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

**Date:** February 22, 2023

**Time:** 10:30am – 12:00pm

Invitees

Mac Strawder (DCF)  Neb Macura (DCF) - note taker

Tony Dziedzic (FSC)  Jennifer Marks (FSC)  Stacey Eggen (FSC)

Brian Wolfe (FSC)  Sarah Kaminski (Equus)  Steve Reinhold (Equus)

Kanwen Shao (Equus)  Christian Blaisdell (WRI)  Jody Conner (WRI)

Sally Schrader (WRI)  Gina Brown (WCI)  Shannon Franek (WCI)

Vang Lee (AWWI)  Carlyle Outten (AWWI)  David Frechette (UMOS)

Nicole Hagen (Ross)  Reno Wright (Ross)  Parker Rios (UMOS)

Sandra Salazar-Lozano (UMOS)  Jodi Prout (UMOS)  NaTasha Chevalier (UMOS)

Dallas Hawkins (UMOS)  Rachel Zietlow (Maximus)  Elizabeth Perdomo (Maximus)

Autumn Morgan (Maximus)  Randy Endsley (Maximus)  Danielle Kuhn (FSC)

Representatives from Department of Children and Families, Division of Family and Economic Security: Administrator’s Office, Bureau of Analytics and Research, Bureau of Child Support, Bureau of Refugee Programs, and Bureau of Working Families (BWF), Division of Management Services: Bureau of Regional Operations; and Partner Training Team were also in attendance.

**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**: Mac Strawder

**Time Allotted:** 5 minutes

Details: Roll Call

Discussion:

* Mac took roll call.

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

**Time Allotted:** 5 minutes

Details: Update and/or discussion

Discussion:

* Phyllis Fuller has accepted the position of Bureau of Child Support Director, effective Monday, February 27, 2023. Phyllis has been serving in the role in an acting capacity since June 2022. Congratulations, Phyllis!

1. Monitoring 2.0 and W-2 Agency Performance Assessment Overview **Owner**: Jes Moss

**Time Allotted:** 30 minutes

Details: Update and/or discussion

Discussion:

* See presentation below.



* In response to a question received before the meeting, Jes stated that 2022 compliance findings will not carry over into 2023, and will be documented in the Quarterly Monitoring Summaries.

1. Child Support Noncooperation Good Cause Documents **Owner**: Morgan Olmsted

**Time Allotted:** 10 minutes

Details: Update and/or discussion

Discussion:

* BWF has been updating forms to incorporate plain and trauma-informed language.
* The Good Cause Notice (DCF-F-DWSP2018-E) and Good Cause Claim (DCF-F-DWSP2019-E) were among the first to undergo these updates.
* The Good Cause Notice was converted to a publication and will no longer require a participant’s signature.
  + Neb Macura, BWF Forms/Publications Coordinator, clarified that the Good Cause Notice will be assigned a new number and published to the [DCF Publications Repository](https://dcf.wisconsin.gov/publications).
* These documents will be updated in CWW and ready for use on Monday, February 27, 2023.
* When a case is pended for child support noncooperation, the Good Cause Claim is sent with the verification checklist.

1. W-2 Policy Manual Update **Owner**: Maureen Purcell

**Time Allotted:** 5 minutes

Details: Update and/or discussion

Discussion:

* See presentation below.



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

**Time Allotted:** 25 minutes

Details: Updates

Discussion:

