



## SPRING 2019 CalJOBS<sup>SM</sup> USER GROUP MEETING

The Employment Development Department's Workforce Services Branch (WSB) invites Local Workforce Development Area (Local Area) Management Information System (MIS) Administrators and Alternates, EDD Single Points of Contact (SPOC)/Ambassador, and other Local Area and EDD CalJOBS users to attend the upcoming CalJOBS User Group Meeting on April 2-4, 2019 at the following location:

### Holiday Inn Sacramento Downtown – Arena

300 J Street  
Sacramento, CA 95814  
916-446-0100

The draft agenda and breakout session overview are attached below.

### REGISTRATION

Please complete the [Online Registration Form](#) to register for the Spring 2019 CalJOBS User Group Meeting. The online registration is now open and will close on February 28, 2019. Once you complete the Eventbrite registration, you will receive an email confirmation.

Contact the Capacity Building Unit at [CBUTraining@edd.ca.gov](mailto:CBUTraining@edd.ca.gov) if you need assistance with registration.

### SPACE LIMITATIONS

Space permits attendance for three representatives from each Local Area, 15 representatives from each of the WSB Field Divisions, and two representatives from Non-Local Areas (EDD Direct subrecipients and Non-Local Areas). If additional representatives would like to be added to the waiting list, please complete the Spring 2019 CalJOBS User Group Meeting *Waiting List Registration Form* (Attachment 3) and submit it to [CBUTraining@edd.ca.gov](mailto:CBUTraining@edd.ca.gov). Should additional spaces become available, the representatives on the waiting list will be notified via email.

*The EDD is an equal opportunity employer/program. Auxiliary aids and services are available upon request to individuals with disabilities.*

## ROOM RESERVATIONS

Room reservations must be made directly with the Holiday Inn Sacramento Downtown – Arena by **March 6, 2019**, to guarantee the group rate of \$95. The rate is available Monday, April 1, 2019 through April 3, 2019. Reservations can be made in one of two ways:

- Call 1-800-HOLIDAY (465-4329) or 1-916-446-0100 and mention the Group Code “**QJB**”
- Use the [Holiday Inn Online Reservation](#)

Check-In time is 3 p.m. and Check-Out time is 12 p.m.

## PARKING AVAILABILITY

*Daily*            \$1.25 for each half hour for the first two hours/\$1.50 each additional half hour thereafter and a maximum \$18

*Overnight*      \$20 Self-Parking

*Payment*        Front desk or charge to your guest room

Please note, there are several parking lots and garages located within walking distance of the hotel, with rates and availability subject to change.

## SHUTTLE

Airport shuttle transportation to and from the Sacramento International Airport is approximately \$15 per person through [Super Shuttle](#). Please contact Super Shuttle directly.

If you have any questions regarding this notice, please contact Trina Dangberg of the Capacity Building Unit at 916-653-3277 or [CBUTraining@edd.ca.gov](mailto:CBUTraining@edd.ca.gov). We look forward to seeing you in Sacramento.

/S/ JAIME L. GUTIERREZ, Chief  
Central Office Workforce Services Division

Attachment is available on the internet:

1. [Draft Agenda April 2019 CalJOBS User Group Meeting](#)
2. [Draft Breakout Session Overview](#)
3. [Waiting List Registration Form](#)