

**Rick Scott**  
GOVERNOR



**Jesse Panuccio**  
EXECUTIVE DIRECTOR

**MEMORANDUM**

**DATE:** August 20, 2013  
**TO:** Regional Workforce Board (RWB) Directors  
**FROM:** Lois A. Scott, Chief, Bureau of One Stop and Program Support  
**SUBJECT:** Welfare Transition (WT) Automation Webinar Training

A handwritten signature in black ink, appearing to read 'Lois A. Scott', is written over the 'FROM:' line of the memorandum.

In response to recommendations made by the Regional Workforce Boards (RWBs) regarding ways to ease the Welfare Transition workload, DEO has been working to automate the Work Registration and Initial Engagement components of WT. The Department is pleased to announce that the launch date for the new automated processes is scheduled for Monday, September 16, 2013.

Beginning Tuesday, **September 3, 2013**, through Thursday, **September 12, 2013**, we have scheduled webinar training sessions for you and your staff to learn about the automation process. Each session will be offered twice on the days for which they are scheduled. Program staff may choose to attend a morning session or an afternoon session. The initial training, entitled, "High Level Welfare Transition Automation Overview", scheduled for **September 3, 2013**, is reserved for Executive Directors, Program Managers, Regional Security Officers (RSOs) and/or designees who are responsible for security settings in OSST. Please note that we will provide additional materials and resources to you on or prior to each training session.

Attached are the scheduled webinar dates and times. Included is information on the universal resource locators (URLs) along with the conference numbers and participant codes. Please be aware that we will use the same URL for webinars that have the same title. Please also share this important information with appropriate staff in your region(s). We look forward to working with you to accomplish a successful implementation of the new automated work registration process. If you have additional questions, please contact Michelle Jones at [michelle.jones@deo.myflorida.com](mailto:michelle.jones@deo.myflorida.com).

LAS/omj

Cc: Tom Clendenning  
Scott Fennell  
Michael Lynch  
Trina Dickey

[Attachment](#)