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

 **Date:** March 29, 2023

 **Time:** 10:30AM-12:00PM

Invitees

[x]  Mac Strawder (DCF) [x]  Neb Macura (DCF) - note taker

[ ]  Tony Dziedzic (FSC) [x]  Jennifer Marks (FSC) [ ]  Stacey Eggen (FSC)

[x]  Brian Wolfe (FSC) [x]  Sarah Kaminski (Equus) [ ]  Steve Reinhold (Equus)

[x]  Kanwen Shao (Equus) [x]  Christian Blaisdell (WRI) [x]  Jody Conner (WRI)

[x]  Sally Schrader (WRI) [x]  Gina Brown (WCI) [x]  Shannon Franek (WCI)

[x]  Vang Lee (AWWI) [x]  Carlyle Outten (AWWI) [ ]  David Frechette (UMOS)

[x]  Nicole Hagen (Ross) [x]  Reno Wright (Ross) [x]  Parker Rios (UMOS)

[x]  Sandra Salazar-Lozano (UMOS) [x]  Jodi Prout (UMOS) [ ]  NaTasha Chevalier (UMOS)

[x]  Dallas Hawkins (UMOS) [x]  Rachel Zietlow (Maximus Inc) [x]  Elizabeth Perdomo (Maximus Inc)

[ ]  Autumn Morgan (Maximus Inc) [ ]  Randy Endsley (Maximus Inc) [x]  Darcy Cooper (AWWI)

[x]  Sasha Jones (AWWI) [x]  Adenike Joyner (AWWI) [x]  Gail Hodges (AWWI)

[x]  Danielle Kuhn (FSC) [x]  Melissa McGuire (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, 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 conducted roll call.
1. DCF STAFF UPDATES **Owner**: Patara Horn

 **Time Allotted:** 5 minutes

Details: Update and/or discussion

Discussion:

* Effective Sunday, April 9, 2023, Lauren Frederick will be the new Community Service Block Grant Program Contract Manager. Lauren will also cover the duties of her current role in the Contract Administration Section and is the lead with the W-2 Contractors’ Checklist until a replacement is hired.
1. JOB ACCESS LOAN (JAL) DISCUSSION **Owners**: Audrey Evert and

 Morgan Olmsted

 **Time Allotted:** 25 minutes

Details: update and/or discussion

Discussion:

* Audrey provided an overview of agency policy expectations for JALs. See presentation below.



* + Agencies should review their JAL processes to ensure that applicants are not being asked to over-verify information.
* Morgan provided an overview of JAL In-Kind Community Service Site Agreement requirements.



* + The W-2 Agency Contractors’ Checklist states that the [W-2 Site Work Training Site Agreement (form DCF-F-DWSP10792-E)](https://dcf.wisconsin.gov/files/forms/doc/10792.docx) can be used as a template for agencies to create their own JAL In-Kind Community Service Site Agreement form.
1. END OF COVID-19 POLICIES FOR HEALTHCARE **Owner**: Morgan Olmsted

 **Time Allotted:** 10 minutes

Details: update and/or discussion

Discussion:

* As a result of federal legislation passed in December 2022, continuous enrollment in BadgerCare will end Friday, March 31, 2023.
* W-2 agencies should be aware of this as participants may ask their Financial and Employment Planners (FEPs) about health care renewals.
* Agencies are encouraged to avoid answering questions on this topic if they do not know the answers.
* The BWF Work Programs Help Desk sent an email (below) on Wednesday, March 15, 2023, with additional information.

 

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

 **Time Allotted:** 35 minutes

Details: Updates

Discussion:

