

CITY OF LOS ANGELES

CALIFORNIA

COMMUNITY DEVELOPMENT
DEPARTMENT

LILLIAN KAWASAKI
INTERIM GENERAL MANAGER



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TIME SENSITIVE

RESPOND BY October 6, 2000

DATE: SEP 13 2000
TO: Workforce Development One-Stop Centers and Satellites, Youth Centers,
Welfare-to-Work agencies
FROM: Ann Giagni, Director, Workforce Development Division
SUBJECT: **WDD TRAINING BULLETIN NO. 01-18**
TRAINING ON USING THE ERISS WEB SITE

The City of Los Angeles will be hosting hands-on computer training seminars on the use of the ERISS web site. ERISS is an internet-based application that uses a skills-matching system and local job market information to provide agencies with a tool to assist job seekers to find the best job opportunities possible. It also has user and staff tracking features that allow reporting of agency performance.

All the training sessions will be held at Los Angeles Urban League, 5401 Crenshaw Blvd. There will be 8 half-day sessions on October 16, 17, 23, and 24 with 20 participants at each session. The morning sessions will be from 8:00 a.m. to 12:00 noon; and the afternoon sessions will be from 1:00 p.m. to 5:00 p.m..

Each lead agency may nominate three participants from its collaborative. The seminars will be filled on a first-received basis, so please fax the nomination form below to Mary Lou Bernardo at (213) 847-6168 **no later than Friday, October 6, 2000.** (No call-in nominations will be accepted.) **We will fax you to confirm your placement. PLEASE DO NOT SEND A PARTICIPANT WITHOUT THIS CONFIRMATION. Since each participant will work at his own computer, we definitely cannot accommodate extra participants.**

If you have any questions, please call Mary Lou at (213) 485-5723 or (preferably) send her a fax.

AG:DN:MG:MLB

	SELECT ONE:	<input type="checkbox"/> morning Oct. 16	<input type="checkbox"/> afternoon Oct. 16
		<input type="checkbox"/> morning Oct. 17	<input type="checkbox"/> afternoon Oct. 17
		<input type="checkbox"/> morning Oct. 23	<input type="checkbox"/> afternoon Oct. 23
		<input type="checkbox"/> morning Oct. 24	<input type="checkbox"/> afternoon Oct. 24
	AGENCY NAME _____	DATE _____	
	TRAINING COORDINATOR _____		
	TEL. NO. _____	FAX NO. _____	
	NOMINEES:		
	1. _____		
	2. _____		
	3. _____		

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