

Draft Summary Report of the Fourth Quarter 2012 Advisory Group Meeting Wage Record Interchange System (WRIS)

Convened by conference call on November 27, 2012 (2:00 p.m. EST)), from the Employment and Training Administration (ETA), U.S. Department of Labor, Washington, DC.

Meeting Highlights:

Welcome and Adoption of Summary Report

- The Fourth Quarter 2012 Advisory Group meeting was led by Karen A. Staha, Chief, Division of Strategic Planning and Performance, Office of Policy Development and Research (OPDR), ETA.
- The Draft Summary Report of the Third Quarter 2012 conference call was adopted.
- ETA will soon release a Training and Employment Guidance Letter (TEGL) that updates the submission dates for Wagner-Peyser and Trade and Data Validation reports. The TEGL will be available at: <http://wdr.doleta.gov/directives/>.
- The due date for both the first and second quarter reports for Wagner-Peyser and Jobs for Veterans State Grants has been extended to February 14, 2013.

WRIS2 Operations

- The voluntary, opt-in WRIS2 expanded data sharing initiative has 23 members.
- During October, five member states submitted data requests.
- Advisory Group members who wish more information on the WRIS2 initiative are encouraged to send an e-mail to WRIS@dol.gov or review the new WRIS2 section on ETA's Performance and Results Web site (http://www.doleta.gov/performance/wris_2.cfm).

WRIS PACIA and SUIA Training Opportunities

- A Confidentiality Compliance and Incident Response WebEx is scheduled for January 9, 2013.
- The November 8, 2012 WRIS Town Hall included 44 staff participants from 33 states. Requests for copies of presentations given by TN, MN, and OR should be sent via e-mail to WRIS@dol.gov.
- State-specific WRIS orientation training is available. Topics can be customized based on the state's policy or technical needs. States interested in an orientation WebEx should notify ETA via e-mail to: WRIS@dol.gov.
- An upcoming WebEx (time and date forthcoming), hosted in conjunction with the U.S. Department of Education, will detail how the Family Educational Rights and Privacy Act (FERPA) can work in union with wage record data. The audience will be Workforce Data Quality Initiative (WDQI) grantees, state members of WRIS, and Statewide Longitudinal Data Systems (SLDS) grantees.

- ETA is in the process of reviewing WRIS state files to ensure the correct SUIA and PACIA agencies are listed on each state's WRIS Data Sharing Agreement. If a state has consolidated agencies, a new agreement will need to be signed to reflect any changes.

Quarterly Technical Report of WRIS Operations

- Quarterly DBBI data were submitted by 49 states and the District of Columbia. Hawaii and Puerto Rico are testing their SUIA programming. The Virgin Islands is not yet a member of WRIS.
- Current WRIS volume tracking has remained consistent with historical trends since WRIS began in 2004.
- The DBBI submittal schedule has been updated to reflect 2013 dates; the complete listing is available in the November Technical Operations Review.
- Second Quarter 2012 DDBI data are now available online, and the Third Quarter 2012 DDBI data will be available January 14, 2013.
- There are sections addressing both PACIAs and SUIAs in the WRIS and WRIS2 User Guides, along with important information regarding record formats.

Additional Business

- The First Quarter 2013 conference call is tentatively scheduled for March 21, at 2:00 p.m. EDT. Conflicts with the proposed meeting date can be e-mailed to WRIS@dol.gov.

Draft Summary Report of the WRIS Advisory Group Fourth Quarter 2012 Meeting

The Fourth Quarter 2012 meeting of the Advisory Group of the Wage Record Interchange System (WRIS) was convened by conference call on November 27, 2012 (2:00 p.m. EST) from the Employment and Training Administration (ETA), U.S. Department of Labor, Washington, D.C.

I. Welcome and 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 Fourth Quarter 2012 conference call meeting, introduced staff members from ETA, ETLs, Xerox and CDS², and briefly discussed the agenda items. Rather than calling a roll, Ms. Staha asked representatives to confirm their attendance through an e-mail to WRIS@dol.gov, and to note any additional state staff members who participated.

