

Bi-Weekly Partner Meeting Minutes

December 1st 2020 (10:30 a.m.-11:30 a.m.)

Welcome

Housekeeping

- Please mute phones unless you are sharing information with the group.
- Please take turns when speaking and identify yourself and your agency when sharing.
- Please do not put the group on hold.

Roll Call/Partner Updates

Please be prepared to provide a report on your outreach efforts, activities, and success stories during your verbal report.

	<u>Y/N</u>	<u>Partner Update</u>	<u>Workforce Development Boards</u>	<u>Y/N</u>	<u>Partner Update</u>
Better Family Life MWA/SkillUP	Y	Barbara Wheatley and team. Things are going well. Continuing to serve customers virtually, phone and office. Limiting face to face contact but this option is available. Staff is working remote and in office. Minimal interaction. Maintaining distancing and masks. Doing best to keep staff safe. Participants are finding it difficult to participate with children attending school virtually. Encouraging them to do what fits best for situation. Conducting wellness checks on participants and their families. Continuing referrals to community resources to improve mental health. Having difficulties with receiving outreach list. Unity ball will be virtual this year, this evening at 6 pm. BFL website, directed on how to join. Very excited about virtual event this year.	Central	N	
ARCHS IGP/SkillUP	y	Scott- reports from providers experiencing unfortunate reality of conducting food distribution events,	Kansas City and East Jackson	Y	LaCherl - continuing to provide hybrid services. The last couple of weeks have been close Continuing to provide training opportunities. Looking

		<p>increase of food insecurities during holiday season. Long lines, tweaking distribution model to ensure safety. Also conducting toy drives to help fill the void of getting presents for their kids. Receiving reports in increase of training requirements due to participants who have lost their job as a result of the pandemic. Looking into less volatile industries like healthcare and logistics. Steering participants to the in demand industries. Announced that they will be partnering with Employment Connection on a new solar panel installation training. Will provide solar panel installation for St. Louis area. Equity in green job workforce. Increase accessibility in electrical trade. Partnership with several organizations. Falls in line with the jobs of the future and energy efficiency to decrease carbon emissions. State of the workforce released for state of Missouri St. Louis metro area to see increasing job growth industries. They will work with participants to encourage them to look at jobs in high demand industries. Reports that one of providers Mission St. Louis has moved to working remotely full time. Other providers are working hybrid schedule.</p>			<p>for training opportunities for the Spring. Connecting participants to employers and trying to ensure all SkillUP and MWA customers are able to connect to other initiatives. Dually enrolled with HPOG, humanitarian grant and EPA grant. 1 success story: Continuing care retirement community in Lee's Summit. FEC partnerships with John Knox Village. Approved to train individuals in apprenticeship for OJT, help participant get basic level of mastery in competencies in health care occupation. One participant was interested in C.N.A training. Participant began apprenticeship on October 11. Wage will increase to \$14 by year's end.</p>
FWCA	y	<p>Natalie - Haven't had major developments. Making sure to reach out to everyone. Very minimal number of walk ins. Fewer face to face, continuing to do virtual enrollments. Keeping in touch with</p>	Jefferson/Franklin	Y	<p>Brian -working with community college partners. Medical assistant program is a great opportunity, hybrid program. 510 online hours. Helps during covid with childcare/school issues. Expansion of clinical sites.</p>

