



CCMEP Update



OWEN'S Corner

Now that most students are back to school, it's important to consider what types of services case managers can provide students during the school year. Of course, tutoring is a great option for any students who need extra support to pass a course. All participants also should be offered career counseling and labor market information to help them identify career pathways and needed training. Both in-school and out-of-school participants would benefit from conveniently scheduled workshops (late afternoon, early evening) on subjects such as career exploration, resumes, interviewing, job retention, career advancement, FAFSA for post-secondary education financing, entrepreneurship, leadership development, financial literacy, goal setting, achievement and other topics. Job shadowing and internships also can help students decide whether a particular career option fits their unique strengths and interests.

Ongoing engagement during the school year is critical not only for participants' success, but for your county and area's success in performance outcomes for credential attainment, measurable skill gain, and education 2nd and 4th quarter after exit. Please see the **performance desk aid** for details on these measures. To help keep students engaged, case managers should ask each participant the best method for staying connected with them and use that method – whether it's texting, calling or social media. Always be sure to use a work phone for texting and calling and a work account for social media to maintain professional boundaries.

As a case manager, your positive relationship with each youth plays a major role in his or her success. Please also make time to take care of yourself and recharge each week. Thank you for all you do to help Ohio's youth succeed!

Gerrie Cotter, CCMEP Project Manager

New CCMEP TANF Allocations Will be Available in October

The new federal fiscal year begins Oct. 1 and will be identified as FFY20 for the new CCMEP TANF allocation. This new allocation will be entered into CFIS as soon as the Bureau of County Finance and Technical Assistance receives the details of the allocation. The current FFY19 CCMEP TANF allocation will cover services through Sept. 30. All FFY19 CCMEP TANF expenses must be liquidated by Dec. 31.

Project codes for the new grant are C55 (TANF ADMIN), C56 (WORK SUBSID), C57 (ED EMPL), C58 (ED NOT EMPL) and C59 (SUPPORT SVC). All direct and pooled services provided beginning Oct. 1 must be charged to the new FFY20 grant. If your agency has coded CCMEP TANF direct services to the old grant in CLT for services provided on or after Oct. 1,

then your staff will need to update the services with the new project codes. Any services coded to the old grant after Sept. 30 will fail the CFIS voucher payment process.

Also note that the CCMEP WIOA grants currently open are PY18, PY19 and SFY20. The SFY20 allocation is a supplement to the PY18 grant and will liquidate at the same time. The SFY20 allocation has different project codes than the PY18 grant, but the two grants will be consolidated for performance measures (in-school/out-of-school and work experience).

If you have questions about any of the allocations or need assistance with the new CCMEP allocation, please contact Mark Anderson at mark.anderson@jfs.ohio.gov or call (614) 359-3468.

Child Care Assistance and Career Certifications

Many participants need help finding convenient and affordable child care providers. As a case manager, you can help them by accessing **BOLD Beginning!**, a website maintained by ODJFS and the Ohio Department of Education, and childcaresearch.ohio.gov, a database of licensed providers. Parents can search for providers by county, city, ZIP code, program type and Step Up To Quality rating. They also can search for providers in the Publicly Funded Child Care program. Programs may serve children of all ages, from infants to older children who need child care before and after school. By clicking on the name of a specific provider, visitors to the site can view inspection reports for that provider.

Ohio has four approved service categories that qualify CCMEP participants for subsidized child care as defined in Ohio Administrative Code **5101:2-16-30**:

- Occupational skills training
- Paid and unpaid work experience
- Alternative secondary school services or dropout recovery
- Education concurrent with workforce preparation activities

In addition, we encourage case managers with participants interested in early childhood education as a career pathway to consider training for a Child Development Associate (**CDA**) credential. The CDA credential can be the first step on the path to a career in early childhood education and can be provided as a service through occupational skills training - ITA. Please see the **CCMEP service matrix** and **WIOAPL 15.11.1** for more details.

Skilled Trades Expo Coming to Mahoning Valley

The first-ever Mahoning Valley Skilled Trades Expo will be held from 8:30 a.m. to 1 p.m. Sept. 26 at the Canfield Fairgrounds.

The expo is for students in Mahoning, Trumbull and Columbiana counties. Sponsors include the local chamber, the Builder's Association of Eastern Ohio and Western Pennsylvania, Western Reserve Building Trades, and the Mahoning, Columbiana and Trumbull Educational Service Centers. For more information, [click here](#).



Have a success story to share? Let us know!

Email CCMEPQNA@jfs.ohio.gov

Spotlight on Sandusky County's Ready to Work Youth Program

Jaquace, a CCMEP youth participant, was a 10th grader when he enrolled in Sandusky County's CCMEP Ready to Work Youth Program, which is operated by Great Lakes Community Action Partnership.

Because Jaquace often found it difficult to stay on task, as his senior year approached, he found himself behind, and it looked as though he may not have enough credits to graduate. Then he heard a CCMEP Career Coach speak at his high school about other options and training opportunities that would allow him to meet graduation requirements. He heard about a welding certificate program and decided to give it a try.

