

**America's Job Link Alliance (AJLA)**  
**Reporting Sub-Committee**  
**St Louis, Missouri**  
**April 15, 2008 – April 17, 2008**

Attending Members: Liz Pinter (IL), Leslie Abramowitz (MA), Kevin Adams (KY), Barry Butler (DE), Mehdi Nazeri (MO), Donna Ortmeier (MO), Rick Little (UT), Melanie Manry (KS)

Attending AJLA-TS: Lloyd Sisco, Shelley Axelton

Excused: Dave Coleman (MS), Jo Ann Terrell (GA), Nancy St Clair (NV), Rick Lindsey (IN)

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Department of Labor Update – Keith Rowe attended by telephone and provided the following information:

*WIA Incentives*

There is a Federal Reserve Notice (FRN) forthcoming (soon) that awards incentives to four states. There is also a pending TEGL for instructions to states and other grantees on the procedures for applying for incentives.

*WISPR*

Documentation and instructions for states on implementation of WISPR is pending. DOL believes a TEGL and/or FRN will come out soon giving states instructions and timelines for implementation. The most recent expectation is that WISPR will NOT implement on July 1, 2008 – as previously thought. Current speculation is that the new implementation date is July 1, 2009; however, this is not official. One significant question for DOL with respect to WISPR implementation is needed resources in states to comply with file formats and timelines. Consequently, DOL is considering an “incremental implementation.” Keith did not have more information as to what that may entail (e.g, states implementing at different times or all states meeting the new requirements as they gain capacity).

*VETS Priority of Service*

A new notice is pending that will create two new “collection items.” These are “Veteran’s entrance” and “Initial point of entry.” Keith did not have information as to what these items may involve. VETS is planning to publish a FRN in July with instructions for implementation of the new collection items targeted for December 2008. These new items impact Wagner-Peyser, WIA Adult, WIA Dislocated Workers, Trade, NEG grants, and Older Workers programs. Keith suggested that these reporting requirements are by VETS in response to OMB comments related to WISPR implementation. Ironically, these new collection items may need to be gathered and reported before WISPR comes online. For example, if WISPR doesn’t implement until July 2009 or later, and VETS requires new collection items in December 2008, then existing reports will need to be modified.

### *SSN'S and services*

A few weeks ago, DOL sent to some states information that two primary topics of concern have been expressed by OMB about WISPR. The first is Veteran's Priority of Service (this was discussed above). The second involves the collection of Social Security Numbers (SSNs) based on self-directed services rendered in One-Stop centers. Keith has previously written to state in his region, "As you are aware, the Privacy Act stipulates that we cannot deny services to individuals who decline to provide their SSN. But the performance accountability system is dependent on SSNs for verifying employment and wages for calculating performance outcomes. So we're caught between a rock and a hard place on the collection of SSNs ... What services should an individual be asked to provide an SSN? This question is the basis for developing a TEGL, per OMB's request, to create a bright line/delineation for those self services which trigger the collection of an SSN (i.e., value added) and those that should not. Our national office has asked the regions for input in developing the policy guidance for this TEGL." The results of a survey that describes which state require SSN's for self-directed services was previously provided and is attached to these minutes as a convenience (see attachment).

Some states expressed concern that their survey result was incorrect. Nevertheless, the national office will likely provide guidance to states by way of a TEGL about which self-directed services solicit SSN's and which do not. It may go as far as to direct states to change systems so that SSN's are optional (or that instructions are provided for alternate or pseudo ID numbers).

### *WRIS Update*

48 states are currently participating in WRIS. Tennessee, New Hampshire, and Hawaii are the only "states" without signed agreements (HI never joined the original agreement). The addition of California to the agreement restores all the large states to the databank. DOL is conducting a tele-conference call in May to re-establish the WRIS Advisory Board (or Committee). They will likely meet face-to-face in conjunction with the Workforced Innovations Conference in July.

