Agenda

AEL Bi-Weekly Conference Call

Texas Workforce Commission

January 14, 2021

**Final**

10:30 AM CST (9:30 AM MST)

**Live Event Attendee Link**

**(Please put your Name/Grantee in the Q&A for roll call)**

# Agenda details:

## Conferences

### February 10, 2021: *TALAE Pre-Conference:* TWC AEL Award Recognition, Business Meeting and Convening of Quality Assurance and Performance Accountability Staff. Detailed agenda coming soon!

### February 11 – 13, 2021: *Virtual TALAE*, More info : <https://www.talae.org/call-for-proposals.html>

## Business

### AEL Best In Class Awards (Non-monetary) TALAE Pre-conference

### TEAMS Release 3/15/2021 (Tentative)

#### Duplicate Records/Merge Records—multi phase process

##### Clean up ghost records

##### Disable ‘Add Participant’ button until search is completed using F/L Name + DOB

##### Manual merge record capability for state level staff

#### Data validation checks: HSE and Educational Enrollment

#### New Non-Match page—will remove ‘Potential Match’ page in a future release

### TABLEAU Update/Demo

### Staff Exemptions—Now DocuSign!

#### <https://powerforms.docusign.net/f95abb1a-4d36-4e64-a5d6-66269104da95?env=na3&acct=7211740a-6ad2-45c1-bad5-cf8698609c41&accountId=7211740a-6ad2-45c1-bad5-cf8698609c41>

### Targets (Commission Action 1/19) & PBF Q3 MSG (Dec Performance Reports)

### AEL Strategic Plan

#### <https://twc.texas.gov/files/agency/ael-strategic-plan-progress-report-2020-twc.pdf>

### AEL Advisory Committee Report Recommendations

#### <https://twc.texas.gov/files/agency/ael-advisory-summary-report-twc.pdf>

### Marketing Campaign Materials & Timelines

## Professional Development

* January 15, 2021 – 9:00 am CST – [TX-PMN Equity Workshop #3: Culture in the Classroom](https://www.txpmn.org/equity-workshop-three/)
* January 15, 2021 – 10:00 am CST - Employment Outcomes - Maria Morrow – 1 ½ hr.
* January 15, 2021 – 11:30 am CST Tech and Tell: Quality Writing Instruction with Quill Part 1
* January 20, 2021 - 11:00 am CST - Using ProctorU to Remotely Proctor TABE Exams
* January 20, 2021 – 12:30 pm CST - Workforce Wednesday: Social & Emotional Intelligence in Corrections Part I
* January 22, 2021 – 11:30 am CST - Tech and Tell: Quality Writing Instruction with Quill Part 2

**\*\*Coming next week – Assessment Training Needs Survey\*\***

**Old courses in PD Portal – deactivated as of January 15, 2021**

## NOTICES and Reminders

* **Dates:**
* WII and Core Pandemic deliverables surveys are **due Jan. 24th**, they will open on Jan. 18th.
* Pandemic Related Deliverables using Core Grant: <https://www.surveymonkey.com/r/AELPandemicDeliverables>
* WII Grant Deliverables: <https://www.surveymonkey.com/r/WIIDeliverables>
* **Reminders:**
* Grant Email Subject and Deliverables Naming Convention Requirements: When submitting any grant deliverables to the [AELContracts@twc.state.tx.us](mailto:AELContracts@twc.state.tx.us) email address, the TWC grant number is required in the subject of the email and in the file name of the deliverable.
* Please send updated Point of Contact and Signatory Authority information to our TWC AEL Office as soon as possible. Email to: [contracts@twc.state.tx.us](mailto:contracts@twc.state.tx.us) and [alaina.zachmann@twc.state.tx.us](mailto:alaina.zachmann@twc.state.tx.us)

## Upcoming Bi-weekly Call Schedule Dates (Unless noted on the agenda. All calls 10:30 AM CST (9:30 AM MST)

Thursday, January 28th

Thursday, February 25th