

GPMS Office Hours-20260729_140331-Meeting Recording

July 29, 2026, 6:03PM

1h 22m 4s

M **Mcneace, Meche A - ETA CTR** 0:17
Okay, we're back.

OS **Orlis Sierra** 0:20
If you have unmuted your mic, we kindly ask you that you re-mute your mic now. Also, please keep your microphone muted throughout the session to ensure a seamless experience for everyone. Should you have any questions, please don't hesitate to raise the animated hand located in the top section of your toolbar, or you can type your questions in the chat.

OS **Orlis Sierra** 0:41
Without further delay, office hours are open.

M **Mcneace, Meche A - ETA CTR** 0:47
We are officially open. Okay, thank you, Orlis. So today, we don't have any trivia or exercise that we prepared for you all today. However, we do have a couple of things that we want to go through with you all, starting with a very, very, very, very short release note. So, what I'm going to do is pass this on to both Joyce and Chanel, and they're going to go through that very, very, very, very, very short release note. And then there's probably a couple of demonstrations going on, right? There you go.

OS **Orlis Sierra** 1:19
Okay.

B **Barcley, Joyce M1 - ETA CTR** 1:26
All righty. Thanks, Michi. And here we start with our very, very, very short release notes.

M Mcneace, Meche A - ETA CTR 1:31

Yeah.

B Barclay, Joyce M1 - ETA CTR 1:33

Okay, so this is version 26.1.1, and it was released about a week ago. And for enhancements, there is one enhancement, and we will be demonstrating these. The first is rural urban commuting area codes. Say that three times back.

B Barclay, Joyce M1 - ETA CTR 1:53

The Rural Urban Commuting Area codes, or RUCA, have been updated in GPMS with the latest data from the USDA Economic Research Service. This data is used for the urban and rural priority of service. Users can access the new RUCA lookup table from the characteristics screen in GPMS.

D Davis, Chanel T1 - ETA CTR 1:55

Yes.

B Barclay, Joyce M1 - ETA CTR 2:15

And one more before we go on to the demo, and that's the resolved issues in the most in need waiver factor actions report. And they've resolved an issue that caused the report to fail for some grantee user levels. Other than that, there are no known issues that are being worked on in these particular areas.

D Davis, Chanel T1 - ETA CTR 2:28

Yeah.

B Barclay, Joyce M1 - ETA CTR 2:37

So with that, I'm going to turn it over to Chanel for some demo.

D Davis, Chanel T1 - ETA CTR 2:41

All right, so the first one I'm going to show you all is how to get to that Rupa code table in GPMS. So, give me one second. I'm going to share my screen.
Are you all seeing GPMS?

B **Barcley, Joyce M1 - ETA CTR** 2:57

Yes, ma'am.

D **Davis, Chanel T1 - ETA CTR** 2:59

All right, so just like the release notes said, this can be found in the characteristics section. I'm going to show you all how to get to that by creating a new case. So, as you all know, you want to go to participant cases, add new case, and I'm going to go ahead and create one so I can show you how to access that RUCA code.

One second, just let me put this information in here.

M **Mcneace, Meche A - ETA CTR** 3:26

We thought that since they updated the RUCA code, it would be good for us to show anybody who's new that joined us today, where is that RUCA code located in GPMS. So, and normally you're putting in the RUCA code once you do a new case. So, you add a new case, you're going to put in the RUCA code. So hence the reason why. Chanel is doing it from the beginning. And Joyce, I think you found out where you can update it.

B **Barcley, Joyce M1 - ETA CTR** 3:55

Yeah, you could go into the characteristics. Yep.

M **Mcneace, Meche A - ETA CTR** 3:55

Edit it, if need be.

Yep, so.

B **Barcley, Joyce M1 - ETA CTR** 3:59

You can.

D **Davis, Chanel T1 - ETA CTR** 4:03

All right, I'm just putting in a grantee and sub-grantee.

Just gonna make that today, kind of roll through these steps.

M **Mcneace, Meche A - ETA CTR** 4:14

Roll through them steps, Chanel.

D Davis, Chanel T1 - ETA CTR 4:17

Rolling.

Yes.

Fun fact, I went ahead and chose Michael Jackson's address. This is Michael Jackson's address that I'm using. Gary, Indiana.

M Mcneace, Meche A - ETA CTR 4:48

Is it really their old home, their family address?

D Davis, Chanel T1 - ETA CTR 4:50

Mhm.

No, I Googled it.

Oh, not sure what county, we're just going to select the county.

M Mcneace, Meche A - ETA CTR 5:04

If that's the case, we should have played the song going back to Indiana.

B Barclay, Joyce M1 - ETA CTR 5:08

But we've got a nice little thriller and a video playing in the chat.

M Mcneace, Meche A - ETA CTR 5:13

Yeah.

D Davis, Chanel T1 - ETA CTR 5:14

Yeah.

B Barclay, Joyce M1 - ETA CTR 5:15

Thank you, Luis.

NS Nancy Shepherd 5:16

Or you could have played 2300 Jackson Street.

M Mcneace, Meche A - ETA CTR 5:16

Thank you.
There you go.

M **Mcneace, Meche A - ETA CTR** 5:28
Who watched the Michael Jackson movie?

NS **Nancy Shepherd** 5:33
I have to say, I'm ashamed. I am a Michael Jackson fan, and every time I've attempted to go, I haven't made it. So, I'm upset about that.

M **Mcneace, Meche A - ETA CTR** 5:34
Any.
Mhm.

D **Davis, Chanel T1 - ETA CTR** 5:41
Or.

M **Mcneace, Meche A - ETA CTR** 5:42
Well, it's streaming now. It's streaming, so you can watch it on. Is it Disney or Amazon? I can.

NS **Nancy Shepherd** 5:44
Yeah.

D **Davis, Chanel T1 - ETA CTR** 5:48
I'm not sure.

M **Mcneace, Meche A - ETA CTR** 5:49
What are those?

D **Davis, Chanel T1 - ETA CTR** 5:51
All right.

M **Mcneace, Meche A - ETA CTR** 5:51

I didn't go, I didn't go watch it; I waited till it started, you know, so I watched it at home.

D Davis, Chanel T1 - ETA CTR 5:54

See you.

All right, almost there, you guys.

Just want to get to that characteristics section.

M Mcneace, Meche A - ETA CTR 6:18

Someone wants to put in the chat, I guess you all better beat it.

D Davis, Chanel T1 - ETA CTR 6:23

Yeah.

B Barcley, Joyce M1 - ETA CTR 6:25

I wonder who that could be?

D Davis, Chanel T1 - ETA CTR 6:27

Yeah.

M Mcneace, Meche A - ETA CTR 6:28

You notice I didn't say who, right?

D Davis, Chanel T1 - ETA CTR 6:31

Yeah.

All right, so now that we're in characteristics, you can see that by the status bar.

We're gonna fill this in.

Really quick, we gonna say no.

Yeah.

And right here under urban and rural, you have the two options to look up that RUCA code table. The first one is zip code. So, when you click this option, it's actually going to prompt you to download the Excel sheet.

One second, I'm just gonna slide it over so you all can see.

And the table gives you the list of the zip code, your state, and then it in columns see it tells if it's actually a rural or urban area.

So you will go to Indiana, you can search in your state. You can also filter as well, just if you want to just have those options for your state. Look up your zip code and it will tell you what if it's urban or rural. So that's the first option. So go back to GPMS. And the second one is to look up by state, county, or address. And so this option you would use if you wanted some more detailed demographic information. So as you can see here, you could put in that address. One second, I'm just going to copy it over.

Paste that there. And it gives you some demographic data on Gary, Indiana.

So those are your two options for the RUCA code in GPMS.

Do we have any questions? I'm sorry.

M **Mcneace, Meche A - ETA CTR** 8:12

Yeah, so for those days.

Well, for those data geeks that want more, you know, data information on that specific address, there's the demographics for you there.

D **Davis, Chanel T1 - ETA CTR** 8:25

Mhm.

M **Mcneace, Meche A - ETA CTR** 8:26

So there you go. Overview, income, population, housing, all kinds of good stuff.

D **Davis, Chanel T1 - ETA CTR** 8:33

Yeah.

Do we have any questions? I can't see the chat.

M **Mcneace, Meche A - ETA CTR** 8:36

Okay.

B **Barcley, Joyce M1 - ETA CTR** 8:39

I don't see any.

M **Mcneace, Meche A - ETA CTR** 8:39

No.

NS Nancy Shepherd 8:42

I do have one.

D Davis, Chanel T1 - ETA CTR 8:45

Uh-huh.

NS Nancy Shepherd 8:45

So, when you select, when you put that in...

You have to look it up to find out whether or not it is considered.

Is that urban or rural or rural? Sorry.

M Mcneace, Meche A - ETA CTR 8:56

Urban or rural?

That's nope, yeah.

NS Nancy Shepherd 9:01

Yeah.

D Davis, Chanel T1 - ETA CTR 9:02

No, it.

It automatically.

M Mcneace, Meche A - ETA CTR 9:05

No, what's she saying?

NS Nancy Shepherd 9:05

That's.

D Davis, Chanel T1 - ETA CTR 9:07

I'm sorry, go ahead.

NS Nancy Shepherd 9:08

It does automatically.

M **Mcneace, Meche A - ETA CTR** 9:08

Get on about.

NS **Nancy Shepherd** 9:12

Does it automatically from the zip code or you have to look it up? That's my question.

D **Davis, Chanel T1 - ETA CTR** 9:21

It doesn't automatically.

M **Mcneace, Meche A - ETA CTR** 9:21

When you...

NS **Nancy Shepherd** 9:22

It does not.

D **Davis, Chanel T1 - ETA CTR** 9:23

Okay.

M **Mcneace, Meche A - ETA CTR** 9:23

Are you sure about that, Chanel?

D **Davis, Chanel T1 - ETA CTR** 9:26

Yes, it did for this one.

M **Mcneace, Meche A - ETA CTR** 9:29

Okay. So why would it be an asterisk if it automatically selects it for you?

D **Davis, Chanel T1 - ETA CTR** 9:30

Yeah, it does.

Because it's required.

M **Mcneace, Meche A - ETA CTR** 9:38

I know, but if it's if the system automatically selects it for you, then why would it be, you know, so I guess I'm just...

D Davis, Chanel T1 - ETA CTR 9:39

With the priority of.

M Mcneace, Meche A - ETA CTR 9:48

trying to figure out why wouldn't that be.

where you select urban or rural and not the system.

She's like, don't ask me that question, Michi. I don't know. I'm not the developer.

Why are you asking me?

D Davis, Chanel T1 - ETA CTR 10:01

Sure.

M Mcneace, Meche A - ETA CTR 10:01

Yeah.

NS Nancy Shepherd 10:02

Yeah, I just wondered, and I only wondered it because I know it automatically selects.

And so if I have to go into the lookup, is it just for me to verify? Because some of them may appear to be a rural area, but it's actually an urban. I mean, here in West Virginia, yes, it happens.

