**Reminder:** *Please mute your audio and disable the video feature after joining this Teams meeting. Too many attendees with active audio and video can interfere with everyone’s audio quality.*



**These meetings will be recorded and posted on the WPC site.**

Please be advised your image will be captured and recorded during the video conference.

Your participation in this videoconference equals consent to be recorded as required by law.

# System Maintenance

**ETO Release Notes (notable since last meeting):**

**Release Notes | July 3rd | ETO 20.95.0**

* **ETO HMIS Data Pull | Missing Values for LOS Under Threshold**- We resolved an issue where the "LOSUnderThreshold" field in Enrollment CSVs was not populating despite valid input. The data logic has been corrected to ensure expected values are retained and reported.
* **ETO HMIS Data Validation | SSN Quality (HUD) Error**– We fixed a validation issue where the "SSN Quality (HUD)" field caused false errors. The system now correctly recognizes "Client prefers not to answer" as a valid response.
* **Program Groups | Demographic Management Display**- We corrected a display issue in Chromium-based browsers where only the first demographic appeared when managing Program Group demographics. Now, all applicable demographics display correctly across browsers.

**ETO Standard Maintenance**

* ETO in North America is currently undergoing regular monthly maintenance. Maintenance occurs on the 4th Saturday of the month from 1am - 5am UTC

**WSWA Live Chat (Velaro) Standard Maintenance**

* Live Chat regular maintenance takes place on Monday and Friday mornings, between the hours of 2:00 AM and 6:00 AM ET

**WorkSourceWA.com Maintenance**

* Tuesday, August 19, 2025, from 06:00-7:00 a.m.

Secure Access Washington (SAW) is applying standard updates and patches to our hosts. SAW and services that use SAW will be inaccessible for forty minutes during the maintenance window.

# Projects & Work

* **WIT Replacement**
	+ Join us **Friday August 22, at 11 a.m.** for the WorkSource Integrated Technology (WIT) Project Town Hall!
		- The August 22nd, Town Hall will give current updates on the WIT project
		- [Download the calendar invitation](https://links-1.govdelivery.com/CL0/https%3A//content.govdelivery.com/attachments/WAESD/2024/11/01/file_attachments/3056017/WIT%2520Project%2520Townhall-%2520Dec%25206.ics/1/01000192fde0e5a2-4ef55798-b96f-4d2e-a14b-6bb1e4591fb0-000000/1hYTP5qo40z-XDPNdkLsgtr5UeqtoqkkKSIcbgGV59I%3D378) or join [Zoom LIVE](https://links-1.govdelivery.com/CL0/https%3A//esd-wa-gov.zoom.us/j/85473929908) on August 22nd,
		- Can't attend live? The recording will also be published on the [WPC WIT project page](https://wpc.wa.gov/wswa/wit-replacement-project) after the event
* **WorkFirst Phase 3**
	+ WorkFirst ETO Activity Log Bug
		- Activity Log – Duplicate Logs – [WA-5069] – Awaiting a fix date
* **RRAA**
	+ Completed project to add two programs of enrollment to ETO. Went into production on 7/15
		- RRAA PY24 & RRAA PY25
		- Rapid Response Additional Assistance grants are currently active in SeaKing, Snohomish, North Central, and South Central LWDBs
* **PIRL / WIPS Errors – manual data corrections**
	+ Ongoing; active data correction requests are coordinated by WSS through email, with the staff members who are completing the corrections in ETO
* **WorkSource WA – Office Locator Page Updates**
	+ The Spanish language version will be updated to reflect the same information as in the English version.
	+ In Progress: Getting the content of these pages so they can be translated into Spanish and support our customers more effectively
* **Links Landing Page Implementation**
	+ June/July collected requirements, confirmed all categories and links for each landing page
	+ August/November develop-implementation period
* **WorkSource Offices – Facilities Updates**
	+ The ‘Facilities Joint Workload’ project teams meet every-other-Tuesday to review active projects, activities and statuses.

## Service Tickets

Open service requests, issues, or bugs that have been prioritized for work.

