

**Ohio**

Department of  
Job and Family Services

# CCMEP Webinar

## October 12, 2017



a new way to work

CCMEP Team

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## *CCMEP County Plans*

- Program plan template
  - Deadline extended to 12/31/17
  - <http://www.odjfs.state.oh.us/forms/inter.asp> - Search for form number 03001
- Use with 5101:14-1-03
- Local workforce area and county Lead Agency policies must be attached
  - Template indicates which policies must be attached as does the rule
- Checkboxes



## *CCMEP County Plans*

- Plans should be submitted to [CCMEPQNA@jfs.ohio.gov](mailto:CCMEPQNA@jfs.ohio.gov)
- Section 3.2 was updated and must include information on their summer employment process and plans
- Collaboration is crucial for plan development and implementation of CCMEP – see [Section 5116.23](#) of the Ohio Revised Code
- Content should include details and descriptions on what your county's Lead Agency will be doing instead of text from the rules



## *CCMEP County Plans*

### ● Section 1.6

- Describe your Lead Agency structure (combined agency?, etc.)
- Identify local participating agency
- Describe partnership activities and efforts

### ● Section 1.7

- Attach policies
- Description should include information on each bulleted item



## *CCMEP County Plans*

### ● Section 1.8

- Attach policies
- Description should include information on each bulleted item
- “Needs additional assistance” policy
- Disclosure of relationship
- Supportive Services
- Monitoring
- Follow-up services



## *CCMEP County Plans*

- Section 1.9
  - Include provider names
  - Include details on services provided
- Section 2
  - OWF work-eligibles – counties should check how many they have each year for estimates at a minimum
  - Volunteers – counties should plan to serve some volunteers
  - Counties should be co-funding participants whenever possible



## *CCMEP County Plans*

### Section 3.1

- Detailed descriptions on how local businesses are being engaged and coordinating those efforts with the local participating agency and youth service providers

### Section 3.2

- Updated cash authorization process
- Summer employment process
- Communication process among the Lead Agency, the local participating agency, and youth service providers
- Monitoring of youth service providers by the Lead Agency



## *CCMEP County Plans*

### ● Section 4.2

- Referrals for OWF work eligibles
- Referrals for other CCMEP participants

### ● Section 4.3

- Process details for coordinating the Lead Agency, local participating agency, and youth service provider efforts
- Details on all bulleted items
- Transfer process (OWF recipients and other CCMEP participants)





## *CCMEP County Plans*

### ■ Section 4.5

- Consider rule 5101:14-1-04 as you develop a policy on forming a household for income counting purposes to use with TANF
- Individual age 18 to 24 that is part of a family that includes a minor child
  - Define family for this section of the rule
- Attach policies



## *CCMEP County Plans*

### ● Section 4.6

- WIOA regulations define family and income counting requirements
  - Rule 5101:10-3-01

### ● Section 5.1

- Details on process for CCMEP Comprehensive Assessment including entity responsible for administration
- Signature timing
- Basic skills assessment (details on administration)



## *CCMEP County Plans*

- Section 5.2
  - See TEGL 21-16
- Section 5.4
  - Details on engagement process and compliance with rule 5101:14-1-05
- Section 6.1
  - Justify TANF purpose unless service details are clearly related
  - Details on each service and how it is provided



## *CCMEP County Plans*

- Section 6.2
  - Describe process for all subsidized employment payments
- Section 6.3
  - Attach local policies (Lead Agency and WDB)
  - Details about how supportive services are TANF “nonassistance”
  - Assist participants in completing CCMEP activities
  - Not PRC



## *CCMEP County Plans*

### ■ Section 6.4

- Attach local policies (Lead Agency and WDB)
- Describe documentation process (case notes)
  - Communicating availability up front
  - Opting out or waiving services
  - Unable to contact



## *CCMEP County Plans*

### Section 6.5

- Must describe process and communication methods to be used in detail
- Draft response below that needs more details:

**6.5 Describe the timeframes and documentation requirements the Lead Agency uses to determine good cause for OWF work-eligible CCMEP program participants.**

Describe:

The lead agency will require notification of the failure with good cause within 24 hours (prior to the event or after). Documentation of good cause is to be provided within 10 days. This can be provided in person, via mail, fax, electronically, through an authorized representative or the primary information person.\_\_\_\_\_



## *CCMEP County Plans*

### Section 6.6

- Describe process for ensuring written notifications are always provided for appointments
- Acceptable response is below:

**6.6 What is the process for providing a program participant with written notice of scheduled CCMEP appointments?**

Describe:

The lead agency will make all attempts to reach the participant via phone to schedule an appointment and will then issue written appointment notice to participants of the scheduled day/time. In the event a participant is unavailable by phone, an appointment is scheduled, allowing at least a 10 day notice for the appointment and an appointment notice is mailed.



## *CCMEP County Plans*

### Section 6.7

- Encourage participants to get a high school equivalence diploma
- ABLE = ASPIRE
- Acceptable response is below:

**6.7 For program participants without a high school diploma, how will the Lead Agency ensure those individuals are made aware of options to obtain their high school degree or its equivalent (e.g., ABLE referral, Adult Diploma option)?**

More than 1 million adult Ohioans do not possess a high school diploma or equivalent. Addressing this issue is critical to Ohio's economic health and growth. Attainment of this credential is one of the primary measures for CCMEP and an important priority for the program.

Describe:

The importance of obtaining a GED for obtaining employment and enrolling in postsecondary education will be stressed to participants during the assessment process and incorporated into the IOP as necessary. An Aspire instructor is co-located at the OhioMeansJobs center on Fridays and will be used as a resource to discuss the GED program with the participant. Referrals will be made to Aspire. GED and Adult Diploma information is available at the center. On-line high school diploma schools and Workforce Readiness/Industry Credentials will be viable options as well.





## *CCMEP County Plans*

- Section 6.8
  - WIOA procurement policy
  - Details on process and collaboration on procurement of TANF and WIOA funded services
    - Must collaborate with WDB
- Section 7.1
  - Include details on training offered and planned locally



## *CCMEP County Plans*

### ● Section 7.2

- Person centered case management requires reasonable caseloads

### ● Section 7.3

- Lead Agency should be soliciting feedback from participants directly
- What will the feedback be used for?



## *CCMEP County Plans*

- Section 7.4
  - Lead Agency should be soliciting feedback from case managers
  - What will the feedback be used for?
- Section 8.1
  - Details about collecting post-exit performance information from participants
- CCMEP Plan Certification
  - All boxes must be signed by appropriate parties (WDB designee)



## *CCMEP Q & A*

- Q: How are Ohio Youth Works cases ended in OWCMS when the participant does not continue in CCMEP?
- A: Enter an Actual end-date in the system and the outcome, “Completed Successfully”. The case will automatically be exited in 90 days. The Actual end-date is what is required for an exit to take place.



## *Questions & Answers*

Email CCMEP program questions to:  
[CCMEPQNA@jfs.ohio.gov](mailto:CCMEPQNA@jfs.ohio.gov)

Email OWCMS and OMJ questions to:  
[OMJ-HELP-DESK@jfs.ohio.gov](mailto:OMJ-HELP-DESK@jfs.ohio.gov)

Email OFA for questions on OWF and work participation:  
[TANF-FSTA@jfs.ohio.gov](mailto:TANF-FSTA@jfs.ohio.gov)