DATE:       February 20, 2015

TO:         LA's Workforce Development System

FROM:       Jaime H. Pacheco-Orozco, Director
            Workforce Development System

SUBJECT:    WDS DIRECTIVE NO. 15-11
            JobsLA SYSTEM ENHANCEMENT

EFFECTIVE DATE
This directive is effective upon date of issue.

PURPOSE
The purpose of this directive is to inform all WIA funded agencies that the JobsLA
system will be linked directly into the State’s CalJOBS system to facilitate a more
efficient WIA client information entry. This directive instructs service providers to stop
data entry in the JobsLA system effective Monday, February 23, 2015. The directive
also provides agencies with final client data entry instructions until the implementation of
the JobsLA-CalJOBS system conversion scheduled for Monday, March 2, 2015.

BACKGROUND
The City of Los Angeles augmented the State’s CalJOBS system with a stand-alone
information system (JobsLA) to improve its reporting and data analysis capabilities as
well as to expand available employment services. Since the roll-out of JobsLA, the State
has purchased several enhancements that the City required to fully implement its
Integrated Service Delivery Program Model.

As a result, the City is working with the State to transition JobsLA into a true CalJOBS
portal. The new JobsLA portal will allow direct data entry into CalJOBS. This
improvement will reduce data entry issues currently experienced by system providers.
The portal will allow users to access enhanced services under CalJOBS, including full
job search spidering module. This module imports job postings into CalJOBS from
other job banks and employer websites across the state and country. The number of
active job listings in CalJOBS has increased by over 400,000 since the activation of this
upgrade. Future upgrades may include a CalJOBS mobile application, which will
provide an additional tool for job seekers to access the system to search and apply for
jobs using smart phones and tablets.
As part of this transition, JobsLA will undergo a systems upgrade beginning **February 23, 2015** through **March 1, 2015**. During this time, system providers must log into CalJOBS (using their current login *usernames* and *passwords*) to update records or to enroll new participants. On March 2, 2015, system providers will be able to log into the new Jobs LA portal. We will keep everyone updated.

**REQUIRED ACTION**
Effective February 23, 2015, system providers will be required to enter data directly into CalJOBS. During this system upgrade period, previously assigned JobsLA usernames and passwords will remain the same. Also, the system site address, www.JobsLA.com, will remain the same. However, a system maintenance page will be visible if job seekers attempt to access during the period of February 23, 2015, through March 1, 2015, and users will be redirected to CalJOBS. Should you encounter any technical difficulties accessing the upgraded system, please contact your assigned MIS support staff.

**WDS CONTACT**
If you have any questions regarding this directive, please contact Emoli Mendez at Emoli.Mendez@lacity.org or at (213) 744-7167, TTY (213) 744-9395.

JHP:GR:EM