		<p>everyone. They are having another JRT class and they have. 17 participants enrolled. Highly engaged. Uptick in requesting resume preparation. Providing participants with on demand online support as well as helping them prepare for the virtual interview experience. Staying in touch with SkillUp participants. Mailing out resource information as needed. Training will start in a couple of weeks. Working hard to keep everyone engaged.</p>			<p>Mercy is partner, expanding with SSM healthcare. Clinical sites: 15 of them. Paid work experience with clinical. Very exciting. Development of patient care tech program with colleges.</p>
LINC	y	<p>Dawn- continuing to work virtually, and face to face as needed. Following all CDC protocols and doing best to keep staff and clients safe. COVID numbers in Kansas City are increasing so are watching things locally pretty closely. MWA participation is a challenge. Some are barreling through the program and others are frustrated and want to participate but can't. Checking on families to determine and identify their needs to connect them to community resources. A lot of the issues come down to basic necessities like housing, furniture and hygiene productions. Referring to agencies for job training, barrier removal. Staff will be participating in an upcoming training: How to Care. The training focuses on working with people who are impacted by substance abuse. . They are looking into other internal and external training opportunities for our staff.</p>	Northeast	Y	<p>We held a Drive Thru Job Fair in Hannibal and we did not have the turnout we expected, but upon follow-up, we have reports of 5 being hired so far by an employer that participated. Warrenton Job Center hosted a Drive Thru Job Fair. The follow up has not been completed yet so should have a report on the next call. We are also planning to hold events in Moberly, Kirksville, and Canton. FSD assisted by sending email blasts to all SNAP clients and we appreciate that. We sent the flyer to all local agencies and asked them to post the flyer on their social media. We also invited them to drop off literature to include in the bags we gave to the jobseekers.</p>

					<p>We are enrolling Skillup and Job League Candidates and will report on that next call as well.</p> <p>No success stories this time.</p>
MCCA	y	<p>Mona- no major developments to report. Continuing to send outreach list to the colleges and they are making calls. Continue to see uptick in inquiries in CDL training program for all colleges. Hope to have a success story in January for a gentle man who was unsuccessful previously, but is determined now more than ever to complete his training.</p>	Northwest	Y	<p>Brent - continuing to find ways to have virtual outreach. Receiving quite a few calls about services. Finding ways to serve participants, partnering with community colleges and technical schools.</p>
MERS/Goodwill	y	<p>Ben - we have continued to provide hybrid meetings for participants. Most prefer virtually. Currently conducting wellness check meetings with all participants. Springfield location recently launched a new survey to identify barriers to students. 90% response rate and able to gauge what participants value and need. Held a drive through Thanksgiving that was well attended by students and families who were unable to have a hot meal for holidays. Partner interested in providing a collaboration. 5 SkillUP participants able to gain employment. Most are long term unemployed.</p>	Ozark	N	n/a
Missouri CAN	y	<p>Beth - some of our agencies are struggling with getting participants reenrolled who have lost benefits. MO CAN over next few weeks will try to collaborate to get over the</p>	St. Louis City	N	n/a

		next wave of COVID to deal with shut downs issues. Numbers have been pretty quiet due to holiday. Business as usual.			
Equus	y	Lynette - Continue to provide hybrid services. Virtual workshops, gaining employment. Continue to reach out to MWA individuals to ensure that they are reengaged into the program. Seeing an increase in SkillUP program.	St. Louis County	Y	Was on call but had nothing to report.
Southern Missouri Works Project (SMWP)	n	n/a	Southeast	Y	Denise - : Trying to keep clients engaged and moving through holidays. 9 new enrollments for November. 7 clients gained employment. Several clients getting ready to start training in January. Using outreach to try and contact individuals about program. Business as usual.
City of Springfield	y	Kim- continue reaching out to engage participants. Team continues to have hybrid services. Now able to complete assessments remotely. 21 MWA enrollments. 5 participants gained employment. Some are requesting training. No new enrollments in SkillUP this week, but SkillUP success story shared.	Southwest	Y	Chris - continuing to serve customers with Hybrid services. Preparing for training to start in January. LPN programs. Looking forward to serving customers.
Southeast Missouri Training and Employment Partnership (STEP)	Y	SkillUP program: have a client who will start school in January. Able to find her a seasonal job to help. Able to work until school starts. Medical coding student starting in January. Client was able to get hired on to a partner despite not being able to place with OJT funds. Client is able to start learning skills and trades. Local church has sponsored two SkillUp clients who are single parents, able to provide items for Christmas for this year. Provided beds as well to SkillUP participants.	South Central WIB	N	n/a

Other Reps:			West Central	Y	Sarah - Continuing to serve participants virtually or by appointment. No other updates.
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Agenda Items

Program Updates/New Reminders

Partner Call Minutes

1. Did everyone receive and review the meeting minutes from the last partner call?
 - o Were there any questions or clarifications needed?

