

Monthly Partner Meeting Minutes

October 5, 2021 (10:00 a.m.-11:00 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.

Presentation / Guest Speaker

Sarah Moreau, Community Outreach Officer with Central Bank of Missouri and ProsperU Director, spoke about ProsperU, which started in 2019 as a way to help the community. ProsperU helps customers learn how to manage finances through in-person and online classes. ProsperU classes focus on everything from personal finances to small business classes. Sarah provided contact information on how partners can reach her.

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 reported BFL staff are working with Missouri Work Assistance (MWA) and SkillUp clients virtually and will meet at curb to have clients sign documents due to COVID-19. BFL hosts Zoom informational sessions and career readiness classes for customers. Fourteen MWA customers have achieved employment in retail, healthcare, manufacturing and other professions. BFL is also helping MWA clients achieve compliance.	Central		N
ARCHS IGP/SkillUP	Y	Scott Roden reported success stories. ARCHS has a client who was working as a home health aide who completed a six-week call center class and earned a certificate. She works for a Saint Louis municipality and is make \$17.75 per hour. She	Kansas City and East Jackson		N

		wants to become an Air bnb host, too. Other customers have been hired at Edward Jones, BJC and other business with average pay of \$14 an hour. Others went to work for SSM Healthcare at \$15 an hour. ARCHS plans Certified Nursing Assistance (CNA) and phlebotomy training programs at a local health care center.			
FWCA	Y	Leslie Hall reported that during September, FWCA partnered with 10 Saint Louis employers to help clients gain employment. The agency sponsored a resource fair that included several major employers and providers. Clients completed interview events with major employers and FWCA is following up to monitor success. FWCA also reported Afghanistan refugees are beginning to request services.	Jefferson/Franklin		Eric advised his staff are beginning to see visitors who want to obtain Certified Driver's Licenses (CDL) and are using SkillUp and other funds to pay for training. Nearly all candidates succeed in obtaining high-wage positions.
LINC	Y	Dawn Patterson said staff are reaching out to work in person and virtually with MWA customers. Foot traffic to offices has increased in the last month. Training sessions are planned to offer parenting skills and mental health training. Customers have accepted positions with various employers with average wage of \$15 an hour. Also helping folks work with FWCA on some other training programs.	Northeast	Y	Diane Simbro advised staff attended several September hiring fairs and community resource events. Staff are organizing a reverse job fair for probation and parole clients. She shared a success story about a customer, a licensed practical nurse (LPN) who set and met a goal of becoming a Registered Nurse (RN) within 10 years. She started classes in 2020 and received SkillUp and Department of Elementary and Secondary Education funds to pay for her education. The Pandemic required her to transfer to online classes and clinical experiences. She completed training in May and passed State Board Exam in 2021.
MCCA	Y	Cliff Judy reported that SkillUp navigators are meeting with MCCA staff in Branson next month.	Northwest	N	

		Staff will also meet with DSS staff to work on strategies to help customers. Cliff said MCCA staff are working to iron out subcontracts with colleges.			
MERS/Goodwill	Y	Ben Thatcher reported staff continue to see MWA/SkillUp customers gain employment. Fourteen SkillUp folks earning average wages of \$13 an hour. Excel Center staff are taking some time to complete training. Participant workshops are being scheduled to teach skills to deal with mental health and other personal issues.	Ozark	Y	Cody Naeger with City of Springfield reported a “decent” increase in SkillUp referrals and walk-in customers during September. He also said staff are promoting apprenticeships because they help people move quickly into great-paying jobs.
Missouri CAN	Y	Beth Duba reported that four customers have registered for CDL training. Some customers are gaining valuable construction experience working with companies through a training program that focused on historic preservation projects in Saint Joseph.	St. Louis City		N
Equus	Y	Lynette Saxton reported that Equus in the northwest region has partnered with the Missouri Job Center and DESE Vocational Rehabilitation to hold a “red carpet” event for MWA participants. Thirty-eight employers and 10 community resource providers attended to meet with participants and discuss employment and service resources. Lynette also said staff have been advised some participants gained employment through this September event. Eighteen MWA customers gained employment last month with average wages of \$13 an hour.	St. Louis County	Y	Loris Williams reported her organization is hosting almost daily hiring events with Amazon, Boeing and other major Saint Louis-area companies. The agency also wants to expand on-the-job training opportunities by recruiting employers – three new employers joined this effort in September. Loris said an emphasis is placed on CDL, medical professions and information technology training programs.

