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**WISCONSIN WORKS COMMUNITY STEERING COMMITTEE**  
**Meeting Minutes**  
**Wednesday, April 21, 2010**

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**Members Present:** Steve Kinkade, Kirk Schuetz, Shirl Davies-Morris, Mona Antonelli, Amber Culver, Donna Wold, and Barb Wien

**Members Absent:**

**Others Present:** Cindy Sutton, Sherry Quirk and Connie Mageland, Rock County Human Services Russell Podzini, Rock County Board Member and Merry Evans, AA Rock County Human Services.

**1. Call to Order**

Temp Chair Steve Kincaid called the meeting to order at 3:31 pm.

**2. Welcome of Guests and Members.**

Members were welcomed.

**3. Approval of Agenda**

A motion was made, seconded and carried to approve the agenda.

**4. Approval of April minutes**

A motion was made, seconded and carried to approve the minutes.

**5. Old business**

**a. W-2 Performance Standards**

**i. Current Standards**

- \$8.75 per hour standard met
- SSI advocacy met
- Customer satisfaction 8.8 out of 10 met. Standard is 7.
- All reports are not available yet from the state. The system has not been working correctly at the stat level.
- Cindy will bring all performance standards to the next meeting.

**ii. State Expectations**

- Rock County made Right of First Selection.
- The new contract began January 1<sup>st</sup>.
- Rock is short one W-2 FEP. She is in training and will be ready in about 4 months.
- There are 200 W-2 cases now; last year at this time there were 140.
- Benefits dispersed last month were \$91,100.00, February, \$89,000 and last August \$46,000 was dispersed.
- We're seeing a lot more 2-parent cases now. The new contract stresses working with the entire family. Cindy will bring percentage numbers to next meeting.
- Shirley asked if the increases were due to business closing. Cindy advises yes and predicts it could get worse next month when unemployment runs out.
- Rock County's unemployment is 12.7% and Beloit is 18.3-18.6% per Steve.
- Shirl would like to know what the state is doing to help. Cindy advised the state found additional funds. Rock is to receive \$588,000 out of \$28 million for this year. \$39 million will be available next year statewide. Cindy Sutton and Cindy Schultz/Administrative Services Division Manager are both asking to be on the group that allocates these funds.
- W2 workers have approximately 70 cases each.
- Donna would like to note that she's really concerned about our caseloads.

- Connie advised W2 workers have changed their workflow hoping to improve case activity. There is one assessment FEP, doing 7-9 requests per day. She has 2 backups. There is one job developer and her make focus is retention. She holds a small caseload of 10-12.
- Shirl asked if there were a high number of unemployable customers. Cindy advised there were 66 transition cases, 20 of which are SSI. The rest are temporarily unemployable.
- Shirl asked why one W2 worker left, was it out of frustration? Cindy advised she applied for an AA position within Human Services.

#### **b. Community Outreach**

- Rapid Responses have increased due to unemployment, business closings and downsizing.
- Community organizations have attended staff meetings.
- A W2 customer who has been working with Amber is learning Public Speaking. She would like to run a networking workshop. She is doing very well.

#### **c. First Call – Barb Wien**

- Year-end reports distributed.
  - Utility assistance is top need at this time. April 15<sup>th</sup> was the date for Alliant to cut off power to past due customers. There are no referrals available for these customers.
  - Over 3,000 phone calls were received last year.
- Rock County Food Resource Guide distributed. This brochure can be found on-line and printed for use.
- The Service Fair at the Job Center was not well attended. 50 people attended for the entire 5 days.
- There will be an Offenders Fair, put on by the Criminal Justice Committee, June 6<sup>th</sup> or 15<sup>th</sup> at the People's Church in Beloit. 42 agencies will be there offering information. Employment and housing are very hard to get for offenders. Barb put together info by community.
- Donna heard of a case where the electricity was turned off for a \$60.00 bill. Wondered if this was typical. Possibly due to a very past due bill.
- Shirl was amazed that the Whitewater Pantry is listed as most used in the area. Could be student usage.
- Captain Schuetz would like the Christmas and Thanksgiving meals added to the Resource guide.

### **6. New Business**

#### **a. Committee Responsibilities**

- Steve reiterated the need for new members.
- Cindy advised Merry contacted Forward Janesville and the Beloit Chamber of Commerce with no response. She also tried to enlist a self-employed businessperson with no luck.
- Cindy requests the board speak with employers. She would be willing to send potential members information.

**b. New Committee Member Recommendations**

- Steve advised Jim Agate from Culvers regretfully resigns as member.
- Donna asked if the employer could be from anywhere in Rock County? Yes.

**c. ES Caseload Numbers**

- Report distributed.
  - W-2 has increased.
  - Child Care is declining, probably due to low employment rates.
  - Kinship numbers are up
  - Food Share rising
  - Badger Care rising
  - There are 15,338 unduplicated cases.
  - SSP's have 500 cases each.
- Monday is ES recognition day and today is Administrative Assistant day. Cindy shared the board-approved certificate that will be shared with staff on ES day.

**7. Comments**

**a. Committee Members**

- Shirl asked how much BTC enrollment has increased.
  - TABES can no longer be done at the Job Center due to full class sizes.
  - Amber states advisors are booked out one month to book summer school. She says when unemployment runs out, people will quit school, as there is no money left in their budget for school.
  - Donna state there is still assistance available for those going back to school. Concerned school attendance will drop severely.
- Amber advised gcflearnfree.org is a free learning source with a printable certificate.
- Amber described new courses; Key Train and Work Keys. Key Train is a series of tutorials and tests.
- Cindy would like to mention that one client got 2 part-time jobs, was not happy with just one. Another client got a bilingual position.
- Donna is concerned our youth won't be able to spell correctly as they are used to "texting" language. Some papers have been turned in with "texting" language instead of correctly spelled words.
- Amber described Kelly Garcia's class series; Success Skills offered at the Job Center. A certificate is provided students who successfully complete the series.
- Steve would like board members to recruit more committee members from the employer sector. The chair should be an employer. Please get names to Cindy and invite them to the next meeting in October. 5 new member are needed all from the employer sector. Please advise potential members that they should attend meetings twice a year and it's only 1.5 hours. Cindy will put together a packet of info for the board to use as a recruiting tool. The packet will also be sent to Forward Janesville and the Chamber of Commerce of Beloit.
- Captain Schuetz suggested asking service clubs i.e. Rotary, Lyons or Optimists for member suggestions.
- Suggested business's who have hired W-2 clients be asked to be on board.

**b. Community Members**

**8. Next Meeting**

**Wednesday, October, 20<sup>th</sup>, 2010**  
Rock County Job Center  
1900 Center Avenue, Janesville, WI  
3:30 p.m. – 5:00 p.m.

**9. Adjourn**

The meeting adjourned at 4:37 pm

**Prepared and Submitted by:**

**Merry Evans  
RCHSD Administrative Assistant**