### *Common Measures and Data Validation*

Literacy and numeracy methodology is pending in the DRVS software. In the meantime, states will likely see big differences in their reported measures and values in DRVS. Mathematica has recently been re-awarded a contract to "finish and fix" literacy and numeracy. Previously, Mathematica has responded to a very large volume of calls directly from states that may have been answered through handbooks or through contact with regional DOL staff. Therefore, states are encouraged to contact their regional DOL office before calling Mathematica. Even if questions cannot be answered and are ultimately forwarded, this process will enable DOL to monitor both the volume and content of questions. Traci Dimartini is on temporary assignment through September. In her stead, Wes Day will serve as the National point-of-contact for data validation.

### *ETA Performance Team*

WIRED grants extend beyond traditional WIA service delivery areas and may focus on industries or occupations that are sub-sets of overall labor market activity. Administration of WIRED grants may lead to changes in regional perspectives and could require transformations in the scope and types of performance data collected. These changes lead to integrated management and performance information systems. The national office desires to

work closely with states in defining potential measures and methodologies that describe WIRED participants, performance measures, and economic- and talent-development at the “regional” level. In this context, “regional” refers to the sectors or groupings of WIRED grantees. The national office is also interested in developing techniques that support decision-making for WIRED initiatives using integrated management and performance information systems. Finally, the national office hopes to establish “outcome-based” efficiency measures. Therefore, DOL will establish three workgroups to address these objectives as follows:

1. Regional Measures of Talent and Economic Development
2. Integrated Management and Performance Information System
3. Developing Outcome-based Efficiency Measures and Performance Target-Setting

The results of these workgroups may connect to ETA negotiations with states in setting annual performance targets.

#### *Average Earnings Measures and Negotiations*

OMB has questioned the potential impacts of the rise in minimum wage and recent inflation on earnings measures for labor exchange and WIA. DOL is examining state data and may request further information in responding to OMB.

#### *Training*

Upon review of Keith’s report (after the tele-conference concluded), the reporting subcommittee questioned whether or not DOL was still planning on a training conference this year. Is training planned? No dates are set for this year’s training.

ACTION ITEM: Rick will ask Keith about DOL training for states. (Subsequent to the meeting, Rick emailed Keith and received the following reply: “We've put together a training plan with a request for funding. That has been rolled up with all the other TAT proposals from the regions and the national office. We keep hearing there's a committee considering all proposals but no decisions have been made. Even if we do get funding approved we probably won't do anything until WISPR is approved.”

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Review of minutes from Savannah meeting – The committee read the minutes from the last meeting and raised several questions that are discussed in the minutes for this meeting. The minutes were approved.

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Update on CM-DART – Lloyd and Shelley indicated that AJLA is working on building new youth tables in DART that allow users to identify records in numerators and denominators for youth measures – especially literacy and numeracy. The date for completion adding this feature is pending. With the delay in WISPR, it appears that CM-DART will continue to serve as the primary reporting tool for many states. Therefore, as changes and new requirements are mandated by DOL, CM-DART will continue to update to meet compliance. The sub-committee confirmed that work on WISPR-DART has been suspended pending WISPR implementation. One key consideration for large states using CM-DART is file-size limitations. As discussed in previous meetings, DART is limited by the Fox Pro limit (2GB) on processing memory. Illinois continues to “work-around” this limitation. As soon as labor exchange reports are ready in ReportLink, Illinois would like to pilot the software.

There continues to be a wide margin between DART and DRVS for Skill Attainment. For those states without a waiver for common measures, this is a serious problem. What's more, the margin appears to be due to non-compliance of DRVS (not DART) to properly calculate outcomes. The sub-committee agreed that there is little AJLA can do about this; however it was an issue mentioned by several states.

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FEDES – Kentucky (Kevin Adams) still needs to have FEDES data accessible through DART and ReportLink. Currently, state can work-around this limitation by merging data before importing files to DART; however, some states would prefer to have DART merge the data for them – as with Wage and WRIS data. AJLA is aware of the issues related to the current failure of the system to import and use FEDES data. AJLA will continue to work on the problem and notify states when resolved.

