

WISCONSIN WORKS (W-2) CONTRACT AND IMPLEMENTATION (C&I) COMMITTEE

201 E Washington Ave.
GEF 1, Room B205
September 22, 2006
10:00 AM - 12:00 PM

MINUTES

Welcome

Ron Hunt, DWS Deputy Administrator, welcomed all to the meeting including those connected to the meeting by webcast and Wislines. To assist those connected from other locations in following the discussion at the meeting, Ron asked folks who speak to please identify themselves first.

Administrator's and Operations Memos Update

Janice Peters, DWS/BW-2, reviewed DWS Administrator's Memo #06-15 which was issued since the last C&I meeting. Janice noted that no Operations Memos had been issued since the August C&I meeting, however several Ops Memos are scheduled to be issued soon, including three Memos on TANF Reauthorization and a correction to the Fact Finding memo issued in July. The Fact Finding memo did not instruct agencies to continue to send fact finding decisions to the regional offices. This practice should continue. A suggestion to use the Electronic Case File for decision review will be explored for the corrected memo.

C&I Workgroup Updates

Bonnie Nagel, DWS/BWI, reported on the Performance Measures Workgroup, which Bonnie co-leads with Jane Kahl, DWS/BW-2. Bonnie reported that the Reports and Information Users Workgroup has merged with the Performance Measures Workgroup. The newly merged group has not met since the last C & I meeting. Gerry Mayhew, DWS/ BW-2, reported on the IM/W-2 Coordination Workgroup which Gerry co-leads with staff from DHFS. Rose Prochazka, DWS/BW-2, reported on the Policy and Program Operations (PPO) Workgroup, and Jude Morse, DWS/BW-2, reported that an ad hoc Emergency Assistance (EA) Workgroup is being convened to comprehensively review EA policies, usage, funding, reporting and tracking. Jude noted that several agency representatives volunteered already through the PPO Workgroup and asked that any others interested in participating in the EA Workgroup, please contact Jude soon.

New Webi Sanctions Summary Report – Agency Ideas and Practices Exchange

Janice Peters summarized information in Ops Memo #06-33 regarding the New Webi Sanctions Summary Report. W-2 agencies asked to address this agenda topic again at a future C&I meeting to allow more time for agency representatives to check with their staff about agency practices.

TANF Reauthorization – Exchange Agency ideas and Practices on Managing TANF Requirements

Janice Peters summarized DWS' work on the Work Verification Workplan required by TANF Reauthorization and due to the federal Administration on Children and Youth (ACYF)/Department of Health and Human Services (DHHS) by September 30, 2006. The most significant issues for Wisconsin are two parent families and work activities. W-2 agency representatives identified that the range of family situations are included in two parent families and requested policy clarifications. Janice stated that TANF Reauthorization requires Wisconsin to separate our life skills and parenting activity codes, which have been joined together. Bob Korb, DWS/BWI, indicated that the two parent activities report could be enhanced to display more information from the two parent family information in CARES.

W-2 agency representatives shared their agency practices on verifying work activities, and noted that some W-2 agencies already have sophisticated automated systems for tracking work activities and would appreciate this being considered in any upcoming changes so duplicate entries will not be necessary. There was discussion about including travel time in job search activities, which agencies thought was especially important for locations that require significant travel time. Janice noted that the federal guidance has been silent about travel time. Discussion also touched on whether or not retroactive corrections to information already in the automated system by agencies, for example to show additional work hours than originally anticipated, should be allowed to facilitate Wisconsin meeting federal requirements.

Janice Peters and Bob Korb noted that our goal is to maximize reportable work activities for federal requirements while we continue to operate the W-2 program. Ron Hunt noted that we need to consider that we need both ACF's agreement of our Plan and to comply with the single audit process, so some statewide uniformity will be necessary although DWS recognizes there is not a one size fits all solution for the variety of situations handled by W-2 agencies.

Suggestions for Agenda Topics for Future Meetings

The following topics were suggested for future C&I meetings:

- New Webi Sanctions Report (including agency ideas and practices);
- Further updates on TANF Reauthorization;
- ASSET 3.0 update; and
- Biennial Budget update.

Recorder: Jude Morse, DWS/BW-2

Next Meeting Date: October 20, 2006, 10:00 a.m. - 12:00 noon
201 E. Washington Ave., Room D203, Madison, WI