012.htm> announced network architecture changes that will replace the current network of T1 circuits connecting Career Centers and Partners supported by EOLWD IT resources and services. Under the new architecture, area Career Centers and partners will operate and maintain their own local networks, provide Internet and email services, and connect via Citrix to access MOSES and related reporting functions.

During the last year representatives of the Career Centers and local partners, along with DCS and EOLWD IT have been working to bring together the necessary resources to effect these changes. The meeting on October 23 will initiate the implementation phase.

Agenda: Tentative Agenda Topics

- Introductions
- Overview of Migration Process
- Overview of Citrix Implementation for State/Non-State
- Requirements for Local Networks and Security Management
- Career Center Panel – Readiness Assessment
- Technical Leads and Management Leads
- Questions / Items for Next Meeting
- Next Steps – Establishment of Regular Status Meetings with Leads

Action

Required: Local areas should assure they have appropriate representation at this meeting, particularly those individuals or vendors who will be responsible for the Citrix implementation and network changes at their business location(s). We ask that each area identify a technical lead and a management lead for each location within their workforce area.

Inquiries: Please refer questions about this meeting to Marilyn Boyle at (617) 626-5721 or mboyle@detma.org or David Manning at (617) 626-5684 or dmanning@detma.org.

Attachment: Directions to Teamsters' Local 170 in Worcester.