Southern Missouri Works Project (SMWP)		Bridgett Allen reported customer successes. One customer started employment with Casey's General Store with a wage of \$14 per hour, another became a teacher's aide earning \$12 an hour, and a customer, who is now a licensed cosmetologist, gained employment with an hourly wage of \$15. Bridgett also reports SMWP will partner with Pemiscot County Career and Technology Center to provide medical technology, CNA and phlebotomy training to customers.	Southeast	N	
City of Springfield		Kim Paige reported meeting with participants remotely and in person. There is an increase in program referrals. More than 20 new participants have received services with 16 of them gaining employment at \$11 per hour average.	Southwest	N	
Southeast Missouri Training and Employment Partnership (STEP)		N	South Central WIB	N	
Other Reps:			West Central	N	
FEC		Phyllis Gross report staff are very busy with MWA customers participating in Information Technology, customer service and other career field training. FEC also hosts manufacturing and production classes with end goal of helping participants earn pay of at least \$16 an hour in the Kansas City metro area. She shared a success story about an MWA participant who is now earning \$15 an hour.			

Agenda Items

Partner Call Minutes

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

Program Updates/New Reminders

1. Christina Lenger – Fiscal Year 2022 Program Updates
 - Outreach Listings have been updated based on your agency funding sources. Listing is still based on zip codes serviced and the alpha distribution did not change
 - Provider Map located here: <https://mydss.mo.gov/food-assistance/missouri-employment-training-program/map>
 - Please send map updates to SkillUP.Missouri@dss.mo.gov
 - New template for Weekly SkillUp Provider Report (attached): Heimericks also mentioned adding the number of SkillUp participants that gained employment with the State of Missouri
 - Handbook Updates: Handbook will be posted to the Provider Portal soon. The overview is attached to the minutes.
2. Partner Meeting format redesign – Tom Epling advised partners the meeting will adopt a new format in December. Changes will make the meeting a little more focused on success stories and learning about available resources. More details to come during the November meeting.

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)

Deputy Director - Jeriane Jaegers - Brenneke		
WIT Managers	CIU Managers	Operations
Jennifer Heimericks	Ken Chapman	Cindy Wansing
JaCinda Rainey	Donna Imhoff	Brian Henry
Jennifer Buechler	Justin Logan	Dione Pashia
	Kim Dowd	
	Kim Nott	
	Steve Milburn	
	Tiffany Johnston	

Jennifer Heimericks – Advised that WIT will notify providers when and if Federal Policy toward SNAP Able Bodied Adults without Dependents changes, but at this time ABAWDs are considered exempt under COVID policy. She also asked providers who help customers find State of Missouri employment to notify SkillUp staff through the inbox by sending in the customer’s state ID number. WIT would like to track these participants.

Brian Henry – The WIT Training Unit is adding mandated reporter training for providers and they’ll be made aware of how to access.

Questions or Additional Information

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

There were no partner questions.

Meeting Close

Ongoing Reminders

1. Training Requests: email to SkillUP.Missouri@dss.mo.gov
2. Email SkillUP.Missouri@dss.mo.gov any staff no longer working with the program so we can terminate MO Jobs access and have them removed from our distribution lists.
3. Email SkillUP.Missouri@dss.mo.gov if outreach/marketing materials are needed. Make sure you provide your entire mailing address including suite number. **NOTE:** We cannot send to PO boxes, it must be a physical address.
4. Providers need to submit weekly numbers by emailing the completed template to the SkillUP.Missouri@dss.mo.gov.
5. Providers should keep track of the number of individuals obtaining employment with state agencies (by region).
6. Provider staff should submit the FS-5 SkillUp Employment or Training Information Form to FSD **immediately** when a participant obtains employment.
7. 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.**
8. Submit invoices and reports to the FSD.E&TInvoices@dss.mo.gov
9. Please submit success stories! When submitting, please include a signed release and a photo with the client’s story. If you cannot get a signed FSD release from the participant, remove any personal identifying information. The FSD release form is available on the Provider Portal. Submit success stories to SkillUP.Missouri@dss.mo.gov
10. Submit your spreadsheet of management reviews at the end of each month to FSD.E&TMonitoring@dss.mo.gov.
11. Partner Call Minutes are available on the SkillUp portal.

Email & Quick Reference List

Training requests, Marketing Materials, Reactivations & MO Jobs Change Requests:

SkillUp.Missouri@dss.mo.gov

Questions for MWA

FSD.E&TInquiry@dss.mo.gov

Questions for SkillUp

SkillUp.Missouri@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

DSS Calendar of Events

<https://dss.mo.gov/events.htm>

To have job fairs, community events, or hiring events added to the DSS Calendar of Events

SkillUp.Missouri@dss.mo.gov

DSS Employment & Training Programs

<https://mydss.mo.gov/employment-training-programs>

DSS Missouri Resource Guide

<https://dss.mo.gov/fsd/pdf/missouri-resource-guide-3steps.pdf>

DSS Services Navigator

<https://mo.servicesnavigator.org/>

Employment & Training Provider Portal <https://dss.mo.gov/employment-training-provider-portal/>

DSS Missouri Resource Guide

<https://dss.mo.gov/fsd/pdf/missouri-resource-guide-3steps.pdf>

DSS Services Navigator

<https://mo.servicesnavigator.org/>