So I'm just asking that question. It's because it does highlight.

D Davis, Chanel T1 - ETA CTR 10:30

Yes, and it also, like you said, to confirm and then also to override if you needed to.

And then it gives you that option for your reason to change.

NS Nancy Shepherd 10:36

Yes.

Okay.

D Davis, Chanel T1 - ETA CTR 10:40

Yep.

If you have those instances, right, where it's saying a rule, but you're like, no, for sure that isn't.

You can put that in.

Any other questions?

B

Barcley, Joyce M1 - ETA CTR 11:01

I don't see anything in the chat and no hands are raised.

D

Davis, Chanel T1 - ETA CTR 11:06

Alrighty, so I'm going to move on to the second demo, which is the most in need waiver report. So I'm going to show you how to get to that. So of course, you're going to go in your navigation bar, hit reports, select your grantee. I'm going to use Indiana.

Click search, and you're going to find under actions, the most in need waiver factor actions report. You would click that.

Select the program year you're looking for. We're going to go ahead and put 2025, which was the previous program year. You also have some options here where you can select if you want to show all participants, all participants with pending waiver factors, only current active participants, or only exited participants. I'm just going to say show all for the program year.

Click Search.

Sometimes it takes a second, so you can click refresh until it pops up.

Give it a second.

There we go. And you want to scroll down so you have the summary at the top.

And here you have your list of all your participants. So if you wanted to look at a specific participant's waiver factors to see what's in need of an update, you would click this, like this blue hamburger here right in front of their name.

And then you would scroll down and it will show those specific waiver factors that I need for an update for that specific participant. So we can see for Joseph Marker, we have the severe disability, frail. All of these listed here are those that need to be updated. And then for 75 or older or formerly and formerly incarcerated, these are automatically.

Updated.

And you can do that for all the participants in the initial report here.

You also have the option to export the full case load as well.
Any questions on that report?

B **Barcley, Joyce M1 - ETA CTR** 13:09

I don't see anything in the chat. No hands are raised. Oops, let's see. We do have a hand raised. Go ahead, Elizabeth.

D **Davis, Chanel T1 - ETA CTR** 13:13

Mhm. See Elizabeth.

B **Barcley, Joyce M1 - ETA CTR** 13:21

To like to unmute yourself?
Or did you raise your hand by mistake?

D **Davis, Chanel T1 - ETA CTR** 13:29

Maybe she's saying hi. Hi, Elizabeth.

EA **Elizabeth Astwood** 13:32

No, actually, can you repeat it? Can you go over it again?

D **Davis, Chanel T1 - ETA CTR** 13:36

Oh yeah, no problem. So let me go back out.

EA **Elizabeth Astwood** 13:37

Thanks.

D **Davis, Chanel T1 - ETA CTR** 13:43

So reports, so you want to hit the reports in the navigation bar. Select your grantee.

M **Mcneace, Meche A - ETA CTR** 13:46

Yeah.

D **Davis, Chanel T1 - ETA CTR** 13:53

The grantee, there's one, hit search. Then under actions, you want to choose most in the waiver factor actions report right here.

Click the program year you're looking for.

Then you can click one of these filters for this demonstration. I just want to show all participants.

Gonna click search.

Click refresh until you get that report.

JB **Jessica Bizzell** 14:16

This.

D **Davis, Chanel T1 - ETA CTR** 14:18

Is that a question?

Yeah.

B **Barcley, Joyce M1 - ETA CTR** 14:22

Finish what you're doing.

D **Davis, Chanel T1 - ETA CTR** 14:24

Okay.

B **Barcley, Joyce M1 - ETA CTR** 14:24

Is it going back to the Ruca?

D **Davis, Chanel T1 - ETA CTR** 14:27

There we go, and so once you hit that refresh.

JB **Jessica Bizzell** 14:28

So.

M **Mcneace, Meche A - ETA CTR** 14:29

Yes.

Keep going. Chanel, don't pay attention to background noise. Just keep going.

D **Davis, Chanel T1 - ETA CTR** 14:33

Ohh.

Oh, oh my.

B **Barcley, Joyce M1 - ETA CTR** 14:37
Yeah.

D **Davis, Chanel T1 - ETA CTR** 14:38
So you have your summary at the top, your full participant table. And then if you wanted to see the details for a specific participant, you would click that blue hamburger in front of their name, scroll down, and that's where you find the specifics for that participant.

B **Barcley, Joyce M1 - ETA CTR** 14:59
Super.

D **Davis, Chanel T1 - ETA CTR** 15:00
Did that answer your question? That was a little bit fright.

B **Barcley, Joyce M1 - ETA CTR** 15:01
So.
That was Elizabeth, yep.

D **Davis, Chanel T1 - ETA CTR** 15:05
Oh, I see. Yep, you're welcome.

B **Barcley, Joyce M1 - ETA CTR** 15:05
She says thanks. But Benjamin's asking to go back to the RUCA to show that geo map again.

D **Davis, Chanel T1 - ETA CTR** 15:13
Yes, right here.

B **Barcley, Joyce M1 - ETA CTR** 15:15
Yeah, it's like to show the geo map site again for where the RUCA would be. So how did you get to there?

D **Davis, Chanel T1 - ETA CTR** 15:21

Yeah. So you will be on that case, as you say, you're creating a new case. When you get to the characteristics page under urban and rural, you have the second option here, the second hyperlink, look up Ruca by state county track and track code. Click that. And that will direct you to that link.

M **Mcneace, Meche A - ETA CTR** 15:42

And then you would type in the address, right, if you want it by the address.

D **Davis, Chanel T1 - ETA CTR** 15:42

So, it's right here.

Yes, ma'am. I think I can paste it. Yep, you'll put it right there. Hit search, and it'll populate the information.

M **Mcneace, Meche A - ETA CTR** 15:48

Okay.

Can you click on the tabs and come?

D **Davis, Chanel T1 - ETA CTR** 15:58

Ohh yeah, uh-huh, that income.

M **Mcneace, Meche A - ETA CTR** 16:00

Where's the average income?

The population.

D **Davis, Chanel T1 - ETA CTR** 16:04

Yeah.

M **Mcneace, Meche A - ETA CTR** 16:07

And then the housing data.

D **Davis, Chanel T1 - ETA CTR** 16:11

Yeah, some really good information.

M **Mcneace, Meche A - ETA CTR** 16:19

I know sometimes some of this data is, some of the grantees actually look for this data, so this will be good.

D **Davis, Chanel T1 - ETA CTR** 16:26
Mhm.

B **Barcley, Joyce M1 - ETA CTR** 16:27
It's good for grant writing for whatever purpose you're doing grant writing.

M **Mcneace, Meche A - ETA CTR** 16:32
Ohh God, yeah, it is.

D **Davis, Chanel T1 - ETA CTR** 16:34
Yeah.

M **Mcneace, Meche A - ETA CTR** 16:37
It is. Oh, okay.
Thanks, Chanel.

D **Davis, Chanel T1 - ETA CTR** 16:44
Oh, is there any way to download the host? Oh, okay. I see another question in the chat.

M **Mcneace, Meche A - ETA CTR** 16:56
Can you download the host agency job codes list? You can download the host agency report. So, if you go to reports,

D **Davis, Chanel T1 - ETA CTR** 17:08
Yeah.

M **Mcneace, Meche A - ETA CTR** 17:19
You can do the assignment by host agency report. So, if you pull that up, does it have the host agency code in there?

D **Davis, Chanel T1 - ETA CTR** 17:28

See, just keep hitting refresh.
Moving a little slow today.

M **Mcneace, Meche A - ETA CTR** 17:41
Yeah.
This hump day.

D **Davis, Chanel T1 - ETA CTR** 17:43
It happens.
Right.
Here we go.

B **Barcley, Joyce M1 - ETA CTR** 17:52
There you go.

D **Davis, Chanel T1 - ETA CTR** 17:59
I don't believe so.

M **Mcneace, Meche A - ETA CTR** 17:59
You would need to, you would need to pull the convert it to the Excel. It shows more.

D **Davis, Chanel T1 - ETA CTR** 18:05
Okay.

M **Mcneace, Meche A - ETA CTR** 18:07
Export it.

D **Davis, Chanel T1 - ETA CTR** 18:19
Yeah.
In the go.
I'm just moving it over.

M **Mcneace, Meche A - ETA CTR** 18:36
So if you go to the summary.

D Davis, Chanel T1 - ETA CTR 18:39
Mhm.

M Mcneace, Meche A - ETA CTR 18:39
Down on the tab, there we go.
Now, let's go over this, so that has the host agency ID.

D Davis, Chanel T1 - ETA CTR 18:51
Mm.

M Mcneace, Meche A - ETA CTR 18:56
So it does have the host agency ID, huh?

B Barclay, Joyce M1 - ETA CTR 18:56
Try to play.

D Davis, Chanel T1 - ETA CTR 18:59
Thank you.

B Barclay, Joyce M1 - ETA CTR 19:00
Try the participant summary.

D Davis, Chanel T1 - ETA CTR 19:06
Let me see.
Job code.

B Barclay, Joyce M1 - ETA CTR 19:14
There it is.
It's for the participant, it's not for the host agency, but at least it gives you an idea.

D Davis, Chanel T1 - ETA CTR 19:21
Yeah.

M Mcneace, Meche A - ETA CTR 19:25

So it doesn't have the...

Host agents. The only thing we have for host agency, are you looking for the job code as to the assignment code or?

TM Teneshia Morgan 19:37

Yeah, so the job codes, like if I wanted on just to download it to have the full list of all the job codes in one place, is there somewhere I could download all of the job codes just so I can have a full list?

M Mcneace, Meche A - ETA CTR 19:58

I'm trying to remember.

D Davis, Chanel T1 - ETA CTR 20:05

Hey.

B Barclay, Joyce M1 - ETA CTR 20:05

Do some manipulation, and you could filter it by host agency, and then it would show you the job codes for that host agency that are currently active with these participants, so it's not a complete list of every potential job code at a host agency, but of the active.

B Barclay, Joyce M1 - ETA CTR 20:25

participants, it'll show their job codes. And again, you just need to do a little manipulation of the Excel spreadsheet. But we do have Dion saying that he's seen it under the participant current exit detail report. Want to take a look there, Chanel?

D Davis, Chanel T1 - ETA CTR 20:40

Yeah.

Was it the detail?

B Barclay, Joyce M1 - ETA CTR 20:56

Yeah, the under participants, the first one.

D Davis, Chanel T1 - ETA CTR 20:58

Oh, yeah.

Active.

Export it.

No, it's 'cause the grantee I chose is not much without.

B **Barcley, Joyce M1 - ETA CTR** 21:35
We'll scroll over to the left.

D **Davis, Chanel T1 - ETA CTR** 21:37
Okay.

M **Mcneace, Meche A - ETA CTR** 21:39
You just want the title toss.

