

TRAINING AND EMPLOYMENT NOTICE	NO. 13-07
	DATE October 5, 2007

TO: STATE WORKFORCE AGENCIES

FROM: CHERYL ATKINSON *Cheryl Atkinson*
Administrator
Office of Workforce Security

SUBJECT: Fiscal Year (FY) 2008 Unemployment Insurance Benefits Timeliness and Quality (BTQ) Nonmonetary Determination Evaluation Training Seminar

1. **Purpose.** To announce a planned BTQ Nonmonetary Determination Evaluation Training Seminar to be held December 3 - 7, 2007, in Atlanta, Georgia. We expect to offer three additional BTQ seminars during FY 2008. Dates and locations will be announced later.
2. **References.** ET Handbook No. 301, Fifth Edition, Revised July 2005.
3. **Background.** To maintain a cadre of state staff trained in the quarterly nonmonetary determination quality review process, the U.S. Department of Labor (USDOL) offers training seminars each year at various locations across the country. This training introduces nonmonetary determination adjudicators to the BTQ nonmonetary determination quality review process and prepares them to participate in the quarterly tripartite quality reviews.
4. **FY 2008 BTQ Nonmonetary Determination Evaluation Training Seminars.** The following session, for approximately 25 participants, is planned:

Date

Location

December 3 - 7, 2007

Atlanta, Georgia

5. **State Nominees.** This training is designed for nonmonetary determination adjudicators and Regional Office (RO) staff who have not previously attended BTQ training and whose roles include involvement in BTQ nonmonetary determination quality reviews. Nominations will be accepted on a first-come, first-served basis

**EMPLOYMENT AND TRAINING ADMINISTRATION
U.S. DEPARTMENT OF LABOR
WASHINGTON, D.C. 20210**

with some consideration given to the information provided on the Nomination Application Form.

6. **Logistics.** Travel arrangements and costs for attendees are the responsibility of the nominee's employing agency. Specific information regarding hotel reservations and the location is attached. Persons with disabilities who wish to attend should send requests for accommodation to the appropriate RO.
7. **Action Required.** State Administrators are requested to notify appropriate SWA staff of the upcoming BTQ Nonmonetary Determination Evaluation Training Seminar and provide appropriate RO staff with a completed Nomination Application Form. The Nomination Application Form should be submitted to the RO no later than **November 6, 2007.**
8. **Inquiries.** Inquiries should be directed to the appropriate RO.

Attachments

NONMONETARY DETERMINATION EVALUATION TRAINING SEMINAR

December 3 - 7, 2007

HOTEL/SEMINAR LOCATION

Embassy Suites Atlanta - Buckhead
3285 Peachtree Road, NE
Atlanta, Georgia 30305

SEMINAR HOURS

Begins: Monday, December 3, 2007, 1 p.m.
Concludes: Friday, December 7, 2007, noon

A block of rooms has been reserved at the hotel under the group name, "**U. S. Department of Labor, BTQ Training.**" The rate is \$129 plus 15 percent tax per night. The daily self-parking rate is \$16. Valet parking is available for \$19 per day. Each individual is responsible for contacting the hotel at 404-261-7733 to make his/her reservation. Please reference the group name to ensure that you receive the seminar rate. Reservations should be made no later than **November 12, 2007.**

GROUND TRANSPORTATION: Taxis are available from Hartsfield-Jackson Atlanta International Airport at a rate of \$40. There is also shuttle service provided by Link Shuttle for \$40. Shuttle information can be obtained from any of the airport transportation service desks throughout the airport.

Nonmonetary Determination Evaluation Training PARTICIPATION NOMINATION FORM

Name: _____

Job Title: _____

Mailing Address: _____

Phone Number: _____ E-Mail: _____

Briefly describe your role and experience in BTQ:

Will you be participating in BTQ quality reviews within your state or at the regional level? (Please explain)

How soon will you be participating in the BTQ quality review process?

Is there any additional information you can provide regarding how you will apply the information you learn during the training seminar?

Do you have any specific BTQ topics you would like addressed?

Have you attended one of our seminars in the past? If so, when?
