

# Summary Report of the WRIS Advisory Group

## Third Quarter 2013 Meeting

### September 19, 2013

The Third Quarter 2013 meeting of the Advisory Group of the Wage Record Interchange System (WRIS) was convened by conference call on September 19, 2013 (1:00 p.m. EDT) from the Employment and Training Administration (ETA), U.S. Department of Labor, Washington, D.C.

#### I. Welcome and Opening Remarks

Karen A. Staha, Chief of the Division of Strategic Planning and Performance for ETA's Office of Policy Development and Research (OPDR), welcomed the WRIS Advisory Group to the Third Quarter 2013 conference call meeting and introduced representatives from ETA, the Division of Employment and Training Legal Services (ETLS/SOL), and support contractors Xerox and CDS2. Ms. Staha briefly discussed the agenda items and asked participants to confirm their attendance through an e-mail to [WRIS@dol.gov](mailto:WRIS@dol.gov).

Ms. Staha noted that Secretary of Labor Thomas Perez had been sworn in on September 4<sup>th</sup> and that his extensive federal, state and local experience included serving as Secretary of Maryland's Department of Labor, Licensing and Regulation. ETA's Acting Assistant Secretary and Deputy Assistant Secretary, Eric Seleznow, was named in July and has more than 30 years of experience in the workforce development system, including service as the executive director of the Governor's Workforce Investment Board in Maryland.

The Department of Labor is currently updating the strategic plan for Fiscal Years 2014-2018 and has sponsored a series of informational Webinars in advance of publishing the plan in early 2014. Strategic Plan materials are available on DOL's Web site (<http://www.dol.gov/sec/stratplan/2014outreach/>) and comments may be submitted through: [DOLstratplan@dol.gov](mailto:DOLstratplan@dol.gov).

Ms. Staha discussed the due dates for state reports, including an extended November 15 date for the WIA narratives; Training and Employment Notice (TEN) No. 5-13, Reporting Training-Related Employment under the Workforce Investment Act (WIA) Programs; and, Training and Employment Guidance Letter (TEGL) No. 4-13, [Workforce Investment Act \(WIA\) Performance Reporting System](#), which addresses changes to the WIA Reporting System.

#### II. Adoption of Summary Report for Second Quarter 2013 Meeting

Ms. Staha briefly reviewed the Draft Summary Report of the Second Quarter Advisory Group meeting held June 13, 2013. Approximately 57 staff from 38 WRIS members (states, the District of Columbia and the Commonwealth of Puerto Rico) participated in the Second Quarter conference call. The report was distributed to the Advisory Group for review on June 26, 2013, and no revisions were received. A motion to approve the Draft Summary Report was made by

John Glen (OR) and seconded by Jon Eller (OK). The Second Quarter 2013 Summary Report, as distributed, was adopted without objection.

### III. WRIS2 Operations

Mr. John Glen (Oregon), WRIS2 Work Group Chairman, and Heather Parker, ETA Federal Program Officer for WRIS and WRIS2, welcomed Ohio and Virginia to WRIS2 membership and briefly discussed the current status of the opt-in expanded data sharing initiative. Thirty-three states and the Commonwealth of Puerto Rico have now signed the WRIS2 Data Sharing Agreement. The July WRIS2 Monthly Matrix Report, prepared by Xerox, indicated that ten WRIS2 PACIAs have submitted request files for matching to the WRIS2 Clearinghouse. Mr. Glen closed by encouraging the group to visit [http://www.doleta.gov/performance/wris\\_2.cfm](http://www.doleta.gov/performance/wris_2.cfm) for information such as the WRIS2 Data Sharing Agreement, membership map, and list of WRIS2 contacts.

Ms. Parker indicated a conference call for WRIS2 Advisory Group representatives would follow the WRIS Advisory Group meeting at 2:00 pm. She thanked Mr. Glen and WRIS2 Work Group members Clinton Flowers (MO), Adam Leonard (TX), and Drew Maxfield (UT)) for their continuing leadership for WRIS2.

### IV. Disclosure Standards: Employment Data Received through WRIS

In advance of the Advisory Group meeting, ETA had received an inquiry if information received through WRIS that indicated whether or not participants had been employed in certain quarters after exit could be shared with case managers. Ms. Parker indicated she had consulted with the Employment and Training Legal Services and confirmed that a PACIA not only cannot inform others of actual wages obtained through WRIS but also the PACIA cannot advise a case manager that "the participant was employed in such-and-such a quarter" if that information was received through WRIS. Ms. Parker invited follow-on questions from members through: [WRIS@dol.gov](mailto:WRIS@dol.gov).