D **Davis, Chanel T1 - ETA CTR** 21:39
Is it settled back?
Okay.

M **Mcneace, Meche A - ETA CTR** 21:42
Go to the right.

D **Davis, Chanel T1 - ETA CTR** 21:44
Mhm.

B **Barcley, Joyce M1 - ETA CTR** 21:44
That's yeah, you're right.

D **Davis, Chanel T1 - ETA CTR** 21:46
See, I was gonna say, that's it, Joyce, that's the love.

B **Barcley, Joyce M1 - ETA CTR** 21:48
That's left.

DS **Dion Smith** 21:49
I think it's the second export button, not the first one.

D Davis, Chanel T1 - ETA CTR 21:55

You said the second export button.

B Barclay, Joyce M1 - ETA CTR 21:57

Yeah, that might be that might be a participant that was exported.

D Davis, Chanel T1 - ETA CTR 21:59

Let me see.

Let's go back.

It might take me. There we go. I knew it was gonna be red. One second.

B Barclay, Joyce M1 - ETA CTR 22:07

Yeah.

M Mcneace, Meche A - ETA CTR 22:23

You only export at the bottom of the deep.

B Barclay, Joyce M1 - ETA CTR 22:24

That's the top one, the top.

D Davis, Chanel T1 - ETA CTR 22:25

Gotcha.

Here we go.

Looking for job code.

B Barclay, Joyce M1 - ETA CTR 22:56

It's right there. Hang on. Can you wrap text so we can see what the titles are?

D Davis, Chanel T1 - ETA CTR 22:59

Okay.

Really?

B Barclay, Joyce M1 - ETA CTR 23:10

Job interest codes.

M **Mcneace, Meche A - ETA CTR** 23:14

She's asking for a host agency code. So let's see if there is an outside of the host agency ID, is there a host agency code? And I'm thinking there is not. There are the job codes and there's the host agency ID.

B **Barcley, Joyce M1 - ETA CTR** 23:16

Yeah.

D **Davis, Chanel T1 - ETA CTR** 23:25

Okay.

B **Barcley, Joyce M1 - ETA CTR** 23:26

But she's looking for the job. She's looking for the job codes. There they are, E and AN.

M **Mcneace, Meche A - ETA CTR** 23:35

AN job codes. The job codes that are associated with the host agency assignments, so the assignments.

B **Barcley, Joyce M1 - ETA CTR** 23:44

With the participant, yeah.

M **Mcneace, Meche A - ETA CTR** 23:46

Yeah, so is that what you're looking for? Those are the only codes.

TM **Teneshia Morgan** 23:51

Yes, so I was just wondering if there's like a separate list that we can just download as opposed to just doing it manually so I can have a full list.

B **Barcley, Joyce M1 - ETA CTR** 24:00

Yeah.

D **Davis, Chanel T1 - ETA CTR** 24:01

Find me.

M **Mcneace, Meche A - ETA CTR** 24:02
Oh, just a generic job code list.

TM **Teneshia Morgan** 24:05
Yes, ma'am.

M **Mcneace, Meche A - ETA CTR** 24:06
Yeah. No, unless you take this and you just cut and paste all the job codes.

B **Barcley, Joyce M1 - ETA CTR** 24:09
The.

D **Davis, Chanel T1 - ETA CTR** 24:13
Yeah.

TM **Teneshia Morgan** 24:14
Yeah, I'm sorry, I just was looking for a softer, gentler way.

D **Davis, Chanel T1 - ETA CTR** 24:17
Yeah.

M **Mcneace, Meche A - ETA CTR** 24:20
Yeah, I don't blame you; I would be too, so...

D **Davis, Chanel T1 - ETA CTR** 24:21
Okay.

B **Barcley, Joyce M1 - ETA CTR** 24:21
Yes.
Well, Tanisha, are you looking for the job codes, the generic job codes, or for each host agency? What jobs code?

TM **Teneshia Morgan** 24:29
This is a generic job codes.

D **Davis, Chanel T1 - ETA CTR** 24:31

Mhm.

B **Barcley, Joyce M1 - ETA CTR** 24:33

I think when you're in the assignment screen, Chanel, if you could go into a participant assignment.

D **Davis, Chanel T1 - ETA CTR** 24:40

One second.

Opening its head.

M **Mcneace, Meche A - ETA CTR** 24:48

I thought she said, let me open his head.

B **Barcley, Joyce M1 - ETA CTR** 24:51

Yeah.

D **Davis, Chanel T1 - ETA CTR** 24:51

No.

B **Barcley, Joyce M1 - ETA CTR** 24:54

Pretend like you're adding an assignment. Just click Add Assignment.

D **Davis, Chanel T1 - ETA CTR** 24:54

The.

B **Barcley, Joyce M1 - ETA CTR** 24:58

I know if it'll let you do it 'cause it's open and scroll down to where you see the job code listing.

D **Davis, Chanel T1 - ETA CTR** 25:04

Mhm.

B **Barcley, Joyce M1 - ETA CTR** 25:06
No, there's a drop down there. It's on the right.

B **Barcley, Joyce M1 - ETA CTR** 25:10
CSA code.

D **Davis, Chanel T1 - ETA CTR** 25:12
Mhm.

B **Barcley, Joyce M1 - ETA CTR** 25:16
So there's a whole list of codes. Is that what you're looking for, Tanisha?

TM **Teneshia Morgan** 25:20
Yes.

B **Barcley, Joyce M1 - ETA CTR** 25:22
Okay, so you can cut and you can you can't get it all in one screenshot, but you can.
Yeah, take a couple of screenshots.

M **Mcneace, Meche A - ETA CTR** 25:27
Yeah, I mean, there's nothing in the system that will download that whole list.

B **Barcley, Joyce M1 - ETA CTR** 25:32
Yeah.

TM **Teneshia Morgan** 25:34
Yeah, I was just trying to get around that, just, you know, an easy way, an easy fix.

M **Mcneace, Meche A - ETA CTR** 25:34
Unfortunately.

D **Davis, Chanel T1 - ETA CTR** 25:36
Okay.

B **Barcley, Joyce M1 - ETA CTR** 25:37

Yeah.

Don't blame ya.

M **Mcneace, Meche A - ETA CTR** 25:39

So, Chanel, try and cut, try and...

D **Davis, Chanel T1 - ETA CTR** 25:43

Copy.

M **Mcneace, Meche A - ETA CTR** 25:45

See if you can capture it all. Would it let you capture more than one?

D **Davis, Chanel T1 - ETA CTR** 25:48

I can.

No, and I can't even copy.

B **Barcley, Joyce M1 - ETA CTR** 25:51

You have to do a screenshot.

M **Mcneace, Meche A - ETA CTR** 25:52

No, so it doesn't even, it doesn't even allow you to do that. So yeah, like Joyce said, you would have to screenshot it and just, and then paste it together.

D **Davis, Chanel T1 - ETA CTR** 25:59

Have it chopped.

Mhm.

B **Barcley, Joyce M1 - ETA CTR** 26:04

Actually, the data collection handbook, I think if you go in there and look at the screenshot, I believe it has the full listing displayed.

M **Mcneace, Meche A - ETA CTR** 26:11

Have.

TM Teneshia Morgan 26:15
Alright, thank you.

B Barclay, Joyce M1 - ETA CTR 26:17
You're welcome.
Now, Rita's asking for the most in need waiver factors. Do you want us to update now for 2026 for PY26? Sorry.

M Mcneace, Meche A - ETA CTR 26:29
For those that need to be updated for the program year, yes, so you would need to go in there and do those updates for this program year.
Yes, ma'am.
It continues in order for you to continue to get credit for those.
And of course, your durational limit if you offer extensions.
Call.

CM Connie Mcquarrie 27:00
Is that only for like when we're doing their reassessments or assessments, we don't have to go in in there and refigure everything ahead of time?

B Barclay, Joyce M1 - ETA CTR 27:01
Yeah.

M Mcneace, Meche A - ETA CTR 27:12
Whenever, whenever you do, as long as it gets done within the program year.

CM Connie Mcquarrie 27:16
Okay, that's when I usually do it.

M Mcneace, Meche A - ETA CTR 27:17
So if you guys do it during the reassessment or during recertification, that's fine.

CM Connie Mcquarrie 27:23
Perfect. Thank you.

M **Mcneace, Meche A - ETA CTR** 27:26

No, you're very welcome.

B **Barcley, Joyce M1 - ETA CTR** 27:30

So, Tanisha, I don't know if you see the...

The note about from from Robin saying.

send an e-mail and they have a form that they can send you that has that information.

TM **Teneshia Morgan** 27:44

Woohoo! Teamwork is teamwork. Thank you, Robin.

M **Mcneace, Meche A - ETA CTR** 27:48

So if you're sending the form to HRM through HRM.

B **Barcley, Joyce M1 - ETA CTR** 27:48

Don't you love it?

M **Mcneace, Meche A - ETA CTR** 27:54

Are you sending that request through the help desk?

B **Barcley, Joyce M1 - ETA CTR** 27:59

No, it's um...

M **Mcneace, Meche A - ETA CTR** 27:59

Where are you sending it?

B **Barcley, Joyce M1 - ETA CTR** 28:01

Robin says she has a form that has that information. And if Tanisha sends her an e-mail, she'll send it to her.

M **Mcneace, Meche A - ETA CTR** 28:08

Oh, Gee, Robin has the secret sauce.

RJ **Robin Jutz** 28:09

The Dogs.

B **Barcley, Joyce M1 - ETA CTR** 28:11

Nice.

Nice.

M **Mcneace, Meche A - ETA CTR** 28:15

Robin.

Don't just give away your goodies for free. No, no, please stop.

B **Barcley, Joyce M1 - ETA CTR** 28:22

He.

M **Mcneace, Meche A - ETA CTR** 28:24

The.

Now, businesswoman, right?

B **Barcley, Joyce M1 - ETA CTR** 28:35

Ten dollars, you're cheap.

M **Mcneace, Meche A - ETA CTR** 28:37

Yeah.

B **Barcley, Joyce M1 - ETA CTR** 28:38

And I think that's it for our demos and the release notes.

M **Mcneace, Meche A - ETA CTR** 28:49

And before you go to DV Chanel, I just also, because I have my screen up, I just want to show them that we, and I'm taking your screen. I just wanted to show them again the little fabulousness we found in the last.

G. Live on the help when you're doing your help request that you guys also can you see my screen?

B **Barcley, Joyce M1 - ETA CTR** 29:10

Yes.

M **Mcneace, Meche A - ETA CTR** 29:11

For anybody who wants to keep track of all of your help requests, you can actually download it to Excel.

And it will download and show all of your requests that you have submitted under your username.

So I thought this was just, I thought this was just absolutely fabulous myself. Instead of having to go in the system all the time and just figure out, well, which ticket was that right? You can have a list of it and just refer to it and then go into the system. But anyhow, this is basically.

