**W-2 Contractors’ Meeting** **Location:** MS Teams

**Date:** January 31, 2024

**Time:** 10:30am – 12:00pm

Agency Invitees

AWWI  Equus  FSC  Maximus Inc  Ross  UMOS  WCI  WRI

**Please share the meeting minutes with your staff and access the** [DCF website](https://dcf.wisconsin.gov/w2/partners/toolbox/contractorsmeeting) **for agendas and meeting minutes for previous W-2 Contractors’ Meetings.**

Call in option:

Microsoft Teams Meeting

**(608) 571-2209, 120 701 188#**

Agenda Items

1. WELCOME & INTRODUCTIONS **Owner**: Anna Sainsbury

**Time Allotted:** 5 minutes

Details: Roll Call

Discussion:

* Anna took attendance.

1. DCF STAFF UPDATES **Owner**: Patara Horn

**Time Allotted:** 5 minutes

Details: Update and/or discussion

Discussion:

* The Bureau of Working Families (BWF) has no new staff.
* Applications for the BWF Milwaukee Operations and Contract Administration Section Manager positions closed on Monday, January 29, 2024. The recruitments are currently in the resume screening process. Interviews will be held separately for each position and will start during the week of February 12. BWF anticipates that the positions will be filled by the end of March.

1. Upcoming Operations Memos **Owner**: Audrey Evert

**Time Allotted:** 10 minutes

Details: Update and/or discussion

Discussion:

* Audrey reviewed three BWF Operations Memos that will be published in February 2024. See the PowerPoint presentation below.



1. NEW POLICY ON GIFT INCOME **Owner**: Audrey Proaño

**Time Allotted:** 5 minutes

Details: Update and/or discussion

Discussion:

* [BWF Operations Memo 24-01](https://dcf.wisconsin.gov/files/w2/ops-memos/pdf/24-01.pdf), published on Thursday, January 11, 2024, announced a new policy on gift income.
* The W-2 Manual has been updated to reflect the new policy.
* For questions, contact Audrey Proaño at [Audrey.Proano@wisconsin.gov](mailto:Audrey.Proano@wisconsin.gov).

1. SYSTEM UPDATES **Owner**: Heidi Hammes

**Time Allotted:** 5 minutes

Details: Update and/or discussion

Discussion:

* The W-2 Contractor System Subcommittee met on Monday, January 29, 2024.
* BWF is asking agencies to help prioritize automation work.
* Rob Schampers from the TANF Automation Section collected new ideas from attendees.
* A survey regarding the ideas will be sent to the agencies on Wednesday, January 31, 2024. Responses are due back Monday, February 5. Each agency should submit one response.
* Jane Kahl from the TANF Automation Section reported on system updates. This information was also shared via email. To obtain the emailed updates, contact Heidi Hammes at [Heidi.Hammes@wisconsin.gov](mailto:Heidi.Hammes@wisconsin.gov).
* BRITS Phase 2 is tentatively moving to production on Monday, October 14, 2024.

1. AGENCY CASE DEMO REQUEST **Owner**: Patara Horn and Dave Turk

**Time Allotted:** 15 minutes

Details: Update and/or discussion

Discussion:

* Agencies had suggested creating a case demo as a supplement to New Worker Training.
* The Partner Training Team’s (PTT) primary concern is the length of the demo due to how real cases work.
* What feedback to agencies have regarding the potential content of the demo?
  + Multiple attendees asked for more time to discuss with their teams.
  + Tony Dziedzic asked if the case demo is taking the case all the way through. He would like it to focus on the WWP process and assessments, case managers’ personality and style, case management with passion and excitement, and using motivational techniques.
  + UMOS agreed with Tony’s suggestions and added using the Monitoring 2.0 tool to review the case.
  + Brian Covey asked if the demo would include branching scenarios or a straight shot. Dave said branching scenarios are possible, but it would probably be a straight shot.
  + Gina Brown asked if the demo can be broken into smaller pieces. WCI’s Financial and Employment Planners (FEPs) currently sit in on various types of case management appointments as part of their training process, and the ability to review specific topics separately in the demo would be helpful.
* Agencies are asked to submit feedback to Dave at [David.Turk@wisconsin.gov](mailto:David.Turk@wisconsin.gov) by the end of February 2024.
* This project may be held back to 2025 depending on the PTT workload related to the new contract.

