

DISABILITY EMPLOYMENT MARCH 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	April 15, 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 consulted with the Maximus account manager about the status of our Workforce Payment Agreement and about the suitability process. ➤ State DEI staff began the process of attempting to discern whether individuals have tickets and how those tickets might be assigned to our EN. A PIN for the voice response system was acquired in order to learn about the status of individual tickets. ➤ State DEI staff conferenced with the Project Lead from South Dakota in part, regarding their experience with TtW, and continued to consult with MN's Vocational Rehabilitation staff regarding the transfer of administration of DEED's EN to the DEI project. 			

- State DEI staff participated in a SSA Effective Practices webinar, an EN teleconference and a NDI sponsored TtW Benefits Planning webinar while local staff participated in numerous webinars related to TtW and benefits planning.

B. State Level Partnerships

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

- Project Lead and PACER staff participated in March 6 call with DJ Ralston of NDI and Curtis Richards of NCWD to clarify PACER's role and to discuss NDI TA activities and resources.
- Project Lead and PACER staff met with Project Lead on March 21 and 28 to discuss revised contract activities in light of Minneapolis withdrawing from the project.
- PACER staff constructed a chart of MN DEI partnership agencies, listing their roles, and expertise areas.
- PACER staff revised their internal database system to track information, referral calls and other PACER activities related to the MN DEI Project.
- Project Lead Planned for DEI Steering Committee to be held; was postponed until April 11th, due to weather conditions.
- Project lead conferenced with South Dakota's DEI Project Lead and Program Manager in regard to their project parameters and other implementation matters and communicated with California's Project Lead in regard to their program materials.
- Project Lead became a member of and took part in DEED's first Assistive Technology Work Group meeting.
- Project Lead worked to draft the PHASE II Work Plan/Budget/Participant Plan that Implementation Sites will complete to further enhance their Phase I Work Plan responses and account for their additional allocation dollars.
- Project Lead conferenced with the local DRC's in person and via phone to discuss their IRT planning efforts.
- Project Lead conferenced with MN's Vocational Rehabilitation Services Transition Specialist and MN Department of Education's Transition Specialist in order to discuss supporting efforts at the Implementation Site level.
- State VR staff reported to the Project Lead that DEI is well underway in Implementation Site; mentioning that he was asked for the DRC for assistance in blending VR, TtW and DEI services. Youth are presently being identified and state VR staff report that a sustainable system for youth participants is very likely.
- Project Lead created a monthly Events Calendar, posted to MN's DEI website. The calendar will aide DEI DRC's and other partners in tracking the numerous DEI activities.
- Project Lead participated in EN teleconferences and NDI webinars in order to increase baseline knowledge of DEI components.
- Project Lead met with DEED's Assistive Technology Specialist to discuss DEED's support of DEI Implementation Site efforts.
- State staff communicated with the federal project staff, technical assistance staff, evaluation staff and TtW/EN/SSA staff throughout the month.
- Project Lead facilitated the scheduling of introductory calls conducted by Social Dynamics with Implementation and Control Sites, as well as with DEED staff.
- Project Lead continued to build partnerships that will impact the MN DEI project while attending the National DEI Meeting in Washington D.C.

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.)

- PACER staff worked with Project Lead to schedule and plan meeting agendas for first 2 MN DIE Roundtables with DRC's.
- PACER staff reviewed locally created resources based on the Guideposts provided by Marcie Alling from the State of Michigan (as suggested by Joan Wills from NCWD).
- PACER staff began drafting MN DEI family training curriculum on work incentives and asset development.
- Implementation Site staff participated in numerous webinars including; Ticket to Work, Parts 1-4, TtW Boot Camp, TtW Overview and Partnership Plus, TtW and Benefits Planning and Other State and Federal Work Incentives, Promoting Economic Advancement/Financial Education, Integrated Resource Teams, Part I and II Asset Development, Part II Asset Development: DEI and MyFreeTaxe
- Implementation Site staff participated in the DEI National Conference and reported what they learned to their DEI colleagues.
- Implementation Site staff met with the Project Lead to discuss local level matters related to DEI implementation.
- Implementation Site staff communicated with CTIC's Vocational Rehabilitation and other partners including local case managers, regarding the DEI Project.
- Implementation Site staff hosted a booth at a PACER sponsored Parent/Youth Training to share resources with youth with disabilities including WIA, MN Youth Program and prospective DEI participants.
- Implementation Site staff revised the WorkForce Center Memorandum of Understanding to include language on access to assistive technology for the Resource Area as well as connecting youth job seekers with disabilities to the DEI DRC.
- Two Implementation Sites orientated their newly hired DRC's to DEI and to their respective workforce agencies.
- Newly hired Implementation Site staff completed the MN DRC Training and Technical Assistance Needs Tool
- Implementation Site staff met with their Local Veterans Representative from DEED to discuss how programs can better connect to serve young veterans with disabilities.
- Implementation Site staff met with numerous Team Leaders and Youth Coordinators to discuss collaborating with the DEI project and presented DEI to the Youth Council and Workforce Investment Board.
- Implementation Site staff produced a demographic of their 19 county area, indicating a "road map" to reaching their DEI enrollment goals.