B **Barcley, Joyce M1 - ETA CTR** 29:33

Great, cool.

M **Mcneace, Meche A - ETA CTR** 29:51

the information that you guys get and where you all are.

So for those who want to kind of monitor what your help desk tickets that are coming in, there you go. There's that little fabulous little tool.

With that, I'm going to give it back to Ms. Chanel. We were, our last call, we had like, you know, we worked with one grantee and she was asking questions more so about family income when you do the eligibility and, you know, basically family size,

Do you count, if a grandparent was living with their grandchild, do you count the grandchild's income? So, and then we had another situation which spearheaded the conversation was they had a participant who has separated from her husband and has been no longer living with her husband. Do they need to still count the husband's income? So it was just those kind of conversations that we were having.

So we did have an online TA session with the grantee, and we provided her guidance on that. But we thought we'd come back and follow back up since it was kind of an open discussion with everybody that the resources that we provided the grantee on determining whether or not you count that husband's income,

And then grandchild, you know, and grandparents. So the two resources we provided to them and Chanel's going to pop it up.

Maybe some of us forget that TEGl 1206 is old. Of course, it was created in 2006, but it's still very much valid. It is still the TEGl that is used for inclusion and exclusion income. Also in the TEGl.

It defines family.

So with that being said, if you ever have a question as to we can, is this considered a family part of the family dynamic based on DOL guidance, always refer to TEGl 1206, which she has up. And then it'll also tell you what incomes includable and excludable.

So if we go all the way down,

I don't know if, do you have the full?

D Davis, Chanel T1 - ETA CTR 32:11

Yes, this is.

M Mcneace, Meche A - ETA CTR 32:11

TEGL, complete Teagle. It does it, it ends. You don't have the full, you don't have the attachments. So there's attachment one and two or two and three that basically does the family.

D Davis, Chanel T1 - ETA CTR 32:13

Question.

Use them for the 2319 with the attachments. I have it. One second. Let me switch over.

M Mcneace, Meche A - ETA CTR 32:31

No, I don't. I'm not talking about that TEGl. I'm talking about this TEGl.

B Barclay, Joyce M1 - ETA CTR 32:31

In the meantime, we...

D Davis, Chanel T1 - ETA CTR 32:34

No, okay.

M Mcneace, Meche A - ETA CTR 32:37

1206 has the.

D Davis, Chanel T1 - ETA CTR 32:38

Yeah.

M Mcneace, Meche A - ETA CTR 32:40

other attachment that attachment to see that full detail for competing and then it also has the attachment for definition of family.

D Davis, Chanel T1 - ETA CTR 32:43

Hello.

I can grab it once.

B Barclay, Joyce M1 - ETA CTR 32:52

And the link is in the chat.

M Mcneace, Meche A - ETA CTR 32:52

So when you download TEGL 1206, make sure you download the full Teagle, or if you go on dol.gov where all the TEGs are, make sure you download the attachments with it.

D Davis, Chanel T1 - ETA CTR 32:55

And.

B Barclay, Joyce M1 - ETA CTR 33:06

The link is in the chat.

M Mcneace, Meche A - ETA CTR 33:06

All right, thanks, Joyce. And so...

B Barclay, Joyce M1 - ETA CTR 33:11

Reed is asking, before you get off this one, Reed is asking if the person does not have access to those funds. What if the person doesn't have access to the funds, like they're living with somebody in the household?

M Mcneace, Meche A - ETA CTR 33:26

If the participant doesn't have access to what funds?

A family member's funds or...

B **Barcley, Joyce M1 - ETA CTR** 33:32

Yeah.

Yeah, yeah, yeah, yeah.

Rita, you want to unmute yourself?

provide more info.

GR **Gray, Rita (DOL)** 33:42

Yeah, so a lot of the times adult children that are living with their parents refuse to tell their parents how much money they earn or what they're doing with their money, and... you know, they come back on the premise that they're just staying a few days, but they just end up living there and they really don't want to share their money with their parents. So that's the problem parents have when they get their grandchildren or their children back is they don't have access to the money. And so it's been a fine line trying to figure out how much money is it.

And if the parent never gets a dime out of it, are they really getting any money? It's more they're taking the money from the senior as opposed to giving the money to the senior.

M **Mcneace, Meche A - ETA CTR** 34:28

I know, right? These daggone kids. Joyce and I were having a conversation about our children, our child. We only have, we each have only one grown child. So, you're right. Don't let me get started. All right. This is GPMSG Live and it's not, you know, Family Feud, right? So, I mean, that makes a lot of sense. So

GR **Gray, Rita (DOL)** 34:33

Shh.

Yeah.

Hi, yeah.

M **Mcneace, Meche A - ETA CTR** 34:48

Also, you only can get the information that you have control of getting. If they're not able to get any other income and it's their home and, you know, the grown adult

child is living with them in their house and they're not giving up any information. So, you know,

GR **Gray, Rita (DOL)** 35:03
Yeah.

M **Mcneace, Meche A - ETA CTR** 35:08
kind of take it upon yourself. I mean, we've done this for many years too, and I don't know anybody here on the call that want to disagree or agree, is that you take it at face value. If they're not getting it, they're not getting it. So you're taking the income from, you know, your applicant or your participant, and you're making that note in the case note.

GR **Gray, Rita (DOL)** 35:18
Hey.

M **Mcneace, Meche A - ETA CTR** 35:27
And at some point in time where you feel like, okay, we're being misled or something, you could always do a recertification and dig more. But face value, because you're not here to be the inspector general of going and digging into their background to see if they got any other income, right?

GR **Gray, Rita (DOL)** 35:36
So that...

M **Mcneace, Meche A - ETA CTR** 35:46
But...

GR **Gray, Rita (DOL)** 35:46
Right.

M **Mcneace, Meche A - ETA CTR** 35:48
You're hopefully they try, they're not getting it, and it is their adult kid living with them, so...

GR **Gray, Rita (DOL)** 35:52

So the other thing we've been using is the person's tax return where the person is claiming only themselves and no other family member and making the family that size based on their taxes. Because they have, and you can see it in their bank records that they get no money from that person and they're just getting.

M **Mcneace, Meche A - ETA CTR** 36:06

Stop.

GR **Gray, Rita (DOL)** 36:11

More further behind than I had.

M **Mcneace, Meche A - ETA CTR** 36:14

There you go. I think that's proof enough for itself, too.

GR **Gray, Rita (DOL)** 36:15

Chuck.

Okay, good. Just want to, because it doesn't say it that clearly in that table.

M **Mcneace, Meche A - ETA CTR** 36:19

Yeah.

And no, I mean, and then you also got to remember too that the TEGs and guidance and laws and regs are not going to be black and white. Matter of fact, for every case scenario. So you've got to kind of take the gray areas and figure out how is that going to work for you in certain circumstances. So.

D **Davis, Chanel T1 - ETA CTR** 36:22

Yeah.

GR **Gray, Rita (DOL)** 36:39

Thank you so much.

M **Mcneace, Meche A - ETA CTR** 36:40

That's a good thing. No, you're welcome. We were just talking about you earlier, Rita, in Alaska. I hope it was all good. I was...

GR **Gray, Rita (DOL)** 36:42

Yes.

Okay.

Okay, well, when you think about hot, think about Alaska. We're between 50 and 60 degrees in our summer right now. It's very lovely, great fishing, great hunting. Come on up.

M **Mcneace, Meche A - ETA CTR** 36:49

Okay.

D **Davis, Chanel T1 - ETA CTR** 36:56

Okay.

No.

M **Mcneace, Meche A - ETA CTR** 37:00

Yeah, all right, she's bragging now. I'm just like, okay.

B **Barcley, Joyce M1 - ETA CTR** 37:01

And.

D **Davis, Chanel T1 - ETA CTR** 37:03

Yeah.

B **Barcley, Joyce M1 - ETA CTR** 37:06

There are a couple more questions in the chat related to this. And one is an example, a person who's exited from prison and living with mom. He has no access to mom's income. And the next is from Jessica who says, am I correct to understand that we are to get income from every person in the household?

I was told we only get spouse's income if the participant is not disabled.

M **Mcneace, Meche A - ETA CTR** 37:32

So based on it is, it's called the family income, basically. So that's why we're having

this deep discussion about it. So, if you go down and if the individuals meet the definition of family in the TEGL. I'm going to steal the screen from you because you don't have that to go up, right, Chanel? That's you.

D Davis, Chanel T1 - ETA CTR 37:56

Yeah, I gotta get the other link.

M Mcneace, Meche A - ETA CTR 37:58

All right.

So here is attachment 2 to that TEGL 1206. So it's a procedure for computing annual family income for SCSEP. So

M Mcneace, Meche A - ETA CTR 38:10

Follow attachment to the standard definition of family, and if you go down what that is, and then there's also an exception to standard definition, and then what is family defined by the CPS, so...

Here is the CPS definition for subfamily. So you have subfamily definition, related subfamily and unrelated subfamily. So I would recommend that you review attachment to and see how that helps with, you know, your determination as to do, is it the entire family living in the household? Plus you have circumstances like what Rita shared above, I mean, earlier. And then there's circumstances where Cheryl said that there's, you know, an individual that has been released from prison but has to go live with their mom. You know, do they fit within the parameters here? And this person, the person that was released from prison may not have any income at all. So The income doesn't even matter. But if you're going to just say, oh, it's a family size of two, that's what she's looking at, family size. So if this person is living in the household, with the mom and even has no income, it would still be considered if this is if they if the son or daughter falls within the family description as a family member, then it would be a family of two ,not a family of 1. And that's what they meant by unless they have a disability.

Unless you can say that it's a temporary situation, right? They're just a pit stop at mom's house, but they have to go into... halfway house or transition to a halfway house or whatever that circumstances is. So not everything is black and white, which is kind of like.

What is the circumstances at that point in time? She said it's a pit stop, so it's a pit stop, see, so...

B **Barcley, Joyce M1 - ETA CTR** 40:11

And Cindy has a question. Would you like to unmute yourself?

CL **Cindy L. Lehmann** 40:16

Not a question, more a point of clarification. So adult child in parents household would only be considered a household of two if they are filing tax returns and claiming one another?

Because adult child, mom's not responsible for adult child's.

B **Barcley, Joyce M1 - ETA CTR** 40:39

Yeah.

CL **Cindy L. Lehmann** 40:42

welfare anymore, I guess, and her income is hers.

And if adult child lives there, but she's not giving him money, then...

Why would you count them as a household of two? Like...

So it's always been my understanding.

Yes, we would include mom's income if she was claiming son as a dependent. Then her income would be material to the case, but if she's not.

B **Barcley, Joyce M1 - ETA CTR** 41:20

And I think all of that is outlined in attachment 2 of that TEG.

CL **Cindy L. Lehmann** 41:21

Thoughts?

Yeah.

M **Mcneace, Meche A - ETA CTR** 41:29

So unrelated subfamily is not included.

All right, so we have one of the standards. So yet it is pretty much outlined in there.

