

INFORMATION NOTICE

WORKFORCE SERVICES

Number: WSIN12-28

Date: February 12, 2013

Expiration Date: 3/12/15

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TO: WORKFORCE DEVELOPMENT COMMUNITY

SUBJECT: IMPLEMENTATION SCHEDULE AND MARKETING MATERIALS FOR
THE NEW CalJOBSSM

This Information Notice provides updates to the implementation of the New CalJOBSSM. These updates include the modified schedule; the parameters of limited functionality during conversion; and the procedures for acquiring marketing materials for the New CalJOBSSM. This information is intended for all Workforce Development Community members and partners.

The New CalJOBSSM, part of the California Workforce Services Network (CWSN), will replace both the current Job Training Automation (JTA) and the current CalJOBSSM systems, including Employer Contact Management System (ECMS), Participant Activity Support System (PASS), and Activity Calendar and Event Scheduler (ACES). Upon full implementation of the New CalJOBSSM, both JTA and CalJOBSSM will be archived and retired.

Implementation Schedule

- Phase 1A, March 11, 2013—Implementation of the Labor Exchange Module including all CalJOBSSM functionality supporting the Wagner-Peyser Act (WPA) activities. This will include conversion of the existing CalJOBSSM data including the supporting systems (ECMS, PASS and ACES). On March 11th, California jobseekers, employers, and the Employment Development Department (EDD)/local partner staff will have access to the new labor exchange features.
- Phase 1B, dates to be determined—Phase 1B has been divided into two sub-phases based on functionality. Upon implementation of the following, the remaining Workforce Investment Act (WIA) and Trade Adjustment Act (TAA) data will be converted and the New CalJOBSSM system will be available for both local partners and EDD staff for all WIA and TAA activities:
 - Sub-Phase 1: Implementation of all JTA functionality supporting the WIA and TAA participant activities.
 - Sub-Phase 2: Implementation of the Cash Drawer module that includes cash requests and expenditure reporting.

The EDD, an equal opportunity employer/program, is a partner in this publication. Auxiliary aids and services are available upon request to individuals with disabilities. Requests for services, aids, and/or alternate formats need to be made by calling (916) 654-8055 (Voice). TTY users, please call the California Relay Service at 711.

Conversion Read-Only Period, "Go-Dark"

In order to complete a comprehensive conversion of data, the current CalJOBSSM, ECMS, PASS and ACES will become read-only beginning at 9 p.m. Sunday, March 3, 2013. Jobseekers, employers, and EDD/local partner staff will see an alert message on the homepage of the current CalJOBSSM prior to and during this time period that outlines the limited functionality. This period will affect users in the following ways:

- Job seekers and employers will be able to view and search the system, but will not be able to register or process any updates to their records. These users may visit their local One-Stop Career Center to research any services they may be able to receive in lieu of the limited online functionality. If a job seeker has questions about their unemployment benefits, they should contact the Unemployment Insurance Branch.
- Staff will not be able to enter services rendered or access activity calendaring. In regards to profiling event schedules, please see guidance provided from the WSD Program Coordinators. In regards to all other WPA services and activities, each Field Division will need to develop and implement procedures during this time as to what services will be provided and how to track services and attendance.

On March 11th, all CalJOBSSM users will be redirected to the New CalJOBSSM via www.caljobs.ca.gov. The JTA access will not be affected during this time period, and will continue to be active until the implementation of Phase 1B.

Marketing Materials

In preparation for implementation, marketing materials introducing the New CalJOBSSM system have been created. The New CalJOBSSM marketing poster ([DE 8201](#)) may be displayed in an area where it can be easily viewed by the public. The New CalJOBSSM marketing brochures for jobseekers in English ([DE 2456](#)) and in Spanish ([DE 2456S](#)) may be made available to the public. These materials are available to order through the EDD [Forms and Publications](#) Web page.

If you have any questions regarding the availability of marketing materials, please contact Patricia Rey at Patricia.Rey@edd.ca.gov.

If you have any questions regarding the phased implementation, please contact CalJOBSAdmin@edd.ca.gov.

/S/ MICHAEL EVASHENK, Chief
Workforce Services Division