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E-mailed: 01/23/14 (pv)

Workforce Development Agency (WDA)
Policy Issuance (PI): 13-19

Date: January 23, 2014

To: Michigan Works! Agency (MWA) Directors

From: Joseph Billig, Manager, Management Information System (MIS)
Workforce Development Agency
SIGNED

Subject: Welfare Reform (WR), Electronic-Participant-Management Information Guide (E-P-MIG)

Programs Affected: Welfare Reform

Rescissions: Bureau of Workforce Transformation (BWT) PI 09-05

Background: The WR P-MIG has existed in a Microsoft Word format and has previously been updated via a Policy Issuance. User survey responses shared a desire to:

- a) Update the document to an electronic format, and
- b) Have the P-MIG updated immediately upon changes to the One-Stop Management Information System (OSMIS).

WDA is working with the Department of Technology, Management and Budget (DTMB) to create a long-term solution where P-MIG data is available within OSMIS. One step in that process is creating a “data field-to-description” structure, which is not feasible in the current Word format. As an interim solution, electronic P-MIGs have been created (E-P-MIG).



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Policy:

Effective immediately, the Welfare Reform E-P-MIG is the WDA's official guide for Welfare Reform within the OSMIS. The P-MIG in Word format will no longer be updated or distributed.

Future changes to OSMIS screens affecting Welfare Reform will have a corresponding update to the E-P-MIG prior to implementation; thus, the E-P-MIG will remain current.

All OSMIS screen changes affecting Welfare Reform will continue to be announced via a System Update Notice. In addition, any new updates to the E-P-MIG will be referenced, by date, in the "Change Tracking" tab within the E-P-MIG. Future updates to the E-P-MIG will not require a policy issuance; however, a policy issuance may be required unrelated to an E-P-MIG itself.

Access to the E-P-MIG is available from the OSMIS link on the main entry screen, and is shown on Attachment A.

With the rescission of the WR P-MIG PI 09-05, Welfare Reform forms and information unrelated to the E-P-MIG will be located in Welfare Reform policy and/or a separate WR Manual, to be distributed in the near future.

Inquiries:

Questions regarding this policy issuance, and information not referenced in the WR E-P-MIG, should be directed to your WR state coordinator.

This policy issuance is available for downloading from the Internet system. Please contact Ms. Pam Vance at (517) 373-6234, for details.

The information contained in this policy issuance will be made available in alternative format (large type, audio tape, etc.) upon special request to this office. Please contact Ms. Vance at (517) 373-6234, for details.

Expiration

Date:

None

JB:VW:pv
Attachment

Upon successful log-in to OSMIS, access to the Welfare Reform (WR) Electronic-Participant-Management Information Guide (E-P-MIG) is attained by clicking on the link as shown below.



Welcome to the One Stop MIS Production System!

[WR_E-P-MIG](#)