

## W-2 Contractors' Meeting – Notes

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**Date:** April 18, 2019

**Time:** 10:00am-11:30am

**Location:** GEF 1, H206

Members					
	<b>America Works</b>		<b>Bureau of Budget and Policy</b>		Amy Duncan
	Holly Kaster		Sasha Bong	X	Ed Emmons
X	Vang Lee		<b>Bureau of Regional Operations</b>		Rachel Gabor
X	Carlyle Outten		Kelly Bueschel	X	Jacqueline Greaney
	<b>Forward Service Corp.</b>	X	Jamie Fawcett	X	Nick Hayward
X	Tony Dziedzic		Tonja Fischer	X	Deb Hughes
X	Stacey Eggen	X	Justine Girard	X	LaToya Johnson
	Jennifer Marks		Zulema Hauer		Jane Kahl
X	Brian Wolfe	X	Jordan Lee	X	Neb Macura
	<b>MAXIMUS</b>	X	Dara Martinovich	X	Margaret McMahon
X	Steve Morris	X	Tim Schindler		LaQuisia Montgomery-Wright
X	Rachel Zietlow	X	Roxanne Sperber	X	Jessica Moss
	<b>ResCare</b>	X	Lori Thuli	X	Morgan Pair
X	Michelle Day	X	John Tuohy	X	Lorinda Patzner
X	Kanwen Shao	X	Jean Zawacki	X	Audrey Proaño
	LaRhonda Wallace		<b>Partner Training Team</b>	X	Linda Richardson
	<b>Ross</b>	X	Heather Sommers	X	Jean Schmidt
X	Nicole Hagen		Dave Turk	X	Luz Scott
X	Reno Wright		<b>Bureau of Working Families</b>	X	Ginger Seery
	<b>UMOS</b>		Debaki Ale		Pete Shay
X	Jodi Prout	X	Brian Anderson	X	Mac Strawder
X	Parker Rios	X	Sara Baudhuin	X	Anthony Thornton
X	Sandra Salazar-Lozano	X	Jason Bergh	X	Monica Tucker
	<b>Workforce Connections Inc.</b>	X	Brianna Chaffee		Leah Watson
	Gina Brown	X	Jenifer Cole	X	Bob Whitehead
	Shannon Franek		Sara Conrad	X	Becky Yang
	Teresa Pierce	X	Debra Cronmiller		MayChee Yang
	<b>Workforce Resource Inc.</b>		Mary Davis		<b>DFES Management</b>
X	Jody Conner	X	Kara Dolezal	X	Connie Chesnik
	Carolyn Frogness	X	Danise Doudna	X	Marianne Rosen
	Deb Leslie		LaTanya Dukes		

Other attendees: John Doudna, Bojana Zorić Martinez

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### BWF Updates – Margaret McMahon

- Agency visits by BWF management are in progress.
- The biennial budget is moving slowly. Possible changes include:
  - Extending CMC eligibility to 12 weeks;
  - Reinstating the 60 month lifetime limit;
  - Eliminating drug testing; and
  - Expanding TJ.
- The TMJ foster population contract has been awarded to ResCare.
- The WWP rollout is going well.
- There were no findings in the LAB audit.

### Federal Compliance – Jessica Moss

- Extensions and school enrollment are the most common issues found in monitoring.
- SWICA, UIB, and JAL will be monitored.

### Policy Changes – Nick Hayward, Ginger Seery, and Debra Cronmiller

- Ops Memo [19-J3](#) has been amended twice since it was published.
  - For W-2: The list of ID verifications sources has been amended.
  - BWF is working on a separate Ops Memo regarding changes pertinent to W-2.
- Ops Memo [18-20](#) provided requirements for scanning documents into ECF.
  - 4/30/19 is the deadline to complete scanning.
- DHS is leading a project to change the self-employment page in CWW.
  - Ops Memo [19-J4](#) contains the policy changes.
  - More details will be provided in the June 2019 Systems Subcommittee meeting.
- Informal assessments for any W-2 participant carried in to WWP need to be completed in WWP by 8/31/19
- Agencies should explain MyAccess to W-2 participants.

### Automation Updates – Morgan Pair, Danise Doudna, and Jean Schmidt

- BWF and DECE are updating the definition of Future Cost Savings.
  - The BRITS tooltip will be updated in 2020.
  - A joint Ops Memo is forthcoming.
  - The W-2 Overpayment Worksheet is being updated.

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- DHS is leading a project to move to new scanning software. Kofax Total Agility (KTA) will be rolled out to W-2 agencies over the course of the summer and early fall.
- VIRTEL is the new user interface for the mainframe.

## Contract Issues – Ed Emmons, Debra Cronmiller, Bojana Zorić Martinez, Mac Strawder, and John Tuohy

- Data issues have been repaired and March payments should be correct.
- Funds for the Child Support Liaison positions are available.
  - Child Support Agency directors were informed about expectations for these positions at the 2019 Directors Dialogue.
  - An Ops Memo is forthcoming.
- Effective Q3 2019, BWF will monitor:
  - Assessment and activity assignment;
  - Employed individuals;
  - WPR numerator;
  - W-2 T participant engagement;
  - TEMP; and
  - EA.
- Starting in July 2019, BWF will hold info sessions with agency QA staff regarding monitoring.
- The Office of Refugee Resettlement will be doing a monitoring visit during the week of 8/12/19.
  - Wisconsin was on a corrective action plan.
  - Refugee Cash Assistance needs to be monitored.
- Agencies must provide accommodations to comply with the Americans With Disabilities Act.
  - DCF will conduct a training session on 5/29/19, 9:30 a.m. to 12:00 p.m., in GEF-1.
    - Registration is through EventBrite.
    - Regional Administrators/Coordinators will send invitations.

## Other Business – Debra Cronmiller and Ed Emmons

- The next Contractors Meeting will be on 6/19 (Wednesday) instead of 6/20.
- Sara Baudhuin is leaving DCF.
  - Jackie Greaney will be the interim point of contact for data requests.
- Hire Heroes went live on 4/1/19.
  - If veterans apply for W-2 and are found ineligible, W-2 agencies must refer them to a Job Center.
- W-2 case files must be retained by agencies and should not be sent to the State Records Center.
  - Records retention policies outlined in Admin Memo 13-01 apply.
- The 2019 Work Programs Conference will be held on 10/28-29 at the Osthoff.
  - Save the Dates will be sent soon.