

Minutes

Policy and Program Operations Workgroup

08/17/2007

12:30 pm to 2:30 pm

2 hours

GEF 1 Room H205

Present:

Jen Brikowski, Rebecca Brueggeman, Nancy Buckwalter, Jennifer deMontmollin, Renee Koenig, Christina Martin, Jose Martinez, Sharon Oldenburg, John Wilberding, Jeff Esterholm

By Phone:

Stephanie Bender, Jill Johnson, Margaret McMahon, Mary Musk

ECF Operations Memo: Margaret reviewed the draft memo noting the highlights of the recommendations from the ad hoc ECF workgroup. These changes to ECF are in coordination with DHFS.

Attendance Tracking & Verification: Margaret lead us through this draft document and explained that this information will soon be issued as part of an Operations Memo

Job Access Loan: An Ad Hoc Workgroup that includes agency representatives and advocates will review JAL policy as it relates to areas of agency discretion and develop a policy recommendation; the workgroup will also provide feedback regarding revision of the JAL application process/automation. The JAL Ad Hoc Workgroup will have its first meeting in October.

Jennifer Bach and Rose Prochazka explained that as a result of the \$3.1 M of JALs that were in "applied" status the department has identified a number of ways to prevent this from re-occurring. The changes presented include edits to BVJL screen, worker alerts regarding loans being in applied status beyond 30 days, reimbursing agency JAL expenditures via an upload from CARES to CORE (similar to the way benefit expenditures are reimbursed); and exploring the possibility of eliminating the paper JAL application and incorporating the JAL process into CWW.