



## Highlights from the ARC Meeting Myrtle Beach, SC, November 16-18, 2004

### Introduction

Bob Cottrell opened the meeting with an explanation of the agenda. Introductions and a very brief background/history of the ALMIS Resource Center were given for new attendees.

### Subcommittee Updates and Action Items

**ETA Update** – Olaf Bjorkland reported on the current organization of ETA and the Office of Workforce Investment. Gay Gilbert is now the OWI director. Funding issues were discussed in regards to electronic tools, labor market information, and ACInet/AJB.

**Policy and Procedures Subcommittee** – Bob Cottrell reported that the subcommittee had been looking at whether there should be any changes to core elements in the ALMIS Database given the strategy that was being proposed by ETA in funding One-Stop core products. The decision was made to have all core elements remain the same with the exception of tables associated with the licensure data. There will not be significant changes or additions in terms of populated tables in the database since states may not have the resources to populate the tables. The subcommittee will continue to look at new data resources (e.g. employment dynamics data) as non-standard tables.

Regarding ARC funding, there is currently contract/operational authority through March 2005.

Teresa Taylor reported that Iowa is getting calls about using the Employer Database in different ways. She asked that Iowa be kept up to date if states are working with infoUSA for other purposes so that information could be shared on how the Employer Database is being used.

Roger Therrien asked on behalf of the WIC for a tentative meeting schedule for ARC for 2005. Bob said that while firm dates had not been established, tentatively, we would be scheduled to meet in February, May, August, and November 2005.

**Education and Communication Subcommittee** – Vicki Boylston reported that the ARC Web site group was working diligently and the site continues to be updated and new content added. A conference call is held once a month to determine updates and new content for the site. Lately, the focus has been on Employer Database information and the release of the new ALMIS Database structure. With Joanna Hendrickson-Larson's retirement, Steve Rosenow has taken over much of the current Web site work.

ARC was unable to do a workshop at the LMI Forum, however, ARC fact sheets and brochures were distributed in participant's packets and Marilyn Skalberg made a sign-up sheet available for the newsletters and several copies of the newsletters on the publication tables.

A major project underway has been the multimedia presentation that has suffered from many unavoidable delays. The Subcommittee gave a demo of the almost completed product. Comments and feedback included: taking out much of the ALMIS/ARC history and editing the abrupt cuts, supplementing video with individuals from other perspectives. Vicki agreed to investigate the process involved in supplementing the video portions. Bob Cottrell added that several of the filmed excerpts (including presentations and interviews) from the ARC Seminar last November had been sent to ETA.

After the release of this first presentation, there will be a number of instructional DVDs released to help administrators and DBAs understand the data going into the system and how it can be used. There is a need to move away from regular classroom training and it is hoped that these forthcoming multimedia products will facilitate that move. For the instructional DVDs, it was decided to explore developing four topics that can be quickly converted into training components: O\*NET and the ALMIS Database, XML, SQL: Basic and Applied, and the ALMIS Database Fundamentals. With minor additions, these filmed workshops from the 2003 Seminar should be able to be distributed to states as a training package.

An ALMIS Database Administrator survey will be completed in February 2005 in order to find out any concerns DBAs might have and provide planning and measurement information for the ARC. The survey will be using the same online polling mechanism as has been used in the past.

Initial discussions have been held regarding the Second ARC Seminar. The plan is to hold one every other year thereby providing a national setting for DBAs and other partners in the system to communicate and share ideas. After subcommittee discussion, Vicki Boylston gave a recommendation to hold the ARC Seminar 2005 in San Diego, CA, the week of August 21, 2005. The recommendation was based on several factors including the opportunity for California employees to attend, convenient transportation, and opportunities for diverse regional representation as the last seminar was held in the Southeast.

**Structure Subcommittee** – Roger Therrien reported that ALMIS Database Version 2.3 had been released in September 2004. There have been very few emails requesting additional elements or changes.

Roger reported that the group had made changes to the non-standard tables section of the NCSC web site. The group also addressed changes and suggestions since release of Version 2.3 (e.g. New England coding of city and town areas). The Subcommittee went through additional ideas on several tables and reached conclusions on those that will involve some extra research. Beyond the immediate follow-up work, there are two major data tables that are next on the list to work on and those are the Business Employment Dynamics data and Benefits data. Roger asked for requests for any additional tables that should be considered.

A question came up regarding the existing structure and identifying tables that perhaps states aren't populating. Specifically mentioned were the occupational cluster and analysis tables that provide descriptions of supply and demand. There is a need to assess which tables states are populating in order to identify those tables that are no longer being used and additionally identify those tables that are too difficult to work with, what tables they like to use and what tables they've added on their own. It was suggested to collect that information through the upcoming DBA survey.

Regarding projections data tables, there are essentially five projection data tables and the suggestion was that if you have the IOMATRIX table can't the other tables be contained within it. There are issues of size and response time that subcommittee members are going to research and there is also the need to communicate with the Projections Managing Partnership about the output.

It was suggested to renew contacts with the BLS program staff in light of the changes with QCEW and LAUS and changes with the Business Employment Dynamics and the systems that produce the extracts.

An addendum will be released for Version 2.3 in the near future with minor changes (primarily typos and corrections of that nature). It was suggested to release the addendum as Version 2.3.1.

**National Crosswalk Service Center Update** – Steve Rosenow gave a handout on NCSC's activities. Next summer, NCSC will be phasing out Version 1.1, 2.0, and 2.1. (Six months to a year after Version 2.3 is released). NCSC will also be releasing CPI files soon. They have updated the non-standard tables page, including the QWI tables. NCSC currently has a contractor for minor and some major changes to the Web site. Regarding licensing data, there is a new contractor for ACInet. The last update for ACInet was sent last Saturday.

Joanna gave a brief overview of the ARC Web site and handed out a review of the ARC Portal Summary. The SQL Primer continues to be a very popular online product along with the Employer Database section. There have been a lot of requests for when the next newsletter will be up. Some of the PowerPoint slideshows from training classes are now on the topical pages (e.g. Structure module is on the Structure page). The most common browser types to visit the site continue to be Internet Explorer and Netscape. One attempt was made to connect with a phone/mobile device. Largest number of visits is on Monday. Most updates are on Friday. Newsletter is uploaded on Fridays.

### **Miscellaneous**

A request was made to send out the attendance/members list to those who were in attendance at the ARC meeting for future reference.

Minutes and action items from the last meeting were reviewed and approved.

The group said farewell to retiring Illinois representative, Rita Lee, and welcomed her new counterpart James Chen.

A recommendation was made to hold the next meeting in Washington D.C. or San Diego, CA in early February 2005.

### **In Attendance:**

Olaf Bjorkland (ETA)  
Mike Blank (IA)  
Vicki Boylston (SC)  
James Chen (IL)  
Bob Cottrell (NC) (Chair)  
Gary Gibson (OR)  
Christopher Knight (FL)  
Joanna Hendrickson-Larson (Consultant)  
Denise Lee (NC)  
Rita Lee (IL)  
Dana Placzek (CT)  
Marilyn Skalberg (Consultant)  
Steve Rosenow (NCSC)  
Bill Stambaugh (NC)  
Teresa Taylor (IA)  
Curtis Theis (MN)  
Roger Therrien (CT)