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ReportLink – AJLA is prepared to send the first copies of ReportLink to two pilot states for initial use and testing. These states are Arkansas and Kentucky. These states represent most potential users in that Arkansas is an AJL states and Kentucky is a non-AJL state (using OSOS). The initial release of ReportLink contains the WIA quarterly and annual reports only. Plans are set to develop the ETA 9002 and VETS 200 reports by June 1, 2008. After successful installation and testing of ReportLink, AJLA will invite additional states to become pilot states for the product. Development on additional ReportLink reports will continue throughout the pilot period. Currently, there is no firm date to make ReportLink available to all subscribers.

One contingency in the continued development of ReportLink reports is the implementation of WISPR. As noted above, WISPR specifications and implementation is likely more than a year away. Nevertheless, if new Federal reporting requirements are received, the ReportLink will focus on compliance with these new mandates – WISPR is the most likely of these. In the meantime, AJLA will continue to work on adding new reports to ReportLink. The subcommittee listed reports needed for development and provided a sequence (or priority) for each as follows:

- TAPR (Trade) and Reports based on the TAPR
- Migrant Indicators of Compliance (MIC)
- Management Reports (more about management reports is discussed below)
  - Existing DART Management Reports
  - AJL Management Reports
- Additional “business area(s)” or cubes to support ad hoc reporting
- WPRS Profiling and Reemployment Services (ETA 9048)

<p><b>ACTION ITEM:</b> For the the annual conference, the committee recommends that AJLA have ready for demonstration the WIA Quarterly, WIA Annual, ETA9002, VETS200, TAPR, MIC, and at least <u>one</u> management report based on the integration of the “Rick Lindsey” table of elements.</p>
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Two of these areas had considerable discussion.

Management reports consist of at least two groups of reports. Existing DART management reports exist for Labor Exchange only and consist of the following:

1. Job Seeker Reports
  - a. Report 01 – Characteristics
  - b. Report 02 – Activities
  - c. Report B96 – By ONET/SOC
  - d. EEO Report 01 – By Services
  - e. EEO Report 02 – By performance measures
2. Job Order Reports
  - a. Report 07S – Job Order Summary
  - b. Report 07A-D – Job Orders by NAICS & ONET/SOC
  - c. Report – Openings by ONET/SOC
3. Transactions
  - a. Report 01 – Office Activity
  - b. Report 02 – Job Seeker Characteristics

The subcommittee discussed the use of these reports among sub-committee members. When developed, these reports were created in response to local areas that were accustomed to receiving SAMS reports. By and large, these reports are duplicates of SAMS reports. Reports are monthly and/or cumulative based on the program year. Several states created these reports and made them available to local administrators. In more recent years, the use of these reports has waned – at least among sub-committee member states. The exception is the EEO reports. The group wondered what use other subscribing states have for these reports.

**ACTION ITEM:** AJLA will survey subscribing states and ask 1) which of these reports are routinely generated, and 2) what is the distribution of these reports? That is, are they used by local administrators?

The second group of management reports is referenced by AJL states. Some members suggested that management reports available through AJL serve as the model for new ReportLink management reports. The sub-committee reviewed several of these reports. Many of these reports are unique to services transacted in AJL; however, all agreed that local areas benefit from and occasionally request transaction-based reports similar to those in AJL (counts of individuals served by service type, etc). Upon further discussion, it was clear that creation of similar reports in ReportLink would require significant additional extracts of data elements. Nevertheless, several of these reports may serve well as a template for development of management reports in ReportLink.

In connection with this discussion, Donna reminded the committee that additional data elements have been identified. The “Rick Lindsey” list of data elements was discussed and retrieved for discussion. The list of elements is:

