

DISABILITY EMPLOYMENT

February 2013

Monthly Narrative Report

The information that DEI projects provide in the DEI Monthly Narrative Report template helps to respond to DOL’s need to learn how the DEI is impacting the public workforce system’s capacity to serve jobseekers with disabilities. It is understood that projects are at different stages of implementation and may not be actively involved in each of the areas included in the reporting tool since these are designed to be comprehensive and capture the full range of required and strategic components and activities across all DEI projects. However, this report will help track progress over time.

For each reporting period, it would be helpful if grantees could provide cumulative information for each quarterly update.

Please submit your completed monthly narrative report fifteen days after the end of each month to Laura Gleneck by e-mail at lgleneck@ndi-inc.org.

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Date Completed	March 8, 2013

A. TICKET TO WORK/EN PROJECT ACTIVITIES			
For this month, include the status of EN(s) and current activity to include:			
1. Number of Tickets Assigned	0		
2. Current level of Revenue Generated (Received / Pending)			
Received	\$0	Pending	\$0
3. Please share any Notable EN activities during this month:			
<ul style="list-style-type: none"> • State DEI staff completed the EN Contact Change form in order to transfer administration of Minnesota’s American Job Center’s EN to Minnesota’s DEI Project. • State DEI staff completed the Workforce Payment Agreement between SSA and DEED in order to extend the current EN designation past July 16, 2013. • State DEI staff consulted with Maximus project manager regarding Workforce Payment Agreement process • State DEI staff attended a MN EN/TtW Networking Meeting hosted by SSA • State DEI staff participated in a an All Employment Network EN Payments call 			

- Implementation site staff participated in a number of EN and TtW webinars sponsored by NDI
- State DEI staff consulted with NDI and DOL to learn how they might best advise control sites if/when they choose to participate in TtW and/or be designated an EN

B. State Level Partnerships

For this month, include one significant capacity building activity related to state-level partnerships

- State DEI staff provided support to the Implementation sites as they worked to complete their Phase I Work Plans and Budgets
- State DEI staff reviewed and approved implementation site work plans and budgets
- State DEI staff released implementation site funds
- State DEI staff and PACER staff conferenced with MN's NDI liaison to discuss technical assistance provided by NDI including the DEI Benchmarks and Outcomes Indicator Worksheet, the DRC Needs Assessment Tool and DEI Resource Mapping. Clarification was made concerning PACER's role in MN's DEI project.
- State DEI staff met with MN's Vocational Rehabilitation Services Transition Specialist to discuss collaborative efforts
- State DEI staff conferenced with Robert Bartolotta from Social Dynamics and DOL staff to discuss Minneapolis withdrawing as an implementation site
- State DEI staff conferenced with their Federal Project Officer to discuss Minneapolis withdrawing as an implementation site
- State DEI staff participated in a DEI Project Lead conference call
- State DEI staff met with PACER and MN Department of Education staff to discuss project parameters including the status of hiring local DRC's, the impact of Minneapolis withdrawing as an implementation site and the role of CTIC's in the DEI project
- State DEI staff completed the first DEI Quarterly Narrative due to DOL
- State DEI staff participated in a Peer-to Peer Exchange
- State DEI staff held the first Implementation Site group conference call

C. Local Level Activities

For this month, please describe one significant local level activity in which the DEI is helping to build the capacity of the public workforce system (e.g., front-line/partner staff training, employer outreach, etc.)

- Implementation sites submitted their Phase I Work Plan and Budgets to DEED
- Implementation sites prepared DRC job descriptions, posted DRC job announcements, conducted DRC position interviews, and in one case, hired and orientated a DRC.
- Implementation sites met with potential partners, including; VRS manager and SEMCIL representative, and introduced DEI to CTIC's, American Job Center and front line case manager staff
- One site (South Central) coordinated a networking meeting with staff from VRS, SSB, the Mankato Area CTIC, District 77 Transition Team, MRCI WorkSource and Steps, Inc. Information was shared regarding how these organizations could impact South Centrals DEI project.
- Implementation site staff attended numerous NDI sponsored webinars in February
- Implementation site staff prepared extensive DRC orientation packages for incoming staff

- Implementation site staff continue to build their IRT's by reaching out to prospective organizations and entities that may eventually play a role in the development of such
- PACER staff met with the Director of PACER's Simon Technology Center to discuss their role in the DEI project
- PACER began to track DEI related activities in its database
- PACER staff met with SSA to discuss plans for developing and scheduling parent training on Social Security Benefits, Work Incentives, and TtW
- PACER staff continued development of the MN DEI participant assessment/resource identification tool after conferring with State of Michigan staff regarding the materials they created based on Guideposts for Success