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

 **Date:** November 30, 2022

 **Time:** 10:30 a.m. – 12:00 p.m.

Invitees

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

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

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

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

[x]  Elizabeth Perdomo (MAXIMUS) [x]  Gina Brown (WCI) [x]  Shannon Franek (WCI)

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

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

[x]  Sandra Salazar-Lozano (UMOS) [x]  Jodi Prout (UMOS) [ ]  Amanda Reiter (UMOS)

[x]  Dallas Hawkins (UMOS) [ ]  Rachel Zietlow (MAXIMUS) [x]  Matthew Wych (SOAR)

[x]  Autumn Morgan (MAXIMUS) [x]  Randy Endsley (MAXIMUS) [x]  Sally Schrader (WCI)

[ ]  John Doudna (MAXIMUS)

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, AND DCF STAFF UPDATES **Owner**: Mac Strawder

 **Time Allotted:** 5 minutes

Details: Roll Call and Update

Discussion:

* Mac conducted roll call.
* Tom Targos announced that Brian Scherschel is the new Operations Program Associate in the Bureau of Refugee Programs.
1. SSI/SSDI OUTREACH, ACCESS, AND RECOVERY (SOAR) OVERVIEW **Owner**: Matthew Wych

 **Time Allotted:** 35 minutes

Details: Update and/or discussion

Discussion:

* See PowerPoint below.



* Matthew reported that his team has a 73% approval rate, compared to the normal approval rate of 48%.
* The determination process took approximately four months before COVID but now takes up to a year.
* Currently, five agencies in Wisconsin are SOAR providers.
* Matthew provided additional remarks regarding critical components (see slide 6 in PowerPoint):
	+ Signing on as an authorized representative is recommended because most applicants do not have a stable mailing address.
	+ The goal of the Medical Summary Report (MSR) is to show why the individual applied for SSI/SSDI benefits.
		- The State of Wisconsin prefers that the MSR focus on functional information and personal history.
		- If the applicant is receiving ongoing treatment, it is preferable to have a doctor sign the MSR.
* A commonly asked question is whether individuals can work while applying.
	+ The answer is yes, and applicants are encouraged to work at least part-time.
* Most decisions for SSI/SSDI applications in Wisconsin are made in Madison but may be sent to other states based on volume.
* The Professional Contact Questionnaire (see below) is a useful tool.



1. PARTNER TRAINING TEAM UPDATES **Owner**: Dave Turk

 **Time Allotted:** 15 minutes

Details: update and/or discussion

Discussion:

* Sign-up is available for first quarter 2023 classes.
* Second quarter classes will be available soon.
* Required post-New Worker Training classes have wait lists.
* Some attendees are no-shows without canceling in advance.
	+ Attendees unable to attend the entire class should cancel so their spot can be offered to someone on the wait list.
* Some agency staff are meeting with participants during class time – this is inappropriate.
* The Partner Training Team goal is to offer enough classes by third quarter 2023 to clear out the backlog.
	+ Agencies are encouraged to remind their staff to sign up for classes as soon as possible.
* An SSI/SSDI overview class is currently being developed.
	+ It will initially be offered as a face-to-face class but will eventually be offered online.
1. CHILD SUPPORT LIAISION STATEWIDE MEETING DEBRIEF **Owner**: Tonja Thompson

 **Time Allotted:** 10 minutes

Details: update and/or discussion

Discussion:

* Topics presented at the Child Support Liaison (CSL) meeting on Tuesday, November 15, 2022, included:
	+ SAVES grant in Brown, Kenosha, and St. Croix Counties, presented by Amy Vannieuwenhoven, Human Services Area Coordinator, Bureau of Regional Operations;
	+ Transitions to Success program, presented by Forward Service Corporation staff;
	+ Success stories, which are also posted on CSPR;
	+ Information on CSL funding changes for 2023; and
	+ Conference updates and debriefs.
* A CSL networking meeting is scheduled for Thursday, December 15, 2022.
* Tonja encouraged W-2 agencies to ensure their CSLs attend the networking session.
1. CONTRACT ADMINISTRATION SECTION UPDATES **Owners**: Brianna Chaffee and

 Lauren Frederick

 **Time Allotted:** 20 minutes

Details: update and/or discussion

Discussion:

* [BWF Operations Memo 22-21: Wisconsin Works Contractor Payment Structure for 2023 Wisconsin Works and Related Programs Contracts](https://dcf.wisconsin.gov/files/w2/ops-memos/pdf/22-21.pdf) was published on Tuesday, November 29, 2022.
	+ Performance outcome payments will not change.
	+ The satisfaction survey will be sent the first month of each quarter and paid out in the second month.
* CSL allocations will be changed to allow each position to be able to earn the same amount of incentive money, with maximum potential earnings of $50,000 per CSL.
* See below for written notes provided by Brianna Chaffee.



1. CLOSING **Owner**: Mac Strawder

 **Time Allotted:** 5 minutes

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

* No walk-ons.

Discussion:

* Mac stated that the December 2022 meeting is canceled.
* Please submit agenda topics to Mac Strawder via e-mail and include presenter and duration for the topic.

Next Meeting:

Wednesday, January 25, 2023

10:30AM – 12:00PM

Microsoft Teams