1. AGENCY UPDATES **Owner**: W-2 Agencies

**Time Allotted:** 30 minutes

Details: Updates

Discussion:

* UMOS
  + UMOS held the Breakfast with Santa event in December 2023, and 3000 families attended.
  + UMOS held an end-of-year event for the education navigators.
  + UMOS held a youth life skills workshop and provided clothing and household goods for families.
  + UMOS collaborated with the Milwaukee County Sheriff’s Office for a hiring event that was very well attended.
  + UMOS is collaborating with the health department to conduct an on-site immunization clinic.
* Forward Service Corporation (FSC)
  + FSC is building on the success of GED, HSED, Vocational/Technical and job skills training for clients.
  + FSC is working on the eligibility and application process to ensure a client-centered approach.
  + The FSC communications team held lunch-and-learn sessions with current and new community partners.
  + The communications team is also taking the lead on expanding the outreach plan to focus on partners that refer clients to the agency’s programs to ensure warm handoffs.
  + FSC continues to focus on client engagement using the Transition to Success model.
  + FSC held a FEP client engagement symposium and brainstormed on relationship building and motivation.
* Maximus Inc
  + Maximus is elevating the lives of participants through community outreach and service.
  + Maximus is partnering with Milwaukee County Child Protective Services and Sojourner Truth House to ensure warm handoffs for participants.
  + On Wednesday, February 14, 2024, Maximus will hold Spread the Love Clothing Drive. “Community members can come and shop for business and/or interview attire. Bookbags and school supplies available for children. Refreshments, Raffles, and fun for all!” See the poster below for details.



* + On Saturday, February 24, 2024, Maximus will hold the Keep it 100 Hiring and Resource Fair. See the documents below for more information.



* Equus Workforce Solutions (Equus)
  + Equus has small workgroups in all counties in its service area and is working with participants and community partners to increase visibility of the W-2 program.
  + Equus has a new location in Waukesha County as of January 1, 2024, collocated with the FoodShare Employment and Training (FSET) program.

[Following notes provided by Sarah Kaminski]