But I think there's something in the data collection handbook as well that clarifies that. I could be wrong, but I think there is. We need to look that up while we, you

know, we'll look it up and share that. But I agree with Cindy because the tax part has always been kind of that denominator that decides whether yes or no. So with that being said, I'm not telling you no, that it don't do it that way.

And I'm gonna put a period there.

Because it's been used that way.

CL **Cindy L. Lehmann** 42:23

Who?

M **Mcneace, Meche A - ETA CTR** 42:27

But the tax pretty much is about.

As if they're on their tax form, then they're considered independent. But once you get past the year of PY24, whatever that is, I don't know what it is, then.

CL **Cindy L. Lehmann** 42:33

Hey.

M **Mcneace, Meche A - ETA CTR** 42:43

They theoretically can't count an adult as a dependent.

Unless it's an adult that has a disability or something of that nature.

CL **Cindy L. Lehmann** 42:49

Right, unless they're disabled.

Thanks.

So with the way we've construed that is if nobody's filing a tax return, because that's often what we find is the case, then adult child is not a member of mom's household.

M **Mcneace, Meche A - ETA CTR** 43:13

Okay, so let's do some more digging, but I'm going to say, okay, it works for me.

But there's nothing in that attachment too that talks to adult child.

Cool beans.

If we find something that we feel it should be okay, it'll clarify whether or not a yes or no, then we will share it.

Anybody else?

B **Barcley, Joyce M1 - ETA CTR** 43:56

Nope, that's it. So far, those, you've got all the questions and answers and doing good.

M **Mcneace, Meche A - ETA CTR** 43:56

No?

All right, so we're going to also going to do the other resource that is used too, which is the data validation resource, which is also very good. So for those who, you know, say, okay, data validation, TEGL 2319 change three, that Teagle that went out that talked about how you're going to now do data validation, part of that Teagle also provides the source documentation that you should be using to validate your data. So Chanel is going to show that and go through that with us.

D **Davis, Chanel T1 - ETA CTR** 44:35

Yes.

So this one does have those attachments. So actually on page 7, one second, make sure I got the right ones. You have your program specific information. So I'm just going to go to page 7.

Scroll a little.

Here we go.

And you can see in the attachment one, you have program specific instructions. So this is quite a big document. So I'm gonna go all the way down to page 62, which is where you find it. I'm gonna type it in.

And for element 2801, you have family size. And here I'm assuming a little bit so you all can see that specific.

Definition here for family size. Can you all see that? Is that big enough?

So, it says...

B **Barcley, Joyce M1 - ETA CTR** 45:42

Getting a thumbs up.

D **Davis, Chanel T1 - ETA CTR** 45:44

Okay, good. Yep, so that states that. And so, excuse me, this documentation only tells you who to count into your household. So that gives you that specific answer for

that. So it says record the number of individuals in the applicant's family. A family is defined in 1206, which is the TEGL we just reviewed.

as husband, wife, and dependent children, parent or guardian, and dependent children, or husband and wife, count only current family members living together, do not include deceased spouses or separated spouses who are living separately. In addition, consistent with 20 CFR 641-500, an applicant with a disability may, at the option of the applicant, be treated as a family of 1, for income eligibility determination purposes. Family of 1 status does not extend to the members of the applicant's family.

And you have that on that attachment on Table 2319 change three.

Do we have any questions with that one?

M **Mcneace, Meche A - ETA CTR** 46:56

I put an excerpt out from the data collection handbook that also talks to that and it validates what Cindy was saying because if you say do not, it says right here, if applicant is claimed as a dependent on someone else's tax form, you must use the broader which is the CPS definition of family. And it's also referring you back to TEGL 1206. So count only current families living together.

So there you guys go.

So I would just say keep doing what you do.

D **Davis, Chanel T1 - ETA CTR** 47:48

When you go.

M **Mcneace, Meche A - ETA CTR** 47:50

Document. Thank you, Chanel.

D **Davis, Chanel T1 - ETA CTR** 47:52

You're welcome.

M **Mcneace, Meche A - ETA CTR** 47:59

So that source documentation is what you guys need to have that to, you know, to validate, but it also comes in handy if you have any questions about whether or not you're collecting something correctly too.

Alrighty.

Do we have anything else?

B **Barcley, Joyce M1 - ETA CTR** 48:19

We have no hands raised and there, oops, what do I see here?

M **Mcneace, Meche A - ETA CTR** 48:23

You're like, oops.

B **Barcley, Joyce M1 - ETA CTR** 48:24

We do, we oops, we do, Cindy, go ahead.

CL **Cindy L. Lehmann** 48:27

So, just going back to the...

was that data collection handbook that we were looking at, where it said disability may be counted as a household of one, but that doesn't apply to the other members of their household. So does that mean if we have husband and wife both applying, wife is disabled, husband is not?

The wife may elect to be a household of 1, but husband cannot be a has to include wife's income.

Is that what that means?

We just had this conversation this morning in our meeting, so...

M **Mcneace, Meche A - ETA CTR** 49:08

Why do you?

It's like Cindy, like you're really like making our brains work here. So okay, I get it. So the applicant, if she claims, okay, I'm a person with a disability, but it's my husband and myself. And so I'm going to go as a family of 1. Yes, check mark. And the husband's like, they're applying, but I'm not a person with a disability.

D **Davis, Chanel T1 - ETA CTR** 49:16

No.

M **Mcneace, Meche A - ETA CTR** 49:33

but my wife is, do I count as a family of 1? So the definition would have to be if the

individual is that the applicant.

has to have the disability to be considered a family or one.

Or does it also include the spouse, right?

So we have to find that answer because my first response would have been like, you can't count the spouse, but that doesn't mean I have the right answer. So I'm going to say, I don't know, let us research. I don't know. That's a good one.

CL **Cindy L. Lehmann** 50:09

So it just looked like, it looked like, if you could put that back on the screen, what we were just looking at.

D **Davis, Chanel T1 - ETA CTR** 50:18

Yep.

CL **Cindy L. Lehmann** 50:20

So...

Applicant with a disability may, at the option of the applicant, be treated as a family of 1 for income eligibility determined purposes. Family of 1 status does not extend to other members of the applicant's family.

M **Mcneace, Meche A - ETA CTR** 50:33

There you go, there's the answer.

So the husband cannot be a family of 1 because he cannot extend that to his wife.

But the wife can be a family of 1, but then he would have to be a family of two.

CL **Cindy L. Lehmann** 50:52

Thank you.

M **Mcneace, Meche A - ETA CTR** 50:53

You're welcome.

Pretty crazy, huh?

CL **Cindy L. Lehmann** 51:01

Yes, I feel like.

M **Mcneace, Meche A - ETA CTR** 51:02

I'm glad that is clear there, huh?

CL **Cindy L. Lehmann** 51:05

I feel like we've done it conversely in the past. So I think that we've construed it that if there is a person with a disability in the household, then there's then the option exists of including or excluding that person. But according,

M **Mcneace, Meche A - ETA CTR** 51:07

But...

Expect.

It.

CL **Cindy L. Lehmann** 51:24

I don't think that's correct according to what I'm seeing here.

Has to be the applicant.

M **Mcneace, Meche A - ETA CTR** 51:31

I agree with. Yeah.

Because that's why I said my first instinct was like, no, you can't count the spouse who has a disability, but there it validates it.

Maybe if I was reading what was in front of me.

There you go, Cindy, and anybody else?

D **Davis, Chanel T1 - ETA CTR** 51:57

There was a hand from Janine, see a hand up.

You can come off mute.

JC **Janine Culver** 52:10

So just for clarification, I have a gentleman who's come in. He is applying. He does not have the disability. His wife does have a disability. We have to add her income onto his intake and application.

M **Mcneace, Meche A - ETA CTR** 52:27

He, yeah, he would be a family of two, yes.

JC **Janine Culver** 52:29

Okay.

Maybe a family of two. OK, so the applicant is the one who has to have that disability in order to exclude the wife or the husband who is not.

Going to come into the program.

M **Mcneace, Meche A - ETA CTR** 52:44

Exactly.

JC **Janine Culver** 52:45

Okay, that helps me there. Thank you so much.

M **Mcneace, Meche A - ETA CTR** 52:49

No, you're very welcome. Thank you, Cindy. Where's Cindy?

There.

So this is good.

B **Barcley, Joyce M1 - ETA CTR** 52:58

And Cindy says, assuming they reside together.

D **Davis, Chanel T1 - ETA CTR** 53:01

Yeah.

M **Mcneace, Meche A - ETA CTR** 53:02

Yes.

B **Barcley, Joyce M1 - ETA CTR** 53:07

Remember that coming up when you're doing the recertifications of anyone you've been enrolling.

M **Mcneace, Meche A - ETA CTR** 53:15

Yeah.

All right.

So.

B **Barcley, Joyce M1 - ETA CTR** 53:26

I don't see any questions or hands raised.

M **Mcneace, Meche A - ETA CTR** 53:29

Nothing? It's only like 3:00. We have 30 more minutes.

D **Davis, Chanel T1 - ETA CTR** 53:32

Yes.

B **Barcley, Joyce M1 - ETA CTR** 53:33

I think everyone's exhausted from that income discussion.

D **Davis, Chanel T1 - ETA CTR** 53:37

Exit.

M **Mcneace, Meche A - ETA CTR** 53:39

Income and family size, right?

D **Davis, Chanel T1 - ETA CTR** 53:39

The.

B **Barcley, Joyce M1 - ETA CTR** 53:42

Yeah.

M **Mcneace, Meche A - ETA CTR** 53:42

1206 versus, you know, the source documentation.

B **Barcley, Joyce M1 - ETA CTR** 53:50

And Leslie's looking for clarification or confirmation. Is disability income excluded?

And Cindy's responding, yep.

D Davis, Chanel T1 - ETA CTR 53:59

Mhm.

M Mcneace, Meche A - ETA CTR 54:00

Yup.

1206, TEGL 1206 still has it as excludable income.

Okay.

So to find TEGL 1206, you can find it on dol.gov.

And you can find this TEGL in the source documentation on dol.gov. And you can also find it on workforce GPS. And somebody will put that link in the chat.

For those who want a copy of it, you can just go to those links and pull it down.

I think it might be easier to find it on workforce GPS than DOL.gov. Yeah.

B Barclay, Joyce M1 - ETA CTR 54:45

It's in the shop.

It is. It is. There's just one page on workforce GPS that's all 10s and TEGLs.

And that is in the chat.

M Mcneace, Meche A - ETA CTR 55:02

Since we're promoting TEGLS and guidance and stuff like that, you know, I'm just going to throw out there too that older workers bulletin 0404 is still very valid too, because that talks about all of the permissible training for SCSEP from community service assignment all the way to OJE. So if anybody ever has a question about what kind of training can be given to participants and stuff, refer to OWB 0404, which is also on workforce GPS if I'm not mistaken.

