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

**Date:** April 24, 2024

**Time:** 10:30am – 12:00pm

Invitees

FSC  Equus  WRI  WCI  AWWI  UMOS  Ross  Maximus Inc

**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:

* Brianna Chaffee is the new Milwaukee Operations Section Manager and will be the primary point of contact for W-2 operations statewide.
* John Doudna is the new BWF Contract Administrator.
* BWF is hiring for a new TANF Automation Section Manager. The application period is open through May 12, 2024. Patara anticipates that the position will be filled by early August 2024.
* A policy intern will soon be joining the TANF Policy Section.

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

**Time Allotted:** 5 minutes

Details: update and/or discussion

Discussion:

* Jane Kahl from the TANF Automation Section will send an email to the W-2 agencies asking for volunteers to participate in a Cares Worker Web (CWW) redesign project. Meetings will start during the week of April 29, 2024, and will occur weekly through June 2024.

1. FAMILY STABILIZATION OM **Owner**: Maureen Purcell

**Time Allotted:** 10 minutes

Details: update and/or discussion

Discussion:

* See the PowerPoint presentation below.



* Questions can be submitted to Maureen Purcell [maureen.purcell1@wisconsin.gov](mailto:maureen.purcell1@wisconsin.gov).

1. CAREER ASSESSMENT OM **Owner**: Adam Bozich

**Time Allotted:** 5 minutes

Details: update and/or discussion

Discussion:

* Adam provided an overview of [BWF Operations Memo 24-09](https://dcf.wisconsin.gov/files/w2/ops-memos/pdf/24-09.pdf), published on Friday, April 12, 2024.
* Effective Friday, May 3, 2024, participants are no longer required to complete a career assessment.
* WWP will be updated to allow workers to document that the participant declined and to remove the task.
* Questions can be submitted to Adam Bozich [adam.bozich@wisconsin.gov](mailto:adam.bozich@wisconsin.gov).

1. SAFE AT HOME PROCESS HELP CHANGES **Owner**: Devon Buscon

**Time Allotted:** 5 minutes

Details: update and/or discussion

Discussion:

* The Department of Health Services is working on CWW updates to track and monitor [Safe at Home program](https://www.doj.state.wi.us/ocvs/safe-home) participants.
* Currently, Safe at Home participants are required to submit documentation verifying participation.
* Going forward, self-attestation will be sufficient.
* Questions can be submitted to Devon Buscon [devon.buscon@wisconsin.gov](mailto:devon.buscon@wisconsin.gov).

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

**Time Allotted:** 40 minutes

Details: Updates

Discussion:

* FSC
  + FSC is holding an all-staff meeting during the week of April 29, 2024, in Stevens Point. The meeting will include presentations from several speakers on Diversity, Equity, and Inclusion topics.
  + FSC has seen a significant spike in Emergency Assistance (EA) applications in the past week due to the end of the energy moratorium. FSC is working overtime to provide timely appointments to applicants.
  + FSC currently has 12 staff in New Worker Training.
  + FSC is bringing partners and employers into the office to share information about services and employment opportunities.
  + FSC recently hosted job fairs in Wausau, Green Bay, and Fond du Lac.
  + FSC is working with newly arrived refugees in several counties of its service area.
  + FSC is observing case managers to ensure they are incorporating TTS into their workflow.
* Workforce Connections Inc (WCI)
  + WCI staff attended the TDCON2024 event in La Crosse.
  + WCI is preparing for the Coulee Region Job Fair in September 2024.
  + WCI is investigating new resource options for providing training and certification to customers.
  + WCI recently made revisions to their standard operating procedures.
  + WCI is looking to hire an Education Navigator and Job Developer.
  + WCI has seen an increase in W-2 and EA applications due to the end of the energy moratorium.
  + WCI has a very small amount of money left in the transportation grant program in La Crosse County.
  + WCI is planning to attend education and outreach events during the summer.
  + WCI will be providing annual motivational interviewing training for staff.
* AWWI
  + AWWI is participating in Denim Day on Wednesday, April 24, 2024, to raise awareness of sexual assault. See the informational brochure below.



