

# Bi-Weekly Partner Meeting Minutes

September 8, 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	Virtual CRT for MWA and SkillUP recipients. Children back in school and parents balancing that. Being flexible with that to be sure it works. Entrepreneur class getting set up. Assessments to prepare for trainings. Informing about apprenticeships and trainings available. WRE for rental? assistance and utilities, and uniforms. Trying to limit face to face. Clients continuing to gain employment.	Central	N	
ARCHS IGP/SkillUP	Y	FY20 SkillUP program—aggressively rolling out. Reaching out to potential and current SkillUP through newsletter. Provides family resources and important information. Details on employers that are actively hiring. Showcases events upcoming—food distribution and other. This platform has been effective thus far.	Kansas City and East Jackson	N	
FWCA	Y	Recruiting for SkillUP and placing people in activities for MWA. 4 people last week enrolled in SkillUP. MWA letters sent out by deadlines. Continue with enrollments. Walk-in traffic as increased. Linking to 1-800 to reach FSD. Schools have resumed for kids, now more interest. 8 people for JRT. All opted for	Jefferson/Franklin	Y	Focused on outreach. Working with colleges for Med Asst Program with Mercy.

		virtual, but ready for in-person if people choose that. On-demand access for participants to be connected to finance, mental health support, etc. experts. Assessing all areas of participants' needs.			
LINC	Y	Schools started today, some with IT issues. LINC is working with schools and parents to resolve issues. Referring to partner agencies. Looking for ways to help with utility bills. Still clients obtaining employment. Concerned with the # of people not participating (MWA). Looking at ways to engage to decrease the # of full-family sanctions around the holidays.	Northeast	Y	Outreach. Partnered with local CAA and Connections to Success and went to low income housing. Recruited a lot of people that live there. Enrolling them now. Professional Dev classes. 15-16 out of one housing development. Will move to another development after this group is trained. Most qualify for SkillUP.
MCCA	Y	Success story—Aug 2019 wanted to do child development certificate. Case manager worked with her the whole time. Required class and many hours of volunteer work. Completed classes and volunteer hours. Made Dean's list. In January, began taking National Certification. Had to put off the exam twice due to COVID. Passed in July. Now certified teaching assistance 10.95/hour and pursuing associate's degree.	Northwest	N	
MERS/Goodwill	Y	Continuing with outreach. Excel center seniors all-time high co-enrolled in certification program. In-person weekly tutoring available at some sites.	Ozark	Y	Braid funding with CARES Act funding. Working with local colleges to talk about online training. Working with training providers to offer flexible classes. New training providers being recruited.
Missouri CAN	Y	End of year numbers show steady growth through fiscal year in enrollment, training, and employment. Concern from clients is stability or feeling confident in school situations. Hard to commit to long-term plans due to schooling for kids.	St. Charles County		
Equus	Y	Continue to utilize list from state, pushing to contact SkillUP to tell about training opportunities. Virtual	St. Louis City	N	

		workshops continue. Some luck with focusing on phone calls. Have been able to engage with MWA participants especially this way. Increase in people interested in training.			
Southern Missouri Works Project (SMWP)	N		St. Louis County	N	
City of Springfield	Y	Mt Vernon and Joplin employees returned to offices. Most clients have decided to meet virtually. 3-5 clients per case manager per week. E&T increasing in last 60 days. 4 SkillUP employed. 20 MWA participants have gone to work in last 60 days. 3 MWA in training. One completed phlebotomy, one CMA, one I phlebotomy now. Reaching out to resources to help with rent and utilities. Webinars 2-3 days/week with staff.	Southeast	N	
			Southwest	N	
Other Reps:			South Central WIB	N	
			West Central	N	

## **Agenda Items**

### **Presentation-Transferrable Skills**

### **Program Updates/New Reminders**

1. Justin Logan-Job Impact Survey See email that was sent this morning. Over 12,000 responses so far. About 5,000 responses with good quality data. Data will be used for multiple things. Microcell barrier sections—this data will help with that. Survey link went out in MoJobs last Thursday. Text message may go out later this week. Survey closes at the end of the month.

### **Partner Call Minutes**

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

### **Training**

1. If anyone needs training, send an email to [SkillUP.Missouri@dss.mo.gov](mailto:SkillUP.Missouri@dss.mo.gov) to request training.

### **Outreach**

2. Please complete and share our [Job Impact Survey](#) by September 30, 2020. Please email [SkillUp.Missouri@dss.mo.gov](mailto: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)**

Dione Pashia  
Joy Benne  
JaCinda Rainey  
Justin Logan  
Jennifer Buechler  
Kami Macias  
Jennifer Heimericks  
Lisa Schroeder  
Jeriane Jaegers-Brenneke

### **Questions or Additional Information**

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

### **Meeting Close**

### **Ongoing Reminders**

1. 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.
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](mailto: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 personally identifying information. The FSD release form is available on the Provider Portal. Submit success stories to [FSD.E&TInquiry@dss.mo.gov](mailto: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](mailto: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](mailto:SkillUp.Missouri@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, and ABAWD Hours Reported Log and WIOA Career Services Form:

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

Partners email distribution list

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