B Barclay, Joyce M1 - ETA CTR 55:38

I just put up the screen that shows workforce GPS, the SCSEP 10s and TEGLs page.

And as you'll see, it starts with the three 10s. It goes down to the TEGLs. And here we have OWB 0404 plus TEGL 1206. So they're right next to each other.

M Mcneace, Meche A - ETA CTR 55:40

Sorry.

Mhm.

Cool.

Thank you.

B **Barcley, Joyce M1 - ETA CTR** 56:01

And the link is in the chat.

M **Mcneace, Meche A - ETA CTR** 56:05

Totally cool beans. Appreciate it, Joyce.

Anything else? Anybody else have anything they want to share, talk about?

Nada, nothing.

We're gonna be quiet today, the last July for the month.

D **Davis, Chanel T1 - ETA CTR** 56:26

No.

B **Barcley, Joyce M1 - ETA CTR** 56:29

Everyone's in vacation mode. They're in around the pool. They're having their margaritas.

M **Mcneace, Meche A - ETA CTR** 56:29

Windsor.

Working on quarterly reports. Oh yeah, that's around the corner too.

B **Barcley, Joyce M1 - ETA CTR** 56:35

Working on quarterly reports.

D **Davis, Chanel T1 - ETA CTR** 56:36

Yeah.

B **Barcley, Joyce M1 - ETA CTR** 56:39

Yeah.

They're doing a couple weeks.

M **Mcneace, Meche A - ETA CTR** 56:45

That's true.

QNRs and QPRs are due August 15th for those who have to put up with having to do those.

So uploading your QPR into WIPS and uploading your QNRs into WIPS, your quarterly narrative reports.

D Davis, Chanel T1 - ETA CTR 56:59
Just.

B Barclay, Joyce M1 - ETA CTR 57:05
Erica is wondering what that foreign word vacation is.

M Mcneace, Meche A - ETA CTR 57:10
I don't know either. So I could, I can't, Erica, I don't even know what that is.
Somebody, maybe somebody else can explain what a vacation is. What is that?

D Davis, Chanel T1 - ETA CTR 57:11
Yes.
Yeah.

B Barclay, Joyce M1 - ETA CTR 57:20
Did you ever see the progressive commercial where, I forget her name, is her name Flo? She's trying to explain to one of her customers what a vacation is and neither one of them knows what a vacation is.

M Mcneace, Meche A - ETA CTR 57:20
So...

D Davis, Chanel T1 - ETA CTR 57:31
P.

M Mcneace, Meche A - ETA CTR 57:33
Oh yeah, yeah, I did see that one.
So we're not the only ones that just have no concept of what that is, right?

B Barclay, Joyce M1 - ETA CTR 57:40

Yep.

And Rita's plugging for vacations in Alaska for the cool weather in the summer.

M **Mcneace, Meche A - ETA CTR** 57:49

Alaska's beautiful. I mean, we went in April and it was in the 50s. It was, it was still a little chilly, but it was still perfect weather. It's wonderful.

King crab legs like this.

D **Davis, Chanel T1 - ETA CTR** 58:04

Yeah.

M **Mcneace, Meche A - ETA CTR** 58:09

Awesome.

I wanna go to Alaska.

B **Barcley, Joyce M1 - ETA CTR** 58:11

And Byron must know what vacations are, 'cause he says it's a great thing.

M **Mcneace, Meche A - ETA CTR** 58:22

Alrighty.

There ain't no GPMS vacations.

Oh, he's bragging too. He's about to know.

B **Barcley, Joyce M1 - ETA CTR** 58:31

No.

M **Mcneace, Meche A - ETA CTR** 58:33

We didn't ask you, Byron, about your vacation.

D **Davis, Chanel T1 - ETA CTR** 58:35

Yeah.

B **Barcley, Joyce M1 - ETA CTR** 58:36

But.

D **Davis, Chanel T1 - ETA CTR** 58:37

Yeah.

B **Barcley, Joyce M1 - ETA CTR** 58:39

Rub it in.

M **Mcneace, Meche A - ETA CTR** 58:41

I know, right?

D **Davis, Chanel T1 - ETA CTR** 58:41

Mhm.

M **Mcneace, Meche A - ETA CTR** 58:48

Those unsolicited, I'm going on vacation comments.

But I understand that everybody should find some time to take time for yourself, whether it's a staycation, vacation, vacation, whatever-cation is like, it should, everybody should find, even if it's just a day,

D **Davis, Chanel T1 - ETA CTR** 59:07

Yeah.

M **Mcneace, Meche A - ETA CTR** 59:13

or yourself and push away from your computer, from your work, and just get, and just...

D **Davis, Chanel T1 - ETA CTR** 59:20

And.

M **Mcneace, Meche A - ETA CTR** 59:21

Get our minds right, right?

D **Davis, Chanel T1 - ETA CTR** 59:23

Let your brain breathe.

M **Mcneace, Meche A - ETA CTR** 59:26

Is that what it is? Let my brain breathe.

D **Davis, Chanel T1 - ETA CTR** 59:28

That's what I like to do. I like to let it breathe.

B **Barcley, Joyce M1 - ETA CTR** 59:31

Is that like brain freeze?

M **Mcneace, Meche A - ETA CTR** 59:31

All I imagine, all I, all I envision was taken off a wig. It's like, let my brains breathe.

D **Davis, Chanel T1 - ETA CTR** 59:32

Okay.

The top, right? Just peel the top back.

M **Mcneace, Meche A - ETA CTR** 59:39

Ohh.

Flip it open and let your brains.

Read, that's a good one, Chanel.

D **Davis, Chanel T1 - ETA CTR** 59:49

Gotta do it.

M **Mcneace, Meche A - ETA CTR** 59:50

Gotta do it.

D **Davis, Chanel T1 - ETA CTR** 59:51

Yeah.

M **Mcneace, Meche A - ETA CTR** 59:53

Byron's continuously just rubbing his like...

D **Davis, Chanel T1 - ETA CTR** 59:56

I know.

Yeah.

M **Mcneace, Meche A - ETA CTR** 1:00:01

You know, somebody, somebody go handle him, go handle him, boot, boot him out.

D **Davis, Chanel T1 - ETA CTR** 1:00:03

Yeah.

Yeah, breakout room. Someone said breakout room.

M **Mcneace, Meche A - ETA CTR** 1:00:07

The.

D **Davis, Chanel T1 - ETA CTR** 1:00:12

The.

B **Barcley, Joyce M1 - ETA CTR** 1:00:12

Put him in by himself.

M **Mcneace, Meche A - ETA CTR** 1:00:13

Put him in a breakout room by himself.

D **Davis, Chanel T1 - ETA CTR** 1:00:14

Okay.

M **Mcneace, Meche A - ETA CTR** 1:00:16

And anybody else who wants to join them?

And Orleans is right, we all want to be chilling like Snoopy at the beginning, at the pool, with the cocktail.

D **Davis, Chanel T1 - ETA CTR** 1:00:26

Yeah, let me.

Mhm.

M **Mcneace, Meche A - ETA CTR** 1:00:30
But my swimsuit matching my drink.

B **Barcley, Joyce M1 - ETA CTR** 1:00:30
Hi.
That dog knows how to live, that's all I can say.

D **Davis, Chanel T1 - ETA CTR** 1:00:33
Mhm.

M **Mcneace, Meche A - ETA CTR** 1:00:34
Okay.
Yeah.
I've been saying for some crazy reason, I don't know why this has just been on the forefront. And I keep saying, I want to go back to Hawaii. And now I got my grandson. He like, he wants to go too. It's like, I said, and his parents are like, it's so expensive. I said, I know. I said, but you know what? I told my grandson, maybe he and I'll just go.

B **Barcley, Joyce M1 - ETA CTR** 1:00:55
Ohh.

M **Mcneace, Meche A - ETA CTR** 1:01:02
just the two of us.
And leave the pair his pen.

B **Barcley, Joyce M1 - ETA CTR** 1:01:05
Or you can join Nancy and go to Canton next week.

D **Davis, Chanel T1 - ETA CTR** 1:01:10
That sounds nice.

M **Mcneace, Meche A - ETA CTR** 1:01:10

Nancy, that's right, Nancy. You're going to Cancun. You know what? We're all gonna go join Nancy in Cancun. We're just gonna show up on her on her vacation.

D Davis, Chanel T1 - ETA CTR 1:01:16
Right.

M Mcneace, Meche A - ETA CTR 1:01:21
Where in Cancun are you gonna be, Nancy, so we could just pop up?

B Barclay, Joyce M1 - ETA CTR 1:01:23
A wedding.
We have to go to a wedding, though.

M Mcneace, Meche A - ETA CTR 1:01:28
That's okay. We don't have to, we know, we can be on the sideline, just act, you know, just.

B Barclay, Joyce M1 - ETA CTR 1:01:34
Wedding Crashers.

M Mcneace, Meche A - ETA CTR 1:01:35
Acting like we're part of the wedding party.

D Davis, Chanel T1 - ETA CTR 1:01:37
You like her?

M Mcneace, Meche A - ETA CTR 1:01:41
She's like going to Cancun next week, another one who's just talking.

B Barclay, Joyce M1 - ETA CTR 1:01:44
Mm.

D Davis, Chanel T1 - ETA CTR 1:01:44
Yes.

M **Mcneace, Meche A - ETA CTR** 1:01:47

Enjoy, enjoy the sun and the beaches.

Enjoy the fabulous weather in Alaska.

Yeah.

That'll be so fun.

Well, I think we do it to ourselves. It's not like we can't go on a vacation. What is he showing us now? Oh, the roller coaster. That's a roller coaster.

D **Davis, Chanel T1 - ETA CTR** 1:02:13

I'm busy.

B **Barcley, Joyce M1 - ETA CTR** 1:02:17

Oh my god, Cedar Point. Ooh, no, thank you.

M **Mcneace, Meche A - ETA CTR** 1:02:20

Yeah.

Who does roller coasters still? I am not getting on a roller coaster. I don't even get on a little baby roller coaster. It's okay. Well, maybe I'll do the little toddler roller coaster, but those things, no.

D **Davis, Chanel T1 - ETA CTR** 1:02:22

Yeah.

B **Barcley, Joyce M1 - ETA CTR** 1:02:23

Yeah.

D **Davis, Chanel T1 - ETA CTR** 1:02:25

You gotta get over.

NS **Nancy Shepherd** 1:02:33

I had to come off mute for that one. I love roller coasters.

M **Mcneace, Meche A - ETA CTR** 1:02:36

But.

B **Barcley, Joyce M1 - ETA CTR** 1:02:39
You're right.

M **Mcneace, Meche A - ETA CTR** 1:02:39
Do you will?

NS **Nancy Shepherd** 1:02:41
I do. I love them.

B **Barcley, Joyce M1 - ETA CTR** 1:02:41
I do too, but not like that one.

