

# Bi-Weekly Partner Meeting Agenda

August 27, 2019

## Welcome

### Housekeeping

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

## Attendance/Roll Call (by agency, not individual)

Better Family Life MWA/SkillUP  
ARCHS  
City of Springfield  
DWD  
FWCA  
LINC  
MCCA  
MERS/Goodwill  
MOCAN  
ResCare – joined call later  
Southern MO Works Project

Other representatives or board members Diane Simbro,

FSD Managers/PDS

## Reminders

- Reminder - Providers need to submit weekly numbers by emailing the completed template to the [SkillUP.Missouri@dss.mo.gov](mailto:SkillUP.Missouri@dss.mo.gov). If templates are not received each week, weekly calls will resume.
- Provider staff should use the Change Request Guidance when submitting change requests.
- Please submit invoices and reports to the [FSD.E&TInvoices@dss.mo.gov](mailto:FSD.E&TInvoices@dss.mo.gov) email rather than sending them to Shanese or Jessica directly. If they are out for an extended period of time this could cause a delay in receiving payment if it is sitting in their personal inbox.
- 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 release from the participant, please remove any personally identifying information.
- Please keep track of the number of individuals obtaining employment with the state (by region).

## Agenda Items

**Vocational Rehabilitation partner presentation-** Elizabeth Perkins & Rebecca Maynard, Vocational Rehabilitation, guest speaker

- Copy of power point attached to minutes

**Partner Call Minutes**

- Did everyone receive and review the meeting minutes from the 8/27 partner call?
- Were there any questions or clarifications needed? None noted
- Please remember to send any questions to SkillUp email address.

## **Outreach**

- Please ensure all participants complete the Outreach and Effectiveness Survey located at: <https://riskanalysisunit.wufoo.com/forms/et-engagement-effectiveness-survey/>
- Please email [SkillUp.Missouri@dss.mo.gov](mailto:SkillUp.Missouri@dss.mo.gov) if outreach/marketing materials are needed. Also, when requesting the materials make sure you provide your entire mailing address. There has been some materials returned due to the address not having a suite number. In addition, as a reminder we cannot send to PO boxes. It must be a physical address.

## **Partner Reports**

Please do not forget to utilize our reporting process. One person from each agency should email the following numbers using the template weekly. Please send completed templates to [SkillUP.Missouri@dss.mo.gov](mailto:SkillUP.Missouri@dss.mo.gov). Numbers will be included with the bi-weekly meeting minutes.

YTD Number of Outreach Attempts	YTD Number of Actual Contacts	YTD Total Enrollments	YTD Number in Training	YTD Number Employed	Average Wages per Hour
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## **Partner updates**

Better Family Life - Info sessions held at The Crossings Mondays and Tuesdays. Outreach with provider referral list from FSD. US Census employment events continue at NW plaza through 8/29. Not as much interest in this year.

ARCHS BFL - Good momentum in enrollment & job placement, avg. 35 enrolled/month, achieved 50 job placements within a few months, \$12.75/hr. avg. wage. There has been an increase of men participating and obtaining employment.

ARCHS America Works - One job placement with Unigroup Logistics, earning \$20/hour wage as a mover, hopefully there will be advancement after 90 days.

ARCHS Swifte - 6 new employment, opportunities range from educational setting to cashiers to customer service. Having another community fair in a few weeks. Justice for All posters requested

City of Springfield-- Continue to reach out to referrals, attending community provider network meetings to get word out about SkillUp, have started reaching out to partners to find inroads to rural school districts to reach parents who may be potential customers. Community events in SW region are on hold until early fall.

DWD-- Job Center staff continue outreach with monthly call in list. They participate in partner meetings & community events.

FWCA - Continuing to recruit in the community & participate in whatever activities they find, they are trying to find reoccurring activities. They utilize the provider referrals that are sent.

LINC - Friday went to back to school night, had an info table for MWA and SU. Continuing to look at ways to engage participants

MCCA - Mona requests Justice for All posters also. Colleges have been gearing up for fall semester and gearing up for outreach. Mona is visiting colleges for her year-end audit and has had an opportunity to talk to each college. Mona also does investigation and outreach, recently met executive director for Missouri Recovery Network & wrote an article for their newsletter.

MERS/Goodwill - Outreach continues through non-profit alliances, back to school fairs & food banks. Also working with customers at Excel Centers. A new Excel Center is opening in Columbia. Reaching out to customers who might be able to utilize the fee waiver for first time HiSet test.

MOCAN - Outreach efforts continue, have been holding welcome events at all Head Starts centers throughout the state. Holding classes on budgeting at county jails, to help them prepare for re-entry when they are released. Doing outreach at back to school fairs.

ResCare - Continue to do outreach efforts with referrals from state. Outreach at back to school fairs, taking a different approach to recruitment. Recently had a customer who started with a 4<sup>th</sup> grade reading level has made progress & is now starting a new job, because of good teamwork.

Southern Missouri Works Project - Outreach continues, attended back to school fairs with good results. Working with school counselors to talk with senior students at local high schools.

### **Questions/ Additional Information**

- Please send an email to SkillUp email to request Justice for All posters & include address/attention info & how many you need.

### **Meeting Close 11:20**

## Email Quick Reference List

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

[SkillUp.Missouri@dss.mo.gov](mailto:SkillUp.Missouri@dss.mo.gov)

Partner emails

[DSS.FSD.SkillUPPartners@dss.mo.gov](mailto:DSS.FSD.SkillUPPartners@dss.mo.gov)

Questions for MWA/SkillUP

[FSD.E&TInquiry@dss.mo.gov](mailto:FSD.E&TInquiry@dss.mo.gov)

Monitoring Unit

[FSD.E&TMonitoring@dss.mo.gov](mailto:FSD.E&TMonitoring@dss.mo.gov)

Invoices

[FSD.E&TInvoices@dss.mo.gov](mailto:FSD.E&TInvoices@dss.mo.gov)

DCN verifications

[DSS.FSD.Agreements@dss.mo.gov](mailto:DSS.FSD.Agreements@dss.mo.gov)

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

[ABAWD1@ip.sp.mo.gov](mailto:ABAWD1@ip.sp.mo.gov)