January Core LWIA SME System Team Schedule

Introduction

IWDS has successfully maintained all WIOA Title I and Trade data required by DOL for the past 17 years and has been the sole system of truth and reporting. The goal of this project is to replace the current IWDS system by fully replicating the current functionality of the Application utilizing a more modern development platform. The new system will result in an intuitive and modern application as the Minimal Viable Product (MVP), meeting the state requirements for a case management and monitoring system; including but not limited to, Administrative Functions, Local Customer Information, Case Management, Grant Management Information, Entity Management, Training Provider Information, TAA Voucher Information, Performance Management, and Reporting.

The foundational MVP will establish an infrastructure from which the state can move forward quickly with the integration of other Workforce Initiative and Opportunity Act (WIOA) partner systems, such as:

- Local and state service integration;
- Department of Commerce and Economic Opportunity (DCEO) state workforce initiated and case managed programs;
- IL Longitudinal Database Systems; and
- Other employment and training components (open-source data)

Purpose

The Discovery phase is responsible for creating a high-level direction of the project, finalizing the project management plan, and formalizing the list of user stories. During this phase, the project team will gather information needed to understand the current functionality of IWDS, identify stakeholder needs, and develop the scope for the IWDS 2.0 Implementation.

The IWDS Transition 2.0 Project Discovery Scope includes:

- Identify and document the best possible customer workflow that can be built within the MVP scope.
- Find potential processes, rules, and data, that can be subject to future change. This will assist in building a more flexible product that can potentially be changed without coding.
- Identify and map features to the workflow.
- Identify epics (groups of feature sets) which translate into project delivery milestones.

Build user stories which define requirement detail, acceptance criteria, rules, and validation constraints.

- Create the Requirements Tracking Matrix which tracks all user stories from identification, definition, code, test, and completion.

Audience

Core LWIA SME System Team Members:

LWIA	EDR	Lead Name
1	4 Northeast	Ashannti Ross
3	5 Northern Stateline	Dan White
6	4 Northeast	Thaddeus Zychowski
7	4 Northeast	Julia Montanez
11	4 Northeast	Allyson Saxton
13	6 Northwest	Lori L. Warren
14	10 West Central	Crystle Adams
17	2 East Central	Toriana Rhone
18	2 East Central	Brian Hensgen
21	1 Central	Chris Casey
24	9 Southwestern	Monik Patterson
25	8 Southern	Stephanie Robinson

Schedule

Week 1		
Time	Tue 1/2/24	Thu 1/4/24
9:00 am – 9:15 am		Review
9:15 am – 10:30 am	No Meeting	Entity & Relationship Management Continued (TBD) Federal Reporting
10:30 am – 10:45 am		Break
10:45 am – 11:45 am		Federal Reporting
11:45 am – 12:00 pm		Q&A and Review

Week 2		
Time	Tue 1/9/24	Thu 1/11/24
9:00 am – 9:15 am	Review	Review
9:15 am – 10:30 am	Enrollment Steps – What do you do after certifying and before adding the first enrolling service?	IEP/ISS Crosswalk Review Continued
10:30 am – 10:45 am	Break	Break
10:45 am – 11:45 am	IEP/ISS Creation & Crosswalk Review	Assessment & Crosswalk Review
11:45 am – 12:00 pm	Q&A and Review	Q&A and Review

Week 3

Time	Tue 1/16/24	Thu 1/18/24
9:00 am – 9:15 am	Review	Review
9:15 am – 10:30 am	Services	Case Notes
10:30 am – 10:45 am	Break	Break
10:45 am – 11:45 am	Additional Services Features (ITA Characteristics, Distance Learning)	Career Planning Continued
11:45 am – 12:00 pm	Q&A and Review	Q&A and Review

Week 4		
Time	Tue 1/23/24	Thu 1/25/24
9:00 am – 9:15 am	Review	Review
9:15 am – 10:30 am	TBD	TBD
10:30 am – 10:45 am	Break	Break
10:45 am – 11:45 am	TBD	TBD
11:45 am – 12:00 pm	Q&A and Review	Q&A and Review

Week 5		
Time	Tue 1/30/24	Thu 2/1/24
9:00 am – 9:15 am	Review	Review
9:15 am – 10:30 am	TBD	TBD
10:30 am – 10:45 am	Break	Break
10:45 am – 11:45 am	TBD	TBD
11:45 am – 12:00 pm	Q&A and Review	Q&A and Review