

Virginia Employment Commission

Interoffice Communication

January 26, 2005

TO: Local Workforce Investment Board Directors

FROM: Dolores A. Esser, Commissioner

SUBJECT: Virginia Workforce Network Information System

The Virginia Employment Commission (VEC) is committed to supporting the Workforce Investment Act (WIA) program and has mobilized our Information Technology, WIA, and Field Operations staff to address the concerns of the Virginia Workforce Network Information System (VWNIS) outlined in a letter prepared by Judy Begland and communicated at the Virginia Workforce Council meeting on January 6.

Since the January 6 meeting, the VEC has assembled a SWAT team to address the VWNIS technical and functional issues. I have assigned Hubert Harris as Project Manager for the VWNIS project. Hubert holds a certification in Project Management by the Project Management Institute (PMI) and the Virginia Information Technologies Agency (VITA) and brings a wealth of project management expertise to the project. As Project Manager, Hubert has been given the responsibility to correct deficiencies that the VWNIS may have and will have oversight for VWNIS enhancements for WIA. In addition, we have added a Systems Architect and a Programmer to the VWNIS IT team.

The first priority of the SWAT team is to address the reporting concerns outlined in your letter and the issues communicated by the system administrators and users of the Local Workforce Investment Boards (LWIBS). To facilitate capturing the reporting requirements of the LWIBS, we are in the process of organizing a requirement gathering session at the VEC Central Office in Richmond. More details of this will be sent to you and the LWIBS under separate cover.

We believe that the team that we have assembled will make great strides towards stabilizing the system and enhancing the system to be useful to the Virginia Workforce Council, local Workforce Investment Boards, and the VEC. We are all partners in this endeavor and our goal is to implement a system that will be useful for all WIA stakeholders.