

Minutes

Contract and Implementation

Policy and Program Operations Workgroup

10/16/06

12:30 PM

GEF 1 Room H205

Attendees: Rose Prochazka, Christina Martin, Bev Belany, Stephanie Bender, Sandra Salazar-Lozano, Jill Johnson, Julie Kerksick, Cindy Sutton, Lisa Boyd-Gonzalez, Sara Shakleton, Hal Menendez, Renee Koenig, Victoria, Margaret McMahon

Work Plan Review

Rose Prochazka

Summary:

The group reviewed the draft work plan for the period October – December 2006.

Focus Area One: Job Access Loans for paying fines. The issue paper is written and will be edited and reviewed once again by the workgroup membership prior to submission to the Secretary.

Focus Area Two: Electronic Case Files/Confidentiality. The Group is concerned about information that was provided to the W-2 agency and had previously been maintained in the sealed envelope is now scanned into ECF and is available to the FS/MA worker; allowing an advocate or legal action representative access to ECF in preparation for fact finding and how to do so. Also the group asked to revisit current confidentiality policies.

Focus Area Three: Federal TANF Clocks. No change to this item.

Focus Area Four: Training. The work group would like to remain aware of training opportunities in relation to the work participation rates as agencies move forward with TANF reauthorization rules.

Electronic Case Files

Rose Prochazka

Summary:

Rose met with Bob Martin who provided a history of ECF and explained that all ECF did was move what was previously available in paper files to electronic files. Mr. Martin explained that anything that was previously confidential was confidential to the agency and could be accessed to anyone within the agency and this remains true with ECF. The work group express concern about sharing confidential information between the W-2 agency and the FS/MA worker as sometimes these are not the same worker or the same agency. See this issue in the Work Plan review also.

Job Access Loan Issue Paper Discussion

Rose Prochazka

Summary:

A few edits were noted. These edits will be made and re-sent to the work group for one more review prior to submission to the Secretary's office.

Next Meeting

All

The group agreed to align the PPO meetings with C & I meetings and the next meeting will be Friday, November 17th at 12:30 p.m. Meeting room location is yet to be determined.