

LILLIAN KAWASAKI  
GENERAL MANAGER

CITY OF LOS ANGELES  
CALIFORNIA




JAMES K. HAHN  
MAYOR

COMMUNITY DEVELOPMENT  
DEPARTMENT

215 W. 6TH STREET  
LOS ANGELES, CA 90014

Date: MAY 30 2002

To: All WIA Funded Contractors

From: Ann Giagni, Director   
Workforce Development Division

Subject: **WIA Directive No. 02-59**  
**ISIS PROBLEM REPORTING SYSTEM**

The purpose of this directive is to introduce the new e-mail address to be used by all WIA contractors to report ISIS problems, concerns and suggestions. The dedicated e-mail address is [isiswia@cdd.lacity.org](mailto:isiswia@cdd.lacity.org).

Please provide a detailed description of the problem or recommended ISIS enhancement. Your e-mail will be forwarded to the appropriate personnel for research and problem resolution. You will be contacted upon receipt of your message, and when resolution has occurred.

It is our goal and priority to minimize disruptions that might inconvenience the ISIS User community. We hope that this system will result in quick and efficient problem resolution and ensure that improvements occur more rapidly.

If you have any questions about this procedure, please contact Stella Larracas at (213) 473-3594.

AG:RL:MC:VV:MB:SL