* America Works of Wisconsin Inc (AWWI)
  + AWWI has increased its response to mental health issues in the community.
    - AWWI is enrolling participants into programs offered by the Division of Vocational Rehabilitation (DVR).
    - AWWI is hiring staff with the necessary background to address mental health.
    - Carlyle stated that more individuals are losing jobs due to mental health issues now than in the past.
  + AWWI is looking for ways to empower women without placing them in danger from their domestic partners.
* Equus Workforce Solutions (Equus) – Written notes provided by Kanwen Shao
  + Equus Monitoring 2.0 Readiness Tasks
    - Transitioned to a “Live Time” internal CFD and CMT audit process
    - Decrease case correction timeframe
  + Equus W-2 Project Ratios: Subsidized Caseload (SC), Unsubsidized Caseload (UC), Total Caseload (TC)Data Source: Monday 1/30/23 EQUUS W-2 Caseload Report
    - W-2 Project (Monday 1/30/23): 700 total cases, (**+12 cases, +1.7% caseload increase**):
      * SC: 392 cases **(+13 cases, +3.4% SC increase)**
      * UC: 308 cases **(-1 cases, -.3% UC decrease)**
    - W-2 Project (Tuesday 12/27/22): 688 total cases: SC: 379 cases, UC: 309 cases
    - **W-2 Project (Monday 1/30/23): SC – 26:1 (392/15), UC – 21:1 (308/15), TC – 47:1**
      * Kenosha (194 cases - 5 TDS): SC – 21:1, UC – 18:1, TC – 39:1
      * Racine (306 cases - 6 TDS): SC – 24:1, UC – 27:1, TC – 51:1
      * Balance (200 cases - 5 TDS): SC – 29:1, UC – 11:1, TC – 40:1
  + # In person WEX sitesin each county as of MON 2/20/23
    - Racine: 6
    - Kenosha: 9
    - Balance:
      * Waukesha 5
      * Washington 1
      * Ozaukee: 1
      * Walworth: 1
    - Active in person WEX participation in all six counties
    - Approximately 30%-40% of W-2 clients choose unsubsidized employment option once in-person WEX activities posted on W-2 EP
  + YWCA / Dress for Success (DFS) online WEX activities
    - 63 program participants: W-2 client capacity and utilization remain at high levels during DEC 2022. DFS Online WEX enrollment and participation are at near capacity levels.
  + Utilization rates across entire EQUUS W-2 service regions.
    - Racine (34 clients, 54.0%)
    - Kenosha + Balance (29 clients, 46.0%)
  + EQUUS Online Job Club (JAN 2023 365 Shared Drive data reports)
    - **27 active participants**: Employable W-2 clients (CMJ, recently separated CMF / CM+, higher functioning CSJ)
    - **6:** Online Job Club participants gaining employment in JAN 2023
  + **Approved # JALs: 29** as FEB 2023: Direct and effective W-2 financial supportive service that keeps people working.
    - # Ongoing Cases: 10
    - % Ongoing Cases: 34.5%
    - # Community Cases: 19
    - % Ongoing Cases: 65.5%
  + **Approved $ JALs: $44,985** as of FRIDAY 2/17/22
    - Average JAL check amount: $1551
    - #, % JAL cases receiving the maximum $1600 payment: 28, 96.6%
  + As of Friday, 2/17/23: EQUUS W-2 and FSET collaboration resulted in approx. 55 co-enrolled cases across shared regions. Approximately **7.9% = (55 / 700)** of the EQUUS W-2 caseload is co-enrolled with the EQUUS FSET program. Resource leveraging with GED / HSED classes, job skill training, vocational college classes, transportation and other supportive services.
  + Equus: 38 Refugee Cash Assistance cases
    - Substantial Ukrainian refugee increase since Q4 2022
* Forward Service Corporation (FSC)
  + FSC is continuing to be involved with business service teams in a variety of partner collaborations.
  + FSC participated in the Winning with Wisconsin’s Workforce collaboration in Jefferson County, looking at the state of the local economy from the employers’ perspective with a focus on apprenticeships.
  + FSC is fully staffed.
  + FSC has seen a small caseload uptake in the last few months.
  + FSC adjusted a variety of job skills workshops and training classes to make entry as easy as possible for clients with the goal of more engagement, completion, and follow-through.
  + FSC is continuing to balance virtual vs. in-person education and training opportunities.
* Maximus
  + On Thursday, February 9, 2023, Maximus held a job fair in West Allis, which was attended by 40 employers and 55 job seekers, and many on-site interviews were conducted.
  + On Friday, February 10, 2023, Maximus held a vocational training fair, which was attended by 25 vendors and 35-40 job seekers.
  + Maximus will hold a virtual job fair on Tuesday, February 28, 2023.
  + Maximus will hold an in-person job fair in March at their main office.
  + The Maximus Business Service Manager will take part in the Workforce Innovation and Opportunity Act (WIOA) roundtable to discuss connecting refugees to employment.