Ms. Staha highlighted new information related to several issues previously discussed during the Third Quarter meeting. Notably, the Advisory Group should anticipate ETA's immediate release of a Training and Employment Guidance Letter (TEGL) which updates the submission dates for Wagner-Peyser and Trade and Data Validation reports and will be available on ETA's Web site at: <http://wdr.doleta.gov/directives/>. During the Third Quarter meeting, it was announced that the due date for the first quarter reports for Wagner-Peyser and Jobs for Veterans State Grants had been extended to December 15, 2012, in order to make full use of new data collection elements and introduce the new, electronic Data Reporting and Validation System (DRVS). The due date for both first and second quarter reports has now been extended further to February 14, 2013. Ms. Staha emphasized that the extension in the report submission date affected only the reports for Wagner-Peyser and Jobs for Veterans State Grants (*Note:* Following the meeting, TEGL No. 28-11 Change 1 was released and is available at: http://wdr.doleta.gov/directives/corr_doc.cfm?DOCN=6348)

II. Adoption of Summary Report for Third Quarter 2012 Meeting

Ms. Staha provided a brief overview of the Draft Summary Report of the Third Quarter Advisory Group meeting held September 20, 2012. Attendance for the Third Quarter meeting included 71 staff members from 39 WRIS states, Puerto Rico and the District of Columbia. The report was distributed via e-mail to the Advisory Group for review and comment on September 30, 2012; no comments or corrections were received by the requested response date of October 17.

Ms. Eliza Arentz (Pennsylvania) made the motion to approve the Draft Summary Report, and Thomas Meyer (South Dakota) seconded. The Third Quarter 2012 Summary Report was adopted unanimously.

III. WRIS2 Status

John Glen (Oregon), WRIS2 Work Group Chairman, and Kate Louton, ETA/OPDR, reported on the current status of the voluntary, opt-in WRIS2 expanded data sharing initiative and provided a summary of its purpose for new Advisory Group representatives and staff members. WRIS2 allows aggregate data to be shared with Third Party Entities (TPEs). A TPE is defined in the WRIS2 Data Sharing Agreement as any public body, agency, or private career school required by law to meet state and/or Federal performance measures. Presently, 22 states plus Puerto Rico have signed the WRIS2 Agreement. Mr. Glen advised that, during October, five states submitted requests for wage data from other WRIS2 members. Any Advisory Group representative who wishes to have more information on the WRIS2 initiative is encouraged to send an e-mail to WRIS@dol.gov or visit the recently developed WRIS2 section within ETA's Performance and Results Web site: http://www.doleta.gov/performance/wris_2.cfm.

Ms. Staha asked WRIS2 members to provide the group with any information or feedback on their WRIS2 experiences. Mr. Glen (Oregon) commented that WRIS2 membership has been helpful and encouraged additional states to participate if they have the ability. In Oregon, a request was made on behalf of the statewide performance reporting system for workforce programs. Rick Little (UT) noted that a Utah inquiry was made on behalf of the student longitudinal data tracking system.

Howard Simmons (South Carolina) questioned whether an e-mail message could be sent indicating states which have experienced problems with WRIS2 versus states which are reluctant to join the data sharing initiative due to the absence of any neighboring state members. Ms. Louton responded that, to date, she has only received information from one state that cannot participate in WRIS2 membership and offered to share that information with Mr. Simmons directly.

IV. WRIS PACIA and SUIA Training Opportunities

Ms. Louton provided an overview of recent and upcoming WRIS training opportunities. The first WebEx training of 2013 will focus on Confidentiality Compliance and Incident Response; it is scheduled for January 9, 2013 at 2:00

p.m. (EST). The WebEx trainings have proven to be very successful, especially for new staff members.

