

Number: WIN 0123

Policy-related |
 Fiscal |
 Performance |
 Q&A |
 Other
 Date: August 30, 2021
 Expiration Date: N/A

TO: Washington WorkSource System

FROM: Gary Kamimura, Policy Manager

SUBJECT: New ETO services to support expanded approved in-person WorkSource job search activities.

Purpose:

To communicate guidance on new services in Efforts to Outcomes (ETO) which support the recently expanded list of WorkSource in-person or virtual job search activities for unemployment insurance (UI) claimants.

Action Required:

Local Workforce Development Boards and their contractors as well as ESD Regional Directors must distribute this guidance broadly throughout the system to ensure that WorkSource System staff are familiar with its content and requirements.

Content:

Revised [WAC 192-180-010](#)(5) requires all WorkSource staff to document UI claimants' participation in approved in-person or virtual WorkSource job search activities in the state Management Information System (MIS), which is currently Efforts to Outcomes (ETO). Accurate and timely documentation is critical for UI staff whose job responsibilities include verifying claimants' job log contacts.

Two new basic career services were created in ETO to represent newly expanded activities. These new services and others can be found in the [services catalog](#) on the [Workforce Professionals Center](#) website.

WIOA Type	Service Description	Business Definition	WIOA Citation	Triggers/Extends WP/WIOA Participation	Duration Service
Basic	Job Fair or Hiring event attendance	In-person or virtual participation in a WorkSource sponsored job fair or hiring	TEN 17-19 Attachment I,	No	No

		event monitored through the WorkSource office.	WAC 192-180-010 (5)		
Basic	Learn about WIOA Title I services	A two-way communication between WorkSource staff and customer, in-person or virtual, to learn about WIOA Title I services.	TEN 17-19 Attachment I, WAC 192-180-010 (5)	No	No

References:

- [WAC 192-180-010\(5\)](#)
- [ESD.WA.GOV](#) – Job Search Requirements

Website:

[Workforce Professionals Center](#)

Direct Inquiries To:

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Attachments:

None