

# WORKFORCE SERVICES INFORMATION NOTICE

Number: WSIN15-13

Date: October 1, 2015

Expiration Date: 11/01/17

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TO: WORKFORCE DEVELOPMENT COMMUNITY

SUBJECT: CalJOBS<sup>SM</sup> USER GROUP MEETING NOVEMBER 2015

The Workforce Services Branch (WSB) invites Local Workforce Development Area (Local Area) Management Information System Administrators, CalJOBS<sup>SM</sup> Super Trainers, and Employment Development Department (EDD) Single Points of Contact/Ambassadors to attend the upcoming CalJOBS<sup>SM</sup> User Group Meeting. This meeting will be held at the following location on November 3 and 4, 2015:

Sheraton Park Hotel at the Anaheim Resort  
1855 S. Harbor Blvd.  
Anaheim, CA 92802  
714-740-4178

The draft agenda and breakout session overview are attached below.

## REGISTER NOW!

Complete the [online Registration Form](#) to register for the Fall 2015 CalJOBS<sup>SM</sup> User Group Meeting. The online registration website is open from October 1 through October 15, 2015. You will receive a confirmation e-mail from Eventbrite when registration is complete.

Contact the CalJOBS<sup>SM</sup> Training Team at [CalJOBSTrainingTeam@edd.ca.gov](mailto:CalJOBSTrainingTeam@edd.ca.gov) if you need assistance with registering.

## SPACE LIMITATIONS

We will guarantee a place for the meeting between October 1 through October 15, 2015, for three representatives from each Local Area, 15 representatives from each of the WSB field divisions, and two representatives from non-Local Areas (EDD Direct Subgrantees and Community-Based Organizations). On October 16, we will begin approving the waiting list. If additional representatives would like to be added to the waiting list, complete the CalJOBS<sup>SM</sup> User Group Fall 2015 [Waiting List Registration Form](#) on Eventbrite and submit it

*The EDD is an equal opportunity employer/program. Auxiliary aids and services are available upon request to individuals with disabilities.*

to [CalJOBSTrainingTeam@edd.ca.gov](mailto:CalJOBSTrainingTeam@edd.ca.gov). You will receive a confirmation e-mail from Eventbrite when space becomes available, after the registration period is complete.

## ROOM RESERVATIONS

Room reservations must be made directly with the Sheraton Park Hotel before October 19, 2015, to guarantee you receive the special group rate. Reservations can be made in one of two ways:

- Call 1-866-837-4197 and mention the Group Name “CalJOBS<sup>SM</sup> User Group Meeting”
- Use the online reservation website, [CalJOBS User Group Meeting - Statewide](#)

A block of rooms has been reserved under the Group Name “CalJOBS<sup>SM</sup> User Group Meeting” with a special room rate of \$120 per night plus tax. The hotel will offer this rate for the night of November 2 for attendees who will be traveling on the day prior to the meeting, as well as the night of November 4 for those who will be traveling the day after the meeting.

Check-In time is 4 p.m., and Check-Out time is 11 a.m.

Hotel self-parking is \$8 for meeting attendees. Airport shuttle transportation to and from the John Wayne Airport is approximately \$11 per person through Super Shuttle, [www.supershuttle.com](http://www.supershuttle.com).

If you have any questions regarding this notice, please contact Janna Evans, CalJOBS<sup>SM</sup> Education and Development Unit Analyst, at 916-653-3277 or [janna.evans@edd.ca.gov](mailto:janna.evans@edd.ca.gov).

We look forward to seeing you in Anaheim.

/S/ JOSÉ LUIS MÁRQUEZ, Chief  
Central Office Workforce Services Division

Attachments are available on the internet:

1. [Draft Agenda November 2015: CalJOBS<sup>SM</sup> User Group Meeting](#)
2. [Breakout Session Overview](#)