* + AWWI is continuing to bring employers on-site to recruit for specific positions.
  + AWWI is holding mental health sessions for clients every other week.
  + AWWI will be holding CPR classes for clients and their family members.
* Maximus Inc.
  + Maximus held a community resource and employment fair during the week of April 15, 2024. The event was attended by 20 employers and 60 participants. Five people were hired on the spot.
  + Five people graduated from the most recent Job Club class, and one person got employment in healthcare.
  + Maximus has seen an increase in EA and W-2 applications and has made internal modifications to be able to process applications timely.
  + Maximus will host a family fair on Wednesday, May 8, 2024, to encourage summer reading for students. The fair is organized by the Maximus Educational Navigators.
  + Maximus is currently hiring for a Quality Assurance Manager, Senior Operations Manager for W-2, and Job Developer.
* UMOS
  + UMOS will hold its annual Cinco de Mayo festival on Saturday, May 4, 11:00am to 7:00pm, in the parking lot. It is a family event with live entertainment, children’s activities, vendors, and community resource tables.
  + UMOS is participating in Denim Day on Wednesday, April 24, 2024, to raise awareness of sexual assault.
  + UMOS will provide in-house job skills training on Monday, May 6, 2024.
  + UMOS will hold an Educational Navigator event in May 2024 to focus on high school graduates.
  + UMOS will hold a spring career fair in May 2024. A flyer will be available shortly.
  + UMOS was recently audited by the federal Office of Refugee Resettlement and is awaiting results.
  + UMOS is focusing on community partnership development. Agency staff are touring sites and inviting partners to visit UMOS.
* Workforce Resource Inc (WRI)
  + WRI recently held job fairs in Eau Claire, Balsam Lake, Rice Lake, and Altoona.
  + WRI is working with other resource providers in response to the healthcare network closure in the Chippewa Valley.
  + WRI has seen an uptick in EA applications due to the end of the energy moratorium.
  + POP claims are going well, with 74 as of Wednesday, April 24, 2024. WRI is on track to reach its goal of 100 by the end of May 2024.
  + WRI is seeing good results from its Educational Navigator. Eight people completed the HSED so far in 2024, and another seven are in progress. This is more than in previous years.
  + WRI has hired a New Youth Education Navigator who will start in June 2024.
  + WRI is working with World Relief on refugee resettlement. Five families from the Democratic Republic of the Congo (DRC) are participating in W-2. WRI currently has nine Refugee Cash Assistance participants, including four from DRC, two from Ukraine, and three from other countries.
* Ross
  + Ross held a spring job fair on Friday, April 19, 2024, which was attended by 92 participants and 30 vendors. Nine participants signed up for trainings. The event was also attended by community advocates, Job Corps, and Milwaukee Public Schools.
  + Ross will hold a healthcare job fair on Wednesday, May 22, 2024, 11:00am to 1:00pm. Health screenings, first aid demonstrations, other health information will also be provided.
* Equus
  + The DCF Partner Training Team will provide in-house training in May 2024.
  + Equus is hiring for an Adult Education Navigator.
  + The Waukesha job center grand opening was very successful.
  + Equus participated in a resource partner sharing event on Wednesday, April 17, 2024, which was well attended.
  + Equus has seen an increase in W-2 and EA applications due to the end of the energy moratorium.
  + Equus staff attended TDCON2024 in La Crosse. The information on using Artificial Intelligence and Virtual Reality to help clients was especially helpful.
  + Equus is planning to hold a big event in June 2024 in Kenosha. More information to come.

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

**Time Allotted:** 10 minutes

Details: update and/or discussion

Discussion:

* Brianna Chaffee stated that agencies will receive a contract amendment and updates soon.
  + Unspent 2023 funding will be de-obligated and re-obligated to 2024 Job Access Loans (JAL) and job readiness.
  + DCF will pay attention in the next allocation period to ensure all agencies have enough JAL funding.

1. CLOSING **Owner**: Anna Sainsbury

**Time Allotted:** 5 minutes

Details: Discussion if needed.

Discussion:

* Please submit agenda items via e-mail to Anna Sainsbury [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, May 29, 2024

10:30am – 12:00pm

Microsoft Teams