### ReportLink Special Import File Layout

Item #	Element	AJL Type	AJL Width	RL Type	RL Width	Format	Comments
1	SSN	IN	9	IN	9	XXXXXXXXXX	Can use any unique identifier that is common to other import files. SSN is preferred
2	Last Name	AN	30	AN	30		
3	First Name	AN	30	AN	30		
4	1st Address Line(number and street)	AN	50	AN	50		
5	2nd Address Line	AN	50	AN	50		Added by AJLA-TS
6	City	AN	25	AN	25		
7	State	AN	2	AN	2		
8	Zip	IN	10	IN	5	XXXXX	
9	Zip +4			IN	4	XXXX	Added by AJLA-TS
10	Congressional District	AN	4	AN	4	XXXX	First two are state abbreviation; Last two are district number Added by AJLA-TS
11	Home phone	IN	10	IN	10	XXXXXXXXXX	
12	Cell phone	IN	10	IN	10	XXXXXXXXXX	
13	Email address	AN	100	AN	256		
14	1st contact last name	AN	31	AN	31		
	1st contact first name	AN	31	AN	31		
15	1st contact phone	IN	10	IN	10	XXXXXXXXXX	
16	1st contact cell phone	IN	10	IN	10	XXXXXXXXXX	
	2nd contact last name	AN	31	AN	31		
17	2nd contact first name	AN	31	AN	31		
18	2nd contact phone	IN	10	IN	10	XXXXXXXXXX	
19	2nd contact cell phone	IN	10	IN	10	XXXXXXXXXX	
20	Employment status at exit	IN	1	IN	1		0=not employed; 1=Unsubsidized Employment; 2=Subsidized Employment; Null = Data not Collected
21	Employer at exit (name)	AN	50	AN	50		
22	Job Title at exit	AN	60	AN	60		
23	Hourly wage at exit	AN	5	AN	5	XX.XX	
24	Average hours per week at exit	IN	2	IN	2	XX	
25	Entered employment	DT	8	DT	8	mmdccyy	

### ReportLink Special Import File Layout

Item #	Element	AJL Type	AJL Width	RL Type	RL Width	Format	Comments
	date						
26	ONET code of employment at exit	AN	25	IN	10	XXXXXXXX	Will accept SOC
27	City of employer at exit	AN	25	AN	25		
28	State of employer at exit	AN	2	AN	2		
29	Employment status during 1st quarter after the exit quarter (from follow-up data not wage records)			IN	1		0=not employed; 1=Unsubsidized Employment; 2=Subsidized Employment; Null = Data not Collected
30	Employer at 1st quarter after the exit quarter (name)			AN	50		
31	Job Title at 1st quarter after the exit quarter			AN	60		
32	Hourly wage at 1st quarter after the exit quarter			AN	5	XX.XX	
33	Average hours per week at 1st quarter after the exit quarter			IN	2	XX	
34	Date of collection of 1st quarter after the exit quarter follow-up data			DT	8	mmddccyy	
35	ONET code of employment at 1st quarter after the exit quarter			IN	10	XXXXXXXX	Will accept SOC
36	City of employer at 1st quarter after the exit quarter			AN	25		
37	State of employer at 1st quarter after the exit quarter			AN	2		
38	Employment status during 2nd quarter after the exit quarter (from follow-up data not wage records)			IN	1		0=not employed; 1=Unsubsidized Employment; 2=Subsidized Employment; Null = Data not Collected
39	Employer at 2nd quarter after the exit quarter (name)			AN	50		

### ReportLink Special Import File Layout

Item #	Element	AJL Type	AJL Width	RL Type	RL Width	Format	Comments
40	Job Title at 2nd quarter after the exit quarter			AN	60		
41	Hourly wage at 2nd quarter after the exit quarter			AN	5	XX.XX	
42	Average hours per week at 2nd quarter after the exit quarter			IN	2	XX	
43	Date of collection of 2nd quarter after the exit quarter follow-up data			DT	8	mddccyy	
44	ONET code of employment at 2nd quarter after the exit quarter			IN	10	XXXXXXXX	Will accept SOC
45	City of employer at 2nd quarter after the exit quarter			AN	25		
46	State of employer at 2nd quarter after the exit quarter			AN	2		
47	Employment status during 3rd quarter after the exit quarter (from follow-up data not wage records)			IN	1		0=not employed; 1=Unsubsidized Employment; 2=Subsidized Employment; Null = Data not Collected
48	Employer at 3rd quarter after the exit quarter (name)			AN	50		
49	Job Title at 3rd quarter after the exit quarter			AN	60		
50	Hourly wage at 3rd quarter after the exit quarter			AN	5	XX.XX	
51	Average hours per week at 3rd quarter after the exit quarter			IN	2	XX	
52	Date of collection of 3rd quarter after the exit quarter follow-up data			DT	8	mddccyy	
53	ONET code of employment at 3rd quarter after the exit quarter			IN	10	XXXXXXXX	Will accept SOC

