

<b>TRAINING AND EMPLOYMENT NOTICE</b>	<b>NO.</b> 9-16
	<b>DATE</b> August 30, 2016

**TO:** STATE WORKFORCE AGENCIES

**FROM:** PORTIA WU /s/  
Assistant Secretary

**SUBJECT:** 2016 Unemployment Insurance Integrity Symposium

1. **Purpose.** To announce the 2016 Unemployment Insurance (UI) Integrity Symposium, being held on December 7-8, 2016, in Baltimore, Maryland.
2. **Background.** The U.S. Department of Labor's Employment and Training Administration (ETA) is sponsoring, in collaboration with the UI Integrity Center of Excellence (Integrity Center), the 2016 UI Integrity Symposium. The purpose of the two-day Symposium is to facilitate a UI program integrity event designed to bring together subject matter experts to discuss and showcase effective solutions that combat improper payments and fraud. This year's event will build upon the success of last year's Symposium theme – innovative solutions that address the root causes of improper payments, successful recovery and prosecution efforts; and provide an update on UI Integrity Center initiatives.

The Symposium agenda will highlight promising practices, including state-vendor partnerships and multi-agency solutions that have been implemented to prevent fraud and reduce and collect improper payments. Workshops will inform attendees on other states' strategies that have lowered overpayment rates for the top three root causes of improper payments: benefit year earnings, work search, and separations. A multi-agency presence will allow participants to see how other agencies are handling fraud, waste, abuse, and the tools they are using. The event will also serve as a forum for exchange of information and networking among peers, an opportunity to ask questions, an opportunity to present their state's position on a program-integrity related topic during discussion sessions, and to listen to others. The target audience is UI Directors, Benefit Payment Control and Recoveries Managers and staff, UI Benefit and Tax Managers, and other appropriate staff as determined by the states.

3. **Conference Location.** The 2016 UI Integrity Symposium will be held on December 7-8, 2016, at the Sheraton Inner Harbor Hotel, 300 South Charles Street, Baltimore, Maryland 21201.
4. **Travel Costs.** ETA recognizes that state efforts are critical in reducing fraud and improper payments in the federal-state UI program and encourages two full days of state participation at this Symposium by providing assistance to states with travel costs for this event. The

Integrity Center, through a sub-contract with the National Association of State Workforce Agencies (NASWA), will provide up to **\$4,000 to each participating state** to help cover travel costs for up to three participants. Allowable travel costs include transportation, hotel lodging, per diem costs (consistent with the General Services Administration schedule or states' out-of-state per diem requirements, whichever is less), and minor incidental costs like parking. States will only be reimbursed for stays on the nights of December 6-8.

After the Symposium, NASWA will issue **one** reimbursement check per state for all participants from that state, upon receipt of an invoice summarizing travel costs incurred. The invoice to NASWA should include the name of the attendees, total travel expenses paid per attendee, total reimbursement amount being submitted, and copies of all corresponding receipts to support the reimbursement as required by that state's travel policy.

The invoice and documentation, including mailing instructions for the check (attention of individual or department, and address), must be scanned and emailed to the Symposium Coordinator, Maria Noble at [mnoble@naswa.org](mailto:mnoble@naswa.org). Attending states should submit their invoice no later than March 31, 2017. Invoices submitted after March 31, 2017, will not be honored.

5. **Conference Registration.** There is no registration fee to attend the Symposium. However, registration is required and can be completed at:  
<http://www.naswa.org/meetings/UISymposium2016/>
6. **Hotel Information and Reservations.** Hotel accommodations may be arranged with the Sheraton Inner Harbor Hotel, 300 South Charles Street, Baltimore, Maryland 21201. A block of rooms has been held under the name "UI Integrity Symposium" at the average nightly rate of, \$123.00 plus 15.5% tax. The special room rates are available 3 days before and 3 days after the conference dates depending on availability. An early departure fee of \$75.00 will apply to the credit card on file by attendee if attendee checks out prior to the confirmed checkout date.

Reservations must be made by November 5, 2016, 11:59pm ET, to obtain a room at the conference rate. Cancellations can be made up to 48 hours by 3:00 p.m. prior to your arrival. Guests that cancel after the deadline, or no shows, will be charged one (1) night's room and tax by the hotel. These charges will not be reimbursed by ETA or the Integrity Center.

Attendees may make reservations at <https://www.starwoodmeeting.com/events/start.action?id=1608125511&key=1A94F8C3> or by calling the Reservations Department at (410) 925-8300 or (800) 325-3535 (Toll free) and mentioning the room block name of "UI Integrity Symposium."

7. **Additional Information.** Attendees should be aware that meals and beverages will not be provided at the event and plan accordingly. A complete list of restaurants and options in the hotel and within walking distance of the hotel will be posted to the Symposium's website.

8. **Action Requested.** State Administrators are encouraged to share this information with appropriate staff and are encouraged to authorize staff to attend and/or present at the Symposium.
9. **Inquiries.** Inquiries should be directed to Maria Noble at [mnoble@naswa.org](mailto:mnoble@naswa.org) or Brad Wiggins at [wiggins.brad@dol.gov](mailto:wiggins.brad@dol.gov).