The State Department of Social Services has initiated planning for a Statewide conference concerning the Job Opportunities and Basic Skills program. While it is anticipated the conference will deal with a range of issues dealing with policy, program details and staff development, we are requesting your assistance in identifying key areas/issues which should be addressed.

The conference has been tentatively scheduled for November 19-21, 1990, at the Desmond Americana in Albany.

The attached survey identifies a number of topics for plenary and workshop sessions. Please identify the topics which you believe would be most helpful in assisting you and your staff in the implementation of the JOBS program.

We are requesting the topics be prioritized or ranked with #1 representing the topic with the greatest significance or importance.

Please use the comments section to include additional topics or ideas for conference activities.
Please return your survey by May 25, 1990 to

JOBS Conference Coordinator
Bureau of Employment Programs
Floor 7B
40 North Pearl Street
Albany, New York 12243

Oscar R. Best, Jr.
Deputy Commissioner
Division of Income Maintenance
Conference Program Suggestions

Plenary Sessions

1. **Legislative Panel**
   - Congressional Staffers
   - State Legislators
   - HHS Representatives

2. **Interagency Panel**
   - SED, DOL, JTPC

3. **"Expert" Panel**
   - to discuss:
     - labor market trends, research findings
     - or identify major issues
     - APWA - MDRC - NGA - noted author type

4. **SDSS Agency Panel**
   - IM - Services - Employment - Child Care

5. **"JOBS" States**
   - What they've found
   - Representatives from other states, HHS

6. **JOBS Issues Panel**
   - Selected topics by LDSS, SDSS or other states' representatives

Workshop Sessions

1. Assessment

2. Approval of Training

3. Coordination/Consultation with other Service Providers

4. Conciliation Procedures

5. JOBS Questions/Answers Session (open forum)

6. Child Care IVA Authorization Procedures/Reporting

7. Transitional Benefits

8. Child Care, e.g., Slot Development, Start Up

9. Target Population(s), e.g., Services to the Client Under 24

10. JOBS Reporting

11. Satisfactory Progress for Education, Training Programs
<table>
<thead>
<tr>
<th>Workshop Sessions</th>
<th>Ranking</th>
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<tbody>
<tr>
<td>12. Systems Issues - Redesign of Subsystem or Training on Changes to Employment Subsystem</td>
<td>___</td>
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<tr>
<td>13. Expanding Program Duration to Meet the 20 Hour Limit</td>
<td>___</td>
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<td>14. Client Orientation</td>
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<tr>
<td>15. Regional Meetings Organized on Open Forum or Select Topics</td>
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<tr>
<td>16. Claiming</td>
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</tbody>
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Comments

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