

DISABILITY EMPLOYMENT INITIATIVE

June 2013

Monthly Narrative Report

DEI State Project	Minnesota (Department of Employment and Economic Development)
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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. No Tickets have yet been assigned by the three DEI implementation sites.
- State DEI staff conferenced with NDI Ticket to Work experts regarding the status of EN's payment agreement and also reviewed a Ticket Tracking tool that could be used by the EN. (6/4/13)
- State DEI staff participated in the Individual Work Plan training held by the Operations Support Manager (OSM). (6/10/13)
- State DEI staff participated in webinar with NDI's Ticket to Work experts on the status of Workforce Payment Agreements. (6/18/13)
- State DEI staff worked with Vocational Rehabilitation Services (VRS) staff to develop Partnership Plus agreement for coordinating services to Ticket Holders who have previously assigned their Tickets to VRS. (6/18/13)
- State DEI staff developed draft guidance for the three local implementation sites on the process for checking Ticket status and assigning Tickets to the EN. This process has been complicated by the fact that DEED's data practices compliance officer has advised that the Minnesota Government Data Practices Act does not allow DEED or its subcontractors to transmit SSNs to check Ticket status without the individual's signed informed consent. The guidance includes a consent form for checking Ticket status, and a draft Ticket Assignment Agreement. Feedback on the guidance was received at the June 20 Disability Resource Coordinator Roundtable.

B. State Level Activities

DEED

- State Project Lead participated in the Project Leads Administrative Call. (6/11/13)
- State Project Lead coordinated monthly DRC conference call. (6/13/13)

- State Project Lead planned and facilitated DRC Roundtable in Alexandria, MN. Other DEI team members participated to provide updates on Ticket to Work and the Data Sharing Agreement with Social Dynamics for the DEI evaluation. (6/20/13)
- State DEI team members continued to work on finalizing the Data Sharing Agreement with Social Dynamics and on developing the process for transmitting the data to Social Dynamics for the DEI evaluation.

PACER Center

- Drafted online needs assessment survey for DRCs around PACER expertise areas.
- Revised drafts of MN DEI promotional piece, the MN DEI Youth Profile, and MN DEI Action Plan.
- PACER staff attended June 20th MN DEI Roundtable in Alexandria, MN and shared revised drafts of above documents with participants. Revised above documents to incorporate feedback from roundtable participants.
- Submitted revised documents to MN DEI State Lead for review by DEED staff and DEED communications department.
- Reserved space in the Fall issue of PACER’s national newsletter, the PACESETTER, for an article about the DEI project and youth services available to youth with disabilities through local workforce centers.
- Met with and had several follow-up conversations with Joani Werner from SSA to plan content for MN DEI pilot parent training on Social Security and Benefit Planning for Transition-Age Youth.
- Sent State Project Lead a copy of draft PowerPoint to be used in pilot parent training on Social Security and Benefit Planning for Transition-Age Youth in Baxter, MN on July 29th.
- Disseminated flyer for July 29th pilot training for parents in Baxter MN.
- Scheduled and arranged logistics for additional parent trainings on Social Security and Benefit Planning for Transition-Age Youth in Bemidji on Aug 13th and in Alexandria on September 18th.

Minnesota Department of Education

- MN Department of Education staff worked to schedule CTIC meetings in Rochester on September 10 and Alexandria on September 12. The focus of these meetings will be DEI-CTIC connections and planning time for the two DEI trainings that the CTIC’s will provide during the school year.

C. Local Level Activities

Minnesota Valley Action Center (South Central WSA)

- DRC attended Diversity Day at Metro State University (6/5/13)
- DRC attended Ticket Tuesday Training (6/11/13)
- DRC attended Social Security e-Services Training, St. Paul (6/12/13)
- DRC and Project Contact participated in the monthly DEI Implementation Site conference call (6/13/13)
- DRC met with Mike Johnson from the Social Security Office in Mankato to discuss referrals for DEI and services offered at this office location (6/18/13)
- DRC and Project Contact attended the DEI Roundtable at the Alexandria WorkForce

Center (6/20/13)

- DRC met with DW/WIA Adult Counselor at the Mankato WorkForce Center to review customer flow and services (6/24/13)
- DRC participated in the Ticket to Work Office Hours (6/25/13)
- Throughout the month, the DRC continued to work on the process and customer flow of participants from the time of application at MVAC and/or registration at the WorkForce Center to determine where the DRC role will fit in to best serve youth in the area. As well as the role of the DRC in the Ticket to Work Program.
- Throughout the month, the DRC continued to work on the Resource Mapping tool to connect with existing partners and possible new partnerships to identify the services available as well as the service gaps for youth with disabilities.
- Throughout the month, the DRC continued working with 3 youth who are currently on youth programs to learn more about youth services, the youth counselors work and barriers to employment that youth with disabilities face.
- As MVAC staff have been accepting new youth applications they have noted youth that could be eligible for the DEI project.

Workforce Development, Inc. (Southeast WSA)

- DRC presented current grant update at the WDI Manager's meeting (6/4/13)
- DRC attended Diversity Day at Metropolitan State University (6/5/13)
- DRC met with youth counselor who serves Mower county and reviewed caseload and eligible current enrollments for the DEI (6/10/13)
- DRC participated in DEI implementation site conference call (6/13/13)
- DRC met with youth counselor who serves Steele and Rice counties and identified current participants who would be eligible for the DEI (6/18/13)
- DRC attended Roundtable meeting in Alexandria (6.20.13)
- DRC connected with MN Dept of Ed Rep and local CTIC lead and scheduled meeting for fall (meeting scheduled for 9/10/13)
- DRC continued to work on IRT's and promoting guideposts (ongoing)
- DRC worked on Benchmarks tool from DEI Orientation- worked on further detail (ongoing)

Rural MN CEP

- First IRT met in Moorhead MN. Attendees included Person with Disability, WIA coordinator, VR representative, Benefits Planner from Work Incentive Connections, DRC and parents of the participant. (6/5/13)
- Cornell University Benefits Planner Certification courses attended. This activity was the priority for the month. The ten courses include significant reading and homework requirements and were attended by Sue Hilgart and Greg Kaiser (DRC). This will allow RMCEP to provide benefits planning services at a much lower cost than using fee for service contracts. (6/7-6/28/13)
- Participated in Integrated Service Delivery webinar presented by NDI (6/12/13)
- Meeting with Allan Lutz from Vocational Rehabilitation. The purpose of this meeting was to gain knowledge in order to develop policy and strategies for the implementation of an effective Ticket to Work program. (6/12/13)

- Participated in DRC conference call coordinated by State Project Lead (6/13/13)
- Participated in EN Marketing and Outreach webinar presented by NDI (6/18/13)
- DEI Roundtable held in Alexandria, MN. RMCEP Attendees included Director of Operations, Strategic Planner, Operations Assistant, DRC and Team Leader for Alexandria WorkForce Center. (6/20/13)
- RMCEP DEI Team Meeting (6/24/13)
- Participated in NDI TA Office Hours – Ticket/EN Q&A (6/25/13)
- Participated in Ticket to Work Individual Work Plan webinar present by Maximus (6/26/13)
- Collaborative meeting with Becker County Veterans Services, DEED Veterans Representative and the DRC (6/27/13)
- DRC submitted second draft of RMCEP internal DEI policy to include service delivery strategies to Operations for editing (6/28/13)
- Teleconference with Kevin Nickerson and Mary Lynn Revoir from NDI regarding marketing and recruiting of Ticket holders. (6/28/13)