(***please note:*** *this is not a complete list of all active service requests; rather, this list reflects items that have a larger or wider-scale impact to ETO & WSWA users*)

**[WA-5197]** – Topaz Pen issues with ETO

* Re-investigating this issue found a potential resolution to the ongoing user issues.
* WSS will be meeting with Technical Services on 7/2/25 to go over the new procedures. If the new process passes field testing, we will publish this new procedure for wider consumption.
* The topaz install session 8/5 did not result in success. The ticket has been escalated with our vendor and currently being worked on.

**[WA-4928]** – WSWA “build a resume” veterans’ status

* Correct the veteran status that is displayed when building a resume in WSWA, so that “retired military” is only displayed for actual retirees, not for all End Term of Service (ETS) veterans
* Awaiting resolution timeframe from vendor

**[WA-5201]** –Broken Links

* Our vendor identified some broken links within the apprenticeship section of WorkSourceWA site. We are working on identifying what the new links are supposed to be.

# Policy Updates

* These policies and guidance can be found on the Workforce Professional Center [Policy](https://wpc.wa.gov/policy) tab.
* Please email questions to Employment System Administration and Policy.
* If you know of someone who would appreciate receiving future notices like this, please forward so they can [subscribe](https://links-1.govdelivery.com/CL0/https%3A//public.govdelivery.com/accounts/WAESD/subscriber/new) to our bulletins.

## Revised WorkSource Information Notice (WIN)

**WIN Number: 0107, Change 12**

**WIN Name: Temporary Suspension of WorkSource System Policy 1011 (CASAS for Basic Skills Assessment)**

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[WIN 0107, Change 12](https://links-1.govdelivery.com/CL0/https%3A//media.multisites.wa.gov/media/WPC/adm/policy/0107-12.pdf), communicates the Workforce Training and Education Coordinating Board’s (WTECB’s) action at its June 18, 2025 meeting to extend the expiration date of WIN 0107 to December 31, 2025 through the issuance of Change 12. The extension granted by the Board retains flexibility with respect to the use of non-CASAS basic skills assessments by WIOA Title I-B programs while State staff continue to work with key stakeholders to address lingering concerns with some of the policy language in WorkSource System Policy 1011, Revision 7, before issuance.

[TEGL 12-24](https://www.dol.gov/agencies/eta/advisories/tegl-12-24) (Program Year 2025 Funding Allotments and Application Instructions for the WIOA Section 166 Indian and Native American Programs Grantees); May 22, 2025

Reactivated WorkSource System Policy

**Policy Number: 1019 Revision 12**

**Policy Name: Eligibility Policy and Handbook**

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[WorkSource System Policy 1019, Revision 12](https://links-1.govdelivery.com/CL0/https%3A//media.multisites.wa.gov/media/WPC/adm/policy/1019-12.pdf), and the accompanying Eligibility Policy [Handbook](https://links-1.govdelivery.com/CL0/https%3A//media.multisites.wa.gov/media/WPC/adm/policy/attachments/1019-12%2520Handbook%2520-%2520PDF.pdf) are now available on the [Workforce Professionals Center](https://links-1.govdelivery.com/CL0/https%3A//links-1.govdelivery.com/CL0/https%3A%252F%252Flinks-1.govdelivery.com%252FCL0%252Fhttps%3A%25252F%25252Flinks-1.govdelivery.com%25252FCL0%25252Fhttps%3A%2525252F%2525252Fwpc.wa.gov%2525252Fpolicy%2525252Fstate%2525252Fworksource%2525253Futm_medium%3Demail%25252526utm_source%3Dgovdelivery%25252F1%25252F0100019147f30267-d641d846-df80-4002-bf0d-a9cc59d514f9-000000%25252F857v75vr2BVcNZSVaCtHCu7kpSy9vyetSFUsk3HE8RU%3D365%252F1%252F010001954e062183-517aabbb-523a-4dc5-a7cd-46f0d250327e-000000%252FgPULsLAP9PolAgVVHmGvT09OGCLYxlIJwwAqxODxyNI%3D394/1/0100019755747e88-a53b62fc-7d36-4959-8cfe-181dd78116f5-000000/QH1KRKB4JiaqEh0JDKESQqEWZbu7aHkgenlriV0qRks%3D408/1/01000197f10b1cc6-c1c2b4bf-a971-4101-8f89-e1b3993345ae-000000/usXWidZV2qaPd2jPATl3eyOk18UK6q0CvXGylmeCIns%3D413).

