



## Highlights from the ALMIS Resource Center Meeting, April 2004

The ALMIS Resource Center met in Tampa, Florida on April 13 – 15, 2004.

Introductions were made and a welcome was offered by the chairperson with a brief discussion of week's events. Members gave updates on various consortia, policy councils, workgroups, Workforce Information Council, the Bureau of Labor Statistics (BLS), and the Employment and Training Administration (ETA).

The Structure Subcommittee reported on several issues they had been working on:

- ◆ Revising the ALMIS Database to accommodate the new structure of the Employer Database
- ◆ Discussed the procedure for making corrections to Employer Database data as the need arose
- ◆ The next version of the ALMIS Database (Version 2.3) would include: a new EMPDB table, a new industry summation table, and contain counts of worksites by industry for more rapid access, addition of SOCXCIP, changes to Licensing tables, minor changes to Programs tables (e.g. field names), deletion of the military occupation to DOT crosswalk and addition of military occupation to SOC crosswalk, addition of LAYTITLE table, addition within the CES table of a series break field, addition of the new metropolitan areas and micropolitan areas and other areas from Census data to areatype tables field values, and other field length changes and value additions from over the past year.

Several items were identified as items for future consideration, discussion and review and are beyond the scope of the next release:

- ◆ Creation of a nonstandard table for data from the Job Vacancy Survey and perhaps the Benefits Consortium for states to use if they chose to and to eventually work toward standardization should states move into a production mode on those.
- ◆ Discussion regarding merging the Short Term and Long Term Projections tables into one table.
- ◆ Discussion about incorporating skills data
- ◆ Regarding MLS data, there was discussion about having it contain summary level data as it currently only allows for individual records from the MLS system.

Florida had drafted a table structure for LED data and the Subcommittee will be reviewing as soon as is possible.

The Employer Database contract with *infoUSA* has been signed. The contract is for three years with options for two one-year extensions. The notice and electronic copies of the Master Contract and State License Agreement were sent to LMI Directors on April 1, 2004. In April 2004, three CD-ROMS in the previous format will be distributed to all states. States that had purchased the additional CD-ROMS will receive those at no charge. In order to receive any products after the April delivery, each state and territory will have to execute the state license with *infoUSA*. In July 2004, the states will get an uncompressed database (flat file) with new elements for testing purposes and a copy of the CD-ROM. In October 2004, states will receive the uncompressed database, a minimum of three CD-ROMS and an unlimited number of free CD-ROMS as requested by the state.

Individuals from the Employer Database Steering Committee will be working with the Education and Communication Subcommittee to ensure that all necessary information is communicated to states. The group is in the process of developing several documents, including: a statement of users and uses, summary of differences between the Maine agreement with *infoUSA* and the Iowa agreement with *infoUSA*, sub-license agreement to potentially be used between licensees and intermediate users (One-Stops), and a timeline.

The Policy and Procedures Subcommittee has been concentrating primarily on the Employer Database contract. Other issues they addressed included formulating an appropriate work plan for the next year, identification of any new core elements or any existing core elements that should be removed from the list of core elements, and discussion of future funding for the ARC and NCSC.

NCSC updated the group on their work activities since the last meeting. NCSC has completed the development of the initial files containing data from the Census EEO file. More resources added to the NCSC site include O\*NET 5.1 database (available in ALMIS Database Visual FoxPro format), Common Occupational Titles (aka Laytitles), National Employment Projections available in ALMIS Database format. Work on pending items with the Department of Defense has resumed and the result was a simplified crosswalk and counts of separations. NCSC is testing new methods and processes to notify ALMIS DBAs of updates, new products and new services. The NCSC has also spent a significant amount of time working on the ARC web site and work for the CareerOneStop Consortium.

A new system was demonstrated that would allow ARC to log all questions and answers received with receipt date, status of the question, and other relevant information. The question would also post in Q&A format on the ARC web site with only that component of the system open to ALMIS DBAs at this time.

The Education and Communication Subcommittee gave the group a brief overview of post-Seminar activities. Transcription work is continuing with the filmed portions of the Seminar and filmed interviews of presenters and some attendees. Will be putting together a mini-business CD-ROM that will include a link to the ARC web site. The South Carolina media team is working on packaging the video for any potential use we may need including training videos. Many presentations and materials from the Seminar were made available on the ARC web site immediately following the Seminar.

A sample of a new ARC Annual Progress Report was shared with the group. There will be a limited paper distribution and it will be made available on the ARC web site. ARC will be creating a separate "fact sheet" or briefing flyer that will have a similar design.

A survey of DBAs was completed in February 2004 to gather information about their applications, environments, software, training needs and other issues. The survey results were presented to the group. The results will also be shared with respondents. There was a significant amount of information gathered that will be useful for ARC's work activities over the next year.

An overview and handout of the ARC web site was presented. There is consideration being given to doing a text version of the web site. The site will be one year old in September and the plan is to revisit the site content/design this fall. Another web site issue being discussed is the archiving process.

Last year, ARC proposed having a bimonthly newsletter and the subscription list has grown. However, there have been timeframes where due to content and other issues it was not possible to adhere to the bimonthly schedule. Therefore, will be doing a Spring Issue for the months of January through April 2004. The newsletter schedule will be adjusted to a quarterly release versus bimonthly. The first session on the last day of the next meeting will be set aside for planning content for the subsequent newsletter.

There will be a three-day ALMIS Database training the week of June 14, 2004 in Raleigh, North Carolina. The class will be based on the existing curriculum for the Applied/Advanced ALMIS Database training and will be adjusted as necessary to incorporate new issues and information. Have also begun discussions on the next ARC Seminar for April 2005. Will be investigating potential sites but will not be making any financial commitments at this time. The content of the Seminar would build on last year's topics and schedule.

The next ALMIS Resource Center meeting is tentatively scheduled for either Montana or Connecticut the first week of August 2004.

## **In Attendance**

Curtis Theis (*Minnesota*)

Christopher Knight (*Florida*)

Denise Lee (*North Carolina*)

Dana Placzek (*Connecticut*)

David Adams (*Texas*)

Barbara Derwart (*USDOL-ETA*)

John Pearce (*Oregon*)

Bill Stambaugh (*North Carolina*)

Roger Therrien (*Connecticut*)

Bob Cottrell (*North Carolina - Chair*)

Joanna Hendrickson-Larson (*National Crosswalk Service Center*)

Steve Rosenow (*National Crosswalk Service Center*)

Marilyn Skalberg (*Contractor*)

Bob Wilson (*USDOL-ETA*)

Vicki Boylston (*South Carolina*)

Joan Crum (*Montana*)

Jeffrey Nall (*Iowa*)

Dan Brown (*Iowa*)

Judy Erickson (*Iowa*)

Muhammad Akhtar (*Nebraska*)

Rita Lee (*Illinois*)