### V. UI Reemployment Report (ETA 9047): WRIS and NDNH

Ms. Parker discussed a state's question, submitted in advance of the conference call, regarding if wage data received through WRIS can be used to populate the ETA 9047 UI Reemployment Report. She indicated that, based on UIPL 01-06 and 01-06 Change 1, wage data from WRIS may be used to populate the ETA 9047 report, but that use of data from the National Directory of New Hires (NDNH) is preferred. For reference, both UIPL 01-06 and the related 01-06 Change 1 are available by contacting: [WRIS@dol.gov](mailto:WRIS@dol.gov).

## VI. WRIS PACIA and SUIA Training

Ms. Parker provided an overview of recent and upcoming WRIS training events. The spring Town Hall WebEx, held April 18, included presentations from Oklahoma, Oregon, North Dakota and ETA. Fifty-one staff members from 36 WRIS members participated. Ms. Parker indicated that members wishing to receive a copy of the Power Point for the April Town Hall should e-mail: [WRIS@dol.gov](mailto:WRIS@dol.gov). An autumn Town Hall WebEx addressing PACIA, SUIA, and IT issues is planned for October 17, and the Confidentiality Compliance Review and Incident Response WebEx will take place October 10 at 2:00 p.m. EDT. For WRIS2, a Town Hall WebEx was held on June 4 and a second is planned for December. By request, a WRIS Orientation WebEx can be scheduled for any WRIS PACIA and SUIA member at a date convenient for its staff. Past Orientation WebExs have been provided to Hawaii, Maine, Maryland, Puerto Rico and Wyoming.

## VII. Quarterly Report of WRIS Technical Operations

Cynthia Binkley, Customer Support Manager for Xerox, the WRIS operations contractor, discussed the quarterly Technical Operations Review, which was e-mailed to Advisory Group representatives on September 16. Ms. Binkley provided an overview of the operational members of WRIS and the related traffic volumes of data exchanged. In addition, Ms. Binkley briefly addressed the WRIS-related security requirements and recent audits for Xerox and referenced the WRIS resource materials and ETA and Xerox contact information included in the Technical Operations Review. In closing, Ms. Binkley invited participants to raise additional questions and asked that they be e-mailed to: [WRIS.Support@Xerox.com](mailto:WRIS.Support@Xerox.com) and/or [WRIS@dol.gov](mailto:WRIS@dol.gov)

## VIII. Additional Business and Discussion

Following conclusion of the scheduled agenda items, Ms. Staha encouraged Advisory Group members to raise questions, comments, or issues for discussion. Deb Serum (MN) requested an update on the situation with FEDES. ETA staff indicated that a meeting with the Office of Personnel Management, Department of Defense, and the Postal Service has not occurred yet, but should be held prior to the December Fourth Quarter Advisory Group meeting.

In response to a suggestion from two states to combine the WRIS and WRIS2 Advisory Group meetings, members indicated general support since many individuals participate in both conference calls. The WRIS2 discussion items would be toward the end of the meeting in order for non-WRIS2 participants to leave after the WRIS portion concluded.

An Advisory Group member proposed that a WRIS Frequently Asked Questions (FAQ) document be prepared regarding recurring issues or questions members commonly encounter. Ms. Staha requested that questions to be included in the FAQs be submitted through: [WRIS@dol.gov](mailto:WRIS@dol.gov).

A member raised the issue of developing a procedure to validate Social Security Numbers since many now are being randomly generated. Although this currently does not present a problem, it could in the future since employers are the only ones able to verify a SSN at this time. Members and ETA agreed this was a worthwhile issue but would likely need more time to generate sufficient data. It was suggested the issue should be investigated further and brought forward for discussion at a future meeting.

Ms. Staha proposed the WRIS Fourth Quarter 2013 Advisory Group conference call be held on Thursday, December 12 at 2:00pm EST and encouraged Advisory Group members to submit suggestions for discussion topics. Member conflicts with the suggested December date should be e-mailed to: [WRIS@dol.gov](mailto:WRIS@dol.gov). Ms. Staha thanked the members for participating in the Third Quarter Advisory Group conference call and adjourned the meeting.