

W-2 Contractors' Meeting – Notes

Date: April 19, 2018

Time: 10:00am-11:30am

Location: H206

Conference Line: (888) 557-8511 Access Code: 5834260

Members					
	America Works		Bureau of Budget and Policy	X	Nick Hayward
	Holly Kaster	X	Sasha Bong	X	Choua Her
X	Vang Lee		Bureau of Regional Operations	X	Deb Hughes
	Carlyle Outten		Kelly Bueschel	X	Carrie Johnson
	Forward Service Corp.		Jamie Fawcett	X	LaToya Johnson
X	Tony Dziedzic		Tonja Fischer	X	Jane Kahl
	Stacey Eggen	X	Justine Girard		Beki Lockery
X	Jennifer Marks		Zulema Hauer	X	Neb Macura
	Brian Wolfe		Beverly Jenkins	X	Robb McCann
	MAXIMUS	X	Jordan Lee	X	Luisa McKy
X	Rachel Zietlow		Dara Martinovich		Margaret McMahon
	ResCare		Tim Schindler	X	LaQuisia Montgomery-Wright
X	Michelle Day	X	Heather Sommers	X	Jessica Moss
X	Kanwen Shao	X	Roxanne Sperber	X	Lorinda Patzner
X	LaRhonda Wallace		Lori Thuli	X	Jenny Rado
	Ross		John Tuohy		Linda Richardson
X	Nicole Hagen		Jean Zawacki	X	Jean Schmidt
X	Reno Wright		Bureau of Working Families	X	Luz Scott
	UMOS		Debaki Ale	X	Pete Shay
X	Jodi Prout		Brian Anderson	X	Mac Strawder
X	Parker Rios	X	Sara Baudhuin		Tamika Terrell
X	Sandra Salazar-Lozano	X	Jason Bergh	X	Leah Watson
	Workforce Connections Inc.	X	Brianna Chaffee		Becky Yang
X	Gina Brown	X	Jenifer Cole	X	MayChee Yang
	Shannon Franek	X	Debra Cronmiller		DFES Management
	Teresa Pierce	X	Danise Doudna		John Chapin
	Workforce Resource Inc.	X	LaTanya Dukes		Marianne Rosen
X	Jody Conner	X	Amy Duncan		
	Carolyn Frogness	X	Ed Emmons		
	Deb Leslie		Rachel Gabor		

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Welcome and Introductions – Debra Cronmiller

- John Chapin was appointed DFES Division Administrator last month.
- The CP Temp Roundtable (phone only) is on Friday, April 20, 9 a.m. to 11 a.m.

Federal Compliance – Ed Emmons

- CAP letters are almost ready to send out.
 - Agencies are already aware of their status.
- Even if agencies are released from CAP, they must maintain WPR between 40% and 50%.
- BWF is developing quarterly performance monitoring meetings.
 - Agencies can contact Ed with ideas about these meetings.

Contract Issues – Mac Strawder

- The annual contractor checklist is undergoing minor revisions.
 - It should be ready by the end of April.
 - Suggestion from an agency manager: make the submission process electronic.
 - It is possible to create a DCF SharePoint site for this purpose.
- DFES is working on an Admin Memo to clarify the difference between subcontractors and subrecipients.
 - Subrecipients perform TANF purposes on behalf of the W-2 agency, such as eligibility determination and case management.
 - Subcontractors perform other duties (e.g., fact findings).

Automation Updates – Jane Kahl

- See [this document](#).

Policy Updates – Debra Cronmiller

- The W-2/DVR workgroup is continuing to work on the MOU and updating the Technical Assistance Guide.
- 2018 is the last year of the TMJ contract in Milwaukee.
 - An RFP will be issued for the period that starts in January 2019.
- BWF received excellent results on its recent IRS audit, thanks to the IEVS team.
- Ops Memos
 - [18-04](#) – New Learnfare Requirements and Changes to the CWW School Enrollment Page
 - [18-05](#) – Wisconsin Funeral and Cemetery Aids Program and W-2 Participants

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- [18-06](#) – New JAL Eligibility Criteria
 - [18-07](#) – Changes to Eligibility Criteria for TMJ and TJ
- BWF is working with DHS to determine how to automate drug testing for work program participants.
 - DCF will need to promulgate an Admin Rule or amend an existing Rule.
 - The go-live date is unknown.
- The Refusal to Participate Admin Rule is expected to come into effect in late summer or early fall 2018.
- BWF is working to respond to public comments regarding the 48 Months Admin Rule and may propose amendments to the existing Rule language.
- The CMF+ Ops Memo is expected to go out before June 23.
- TJ will be expanded to four new counties on July 1: Adams, Clark, Jackson and Juneau
- BWF is involved in discussions regarding the integration of the Safe at Home program into W-2 procedures.

Work Programs Conference – Jenifer Cole

- Conference dates are Wednesday, October 24, and Thursday, October 25.
 - BWF will send a Save the Date soon.
- Conference location is Heidel House in Green Lake.
- The conference planning committee is working on the theme.

Walk-on Item: WebI – Sara Baudhuin

- The next WebI Technical Assistance session is on Monday, April 23, 10 a.m. to 11 a.m.
 - Please be prepared to start the meeting promptly at 10:00.
- Target audience is agency QA/data staff and DCF W-2 coordinators (MOS & BRO)
- Sara will email a PowerPoint presentation in advance.