

**TRAINING AND EMPLOYMENT  
NOTICE**

NO. 4-04

DATE

October 1, 2004

TO: STATE WORKFORCE AGENCIES

FROM: *Ronald Wilkes*  
for CHERYL ATKINSON  
Administrator  
Office of Workforce Security

SUBJECT: Fiscal Year (FY) 2005 Unemployment Insurance Benefits Timeliness and Quality (BTQ) Nonmonetary Determination Evaluation Training Seminars

1. **Purpose.** To announce the schedule for FY 2005 BTQ Nonmonetary Determination Evaluation Training Seminars.
2. **References.** ET Handbook No. 301, Fourth Edition, Revised January 1998.
3. **Background.** To maintain a cadre of state staff trained in the quarterly nonmonetary adjudication quality review process, four training seminars are held annually at various locations across the country. This training prepares nonmonetary determination adjudicators to participate in the quarterly tripartite quality reviews and Benefits Accuracy Measurement/Denials Accuracy Measurement staff to accurately investigate and assess the quality of nonmonetary determinations.
4. **FY 2005 BTQ Nonmonetary Determination Evaluation Training Seminars.** The following sessions, each for approximately 25 participants, are planned as follows:

<u>Date</u>	<u>Location</u>
November 29 - December 3, 2004	Memphis, Tennessee
March 7 -11, 2005	Buena Park, California
June, 2005	New Orleans, Louisiana
September, 2005	Washington, D.C.

5. **State Nominees.** Nominations for each session will be accepted on a first-come, first-served basis. State workforce agencies (SWAs) may nominate potential participants for any session. Therefore, nominations should indicate the applicable session.

Although this training is designed to prepare nonmonetary determination adjudicators to participate in the quarterly tripartite reviews, it is also useful for other nonmonetary

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determination adjudicators and Benefits Accuracy Measurement/Denials Accuracy Measurement investigative staff.

**6. Logistics.** Travel arrangements and costs for attendees are the responsibility of the nominee's employing agency. Specific information regarding the locations and hotels is attached. Persons with disabilities who wish to attend should send requests for accommodation to the appropriate regional office (RO).

**7. Action Required.** State Administrators are requested to notify appropriate SWA staff of the upcoming BTQ Nonmonetary Determination Quality Review Seminars and provide RO staff with the name(s) of each SWA nominee and session requested.

**8. Inquiries.** Inquiries should be directed to the appropriate RO.

**Attachments**

## **NONMONETARY DETERMINATION QUALITY REVIEW SEMINAR**

November 29 - December 3, 2004

### **HOTEL/SEMINAR LOCATION**

Radisson Memphis Downtown  
185 Union Avenue  
Memphis, Tennessee 38103

### **SEMINAR HOURS**

Begins: Monday, November 29, 2004, 1 p.m.  
Concludes: Friday, December 3, 2004, noon

A block of rooms has been reserved at the hotel under the group name "**U.S. Department of Labor, BTQ Training.**" The rate is \$81 per night for single or double plus 15.95 percent tax. Parking is available for \$10 per day. Each individual is responsible for contacting the hotel at (901) 528-1800 to make his/her own reservation. Please reference the group name when making reservations to ensure that you receive the seminar rate. Reservations should be made as soon as possible, but must be made no later than October 29, 2004.

**GROUND TRANSPORTATION:** DASH Shuttle Service is available from the airport to the hotel for \$25 round trip.

## **NONMONETARY DETERMINATION EVALUATION TRAINING SEMINAR**

March 7-11, 2005

### **HOTEL/SEMINAR LOCATION**

Embassy Suites Buena Park  
7762 Beach Blvd.  
Buena Park, California 90620

### **SEMINAR HOURS**

Begins: Monday, March 7, 2005, 1 p.m.  
Concludes: Friday, March 11, 2005, noon

A block of rooms has been reserved at the hotel under the group name **“U.S. Department of Labor BTQ Training.”** The rate is \$100 plus 12.078 percent tax per night for a single or double. Each individual is responsible for contacting the hotel at (714) 739-5600 to make his/her own reservation. Please reference the group name when making a reservation to ensure that you receive the seminar rate. Reservations should be made as soon as possible, but must be made no later than February 7, 2005.

**GROUND TRANSPORTATION:** Super Shuttle Service is available from Los Angeles International Airport (LAX) or John Wayne Airport in Orange County for approximately \$18 one way.