Once the program began, Jaquace realized he found something he really liked. The welding classes were held three evenings a week, so he attended regular classes at the high school and welding classes at night. By the end of the year, he was ahead in his school work, made honor roll for the semester and had completed the welding certificate program.

Jaquace has since graduated from high school, attained a nationally recognized certification in welding, and entered a job in an in-demand career pathway.



Jaquace with John Cahill, one of his teachers, at graduation.

WorkKeys Assessments Added to OWCMS

All sections of the WorkKeys Assessment have now been added to the OWCMS Assess Education screen. Scroll down to the Additional Assessment Tests section for WorkKeys, GAIN and other assessments. The following sections are options when you select WorkKeys:

- Applied Math
- Applied Technology
- Business Writing
- Fit
- Graphic Literacy
- Talent
- Workplace Documents
- Workplace Observation

As part of this update, we also added a Test Score and a Grade Level column to help with tracking.

How the Test Score column works:

- If the WorkKeys test includes the sections “Applied Math,” “Applied Technology,” “Graphic Literacy” or “Workplace Documents,” you must enter a test score in the range 65 to 90. Failure to do so will result in a system error message.
- If the WorkKeys section is “Business Writing,” you must enter a test score in the range of 0 to 5. Failure to do so will result in a system error message.
- If the WorkKeys section is “Workplace Observation,” then you must enter a test score in the range of 1 to 5. Failure to do so will result in a system error message.
- If the WorkKeys section includes “Fit” or “Talent,” then you can enter any value.

How the Grade Level column works:

- This field is view-only.
- It is available only for the following functional areas:
 - Applied Math
 - Applied Technology
 - Graphic Literacy
 - Workplace Documents
- It will autopopulate based on the values entered in the test score fields.

If you have questions, please call (888) 296-9541, option 4, or email OWCMS-Help-Desk@jfs.ohio.gov.

Run Performance Management Reports Frequently in BIC Cognos

Reports for several CCMEP performance measures are readily available in BIC Cognos, and we recommend running them regularly to check for incomplete or incorrect data. Near the end of a quarter is an excellent time to review and correct performance data. For example, any corrections made prior to Sept. 30 will be incorporated into the state’s PY 2019 Q1 Performance Report.

You can run quarterly or annual reports for each measure to see a both a list of participants and estimates of performance outcomes. All reflect data in OWCMS from the previous day. Some performance data, such as credentials and education after exit, are collected and entered solely by one person (the case manager), so it is important to doublecheck the data.

To locate the CCMEP Performance Reports, log in to BIC Cognos. Then navigate to Team Content > Office of Workforce Development: OWCMS > WIOA and CCMEP Performance.

For more information, check out the BIC Cognos resources under “Business Intelligence Channel (BIC) Cognos” on the [Training for Workforce Development Professionals website](#).

Coming Soon: Regional Roundtables!

We are pleased to provide our CCMEP group with the registration information for the upcoming CCMEP Fall Roundtable meetings around the state. We have tried to make them available to everyone and this time we will include Dayton and Akron in the selection.

Topics planned include:

- Monitoring (Program and Performance)
- Coaching Case Management
- Case Notes
- Follow-up
- Performance Tips
- Best Practices (Facilitated Discussion)

We look forward to seeing you at one of these regional events.

Registration Information

Region: Central-Franklin County
Date/Time: Thursday, October 3, 2019, 9:30 A.M.-4:00 P.M.
Location: ODJFS, 4020 East 5th Avenue, Columbus, OH 43219, Conference Rooms A-118 & A-119
Link: To register for the Thursday session in Franklin County, click here .

Region: Southeast-Athens County
Date/Time: Thursday, October 10, 2019, 9:30 A.M.-4:00 P.M.
Location: Ohio Department of Natural Resources – District 4, 360 E. State Street, Athens, OH 45701
Link: To register for the Thursday session in Athens County, click here .

Region: Southwest-Montgomery County
Date/Time: Thursday, October 17, 2019, 9:30 A.M.-4:00 P.M.
Location: Montgomery County CDJFS, 1111 S. Edwin C. Moses Blvd., Dayton 45422-3600
Link: To register for the Thursday session in Montgomery County, click here .

Region: Northeast-Summit County
Date/Time: October 24, 2019, 9:30 A.M.-4:00 P.M.
Location: OhioMeansJobs Center, Summit County 1040 E. Tallmadge Ave., Akron 44310
Link: To register for the Thursday session in Summit County, click here .

Region: Northwest-Hancock County
Date/Time: October 31, 2019, 9:30 A.M. -4:00 P.M.
Location: OhioMeansJobs Center, Hancock County, 7746 County Road 140, Findlay, OH 45839, Conference Room, 2nd floor
Link: To register for the Thursday session in Franklin County, click here .