## ReportLink Special Import File Layout

Item #	Element	AJL Type	AJL Width	RL Type	RL Width	Format	Comments
54	City of employer at 3rd quarter after the exit quarter			AN	25		
55	State of employer at 3rd quarter after the exit quarter			AN	2		

Lloyd said that these data elements are part of ReportLink; however, they may not have been linked and they have not been tested as part of the application. The sub-committee recommends that AJLA complete integration of elements within ReportLink.

An important contrast to these data element – which focus on job seekers – is a similar additional series of data elements for employers.

The second report group for ReportLink that the sub-committee discussed was an “Additional ‘business area(s)’ or cubes to support ad hoc reporting.” Rick Little suggested this and indicated that it may be an enhancement of existing report tables. The concept behind this report project is that a specific business area (or report schema/underlying cube) be constructed to facilitate ad hoc reporting by non-technical users. The schema is described in contrast to tables currently used by ReportLink and DART to generate reports.

So far, DART and ReportLink rely on extracts used to generate Federal reports. Individual records contain only those elements and codes needed for WISRD submission and anticipated WISPR layouts. There is very little, if any, de-normalization of data. More than simply using more “plain-English” titles, this is a proposal to transform data so that codes are not used in outputs by non-technical users. These are supplemental cubes for ad hoc reporting only – but they are derived from reporting tables and merged with additional data elements as described above. Derived data elements may also be present. For example, in addition to containing dates of birth, the ad hoc schema may contain ages and age groups (such as “older workers” or “teens”). Merged data may include geo-coded legislative districts and other geographic boundaries. The idea is to allow non-technical users the ability to count or list data by filtering on common breakouts. More discussion is needed to flesh-out this report schema.

As a reminder, during the annual meeting Leslie Abramowitz asked that cmwagefl.dbf file allow a one-time import/load function for when states transition from CMDART to ReportLink. For those of us that accumulate wage records in CMDART, we want to be able to move those over to ReportLink when the time comes, to continue the accumulation. This should be part of ReportLink.

The question about ReportLink hardware configuration was raised and Dave McEachern had submitted the following when requesting volunteer states as pilots for ReportLink:

## ReportLink Server Configurations

The following tables provide the recommended baseline configuration for the hardware necessary to support the installation of the ReportLink application and database. Both servers will require Windows 2003 Server as the operating system. The application server will require IIS. MS SQL 2005 Standard is required on the database server. The application and IIS can be installed and run from the database server, eliminating the need for a stand alone application server. However, we do not recommend this configuration unless access to ReportLink will be restricted. States that intend to provide ad hoc reporting to users across their agencies or partner agencies are strongly discouraged from a single server installation. The system can be installed on lower end servers in its current iteration with only WIA reports available. However, once labor exchange or WISPR reporting is included, servers that meet the minimum configuration below are strongly recommended.