Training

1. If anyone needs training, send an email to SkillUP.Missouri@dss.mo.gov to request training.

Outreach

2. Please email SkillUp.Missouri@dss.mo.gov if outreach/marketing materials needed. When requesting materials make sure you provide your entire mailing address. There has been some materials returned due to the address not having a suite number. As a reminder, we cannot send to PO boxes, it must be a physical address.

Additional Manager Updates (Items Not Already in the Agenda)

Justin Logan

- Please makes sure that you are reaching out to the participant referrals you receive from us. DMH Affordable Housing Unit has sent multiple referrals that no one has reached out too.
- Child Care Help During COVID-19 Flyer and Information. Please make sure this information is passed along to participants, etc. If someone has a child that is attending school virtually, the household can apply for child care subsidy for them. A household can also apply for child care if they are job searching at this time.

There were no other updates from managers.

Questions or Additional Information

This is the partners’ opportunity to ask or share any additional information with the group. Any questions?

Dawn with LINC; with VocEd: reporting trouble getting verification of times the clients are on the zoom/virtual trainings. Can’t get client attendance records signed; what would be acceptable document for virtual trainings or vocational education: screenshots of when they log in and off, copy of test scores.

R: Christy mentioned she tells her contractors to try to have the participant take screen shots if able.

JaCinda stated - acceptable virtual verification would be the same as we use for online training such as HiSet. Take a look at the Work Verification Plan (WVP) as should provide specifics on acceptable documentation.

If still unsure are unable to determine what is acceptable, reach out to JaCinda to discuss the case.

Meeting Close

Ongoing Reminders

1. Providers need to submit weekly numbers by emailing the completed template to the SkillUP.Missouri@dss.mo.gov. If templates are not received each week, weekly calls will resume.
2. Provider staff should always submit the FS-5 SkillUP Employment or Training Information Form to FSD **immediately** when a participant obtains employment.
3. Provider staff should use the Change Request Guidance when submitting change requests. **Please ensure entry of a case note prior to submitting, listing the details included on the request form.**
4. Please submit invoices and reports to the FSD.E&TInvoices@dss.mo.gov email rather than sending them to Shanese or Jessica directly. If they are out for an extended time this could cause a delay in receiving payment.
5. Please submit your success stories! When submitting these, please include a signed release and a photo with the client's story. If you cannot get a signed FSD release from the participant, please remove any personal identifying information. The FSD release form is available on the Provider Portal. Submit success stories to FSD.E&TInquiry@dss.mo.gov.
6. Please keep track of the number of individuals obtaining employment with the state (by region).
7. Please contact SkillUP.Missouri@dss.mo.gov with any staff that have attended SkillUP training but are no longer working with the program so we can terminate MoJobs access and have them removed from our distribution lists.
8. Partner Call Minutes are available on the SkillUP portal.

Email Quick Reference List

Training requests, Marketing Materials, Reactivations & MoJobs Change Requests:

SkillUp.Missouri@dss.mo.gov

Questions for MWA/Skillup

FSD.E&TInquiry@dss.mo.gov

Monitoring Unit

FSD.E&TMonitoring@dss.mo.gov

Invoices

FSD.E&TInvoices@dss.mo.gov

DCN verifications

DSS.FSD.Agreements@dss.mo.gov

FS-5/DWD-PO-608, DWD-PO-609, Job Search Log, and ABAWD Hours Reported Log and WIOA Career Services Form:

ABAWD1@ip.sp.mo.gov

Partners email distribution list

DSS.FSD.SkillUPPartners@dss.mo.gov