* + 674: EQUUS 2023 YTD EEs
  + 39: EQUUS 2024 YTD EEs
  + $392,250: EQUUS 2023 YTD Job Readiness / Job Retention payments
  + 337: EQUUS 2023 YTD Job Readiness / Job Retention payments
  + $20,500: EQUUS 2024 YTD Job Readiness / Job Retention payments
  + 14: EQUUS 2024 YTD Job Readiness/Job Retention payments
    - $1000: Educational Attainment (GED, HSED)
    - $1000: Job Skill / Vocational Training Attainment
    - $1000: High Wage
    - Employment Retention
      * $500: 31 days
      * $750: 93 days
      * $100: 180 days
  + 164: EQUUS 2023 Youth Education Navigator Referrals Assisted
    - Kenosha: 50
    - Racine: 64
    - Balance: 50
  + 11: EQUUS 2024 YTD Youth Education Navigator Referrals Assisted
    - Kenosha: 3
    - Racine: 4
    - Balance: 4
  + YEN Supportive Service Referral Types
    - Clothing
    - Internet
    - School related fees (athletic, lunch, library, tutor, etc.)
    - School supplies
    - Transportation (bus pass, driver’s education, gas card)
  + Increased EQUUS W-2 Business Services Unit marketing outreach efforts:
    - Community based organizations
    - Domestic violence support services
    - Employers
    - Hospitals (includes medical clinics, Planned Parenthood, WIC)
    - Transitional living organizations
    - WEX sites
  + 2: EQUUS 2024 YTD Job Skill / Vocational Training Claims
  + 16: EQUUS 2023 CSL enrollments
  + 1: EQUUS 2024 YTD CSL enrollments
  + 40: EQUUS JAN 2024 Online Job Club (active participants all time high volume):
  + Employable W-2 clients (CMJ, recently separated CMF / CM+, higher functioning CSJ)
* Workforce Resource Inc (WRI)
  + Five customers completed the GED program. WRI offers a $1,000 incentive for program completion.
  + Two customers were in a fast-tracked virtual GED program. The format is very flexible, and the instructor was very helpful and supportive.
  + WRI hired a Training Facilitator in December 2023 to expand training and education options for customers and provide staff training.
* America Works of Wisconsin Inc (AWWI)
  + AWWI is putting the finishing touches on the 2024 plan.
  + AWWI is renaming the Employability Plan to Income Improvement plan and is giving a quarterly bonus for clients following the plan. The plans are being cowritten with Project Mosaic.
  + AWWI is increasing the stabilization period after placement. During this period, clients are put into activities to get ready for job search.
* Workforce Connections Inc (WCI)
  + WCI has a slight increase in the W-2 caseload and continues to see activity toward employment attachment and job retention.
  + WCI has a reduction in refugee activity.
  + WCI is revising incentives for 2024 and looking at how incentives will help customers be supported and motivated.
  + WCI is partnering with the La Crosse Community Foundation on a transportation project in La Crosse County. The project started on Monday, January 15, 2024. WCI is currently processing 50 applications.
  + WCI is excelling in connections with Child Support and the FSET program.
* Ross Innovative Employment Solutions (Ross)
  + Ross partnered with Milwaukee Public Schools for a job fair held on Thursday, January 11, 2024.
  + Ross partnered with Milwaukee Social Services for a job fair held on Thursday, January 18, 2024.
  + Ross is working with District 9 Alderwoman Larresa Taylor.
  + Ross will hold an on-site job event in February 2024, which will be attended by 30 employers.
  + On Wednesday, February 7, 2024, Ross will hold a job resource fair helping convicted felons get back to work.
  + On Tuesday, February 20, 2024, Ross will hold a driver’s license recovery and eviction record event.
  + The Ross Education Navigators will attend virtual literacy conference.
  + Ross will host the 2024 Quarter One navigator roundtable.
  + The Ross Child Support Liaison will attend a fathers’ legal rights event.

1. WALK-ONS **Owner**: All

**Time Allotted:** 10 minutes

Details: Update and/or discussion

Discussion:

* Anna reviewed the 2024 W-2 contractors’ meeting dates.
  + November and December meeting dates are subject to change due to holidays. More information will be shared soon.
* Anna wished a happy National Hot Chocolate Day to all who celebrate.
* Brian Covey asked if there are any updates on the Request for Proposals. Patara stated that there are no updates at this time.
* Patara discussed recent news regarding the upcoming closure of two hospitals and multiple health clinics in western Wisconsin. 1,400 jobs will be lost and access to healthcare will be impacted. Patara will speak with the Community Action Agencies in the affected area.
  + Gina Brown stated that WCI is not currently involved in the rapid response but is aware of a number of potential WIOA applications. Rapid response meetings are happening during the week of February 5, 2024. Other health systems in the area are holding job fairs.
  + Jamie Fawcett from the Bureau of Regional Operations stated that most services will end on Friday, March 22, 2024, and some will end before. Ongoing patients have nowhere to go because other medical systems are full. A task force is starting during the week of February 5 to address challenges. Eau Claire cannot absorb the number of jobs lost. Some employees may approach W-2 agencies for assistance with changing careers.
  + Sally Schrader stated that WRI participants and staff are experiencing issues with accessing medical care. WRI has a provider for participant medical assessments.

1. CLOSING **Owner**: Anna Sainsbury

**Time Allotted:** 5 minutes

Details: Discussion if needed.

Discussion:

* Please submit agenda items via e-mail to Anna Sainsbury at [anna.sainsbury@wisconsin.gov](mailto:anna.sainsbury@wisconsin.gov).
* Please include Topic, Presenter, and Duration for planning purposes.
  + Please provide Anna with presentation documents prior to the meeting.

Next Meeting:

Wednesday, February 28, 2024

10:30am – 12:00pm

Microsoft Teams