Footnote 1 under Section 2.1.2 on WIOA Title I-B Out-of-School Youth eligibility was revised to specify the required documentation necessary to enroll individuals participating in dropout re-engagement or Open Doors programs as Out-of-School youth rather than In-School Youth despite their student status.  Other revisions revolve around updating references and citations used throughout the Eligibility Policy Handbook. Updates to CASAS source documentation were removed and will be updated when revised WorkSource System Policy 1011 (CASAS for Basic Skills Deficiency) is published.

No comments were received during the public comment period.

## New WorkSource Information Notice (WIN)

**WIN Number: 0073, Change 60, 61, 62 & 63**

**WIN Name: WIOA operating guidance issued to date by DOL through TEGLs, UIPLs, and TENs**

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[WIN 0073, Change 60](https://links-1.govdelivery.com/CL0/https%3A//media.multisites.wa.gov/media/WPC/adm/policy/0073-60.pdf), communicates the U.S. Department of Labor’s (DOL’s) issuance of Training and Employment Guidance Letter (TEGL) [TEGL 08-21, Change 2](https://links-1.govdelivery.com/CL0/https%3A//gcc02.safelinks.protection.outlook.com/) Stopping the Use of Federal Funds in Conducting Voter Registration within the American Job Center Network and [TEGL 05-18, Change 1](https://links-1.govdelivery.com/CL0/https%3A//gcc02.safelinks.protection.outlook.com/) Workforce Innovation and Opportunity Act Annual Statewide Performance Report Narrative.

[WIN 0073, Change 61](https://links-1.govdelivery.com/CL0/https%3A//media.multisites.wa.gov/media/WPC/adm/policy/0073-61.pdf), communicates the U.S. Department of Labor’s (DOL’s) issuance of Training and Employment Guidance Letter (TEGL) 10-23, Change 2 - Work Authorization Verification in Grant Programs Administered by the Employment and Training Administration; TEGL 07-18, Change 1- Guidance for Validating Jointly Required Performance Data Submitted under the Workforce Innovation and Opportunity Act (WIOA) and  TEGL 26-16, Change 1- Guidance on the use of Supplemental Wage Information to implement the Performance Accountability Requirements under the Workforce Innovation and Opportunity Act (WIOA).

[WIN 0073, Change 62](https://links-1.govdelivery.com/CL0/https%3A//media.multisites.wa.gov/media/WPC/adm/policy/0073-62.pdf), communicates the U.S. Department of Labor’s (DOL’s) issuance of TEN 01-25 -- Workforce Innovation and Opportunity Act (WIOA) Core Program Performance Accountability Assessment for Program Year (PY) 2024.

[WIN 0073, Change 63](https://links-1.govdelivery.com/CL0/https%3A//media.multisites.wa.gov/media/WPC/adm/policy/0073-63.pdf), communicates the U.S. Department of Labor’s (DOL’s) issuance of [TEGL 01-25](https://links-1.govdelivery.com/CL0/https%3A//www.dol.gov/agencies/eta/advisories/tegl-01-25) – Process for Requesting Fiscal Year (FY) 2025 Trade Adjustment Assistance (TAA) Program Training and Other Activities (TaOA) Funds, SF-424 Instructions, and Grants Management Requirements Relating to TAA TaOA Funds. FY 2025 TaOA Funds are Available by Request Only.

