

W-2 Contractors' Meeting – Notes

Date: August 16, 2018

Time: 10:00am-11:30am

Location: H206

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

Adobe Connect Link: <https://connect.wisconsin.gov/dcfdfesbwfw-2contractorsmeeting/>

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

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Federal Compliance – Ed Emmons

- CMF+ will help agencies achieve 50% WPR.
- DCF will be under corrective action for failure to meet the two-parent WPR for 2017.
 - Due to caseload reduction, the target of 90% will be reduced to 45.9%.
- A forthcoming Ops Memo will talk about deficiencies found by W-2 T Engagement Incentive monitors and steps needed to rectify by Q4 of 2018.
 - If deficiencies continue, DCF will do takebacks for that quarter.

Contract Issues – Linda Richardson and Carrie Johnson

- BWF is working on 2019 contracts.
 - We are recommending a move to 50/50 between POP and CAP.
 - We anticipate a funding reduction in 2019.
 - There will be minimal changes to POP, including use of customer satisfaction as an incentive.
 - Vocational assessment/training funding will continue.
 - We are anticipating an expansion of the NCP TEMP pilot to a statewide program.
 - BOS agencies will receive funding for a Child Support Liaison (see [Admin Memo 18-02](#)).
 - More details about the contract will be provided at the 2018 Work Programs Conference.
- TMJ proposals were due 8/16 at 2pm.
 - Notifications of intent to award will be issued on 10/4.
 - The new TMJ contract(s) starts on 1/1/19.
- BWF has two new Contract Specialists.
 - Bob Whitehead – TMJ
 - Anna Canty – CSBG

Automation Updates – Debra Cronmiller, Heidi Hammes, Nick Hayward, and Becky Yang

- CoRE will provide additional confidential case functionality.
 - The FEP and FEP's supervisor will have full access to a confidential case in CWW.
 - The functionality will also extend to the CARES mainframe.
 - BWF is currently developing policies regarding confidential cases.
 - An Ops Memo will be issued in October.
 - Effective 10/27, confidential documents can be scanned into a restricted ECF file.
 - Only the FEP and FEP's supervisor will be able to access confidential documents.
 - Agencies will need to scan their current paper copies of confidential documents into ECF.
 - We are determining how far back to scan the documents.

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- A separate Ops memo will be issued in October.
- WWP Phase I will be implemented the weekend of 2/23/19.
 - Technical system requirements will be communicated through the PTT Learning Center.
 - An Admin Memo will be issued in October to inform agency management of high-level operational changes.
 - An Ops Memo will be issued in January to explain conversion planning for participants.
 - The Help Desk process will remain the same.
 - Policies will be updated to reflect the obsoleting of the BST.
 - No NWT will be offered in December or January.
- Changes are coming to system security in order to come into compliance with federal regulations.
 - FEPs will need to have a caseload.
 - FEP supervisors will need to be supervising FEPs with a caseload.
 - QA/QC staff will have view-only access.
 - Certain types of devices will have limited access.
- WWP Phase II Workgroup – agencies can bring additional staff.
- The Refusal to Participate Rule went into effect on 8/1.
 - Forthcoming Ops Memos will provide details of the policy and automation impacts.
 - Implementation of the automation will happen October 27th.
 - Training will be available through PTT as a Coaches Corner.
- An application for a mobile version of ACCESS will be available in November.
 - It will be a “light” version of ACCESS.
 - It will display application and program status and pending and submitted documents.
 - Users will be able to upload documents using their mobile device.
- CCA replacement – Jane Kahl sent an email to agency CARES coordinators requesting information.

Policy Updates – Debra Cronmiller and Nick Hayward

- Existing NWCEP TJ offices are able to serve clients in four counties outside the Rural Northwest geographic area (Burnet, Price, Douglas, and Washburn).
- Case File Documentation updates
 - FEPs will be able to verify birth date in the same step as verifying the SSN.
 - Residency must be verified only for the primary member of the W-2 Group.
 - The list of documents for verification of citizenship and identity will be expanded.
- The W-2 brochure ([DCF-P-11890](#)) was recently revised and will be revised again soon.
 - Agencies should order several months' worth of brochures at a time from DOA Document Sales to ensure they have the most current version on hand.

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Work Programs Conference – Jenifer Cole and Marianne Rosen

- Conference dates are Wednesday, October 24, and Thursday, October 25.
- Conference location is Heidel House in Green Lake.
- All speakers have been confirmed.
 - Day 1 keynote is Cynthia Dungey, Director, Ohio Department of Job and Family Services.
 - Day 2 keynote is Garrett Warfield, Director of Research and Evaluation, Year Up Program.
- The agenda will be finalized next week.
- Invitations will be sent out in the next week and a half.
- There is no registration cost for the conference, but attendees must book their own room and arrange their own transportation.

Walk-ons

- Deb Hughes: BWF will conduct a survey regarding career assessment tools.
- Linda Richardson: We will be making updates to subcontractor/subrecipient monitoring requirements.
- Jason Bergh: 2017 vocational training takebacks will come out of the July payment.