Data Base Server Configuration	
Base Unit:	NEW 3.0GHz/800Mhz/4mb Cache Dual-Core Intel Xeon 7120M Processor, PowerEdge 6850 (222-5579)
Processor:	NEW Quad 3.0GHz/800Mhz/4mb Cache, Dual-Core Intel Xeon 7120M Procsssrs (311-6472)
Memory:	8GB DDR2 400MHZ(4X2GB),2R Dual Ranked DIMMS (311-5325)
Hard Drive:	146GB 15K RPM Serial-Attach SCSI 3Gbps 3.5-in HotPlug HardDrive (341-3031)
Hard Drive Controller:	PERC 5/i SAS RAID Controller, Internal, PCIe (341-3360)
Floppy Disk Drive:	1.44MB Floppy Drive (341-1308)
Operating System:	No Operating System, Microsoft (420-4077)
NIC:	Standard On-Board Networking Ports Only (430-8991)
Modem:	Dell Remote Access Card, 4th Generation, for PowerEdge (313-3273)
CD-ROM or DVD-ROM Drive:	24X IDE CD-RW/DVD ROM Drive for PowerEdge Servers All OS (313-2692)
Sound Card:	Bezel for PE6850 (313-3160)
Speakers:	1X5 SAS Backplane, 3.5 Inch SAS Hard Drives only, PowerEdge 6850 (311-5906)
Documentation Diskette:	Electronic Documentation and OpenManage CD Kit, PE6850 (310-6374)
Additional Storage Products:	146GB 15K RPM Serial-Attach SCSI 3Gbps 3.5-in HotPlug HardDrive (341-3031)
Feature	Add-in PERC 5/i Card, SAS RAID 5 (341-3354)
Feature	PowerEdge 6x50 Rapid Rails foruse in Dell Racks,Square Holes (310-6376)
Service:	Premier Enterprise SupportService Gold Welcome Letter (310-3785)
Service:	Type 2 Contract-Sameday 4-Hour7x24 Parts and Labor Onsite R esponse, Initial Year (981-3870)
Service:	Premier Enterprise Gold Support-Com plex Resolutions w/Advanced Software Support-3 Pack-Exp. 3 Y ears (981-4172)
Service:	Premier Enterprise Support-Gold-Premium Services, 3 Years (981-4212)
Service:	Premier Enterprise Gold On Demand E ngineer Dispatch Severity 1 Three Years (981-4272)
Service:	Dell Education Services OnlineEnterprise Training included w/purchase, take courses at LearnDell.com 90-Day Acc (983-7037)
Service:	Dell Hardware Warranty Plus Onsite Service Initial Year (985-7088)
Service:	Dell Hardware Warranty, Extended Year (985-7097)
Service:	Type 2 Contract-Same Day 4-Hour 7x24 Parts and Labor Onsite Response, Two Years (980-8412)
Installation:	On-Site Installation Declined (900-9997)
Misc:	146GB 15K RPM Serial-Attach SCSI 3Gbps 3.5-in HotPlug HardDrive (341-3031)
Misc:	146GB 15K RPM Serial-Attach SCSI 3Gbps 3.5-in HotPlug HardDrive (341-3031)
Misc:	Dual Power Supply, 208 Volt Only (310-6726)
Misc:	Intel PRO 1000PT Dual Port 1GbE NIC, PCIe-4 (430-0959)

Application Server Configuration	
Base Unit:	Quad Core Xeon Processor E53102x4MB Cache, 1.60GHz, 1066MHz FSB, PE2950 (222-6802)
Processor:	Quad Core Xeon 2nd Processor E5310, 2x4MB Cache, 1.60GHz 1066MHz FSB, PE2950

	(311-6846)
Memory:	8GB 667MHz (8x1GB), Dual Ranked DIMMs (311-6198)
Keyboard:	No Keyboard Selected (310-5017)
Video Card:	Broadcom TCP/IP Offload EngineNot Enabled (430-1765)
Video Memory:	Riser with 3 PCIe Slots for PowerEdge 2950 (320-4607)
Hard Drive:	73GB 15K RPM Serial-Attach SCSI 3Gbps 3.5-in HotPlug HardDrive (341-3029)
Hard Drive Controller:	PERC 5/i, x6 Backplane Integrated Controller Card (341-3066)
Floppy Disk Drive:	No Floppy Drive for x6 Backplane (341-3685)
Operating System:	No Operating System (420-6320)
Mouse:	Mouse Option None (310-0024)
NIC:	Embedded Broadcom NetXtreme II5708 GigabitEthernet NIC (430-1764)
Modem:	Dell Remote Access Card, 5th Generation for PowerEdge Remote Management (313-3923)
CD-ROM or DVD-ROM Drive:	24X IDE CD-RW/DVD ROM Drive for PowerEdge 2950 (313-3934)
Sound Card:	Bezel for PE 2950 (313-3920)
Speakers:	1x6 Backplane for 3.5-inch Hard Drives (311-5747)
Documentation Diskette:	Electronic Documentation and OpenManage CD Kit, PE2950 (310-7415)
Additional Storage Products:	73GB 15K RPM Serial-Attach SCSI 3Gbps 3.5-in HotPlug HardDrive (341-3029)
Feature	Integrated SAS/SATA RAID 1 PERC 5/i Integrated (341-3059)
Feature	Universal Sliding Rapid/Versa Rails, includes Cable Management Arm (310-7412)
Service:	Premier Enterprise SupportService Gold Welcome Letter (310-3785)
Service:	GOLD Enterprise Support: 4 Hour 7x24 Onsite Service with Emergency Dispatch,2 YR Ext (960-8322)
Service:	GOLD Enterprise Support: 7x24 Escalation Manager, Hw/Sw TechPhone Support, Enterprise Com mand Center, 3Yr (960-8572)
Service:	GOLD Enterprise Support: 4 Hour 7x24 Onsite Service with Emergency Dispatch,Init YR (970-4190)
Service:	Dell Hardware Warranty Plus Onsite Service Inital YR (984-1399)
Service:	Dell Hardware Warranty, Extended YR (984-1417)
Installation:	On-Site Installation Declined (900-9997)
Misc:	Redundant Power Supply with Y-Cord for PowerEdge 2950 (310-7421)

