

# Partner Meeting Minutes

January 12, 2021 (10:00 a.m.-11:00 a.m.)

## Roll Call/Partner Updates

	<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	Mixed responses due to pandemic. Monitoring people and providing services. Sanctioning non-compliant people. Increasing outreach efforts. St Charles County has \$12/hour for 90 days and planning to return to school. EEOC training for all staff. Leading for Respect for management staff. Respect in the Workplace for staff. Staff alternating between in-person and remote.	Central		
ARCHS IGP/SkillUP	Y	Success story—BFL as CNA and interested in CMT. Able to start in January. Employed \$16.74/hour hoping for CMT, then LPN, then RN. 3 participants started training over last several weeks. 2 CMA SLCC served by Urban League. 1 solar panel installation training served by employment connections.	Kansas City and East Jackson	Y	New staff that will be doing SkillUP training soon. In-person and virtual services offered. Customized training. MWA orientations and assessments via Zoom. Working with LINC for resiliency training. 17 since October obtained training credentials for SkillUP. 1 MWA success—problems with transportation and child care. Learned of training, did CNA training, paid tuition, supplies, books, etc. Looked at LPN, then went straight to RN. Starts 2/7 \$24.75/hour. SkillUP success—graduate IT training, had transportation issues, FEC partnered with National Auto Body Council recycled ride program. 2015 Ford Taurus to get to interviews for job.
FWCA	Y	Normal operating, continuing to maintain contact with participants.	Jefferson/Franklin		

		New employment specialist keeping participants informed with info and job postings. Mini virtual job fairs planned for next few weeks. Internal staff training F2F, new procedures for internal auditing.			
LINC	Y	Working with clients mostly by phone, checking on them, making referrals to partner agencies. Thanks to FSD and part for help in 2020.	Northeast		
MCCA	Y	College staff came back from break last week, ramping up, enrolled 1 or 2 people in CDL in the last few days. Working lists and referring people to providers as needed.	Northwest	Y	Couple added to training last week. Couple success stories—OJT manufacturing, going well, almost finished training. Earned enough wages that they will be off support. Truck driving training—was in training had disagreement with instructor and left training. Case manager called and talked it out and got them to go back to training. Completed and now employed in trucking.
MERS/Goodwill	Y	Continuing outreach, in-person by appointment, but primarily meet virtually. Term 3 started for Excel HS. Identifying potential barriers to training and working on employment plans with students. Remote learning this term. May schedule in-person tutoring. Technology boot camp to help with virtual learning—that helped students. 5 SkillUP participants approved or started training. 1 SkillUP person obtained employment phlebotomist \$14/hour.	Ozark		
Missouri CAN			St. Louis City		
Equus	Y	Providing services both in office and remotely, depending on participant preference and location. Employments happening. Success story being submitted. Landlord	St. Louis County		

		issues—helping participants with resources and workshop about renters’ rights. 4 SkillUP engaged. Starting bi-monthly events virtually for possible enrollment for SkillUP.			
Southern Missouri Works Project (SMWP)	Y	Using outreach lists, trainings are opening back up. EMT and dental assistance trainings starting.	Southeast	Y	8 clients starting training programs in January. 14 total now in training or have finished. Pay rate \$12.15 average pay for those employed. 29 clients have found employment. Since Dec, 11 new clients. Keeping clients updated on COVID testing sites, food banks, resources. Recertification waiver info. Make sure people know they still need to reapply for food stamps—thought they didn’t need to reapply.
City of Springfield	Y	Meet and enroll new MWA participants. 8 new, 4 obtained employment. Average 10.62/hour? Support SkillUP people, mailed 14? letters. Connecting all participants with business svc reps for job search. TRE/WRE, child care for MWA and connecting them to community partners. Helping students returning to school 1/19—schedules, grades, checking for barriers.	Southwest		
Southeast Missouri Training and Employment Partnership (STEP)	Y	Project CAPE hybrid of a job fair. Legal svcs there, too. Expungement clinic. Then job fair starts at 4:00. Work stations to apply for jobs or learn about SkillUP. Food Stamp application assistance. Finished a budgeting workshop from consumer financial protection bureau. Helps case managers talk about money matters with clients. 3 in training now. 1 truck driver, 1 trend setters, 1 used to do home health now working on medical	South Central WIB		

		coding to be able to work from home with less physical labor.			
Other Reps:			West Central		

**Agenda Items**

**Program Updates/New Reminders**

1. Jennifer Heimericks - Outreach listings

Still send listings to the providers for those that want them. But also can hear from SkillUP from other avenues. Check mojobs before cold calling to see if client is already working with a provider.

Barb Wheatley- we haven't been receiving our list. JH- we are working on this as it needed to be reset. Check with Ida as she should have access.

Les Johnson ARCHS- do we have access to dashboard/spreadsheet for stats. JH – we have had changeover of staff but we can work on doing this

**Partner Call Minutes**

1. Did everyone receive and review the meeting minutes from the last partner call?
  - o 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 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  
 JaCinda Rainey  
 Justin Logan  
 Jennifer Buechler—**hiring new training manager to replace Lisa S**

Kami Macias  
 Jennifer Heimericks  
 Christina Lenger  
 Jeriane Jaegers-Brenneke

**Questions or Additional Information**

This is the partners' opportunity to ask or share any additional information with the group. Any questions? **Q SMWP—meetings now monthly? Is there a certain Tuesday these will be on? Usually 2<sup>nd</sup> Tuesday of each month.**

**Q—Beth Duba with MOCAN did not get new invites.**

**Q—LaCheryl—new time 10:00 versus 10:30. A—yes, moved to 10:00.**

## 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 personal 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)