* America Works of Wisconsin Inc (AWWI)
	+ AWWI recently worked with Levy Restaurants on a recruitment, in which 12 participants were offered jobs with an average wage of $18.50 per hour.
	+ AWWI has changed their focus from job fairs to targeted recruitments.
	+ AWWI has partnered with an outside agency to coordinate domestic violence services.
	+ AWWI staff are offered trainings in first aid, mental health, de-escalation skills, and active shooter scenarios. AWWI also plans to offer these trainings to community members.
	+ AWWI is offering classes on entrepreneurship to participants.
	+ On Saturday, April 1, 2023, AWWI will be hosting a basketball camp for children of participants as part of the two-generation model.
	+ AWWI is setting up work in hydroponics for W-2T participants.
* Equus Workforce Solutions (Equus) – Written notes provided by Kanwen Shao and Sarah Kaminski
	+ Equus W-2 Project Ratios: Subsidized Caseload (SC), Unsubsidized Caseload (UC), Total Caseload (TC) Data Source: Monday 2/27/23 EQUUS W-2 Caseload Report
		- W-2 Project (Monday 2/27/23): 672 total cases, (**-28 cases, -4.0% caseload decrease**):
			* SC: 362 cases **(-30 cases, -7.7% SC decrease)**
			* UC: 310 cases **(+2 cases, +.6% UC increase)**
		- W-2 Project (Monday 1/30/23): 700 total cases:  SC: 392 cases, UC: 308 cases
		- **W-2 Project (Monday 2/27/23):  SC – 26:1 (362/14), UC – 22:1 (310/14), TC – 48:1**
			* Kenosha (179 cases - 4 TDS): SC – 24:1, UC – 21:1, TC – 45:1
			* Racine (295 cases - 5 TDS):    SC – 26:1, UC – 33:1, TC – 59:1
			* Balance (198 cases - 5 TDS):   SC – 27:1, UC – 13:1, TC – 40:1
	+ On-site, in-person WEX updates of MON 3/20/23
		- **# 14**WEX **confirmed, current on-site, in-person participation**
			* Racine: 7 (1 salvation army, 2 DMV, 4 DFS in person WEX participating)
			* Waukesha:  1 (life striders)
			* Walworth: 1 (twin oaks)
			* Kenosha: 3 (1 nifty thrifty, 1 women children, 1 DMV)
			* Washington: 1 (aurora, found employment but staying as a CS1 / CS2)
			* Ozaukee: 1
		- Active in person WEX participation in all six counties
			* Approximately 30%-40% of W-2 clients choose unsubsidized employment option within 2-3 months once in-person WEX activities posted on W-2 EP
	+ YWCA / Dress for Success (DFS) online WEX activities
		- 62 program participants:  DFS Online WEX enrollment and participation remain at moderately high levels during FEB 2023.
		- Utilization rates across entire EQUUS W-2 service regions.
			* Racine (31 clients, 50.0%)
			* Kenosha + Balance (31 clients, 50.0%)
	+ EQUUS Online Job Club (FEB 2023 365 Shared Drive data reports)
		- **22 active participants**: Employable W-2 clients (CMJ, recently separated CMF / CM+, higher functioning CSJ)
		- **4:**Online Job Club participants gaining employment in FEB 2023
	+ NCP CSL updates
		- # 6 YTD Enrolled in W-2 or other STATE / FED workforce program
			* 5 FSET: 5 Racine
			* 1 W-2:
	+ Refugee families on W-2 - 22.  RCAs - 47.
* Forward Service Corporation (FSC)
	+ FSC continues to see a rise in customers participating in job skills training.
		- One graduate obtained a position with the state as a remote training transcriber with a salary of $50K per year.
	+ FSC continues to see increased traffic in offices for in-person appointments, workshops, and resource fairs.
	+ FSC is participating in local job fairs.
	+ FSC continues to see an increase in refugee clients and is offering workshops for them on topics including employment search, transportation assistance, and other employment preparation.
	+ FSC caseload has remained relatively stable since the beginning of the year.
* Maximus Inc
	+ Maximus will be partnering with WCS for community building training.
	+ Maximus recently lost two FEPs but will be extending offers this week for two new FEPs.
	+ A refugee career fair will be held on Tuesday, April 25, 2023, 2:00pm-6:00pm at Hilton Milwaukee City Center.
		- 17 employers will be participating.
		- Maximus will send a flyer with additional information.
	+ Thank you to the Child Support Liaisons (CSLs) from other Milwaukee agencies for providing assistance to the new Maximus CSL.
* Ross Innovative Employment Solutions (Ross)
	+ Ross is taking FEPs through weekly case management training sessions.
	+ Ross has received technical assistance from DCF, which has been helpful.
	+ Ross has recently reinstated group orientations for applicants.
	+ The Ross Community Steering Committee met on Friday, March 24, 2023.
	+ Some Ross staff are going through training to become certified nurturing father trainers.
	+ Ross will hold a virtual job fair on Tuesday, April 4, 2023.
	+ Ross will hold an in-person job fair Wednesday, April 19, 2023.
	+ Ross has filled both the Adult and Youth Education Navigator positions.
* United Migrant Opportunity Services (UMOS)
	+ UMOS will hold a job fair on Thursday, March 30, 2023.
	+ Five FEPs completed New Worker Training in March, and two more should be finishing in the next two weeks.
	+ UMOS is providing enhanced case management training to staff, including domestic violence training.
	+ UMOS will be partnering with WCS for community building training for staff and clients.
	+ UMOS started a navigator closet with donations of clothing, shoes, and household items from Target and Walmart.
* Workforce Connections Inc (WCI)
	+ A Career Planner and Finance Coordinator will start in April.
	+ WCI reported an increase of slots for Emergency Assistance (EA) and W-2 appointments.
	+ Upcoming events include Winning Wisconsin in April and the WIOA roundtable in May.
* Workforce Resource Inc (WRI)
	+ Two new FEPs are completing training. One FEP position still needs to be filled.
	+ The Partner Training Team will provide training on Thursday, April 27, 2023.
	+ Caseloads have been very stable for past six months.
	+ WRI is seeing an increase in EA requests due to utility disconnect notices.
	+ The WRI Youth Educational Navigator is successfully working one-on-one with participants.
	+ WRI is looking to offer youth summer camps and a teen job club.
	+ The CSL program continues to do well, with 135 referrals in Quarter Four and 140 in Quarter Two.
	+ WRI held a job fair in Eau Claire on Tuesday, March 21, 2023, which was attended by 55 participants.
1. CLOSING **Owner**: Mac Strawder

 **Time Allotted:** 5 minutes

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

Discussion:

* Beginning in April 2023, Anna Sainsbury will take over as the coordinator for W-2 Contractors’ Meetings.
* Please submit agenda items via e-mail to 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, April 26, 2023

10:30AM – 12:00PM

Microsoft Teams