

# DISABILITY EMPLOYMENT INITIATIVE

August 2013

## Monthly Narrative Report

<b>DEI State Project</b>	Minnesota (Department of Employment and Economic Development)
<b>Name of Person (completing report)</b>	Lynn Douma
<b>E-mail Address</b>	Lynn.Douma@state.mn.us
<b>Contact Phone #</b>	651/259-7536
<b>Date Completed</b>	September 15, 2013

### A. Ticket to Work/Employment Network (EN) Activities

Note: local level Ticket to Work EN activities are included in the local activity section below.

- The EN has 73 Tickets assigned from activity prior to the start of the DEI project. To date \$37,448 has been received from those Tickets. No Tickets have yet been assigned by the three DEI implementation sites. A handful of Ticket Holders with assignable Tickets have been identified; DRCs are in process of explaining TTW and securing agreement from the Ticket Holders to assign the Tickets to the EN.
- State DEI staff participated in the TTW TA Office Hours offered by NDI on 8/27/13.

### B. State Level Activities

#### DEED

- State DEI Co-Lead participated in the State Project Lead's Bi-monthly DEI Administrative Teleconference. (8/11/13)
- State DEI staff facilitated an information sharing call involving the DRCs and PACER Center staff on 8/15/13.
- The Data Sharing Agreement was signed 8/22/13, paving the way for DEED to share the required data with Social Dynamics for the DEI evaluation.
- State DEI staff reached out to Round 1 states to interview them about their experiences implementing DEI and anything they would do differently if given the chance.
- State DEI staff began collecting supplemental data on enrolled DEI participants from the implementation sites that is required for the evaluation (data collected via paper forms).

#### PACER Center

- PACER staff communicated with State Co-Leads by email and phone throughout the month.
- Draft of article for Fall 2013 issue of the *PACESETTER* newsletter about the DEI project

and services available to youth with disabilities through local WorkForce Centers was sent to State Co-Leads for review.

- Began revising the working draft of an online needs assessment survey for MN DEI implementation site staff around PACER expertise areas. A revised version will be sent in September.

### **C. Local Level Activities**

#### **Minnesota Valley Action Center (South Central WSA)**

- DRC attended Ticket to Work related activities including:
  - Ticket To Work Conference Call (8/20/13)
  - Ticket to Work TA Office Hours (8/29/13)
- DRC has identified one Ticket Holder using signed consent form; ticket is unassigned. Meeting is scheduled with youth to discuss/explain Ticket assignment. Two more youth have signed consent forms and Ticket status will be checked when Lynn Douma returns on Sept 3.
- During the month of August the internal process for DEI referral and enrollment was reviewed and completed with input from staff and partners. Adjustments to improve this process continue to be made as staff works with youth.
- DRC met with and enrolled 7 youth in DEI and completed one IRT with two more in process of being set up. Throughout the month DRC worked on resource coordination for these youths.
- Meetings with CTICS in Greater Mankato Area and Martin County have been scheduled and DRC worked on finalizing a Power Point with Jayne Spain from Dept. of Education for presentation at these meetings.
- The DRC also participated in these activities during the month:
  - Traveled to Minneapolis for PACER Annual Symposium. (8/6/13)
  - Met with staff from Adult Basic Ed, reviewed DEI and referral processes for both agencies. (8/7/13)
  - Attended DRC conference call and met with DRC for Southeast MN. (8/15/13)
  - Attended MVAC Blue Earth County staff meeting; gave information on DEI. This meeting included staff from areas other than Employment Services. (8/21/13)
  - Held first IRT meeting with youth, MVAC Counselor, VR Counselor and youth's parent. (8/26/13)
  - Attended information meeting for area service providers regarding newly developed diploma program for ABE/ELL students. This meeting included teachers and transition counselors from local schools. (8/29/13)

#### **Workforce Development, Inc. (Southeast WSA)**

- DRC attended PACER Symposium. (8/6/13)
- DRC participated in DRC conference call (8/15/13)
- DRC worked on adding further detail to Benchmarks tool from DEI Orientation. (ongoing)
- DRC continued to work on IRTs and promoting Guideposts (ongoing)
- DRC met with WDI MIS (intake coordinator) and established Workforce One (WF1) Local Program activities and exit reasons. Program created on WF1.

