

Workforce Development Unit Provider Meeting Minutes
December 4, 2018
10:30am

Representatives from these agencies were in attendance:

Better Family Life MWA/SkillUP
ARCHS Intergenerational Project/SkillUP
City of Springfield
DWD
FWCA
LINC
MCCA
MERS/Goodwill
MOCAN
ResCare
Southern MO Works Project
Full Employment Council (Shelly)
NW WIB (Lisa H)
Warrenton Job Center (Janet)

Agenda Items

Partner Call Minutes

- Everyone received and reviewed the meeting minutes from the 11/27/18 call.
- There were no questions or clarifications needed.

Reminders

- Select your agency as the Provider when completing SNAP applications and adding services to MoJobs
- Return Supervisory Case Review spreadsheets and the Focused Reviews spreadsheets to FSD.E&TMonitoring@dss.mo.gov by the end of each month.
- Send FS-5/DWD-PO-608 forms to ABAWD1@ip.sp.mo.gov.
- Staff MUST sign in at least once every 30 days to MoJobs. A list was sent to each group leader for each provider to indicate who has/does not have access to MoJobs to determine who may need reinstated in the system. Please respond with one email to SkillUP.Missouri@dss.mo.gov with changes. The Change Request form is included as an attachment. Agency supervisors will approve Change Requests and submit them, once reinstated staff must log in within 24 hours of receipt of the email.
- Jessica Craft sent updated invoices and spreadsheets to those partners who have approved contracts and budgets. Jessica Craft and Shanese Rabon will contact agencies with questions or clarifications with regards to invoicing. Should your agency receive an email from Jessica or Shanese, please answer them directly at Jessica.Craft@dss.mo.gov and Shanese.Rabon@dss.mo.gov.
- If your agency has questions with regards to invoicing please use the below email address listed.
FSD.E&TInvoices@dss.mo.gov.

- If a participant is stating they have completed their MoJobs registration for their TA application and the MWA Provider wants to confirm, the provider should be sending the inquiry to FSD.E&TInquiry@dss.mo.gov to verify.
- Send pictures to SkillUP.Missouri@dss.mo.gov so they can be used in the next newsletter!

Outreach

- Please ensure all participants complete the Outreach and Effectiveness Survey located at: <https://riskanalysisunit.wufoo.com/forms/et-engagement-effectiveness-survey/>
- All partners have received their requested marketing materials from FSD that has not already been requested.

Provider Updates:

BFL- MWA had 8 new enrollments for the week ending 11/30/2018. 54 employed with an average wage of \$12.15/hour. SkillUP had 4 new enrollments for the week. 3 employed with an average wage of \$12.00. Outreach-105 people contacted and have dates of 12/10 12/17 to see effectiveness.

ARCHS/BFL- 3 new enrollments for the week ending 11/30/2018. 16 employed with an average wage of \$14.19/hour. Outreach-Over 200 candy cane brochures provided to community with advertising program.

City of Springfield-

- Region 8- 67 MWA enrollments, 29 SkillUP enrollments. 3 working with an average wage of \$18.00/hour. Partnering with food banks and community providing door hangers. They have stand up banners. A pop up in Taney county for outreach. Outreach calls made and having information provided twice weekly.
- Region 7- 55 MWA enrollments and 2 SkillUP enrollments.

DWD- 5 new enrollments, 42 total. 2 employed with an average wage of \$13.50/hour. Outreach- 12,000 cumulative total for all outreach that's been done – 9200 phone calls, 1300 emails, 700 postcards.

FWCA- MWA has 12 new enrollments for the week ending 11/30/18. 12 employed with an average wage of \$11.40/hour. SkillUP has 5 new enrollments for the week ending 11/30/18. 2 employed with a wage of \$13.25/hour. Outreach- 65 phone calls with 17 scheduled appointments. Sent out brochures and postcards. Participating in community events and adding new community organizations to their list.

LINC- MWA has 28 enrolled, 13 employed with an average wage of \$13.97/hour. SkillUP 2 referrals 8 total. Outreach- 1,137 letters sent out and partnering with food banks and before and after school programs.

MCCA- Numbers from 10/24/2018-11/06/2018 only from 1 school. 30 total enrollments. All other schools will provide numbers next week. Brochures have been personalized for each school. Follow up post cards to be sent in 01/2019.

MERS/Goodwill- MWA had 36 new enrollments. 18 are employed with an average wage of \$10.70/hr. SkillUP has 200 enrollments. Most of the enrolled are through the Excel schools. Outreach efforts continued.

MOCAN- The agencies are to start reporting numbers next week and they are getting new FT project manager that will be transitioned into position and take over for Jessica by 01/19. 5 enrollments for one agency. Outreach-Postcard campaign and phone calls.

ResCare- MWA had 13 new enrollments. 1 employed with a wage of \$12.00/hour. SkillUP has 9 new enrollments. NW MO partners met and convened to plan for a large event in 01/19. Region 4 also held meeting.

Southern Missouri Works Project- 11 new enrollments for a total of 45. 6 employed individuals. 2 in training. Outreach- about 900 fliers and postcards sent out. Newspaper and radio ads also done.

Full Employment Council (Shelly) - 47 contacted, 6 enrolled, 2 in training. 2 MWA referrals from LINC and enrolled. Outreach- 100 calls weekly, turkey basket giveaway. Providing a free hour of coding class. Several hiring events.

Please email SkillUp.Missouri@dss.mo.gov with topics you would like us to discuss in more detail during our weekly calls.

Email Quick Reference List

Training requests

SkillUp.Missouri@dss.mo.gov

Partner emails

DSS.FSD.SkillUPPartners@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

Marketing Materials request

SkillUp.Missouri@dss.mo.gov

DCN verifications

DSS.FSD.Agreements@dss.mo.gov

FS-5/DWD-PO-608 forms

ABAWD1@ip.sp.mo.gov