Agencies Represented
Better Family Life MWA/SkillUP  
ARCHS Intergenerational Project/SkillUP  
City of Springfield  
DWD  
LINC  
MCCA  
MERS/Goodwill  
MOCAN  
ResCare  
Southern MO Works Project (information provided by email)  
Others on call- South Central WDB, West Central WDB, Northwest WDB, St Charles County

Reminders
- Select your agency as the Provider when completing SNAP applications and adding services to MoJobs. Please email SkillUp.Missouri@dss.mo.gov if your provider information is not showing or is incorrect in MoJobs.
- Return Supervisory Case Review spreadsheets and the Focused Reviews spreadsheets to FSD.E&TMonitoring@dss.mo.gov by the end of each month. Use this address for any questions you may have regarding the Focused reviews.
- Send FS-5/DWD-PO-608 forms to ABAWD1@ip.sp.mo.gov. Use this form to report employment, training, exemptions, and other services. Refer to the SkillUP Provider Handbook for specific guidance on the use of and the appendices for a link to the FS-5.
- Agency supervisors will approve Change Requests and submit them to SkillUP.Missouri@dss.mo.gov. Double-check these for accuracy before submitting.
- Remind all staff how important it is to retain access to MoJobs. Staff MUST sign in at least once every 30 days. A sign in every 30 days is required for any region for which you have an assigned ID.
- If your agency has questions regarding invoicing please use the email address FSD.E&TInvoices@dss.mo.gov. Submit these quickly so the issue can be resolved before the next billing cycle.

Agenda Items
Partner Call Minutes
- Minutes from 12/11/2018 were emailed after today’s call.
- Please review minutes once received and submit any corrections on the next call.

Program Updates
- It is critical to include career pathways on the IEP, even when assisting someone who is already working; we recognize recruiting workers to move on to better employment can be challenging; may mean looking for paid training or additional help from employers to reach these participants.
- We have not received any questions on the 1099 process, still open to discussion of regional needs or programmatic issue. Please feel free to call or email Jeriane with any issues/questions (573) 751-1078.
Long-term sustainable employment opportunities need to be sought out when working with participants; the Governor’s office, his Cabinet, the Division Directors all want to know the impact the program has on the workforce, employer needs, and non-dependency on benefits.

Training

The following questions were asked:

- Can case notes be added to MoJobs for outreach efforts if the person is not yet enrolled?
  A: Yes, not necessary to do post cards but recommended if calling the person.

- We are listed in MoJobs but we are not able to assign as a case manager.
  A: FSD will contact MoJobs to seek a resolution.

- Is it normal to have duplicate contacts?
  A: Lists were not duplicated but this could occur due to canvassing, contact at events, or tell-a-friend referrals. Remember to check MoJobs first to reduce duplication of services.

Outreach

- Please ensure all participants complete the Outreach and Effectiveness Survey located at:
  Add a case note to MoJobs for completed surveys; we want to know what works – calls, texts, emails, flyers, etc.

- Do others need additional marketing materials (not previously requested)?
  ARCHS – still needs postcards and Justice for All Poster

Partner Reports

Outreach Efforts

- Number of attempted contacts for outreach
- Number of successful contacts from outreach

BFL – 12/13/18 SkillUPalooza, 90 flyers; 301 calls for week; info session held 12/17
ARCHS – no additional information provided
COS – 513 SkillUP contacts for Region 8 and 9 for Region 7; info sessions 2x week w/8-10 in attendance; working to train OACAC staff; pop up event held in Webster County; upcoming event in January
DWD – 3500 contacts completed by Job Centers
FWCA - 201 contacts completed; 15 scheduled appointments; building an incentive plan
LINC – 1430 contacts to date; 500+ postcards; 270 emails; 2 presentations at before/after school programs
MCCA – individual schools are doing radio/tv spots and newspaper articles as well as flyers/texts/emails
MERS/Goodwill – 195 of participants are volunteers; continue working list
MOCAN – 220 calls made for week, @ 30% reached; of 3000 post cards @ 200 returned; 40 Facebook posts
RESCARE – working new list, 70 calls; event coming up 1/5/19 at St Joseph Job Center; event 2/6/19 in Chillicothe will serve participants in morning/employers in afternoon; presentation to Voc Rehab held 12/17
SWMP – 743 postcards sent
Please be prepared for one person to provide your verbal report for each of the funding sources (MWA, MWA/SkillUP, TA/SkillUP, and SkillUP FNS). Please include following information in your report from 10/01/2018 to present for programs:

- Enrollments since 10/1/2018
- Number of participants that gained employment
- Average wages for FY2019

<table>
<thead>
<tr>
<th>Date</th>
<th>Contractor</th>
<th>Program</th>
<th>Participants Enrolled FY 2019</th>
<th>Participants Employed FY 2019</th>
<th>Average wage FY 2019</th>
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<td>BFL</td>
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<td>19 (wk ending 12/14)</td>
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<td>10 (wk ending 12/14) (116 since 10/1)</td>
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Avg Wage 11.47

We will be asking for information on component activity in the near future (i.e. trainings/services participants are receiving)

Questions/ Additional Information

Everyone received the “Save the Date” email for the next Partner Convening Meeting, January 29 -31 Will be held at the Governor’s office building in Jefferson City.

Meeting Close

Jeriane – Happy Holidays, Merry Christmas; enjoy time with your families.

No call next week.
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