- DRC met with WDI IT specialist and uploaded the DEI enrollment paperwork on the Workforce Development, Inc. intranet (for employees).
- DRC met with youth counselor who serves Mower county and went over the enrollment process. (8/13/13)
- DRC met with youth counselors who serve Olmsted and Dodge counties and went over the enrollment process. (8/14/13 and 8/15/13)
- DRC met with youth counselor who serves Rice and Steele counties and went over the enrollment process. (8/15/13)
- DRC met with youth counselor who serves Goodhue and Wabasha counties and went over the enrollment process. (8/16/13)
- DRC connected with MN Dept of Ed Rep and local CTIC lead and scheduled Freeborn county meeting for 9/25/13.
- DRC presented current grant update at a partner's meeting with SEMCIL, Voc. Rehab. Svcs. and WDI Case managers. (8/28/13)

### **Rural MN CEP**

- Sue Hilgart and Greg Kaiser passed the Work Incentive Practitioner Certification Test from Cornell University (8/12/13). RMCEP now has the capability to provide benefits analysis counseling to Ticket holders. This may also open the door for fee-for-service opportunity to other ENs and VRS as work incentives counseling (CWIC) services are extremely limited in our area. The fee-for-service opportunity is part of a plan to sustain the DEI capabilities beyond the grant period along with Ticket revenues.
- DRC spent time throughout August planning DEI training event scheduled in early October at Camp Ripley for RMCEP staff. Presenters will include VRS managers, DEED managers, PACER representative, SSA and leaders from the disability community.
- DRC conducted work site visits in the Detroit Lakes area where persons with disabilities were working as part of the Minnesota Youth Program. (8/1/13)
- DRC attended the PACER symposium. Presenters included subject matter experts on Autism, bi-polar disorder, assistive technology, teaching strategies for those with cognitive disabilities, exercise and the brain, and problem-solving. (8/6/13)
- First Ticket Holder called in wanting to go back to work after being referred from Freedom Resources Inc. DRC collaborated with WorkForce Center staff to set up a collaborative enrollment/work incentive intake on 8/15/13. Customer is a 58-year old female; benefits analysis completed and customer enrolled in Senior Community Service Employment Program. An Integrated Resource Team was established for the Ticket Holder.
- DRC participated in DRC conference call. (8/15/13)
- Internal Communication/Management meeting. DRC presented Ticket to Work policy and service strategy for Ticket holders to RMCEP staff. (Ticket to Work policy attached) Also provided information about upcoming October training. (8/19/13)
- Ticket to Work Policy and service strategy draft completed. Waiting on ISS to be signed prior to assigning RMCEPs first Ticket. (8/30/13)
- Five DEI enrollment forms completed. Initial meetings with potential DEI candidate set up for the following week in the Bemidji, Blackduck and Baudette areas. (8/30/13)

## **PACER Center**

- PACER staff began working on curriculum notes to accompany PowerPoint slides of parent training curriculum on Social Security and Benefit Planning for Transition-Age Youth that is under development. Some revision to slides is anticipated based on initial parent training pilots.
- Disseminated flyer for Sept. 18<sup>th</sup> parent training
- Disseminated flyer for Sept. 30<sup>th</sup> parent training to 365 addresses in Region 4, Sauk Center, and Long Prairie.
- Info about September parent trainings is posted on the PACER web site:
  - Wednesday, September 18, 2013, 1:00pm-3:00pm  
Social Security and Benefit Planning for Transition-age Youth: Ticket to Work Alexandria, MN.  
This workshop will provide information on how parents of youth with disabilities can apply for Social Security and Supplemental Security Income benefits for young adults at age 18. Parents will learn how the Ticket to Work can help their youth meet his or her postsecondary training and employment goals. Joani Werner, Social Security Representative, will be providing information at the workshop.
  - Monday, September 30, 2013, 1:00pm-3:00pm  
Session 1: Social Security and Benefit Planning for Transition-age Youth: Ticket to Work. Bemidji, MN.  
This workshop will provide information on how parents of youth with disabilities can apply for Social Security and Supplemental Security Income benefits for young adults at age 18. Parents will learn how the Ticket to Work can help their youth meet his or her postsecondary training and employment goals.
  - Monday, September 30, 2013, 6:30pm-8:30pm  
Session 2: Social Security and Benefit Planning for Transition-age Youth: Ticket to Work, Bemidji, MN.  
Session 2 of this workshop will provide a brief overview of the Ticket to Work and how parents of youth with disabilities can apply for Social Security and Supplemental Security Income benefits for young adults at age 18 with an emphasis on the application process.
- Confirmed plans for Hassan Samantar, PACER multicultural staff working with Somali youth with disabilities and their families in MN to speak in during regional training activities to be held at Camp Ripley in October.
- Confirmed plans for PACER staff will also be providing an overview presentation on the *Guideposts for Success* to WSA staff attending this event.
- PACER staff contacted the 3 DRC's to discuss scheduling Assistive Technology trainings.
- Provided an update on PACER activities to State Co-Leads and DRCs on DRC conference call. (8/15/13)