The autumn WRIS Town Hall, held November 8, included presentations from Oregon, Minnesota, and Tennessee. Forty-four staff members from 33 WRIS states, Puerto Rico and the District of Columbia participated. Staff members who were unable to attend can receive the states' Town Hall presentations by sending a request to WRIS@dol.gov. Ms. Louton encouraged states to suggest topics and make presentations at future Town Halls and requested Advisory Group representatives to let ETA know about their interests through an e-mail to: WRIS@dol.gov. The date of the spring Town Hall will be available in early January.

Ms. Louton reiterated that ETA also hosts state-specific orientation trainings by WebEx. Topics can be customized based on the state's technical or policy needs. Puerto Rico will take part in an upcoming orientation WebEx; Maine, Maryland, and Wyoming have also participated. State requests for training on specific topics should be sent to WRIS@dol.gov.

Ms. Louton also noted that there is an upcoming WebEx, hosted in conjunction with the U.S. Department of Education, detailing how the Family Educational Rights and Privacy Act (FERPA) can work in union with wage record data. The audience will be Workforce Data Quality Initiative (WDQI) grantees, members of WRIS, and Statewide Longitudinal Data Systems (SLDS) grantees. An announcement regarding the WebEx's date and time is forthcoming.

In closing, Ms. Louton announced that ETA is in the process of examining state files to ensure the correct SUIA and PACIA agencies are listed on each state's WRIS, or WRIS2, Data Sharing Agreement. A number of states have recently consolidated agencies, resulting in the need to revise the Agreement currently on file at ETA. If a state has consolidated agencies, a new Agreement will need to be signed to reflect the changes. Ms. Louton assured the group this would be an ongoing process and several states have already responded.

V. Quarterly Technical Report of WRIS Operations

Amanda Gohl of Xerox, the WRIS operations contractor, discussed the quarterly Technical Operations Review, e-mailed to Advisory Group representatives in advance of the meeting. Ms. Gohl provided an overview of the state participants, noting that 49 states and the District of Columbia submitted data for the current quarter's Distributed Data Base Index (DDBI). Ms. Gohl reported that the SUIAs in both Hawaii and Puerto Rico are in the testing phase. The Virgin Islands is not a member of WRIS at this time.

Referencing charts in the Technical Operations Review, Ms. Gohl noted that current WRIS volume tracking has remained consistent with historical trends since WRIS began in 2004. She emphasized that the numbers are based strictly on the monthly traffic reports of how many requests for state participant wage data are submitted and do not take into account whether or not the wage data requests are repeated submittals.

Ms. Gohl directed the group's attention to the DBBI submittal schedule, updated to reflect 2013 dates. Second Quarter 2012 DDBI data are now available online; and the Third Quarter 2012 DDBI data, due January 7, will be available January 14, 2013. Ms. Gohl noted that per state requests, the DBBI schedule was adjusted this year to accommodate quarters ending on the first weekend of a month.

Ms. Gohl further reported that both the WRIS and WRIS2 User Guides contain both PACIA and SUIA sections. Each guide contains important information on record formats and Web site functions.

VI. Additional Business

After concluding the scheduled agenda items, Ms. Staha encouraged Advisory Group members to raise questions, comments, or issues for discussion.

David Pavelchek (Washington) asked if there was a timeline available for when the new DRVS software would be available for testing and use, specifically in reference to the first and second quarter submittals of the 9002 report. Ms. Staha indicated she was hopeful testing will occur in the upcoming week. ETA will work with regional offices to communicate any new information and updates to the states.

Ms. Staha announced that the First Quarter conference call is tentatively scheduled for March 21, 2013 at 2:00 p.m. (EDT). Ms. Staha asked that any state conflicts due to conferences or other professional activities be e-mailed to WRIS@dol.gov so that ETA may consider an alternative meeting date convenient for the majority of the Advisory Group members. The Fourth Quarter 2012 Advisory Group conference call was adjourned at 2:30 p.m.