<https://wioa.wisconsin.gov/roundtable.htm>

* + Maximus will hold a job fair for refugee clients in March or April.
  + Maximus is working with DVR and training Financial and Employment Planners (FEPs) to assist W-2 T clients.
  + Maximus is fully staffed for FEPs.
* Ross Innovative Employment Solutions (Ross)
  + Ross is holding a virtual job fair on Wednesday, February 22, 2023.
  + Ross had scheduled a mental wellness event for Thursday, February 23, 2023, but it has been postponed to Wednesday, March 22, due to inclement weather.
  + Ross will hold a quarterly on-site job fair on Wednesday, March 1, 2023.
  + Ross will hold a virtual job fair on Wednesday, March 8, 2023.
  + The Ross Community Steering Committee meeting will be held on Thursday, March 16, 2023.
* United Migrant Opportunity Services (UMOS)
  + UMOS is working on hiring three FEPs.
  + Currently, six staff are in New Worker Training.
  + Most UMOS staff are new due to recent turnover.
  + UMOS management staff will receive technical assistance training from the BWF Program Integrity Customer Service Section.
    - Mac stated that agencies can contact their Regional Administrator/Coordinator to request technical assistance.
  + UMOS is working on employer on-sites.
  + UMOS is planning to hold a job fair in late March.
* Workforce Connections Inc (WCI)
  + WCI is looking to hire one FEP.
  + WCI anticipates an increase in W-2 applications as COVID-era assistance expires.
  + WCI is working on partnerships with the business services team.
  + WCI is making adjustments and preparing for Emergency Assistance (EA) changes effective Monday, February 27, 2023.
  + WCI is focusing on staff training opportunities.
  + WCI will present at the WIOA roundtable in May 2023 to discuss work experience sites.
* Workforce Resource Inc (WRI)
  + WRI staff are working from home during the current major weather event.
  + Caseload has been stable during past few months.
  + The WRI Child Support Liaison had 141 enrollments in 2022 Quarter Four.
  + The WRI Adult Education Navigator has been concentrating on individuals without GEDs.
  + The WRI Youth Education Navigator is focusing on providing services to teens and their families, including:
    - Helping youth enter driver’s license programs;
    - Providing services to teens staring their first jobs; and
    - Providing teens with backpacks and winter clothing.
  + The T-SBIRT program is becoming a model for rest of the state.
    - WRI’s T-SBIRT worker will present this topic at the National Convening on Building an Inclusive Human Services System (NCBIHSS) conference.
    - <https://ncbihss.com/e/ncbihss-2023>
  + Staff recruiting is still a problem.
    - Multiple candidates were no-shows for job interviews or the first day of work.
    - WRI is looking to fill three positions.

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

**Time Allotted:** 5 minutes

Details: Walk-ons and/or discussion if needed.

Discussion:

* Patara stated that agencies can issue a short-term W-2 emergency payment which is different from EA payments. Refer to W-2 Manual 19.1.



* Patara discussed the NCBIHSS conference and encouraged agencies to consider attending.
  + The conference includes a virtual attendance option.
  + Details can be found at <https://ncbihss.com/e/ncbihss-2023>.
* Patara discussed the Governor’s biennial budget proposal.
  + The budget calls for a slight reduction in funding in the first year, increasing in the second year.
  + The Governor recommends restarting the LIFE program.
* Parker Rios from UMOS asked if Milwaukee agencies will be closing early on Tuesday, February 22, 2023, due to inclement weather.
  + Attendees from the other Milwaukee agencies stated that they will send email notifications if they close early.

1. CLOSING **Owner**: Mac Strawder

**Time Allotted:** 5 minutes

Details: Discussion if needed.

Discussion:

* Please submit agenda items via e-mail to Mac Strawder [macarthur2.strawder@wisconsin.gov](mailto:macarthur2.strawder@wisconsin.gov).
* Please include Topic, Presenter, and Duration for planning purposes.
  + Please provide Mac with presentation documents prior to the meeting.

Next Meeting:

Wednesday, March 29, 2023

10:30am – 12:00pm

Microsoft Teams