Finally, AJLA reported that subscription rates for all AJLA products are anticipated to remain the same as they were last year. ReportLink will continue to be part of the DART subscription until the product is implemented on its own.

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Next Meeting – The sub-committee is planning to meet in off-hours during the annual meeting August 26-28, 2008 in Philadelphia, Pennsylvania.

## **OMB PASSBACK TO DOL-ETA RE WISPR SSN ISSUE**

“We remain concerned with the state collection of SSNs from self-service users to facilitate reporting under WISPR. While some states allow self-service users to access certain services without providing a SSN, others do not.

### **ETA RESEARCH RESULTS**

Using State and territory job bank URLs, as provided at <http://www.jobbankinfo.org/>, OWI staff visited 53 sites\* to determine whether SSNs were required, and at what point in the process. Overall findings show that:

- Sixty-two (62.3) percent of all jurisdictions request an SSN;
- Of those jurisdictions that request an SSN, seventy (69.7) percent make its provision mandatory for receiving self-services;
- Forty-three (43.4) percent of all jurisdictions make the provision of an SSN mandatory for receiving self-services

Jurisdictional findings appear on the next page, and are current to the week of September 3, 2007, for:

Alabama (AL), Alaska (AK), Arizona (AZ), Arkansas (AR), California (CA), Colorado (CO), Connecticut (CT), District of Columbia (DC), Delaware (DE), Florida (FL), Georgia (GA), Guam (GU), Hawaii (HI), Idaho (ID), Illinois (IL), Indiana (IN), Iowa (IA), Kansas (KS), Kentucky (KY), Louisiana (LA), Maine (ME), Maryland (MD), Massachusetts (MA), Michigan(MI), Minnesota (MN), Mississippi (MS), Missouri (MO), Montana (MT), Nebraska (NE), Nevada (NV), New Hampshire (NH), New Jersey (NJ), New Mexico (NM), New York (NY), North Carolina (NC), North Dakota (ND), Ohio (OH), Oklahoma (OK), Oregon (OR), Pennsylvania (PA), Puerto Rico (PR), Rhode Island (RI), South Carolina (SC), South Dakota (SD), Tennessee (TN), Texas (TX), Utah (UT), Vermont (VT), Virginia (VA) , Washington (WA), West Virginia (WV), Wisconsin (WI), Wyoming (WY)

\*Virgin Islands (VI) was not included as there do not appear to be any electronic self-services.