NS **Nancy Shepherd** 1:02:45
So there is this one in North Carolina. It's called the Drop zone. I don't know if anyone's heard of it, but it takes you out. You're like, I don't know how many stories high, but it takes you out and it hangs you there. And then all of a sudden you drop.

D **Davis, Chanel T1 - ETA CTR** 1:03:02
Mhm.

M **Mcneace, Meche A - ETA CTR** 1:03:02
Oh no!

NS **Nancy Shepherd** 1:03:02
Well, I couldn't scream. I couldn't do anything, but it was like, okay, that was an adrenaline rush. Let's go again.
Crazy. I like that kind of stuff.

D **Davis, Chanel T1 - ETA CTR** 1:03:12
Okay.

B **Barcley, Joyce M1 - ETA CTR** 1:03:15
If you ever go to Florida.

M **Mcneace, Meche A - ETA CTR** 1:03:15
I mean, I'll zip line over the jungles and stuff, you know, I don't know what the difference is, but I won't go on a roller coaster.

NS **Nancy Shepherd** 1:03:15
Has zip line and everything too, so...

B **Barcley, Joyce M1 - ETA CTR** 1:03:20
No.

NS **Nancy Shepherd** 1:03:24
Haha.

D **Davis, Chanel T1 - ETA CTR** 1:03:25
Mhm.

M **Mcneace, Meche A - ETA CTR** 1:03:27
So.

NS **Nancy Shepherd** 1:03:28
The.

M **Mcneace, Meche A - ETA CTR** 1:03:30
So, you've got a friend with Byron, Nancy, there you go.

NS **Nancy Shepherd** 1:03:30
Wow.

D **Davis, Chanel T1 - ETA CTR** 1:03:34
Yahoo!

NS **Nancy Shepherd** 1:03:34
We'll have to meet up at a park.

M **Mcneace, Meche A - ETA CTR** 1:03:37
Yeah, have fun, y'all.

NS **Nancy Shepherd** 1:03:37
Let's do it. We're going to take, we're going to take the whole team. Let's go.
Everybody in.

D **Davis, Chanel T1 - ETA CTR** 1:03:39
This.
Thank you.

M **Mcneace, Meche A - ETA CTR** 1:03:42
I don't know, I don't know what team she's talking about, but how?

D **Davis, Chanel T1 - ETA CTR** 1:03:45
Yeah.

NS **Nancy Shepherd** 1:03:46
That's very describable.

D **Davis, Chanel T1 - ETA CTR** 1:03:47
I.

B **Barcley, Joyce M1 - ETA CTR** 1:03:49
I'll go with you, Nancy.

D **Davis, Chanel T1 - ETA CTR** 1:03:51
Yeah.

NS **Nancy Shepherd** 1:03:51
Let's do it.

M **Mcneace, Meche A - ETA CTR** 1:03:52

You know what, Nancy? I'm A-team player. I'm gonna go with you too, because I'm gonna just sit on the ground, stand on the ground and wave at y'all.

D Davis, Chanel T1 - ETA CTR 1:03:59

You can hold the bags, you need the one that holds the bags and the water and the snacks.

M Mcneace, Meche A - ETA CTR 1:03:59

Hey.

NS Nancy Shepherd 1:04:01

There you go.

M Mcneace, Meche A - ETA CTR 1:04:02

I've got a hold of no bags, but I'll have a wagon for all their bags, okay? And I'll take pictures, I'll take pictures of you guys when you, if I can't, so I'll be that person.

D Davis, Chanel T1 - ETA CTR 1:04:04

No.

NS Nancy Shepherd 1:04:05

Phones, bags, all that good stuff.

D Davis, Chanel T1 - ETA CTR 1:04:06

Little wagging.

NS Nancy Shepherd 1:04:09

Yes.

What?

D Davis, Chanel T1 - ETA CTR 1:04:13

Yeah.

NS Nancy Shepherd 1:04:17

I do have one question.

M Mcneace, Meche A - ETA CTR 1:04:18
And look, Kelly from North Carolina said it's a no for her. See there.

D Davis, Chanel T1 - ETA CTR 1:04:22
Okay.

B Barclay, Joyce M1 - ETA CTR 1:04:22
Thank you.

M Mcneace, Meche A - ETA CTR 1:04:24
Yeah.

NS Nancy Shepherd 1:04:29
And.
So I received some information last, right before the program year ended, and it was showing, I know you and I worked together, Michi, to

M Mcneace, Meche A - ETA CTR 1:04:31
OK, so.
Yes.

NS Nancy Shepherd 1:04:45
close out, but it's showing two others that did not close out. So I will get with you when I return because I'm not going to do anything.

M Mcneace, Meche A - ETA CTR 1:04:54
Sorry.

NS Nancy Shepherd 1:04:55
I'm trying to finalize some of the things that I have going on right now, but I need to look at those because they do not show in my GPMS as locked.
They don't show it all.

M Mcneace, Meche A - ETA CTR 1:05:12

Hi, do you want me to come to Cancun with my laptop so we can go through it together?

B **Barcley, Joyce M1 - ETA CTR** 1:05:16
It.

NS **Nancy Shepherd** 1:05:16
Sure, come on, come on. Is it work? Is it work?

M **Mcneace, Meche A - ETA CTR** 1:05:19
Or do we have?
Yeah.

NS **Nancy Shepherd** 1:05:22
It's a work trip.

M **Mcneace, Meche A - ETA CTR** 1:05:24
Byron, are you there? Byron, I need I need to go and take my laptop to Cancun so I can help provide TA for Nancy for this GPM this issue. So it might still.

NS **Nancy Shepherd** 1:05:36
Yeah, I'll see.

M **Mcneace, Meche A - ETA CTR** 1:05:39
But yes, when you get back, just hit me up and we'll go through that together.

NS **Nancy Shepherd** 1:05:43
Okay. Yeah.
Certainly will.

M **Mcneace, Meche A - ETA CTR** 1:05:46
Eight.

B **Barcley, Joyce M1 - ETA CTR** 1:05:49
So Wanda was asking if there's a second Wednesday, whoops, it just moved, second

Wednesday at 2. And just for those who might not have seen the response that Michi put in, we meet the 2nd and 4th Wednesday of the month.

M **Mcneace, Meche A - ETA CTR** 1:05:50

And.

And the next one for August is when?

B **Barcley, Joyce M1 - ETA CTR** 1:06:07

August 12th.

M **Mcneace, Meche A - ETA CTR** 1:06:09

August 12th.

And so there was a one series of invites for the month of July and then additional second set of series that started in August for the rest of the calendar year or program year, Joyce.

NS **Nancy Shepherd** 1:06:20

Can you please remind me?

I need you.

B **Barcley, Joyce M1 - ETA CTR** 1:06:27

Program here.

M **Mcneace, Meche A - ETA CTR** 1:06:28

Program year. All right. And if you didn't get that, just let us know in the chat or put your e-mail in the chat and we'll make sure to forward the invites to you.

And Nancy virus virus.

NS **Nancy Shepherd** 1:06:39

I have a new counterpart that is not.

M **Mcneace, Meche A - ETA CTR** 1:06:44

is not on the list. All you got to do, anybody who has anybody that they feel needs to join our G Live, if you have the invite, just forward it to them and then it'll automatically add them to the invite list.

NS Nancy Shepherd 1:06:44

Yeah.

Okay.

Okay.

B Barclay, Joyce M1 - ETA CTR 1:06:59

And Chanel's asking, do we have an ETA on the updated GPMS forms to replace the old OMB forms?

M Mcneace, Meche A - ETA CTR 1:07:08

Not as of yet. We do know that it was going through clearance. So it's, you know, this is the PRA packet. So it is going through the process. So unfortunately, we don't have an ETA on that as of now. But it is coming.

NS Nancy Shepherd 1:07:26

I have a question, and it's about the notes, the notes tab.

M Mcneace, Meche A - ETA CTR 1:07:28

Yes.

The case notes, you know.

NS Nancy Shepherd 1:07:36

Yeah.

I know it's new. I'm excited about it. I know I'd asked about it previously.

Is there a format that we're placing notes? Are there things that we are not to put there because it is open to everyone that has access. So, I guess those are questions that I have about the notes, the case notes.

M Mcneace, Meche A - ETA CTR 1:08:04

So does one of y'all want to pop up the case notes so that we have a visual? But the case note is what you put in there.

The ones who would have access to read your case notes is of course the SGA and the GAs can read it for their grants only. You can only access case notes for your grants. It is not an open.

access for everybody, every user. But I'm not sure, we were on a call where case notes, remember that one called Joyce and Chanel about whether other case managers can see other people's case notes?
Where did that land?

B **Barcley, Joyce M1 - ETA CTR** 1:08:45

That was send a sprint call, backlog call, and the right, and actually I think it was the last release notes were the ones that say now the, like you just said, the GA and the SGA can see and they can delete case notes, and case managers can only see case notes that belong to them.

M **Mcneace, Meche A - ETA CTR** 1:09:06

But cannot delete those case notes.

B **Barcley, Joyce M1 - ETA CTR** 1:09:08

Correct, but there's GA or SGA.

M **Mcneace, Meche A - ETA CTR** 1:09:10

They can edit, can they edit?

D **Davis, Chanel T1 - ETA CTR** 1:09:12

Okay.

B **Barcley, Joyce M1 - ETA CTR** 1:09:13

I believe they can edit.

The release note didn't say anything about editing. It was talking about deleting.

D **Davis, Chanel T1 - ETA CTR** 1:09:18

Mhm.

M **Mcneace, Meche A - ETA CTR** 1:09:22

So if you click on add a case note, so that okay, so.

So now what you put in it is basically at that case management perspective. I mean, you know, what is it that you want to note in the case notes, but you also got to be careful, especially when it comes down to issues related to, you know, medical things

of that nature, medical history and stuff like that. There's those ones that have to be confidential. Those confidential case notes, I say you do not put it in GPMS. They kept in a separate confidential file as required by HIPAA on the walls.

NS Nancy Shepherd 1:10:06
Mm.

M Mcneace, Meche A - ETA CTR 1:10:08
Don't do it. Don't put it in GPMS.

NS Nancy Shepherd 1:10:11
Yes.

M Mcneace, Meche A - ETA CTR 1:10:14
Does that answer your question, Nancy, or help a little bit?

NS Nancy Shepherd 1:10:17
It does. Yeah, it really does. I was just, I know, like, we had to keep a separate file of notes for each individual. And I do keep those in each file, right? So, prior to me, they were put

M Mcneace, Meche A - ETA CTR 1:10:20
Hello.

NS Nancy Shepherd 1:10:36
They were doing a massive electronic fit for us pretty much. And I'm like.
Okay. But it would be much more easy in the files. So, I did one individually for each file. And then when I speak to that individual, I do put those notes in there. But when this came up and it showed, because I thought it was really going to be a great idea to

M Mcneace, Meche A - ETA CTR 1:10:48
Yeah.