## New WorkSource Information Notice (WIN)

**WIN Number: 0151**

**WIN Name: Temporary guidance and instructions for the State Economic Security for All (EcSA) Community Reinvestment programs**

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[WIN 0151](https://links-1.govdelivery.com/CL0/https%3A//media.multisites.wa.gov/media/WPC/adm/policy/0151.pdf) communicates temporary guidance and instructions for the State Economic Security for All (EcSA) Community Reinvestment programs, which include the Community Reinvestment EcSA Career Accelerator Incentive and Matched Investment Saving Accounts (MISAs) program and the Community Reinvestment EcSA Business Support program, for the period in which current EcSA CRP State Program Policies 7005 and 7010 are in revision.

## New WorkSource Information Notice (WIN)

**WIN Number: 7010, Revision 3**

**Policy Name: Community Reinvestment Plan Matched Investment Savings Accounts**

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Revised State Program Policy [7010, Revision 3](https://links-1.govdelivery.com/CL0/https%3A//media.multisites.wa.gov/media/WPC/adm/policy/7010-3.pdf) – Community Reinvestment Plan Matched Investment Savings Accounts - is now available on the Workforce Professionals Center for public comment.

Revisions reflect PY25 and PY26 updates to guidance and instructions for the State Economic Security for All (EcSA) Community Reinvestment Matched Investment Saving Accounts (MISAs) program and the Community Reinvestment EcSA Business Support program.

## New WorkSource Information Notice (WIN)

**WIN Number: 7005, Revision 2**

**WIN Name: Community Reinvestment Fund**

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Revised State Program Policy [7005, Revision 2](https://links-1.govdelivery.com/CL0/https%3A//media.multisites.wa.gov/media/WPC/adm/policy/7005-2.pdf) *-* Community Reinvestment Fund - is now available on the Workforce Professionals Center for public comment.

Revisions reflect PY25 and PY26 updates to guidance and instructions for the State Economic Security for All (EcSA) Community Reinvestment Fund program.

Open Discussion

An open forum for T12 attendees to pose questions or discussion topics to the WorkSource community.

# Resources

* **T12 assets**
* T12 documents, minutes and meeting recording are uploaded to the Workforce Professionals Center here: <https://wpc.wa.gov/tech/T12>
* Email esdgpwssteam@esd.wa.gov to request to be added or removed from the T12 distribution list.

* **ETO Basic and Refresher Training**
* ETO basic /refresher training videos posted to WPC <https://wpc.wa.gov/tech/ETO-refresher-training>
* ETO basic training knowledge review [test](https://storemultisites.blob.core.windows.net/media/WPC/tech/staff-resources/eto-basic-training-knowledge-review.docx)
* Submit a remedy ticket by following the guidance in this [desk aid](https://storemultisites.blob.core.windows.net/media/WPC/tech/staff-resources/eto-requesting-training-accounts.pdf) if you would like training accounts for staff to use while taking the basic training course
* Supervisors and trainers can request the ETO basic training knowledge review answer key by sending an email to esdgpwssteam@esd.wa.gov
* Submit a remedy ticket to request additional training opportunities and resources
* **Requesting ETO Training Accounts**
* A desk aid outlining how to request ETO training accounts has been posted to the WPC here: [Workforce Professionals Center - ETO Training resources (wa.gov)](https://wpc.wa.gov/tech/ETO-refresher-training)
* Here, also, is a direct link to the document: <https://storemultisites.blob.core.windows.net/media/WPC/tech/staff-resources/ETO-Requesting%20Training%20Accounts.pdf>

* **Submitting Remedy Service Requests**
* The WorkSource Systems Support (WSS) team cannot begin work without a service request ticket.  Reaching out to individual staff directly can affect the time it takes to resolve your issue.  Please submit Remedy tickets for all work requests [here](https://wpc.wa.gov/tech/issues).  Thank you!
* Review this [Desk aid](https://storemultisites.blob.core.windows.net/media/WPC/tech/staff-resources/Checklist_of_things_to_try_before_submitting_a_service_ticket_or_call_the_help_desk_9-20-22.docx) on things to try before submitting a Remedy ticket; includes instructions for clearing your cache.