<b>State Name</b>	<b>SSN requested (yes or no or unknown)</b>	<b>Optional or Mandatory?</b>	<b>If mandatory, describe the point in the process where the SSN is requested</b>
<b>AL</b>	<b>NO</b>		
<b>AK</b>	<b>YES</b>	<b>Mandatory</b>	<b>To view jobs</b>
<b>AZ</b>	<b>NO</b>		
<b>AR</b>	<b>NO</b>		
<b>CA</b>	<b>YES</b>	<b>Mandatory</b>	<b>To view jobs</b>
<b>CO</b>	<b>YES</b>	<b>Mandatory</b>	<b>To access the site</b>
<b>CT</b>	<b>NO</b>		
<b>DC</b>	<b>NO</b>		
<b>DE</b>	<b>NO</b>		
<b>FL</b>	<b>YES</b>	<b>Optional</b>	
<b>GA</b>	<b>YES</b>	<b>Mandatory</b>	<b>To apply for jobs</b>
<b>GU</b>	<b>NO</b>		
<b>HI</b>	<b>NO</b>		
<b>ID</b>	<b>YES</b>	<b>Mandatory</b>	<b>To apply for jobs</b>
<b>IL</b>	<b>YES</b>	<b>Mandatory</b>	<b>To apply for jobs</b>
<b>IN</b>	<b>YES</b>	<b>Mandatory</b>	<b>To apply for jobs</b>
<b>IA</b>	<b>YES</b>	<b>Mandatory</b>	<b>To apply for jobs</b>
<b>KS</b>	<b>NO</b>		
<b>KY</b>	<b>NO</b>		
<b>LA</b>	<b>NO</b>		
<b>ME</b>	<b>NO</b>		
<b>MD</b>	<b>YES</b>	<b>Mandatory</b>	<b>To apply for jobs</b>
<b>MA</b>	<b>YES</b>	<b>Mandatory</b>	<b>To receive updates of daily job listings that match registrant's profile</b>
<b>MI</b>	<b>NO</b>		
<b>MN</b>	<b>YES</b>	<b>Mandatory</b>	<b>To apply for jobs</b>
<b>MS</b>	<b>NO</b>		
<b>MO</b>	<b>YES</b>	<b>Mandatory</b>	<b>To view jobs</b>
<b>MT</b>	<b>YES</b>	<b>Mandatory</b>	<b>To apply for jobs</b>
<b>NE</b>	<b>YES</b>	<b>Optional</b>	
<b>NV</b>	<b>YES</b>	<b>Optional</b>	
<b>NH</b>	<b>YES</b>	<b>Optional</b>	
<b>NJ</b>	<b>YES</b>	<b>Optional</b>	
<b>NM</b>	<b>YES</b>	<b>Mandatory</b>	<b>To apply for jobs</b>
<b>NY</b>	<b>NO</b>		
<b>NC</b>	<b>YES</b>	<b>Mandatory</b>	<b>To apply for jobs</b>
<b>ND</b>	<b>NO</b>		
<b>OH</b>	<b>YES</b>	<b>Mandatory</b>	<b>To get job listings by e-mail and be included in an automatic job match system</b>
<b>OK</b>	<b>NO</b>		
<b>OR</b>	<b>YES</b>	<b>Optional</b>	

<b>State Name</b>	<b>SSN requested (yes or no or unknown</b>	<b>Optional or Mandatory?</b>	<b>If mandatory, describe the point in the process where the SSN is requested</b>
<b>PA</b>	<b>NO</b>		
<b>PR</b>	<b>NO</b>		
<b>RI</b>	<b>NO</b>		
<b>SC</b>	<b>YES</b>	<b>Mandatory</b>	<b>To apply for jobs</b>
<b>SD</b>	<b>YES</b>	<b>Mandatory</b>	<b>To apply for jobs</b>
<b>TN</b>	<b>YES</b>	<b>Optional</b>	
<b>TX</b>	<b>YES</b>	<b>Optional</b>	
<b>UT</b>	<b>YES</b>	<b>Mandatory</b>	<b>To apply for jobs</b>
<b>VT</b>	<b>YES</b>	<b>Optional</b>	
<b>VA</b>	<b>YES</b>	<b>Mandatory</b>	<b>To apply for jobs</b>
<b>WA</b>	<b>YES</b>	<b>Mandatory</b>	<b>To apply for jobs</b>
<b>WV</b>	<b>YES</b>	<b>Optional</b>	
<b>WI</b>	<b>YES</b>	<b>Mandatory</b>	<b>To receive staff assistance</b>
<b>WY</b>	<b>YES</b>	<b>Mandatory</b>	<b>To apply for jobs</b>