NS Nancy Shepherd 1:11:05

be able to know anything that you've spoken with the individual about, any complications they may be having, anything like that, but not medical. I would never put the medical information or any PIA on it. So, I'm just kind of inquiring about what is allowable.

M Mcneace, Meche A - ETA CTR 1:11:28

Yeah, I mean, the system has all the PII information in it for the participant ready, but I would say the main concern is any confidential information that's required not to even go in a regular hard copy case folder that has to be kept in a separate folder.

NS Nancy Shepherd 1:11:33

Right.

Right.

Okay.

M Mcneace, Meche A - ETA CTR 1:11:48

copy and you know locked away, tucked away and only accessible for those that need access to it.

NS Nancy Shepherd 1:11:51

Right.

M Mcneace, Meche A - ETA CTR 1:11:56

So that is what I would not put in the system, and if there's something, if there's something that needs to alert, I, you could put, you know...

NS Nancy Shepherd 1:11:59

Okay.

M Mcneace, Meche A - ETA CTR 1:12:05

Confidential file is available or whatever.

NS Nancy Shepherd 1:12:08

Well, I love the fact that it's in the system now because when I access that individual, I can go through those notes and look and see, say if I've changed or someone else has changed positions and they come in, they can read and see what's going on with that individual. So, I love the fact that they're there.

M **Mcneace, Meche A - ETA CTR** 1:12:17
Mhm.

NS **Nancy Shepherd** 1:12:27
I'm just wanting to make sure there's not something that shouldn't be inside. So, and then with the personal file, like you said, that's where other things are kept, but not in great detail on the screen.

M **Mcneace, Meche A - ETA CTR** 1:12:28
Yeah.
Yeah.
Yeah, I made it.
If they're put in the system, there's an there's an way you can also is it print? Did we come to the print section? Is there a print for case notes?
There's something that we, I thought it was print.

D **Davis, Chanel T1 - ETA CTR** 1:12:57
We did the left thing.

M **Mcneace, Meche A - ETA CTR** 1:12:57
or something where you can download, you can download it. Oh, I mean, right click, print the case notes, right? And you can print it by doing that and then print.

D **Davis, Chanel T1 - ETA CTR** 1:13:04
Good.

M **Mcneace, Meche A - ETA CTR** 1:13:07
put a hard copy in their hard file, right, in their hard copy file. And if you're being monitored and the appeals like I don't want to go in the system, you can, you know, these are the participants I'm going to be file, I'm going to be looking at. You can go

in there and print the file, the case notes and add it to your file as well too. Makes it so much easier.

NS Nancy Shepherd 1:13:27

Yeah.

Yeah.

M Mcneace, Meche A - ETA CTR 1:13:30

Because I'll tell on myself, back in my past life where I was doing direct services, I used to write case notes. I used to do, put them on stickies.

And then I have to tell myself to put aside time to take those stickies and convert them over to the actual case note document. And that was too much work.

B Barclay, Joyce M1 - ETA CTR 1:13:41

Okay.

NS Nancy Shepherd 1:13:42

Yeah.

D Davis, Chanel T1 - ETA CTR 1:13:51

Yeah.

M Mcneace, Meche A - ETA CTR 1:13:53

Especially if you can't even read your own handwriting and that's me.

So yeah.

M Barclay, Joyce M1 - ETA CTR 1:14:02

Just for clarification, I put the information from the last release notes in the chat, and it does say that it's access to case notes is based on user role. So user permission, whoever has user permission to enter case data, including case managers, supervisors, sub-grantee administrators, and grantee administrators, can now add and edit case notes. Sub-grantee administrators and grantee administrators can also delete case notes.

So if you're a case manager, you can see and edit your own. If you're a supervisor, you can see and edit yours and your case managers, and then the sub-grantees and

the grantee administrators, I believe, can see everything and can also delete if needed.

NS Nancy Shepherd 1:14:57

Thank you, guys. That, I guess, what would warrant one being deleted? Just too much information?

M Mcneace, Meche A - ETA CTR 1:14:58

Right.

D Davis, Chanel T1 - ETA CTR 1:14:58

Hey.

B Barclay, Joyce M1 - ETA CTR 1:15:05

Could have made a mistake and put it in the wrong file.

NS Nancy Shepherd 1:15:09

Got it. That makes sense.

D Davis, Chanel T1 - ETA CTR 1:15:12

Yeah.

M Mcneace, Meche A - ETA CTR 1:15:13

Or they accidentally did put medical information and they're not really like the link.

B Barclay, Joyce M1 - ETA CTR 1:15:17

It's true, yeah, yeah.

M Mcneace, Meche A - ETA CTR 1:15:22

Oh.

Okay, that was.

Let's see.

We have 21, no, 10, 11, 11 minutes, right? 11 minutes.

M Mcneace, Meche A - ETA CTR 1:15:37

Alrighty.

Anybody, anything else that we wanna talk about, we've talked about everything related to GPMS, case notes, data validation. We talked about what was in the very, very short, short, short, short release notes, right? And then we covered that.

We covered Snoopy, we covered vacations.

D Davis, Chanel T1 - ETA CTR 1:16:05

Yeah.

M Mcneace, Meche A - ETA CTR 1:16:06

We cover family size TEGL 1206.

TEGL 2319, where to find them?

Um...

Nancy, Byron feels like he should go to Cancun too for this so-called bring my laptop TA session.

D Davis, Chanel T1 - ETA CTR 1:16:25

Yeah.

M Mcneace, Meche A - ETA CTR 1:16:28

You know, people just invite themselves. Don't, you know, you're so sweet. I'm selfish. I don't like crowds. So, it's like, you know, like.

NS Nancy Shepherd 1:16:28

I say the more the merrier, it's going to be a blast.

D Davis, Chanel T1 - ETA CTR 1:16:35

It.

M Mcneace, Meche A - ETA CTR 1:16:42

But Nancy's like, "Bring it on!"

I think that's pretty much it. So the other thing is that if you all have any GPMS questions or things like that on what we do here, you don't have to wait until we have our next G Live. You can always send an e-mail to us at

SCSEPTechnicalassistance@dol.gov and we can always set up the one-on-one session

with you to go through whatever questions you may have or where you need to go. So we're there to help and support you at any time outside of virtual office hours. And so the other two things too that I still want to remind you guys that if you're going in there to search, if you go into the system to search for your participant, always remember to do what first, what is that? Hit that reset button.

B **Barcley, Joyce M1 - ETA CTR** 1:17:34
Reset, reset, reset.

D **Davis, Chanel T1 - ETA CTR** 1:17:36
Mhm.

M **Mcneace, Meche A - ETA CTR** 1:17:38
set to ensure that you're capturing all your caseloads. And the other is ensure for those that are not constantly in GPMS every day, every day, make sure you log in at least a couple of times throughout the 30-day period to avoid being deactivated. And for some unknown, foreseen circumstances, you do become deactivated. You can't get into the system to submit an HRM ticket. Send us a ticket, send us an e-mail at CSEP Technical Assistance, and we'll send in the reactivation ticket on your behalf. So that's no problem. Cool.

B **Barcley, Joyce M1 - ETA CTR** 1:18:24
Reed is asking if they can get rid of the reset button.

M **Mcneace, Meche A - ETA CTR** 1:18:25
And she says...
I think it's there because the system, the data, there's so much data, there's so many participants in the system that I remember we asked that question when they first deployed GPMS. We're like, why the reset? Why the reset? That's just, you know, too much to remember. And then the reason was behind it was the fact that because of the amount of data that's in the system, so it just forces you to for your grant to filter it so that it doesn't back the system up, I guess so.
Did I get that right, Joyce? Remember back in the day? Yeah, okay.

B **Barcley, Joyce M1 - ETA CTR** 1:19:08
Sounds good. Yeppers.

M **Mcneace, Meche A - ETA CTR** 1:19:11
You know, sometimes I have to check my own memory.
Oh, and then where...
We're going to be doing another round of GPMS, full GPMS training that'll come late summer, early fall. So we'll be sending out meeting invites for that.
And I think I got a I covered everything that we know for July. Yeah, Chanel, Joyce.

B **Barcley, Joyce M1 - ETA CTR** 1:19:41
Okay.

D **Davis, Chanel T1 - ETA CTR** 1:19:42
Okay.

M **Mcneace, Meche A - ETA CTR** 1:19:44
Look at Chanel's like.

B **Barcley, Joyce M1 - ETA CTR** 1:19:45
You think so?

M **Mcneace, Meche A - ETA CTR** 1:19:46
Yeah.

D **Davis, Chanel T1 - ETA CTR** 1:19:47
Think July, I think we're good.

B **Barcley, Joyce M1 - ETA CTR** 1:19:47
The.

M **Mcneace, Meche A - ETA CTR** 1:19:50
Good, alright.
And we thank you for learning and sharing too. Thanks, Rita.

And so we'll be here up till 3.30.

And then we'll be back on August 12th. And for those that are going on vacation, enjoy, have fun.

Think about us poor working souls here that don't know how to practice what they preach by telling you need to take time for your to. What did you say, Chanel? What did you say? We got to purge our brain. What did you tell us we need to do?

D Davis, Chanel T1 - ETA CTR 1:20:33

Let your brain breathe.

But.

Can I do it?

Go ahead.

M Mcneace, Meche A - ETA CTR 1:20:49

Yes, we've got what, 30 days or so before school kicks back in in some areas, or even sooner.

D Davis, Chanel T1 - ETA CTR 1:20:55

Yeah, probably sooner, yeah.

M Mcneace, Meche A - ETA CTR 1:20:58

Yeah.

There you go.

All right. Well, we appreciate each and every one of you. And thank you all so much for joining us and keeping this GPMS Virtual Office Hours a very positive and welcoming community for all of you and for us too. And we're just so glad to be back.

So, we'll just say...

NS Nancy Shepherd 1:21:24

We're glad to have you all back. It means it means we can call and bug y'all and ask all kind of because y'all so smart.

M Mcneace, Meche A - ETA CTR 1:21:26

Ohh, thank you.

Look at.

It.

D **Davis, Chanel T1 - ETA CTR** 1:21:31

Yeah.

Yeah.

M **Mcneace, Meche A - ETA CTR** 1:21:33

Haha.

We appreciate it.

We learned stuff from you all, too.

NS **Nancy Shepherd** 1:21:40

Thank you guys so much.

M **Mcneace, Meche A - ETA CTR** 1:21:43

So, thank you.

NS **Nancy Shepherd** 1:21:45

All right. Have a great one. I'll see you on the 12th.

M **Mcneace, Meche A - ETA CTR** 1:21:46

Thank you, thank you.

See you on the 12th.

B **Barcley, Joyce M1 - ETA CTR** 1:21:50

So.

NS **Nancy Shepherd** 1:21:52

All right.

B **Barcley, Joyce M1 - ETA CTR** 1:21:58

Stopping the recording.

M **Mcneace, Meche A - ETA CTR** 1:22:01
Yes.

● **Barcley, Joyce M1 - ETA CTR** stopped transcription