



CCMEP Update

Vol. 3 January 18, 2019



OWEN'S Corner

Happy New Year! New Year's is a time when most people reflect on the prior year and make resolutions for the upcoming year. This holiday aligns perfectly with the CCMEP program, which is all about developing and achieving goals. As I look toward the upcoming year, I wanted to share my CCMEP resolutions for this year: (1) Streamline CCMEP policy, systems and processes based on stakeholder input, (2) Develop a CCMEP guide and online training modules that explain policy and provide practical information, and (3) Increase case management training opportunities to enhance case manager skills.

The new administration's priorities include helping every Ohioan gain the skills they need to find high-wage jobs and connecting people seeking work with businesses that are hiring. This aligns with the goals of the CCMEP program, and we look forward to continuing these efforts under the new governor!

As many of you know, we are working with the U.S. Department of Health and Human Services to develop a new model for coaching case management and career pathway development.

Several counties volunteered to participate as pilots. After careful consideration, the following counties were selected: Hamilton, Clark and Scioto. To the counties that weren't chosen, please know that there will be more opportunities to pilot in the future, as well as opportunities to provide input, starting with our upcoming regional roundtable meeting this spring. Thank you to everyone who expressed interest!

—Gerrie Cotter, Program Manager

Policy Ponderings Quiz

The WIOA Youth Work Experience policy (WIOA PL 15-13) describes two work experience situations:

1

A "trainee" participating in a work training program, which may be unpaid, to learn job-readiness skills; or

2

An "employee" performing productive work that benefits the employer's bottom line.

Certain labor protections provided to employees, such as minimum wage and unemployment benefits, do not apply to trainees. Criteria are listed in the policy to help make this determination. For each of the following work experience scenarios, determine whether the participant is most likely a trainee or an employee:

1. Jan is in on-the-job training to be an orderly at a hospital.
2. Marsha is shadowing a call center worker to observe phone etiquette.

3. Bobby is loading trucks during the holiday season, to save the company from hiring temps.
4. Cindy joined an apprenticeship program to become a brick mason.
5. Peter is in a summer program to build free housing for low-income families while learning construction skills.

The answers appear on page 3.

Amnesty for Driver's License Reinstatement Fees

New legislation (**House Bill 336**) allows driver's license reinstatement fees to be temporarily reduced during the next six months in certain situations. Case managers with CCMEP participants who have suspended driver's licenses may be able to take advantage of this. To learn more, visit bm.v.ohio.gov/susp-fees-amnesty.aspx or call (614) 752-7500.

Spotlight on Licking County's Mobile Manufacturing Crew

The Licking County JFS has had great success recruiting graduating high school seniors as CCMEP participants through a 10-week internship called the Mobile Manufacturing Crew. The first cohort took place last summer. Participants took classes at a local career center, met regularly with their case managers, and shadowed employees at five local manufacturers. The goal was to shatter myths about manufacturing and open their eyes to the many good-paying, in-demand manufacturing jobs.

Students earned \$8.50 an hour doing everything from filling lotion bottles to assembling semi axles. Meanwhile, the career tech classes taught them how to operate machinery and read blueprints while their caseworkers taught them the finer points of resume writing and interviewing. Of the six crew members who participated, all six received job offers from manufacturers they shadowed.



Crew member Damaria Massey practices milling metal at the Career and Technology Education Centers of Licking County while machine trades instructor Noah Cooksey looks on. Photo courtesy of the Columbus Dispatch.

Have a success story to share? Let us know!

Email CCMEPQNA@jfs.ohio.gov

Program and Fiscal Monitoring

Now that CCMEP has been around for a few years, the state is monitoring local agencies' program and fiscal activity. One trend identified is the need for lead agency program and fiscal staff to document monitoring they perform for contracted providers, as well as the results. A lead agency might be doing a great job of monitoring, but without documentation, it's difficult for the state to verify those efforts. Even when monitoring results in no findings, the agency must document that there were no findings.

Monitoring the activities and expenses related to both funding sources is critical. CCMEP is a single program, but it has two funding sources: WIOA (DOL funding) and TANF (HHS funding). The lead agency or subrecipient must review a sufficient number of cases and services related to each funding source.

Also remember that this is still a relatively new program, and the service contracts are larger than vendors have had in the past. As a result, they should receive extra monitoring attention. If you have questions, please email Mark Anderson at mark.anderson@jfs.ohio.gov.

New Year Prompts New Commitments

As we enter a new year, it's important for case managers to remember to actively engage and, if needed, re-establish the goals and commitments originally set up with CCMEP participants. Active engagement means building a trusting relationship grounded in personal care and concern, promoting learning and growth, and continuing to help participants set realistic goals and make informed decisions about their future.

A good approach to accomplishing this is to establish short-term life and/or career-related goals and to celebrate successes and strengths using information obtained from assessments, case notes and records. Case managers also can help participants with supportive services to remove any potential barriers.

It's critical that case managers engage and monitor the progress of each participant. Tracking progress and revising IOPs when needed will help to ensure they are achieving short-term goals and moving toward a successful outcome. This type of engagement also helps to show a sincere interest in each participant long-term.

Training Provider Application Updated

Over the past four months, we have been working on updating the Workforce Inventory of Education and Training (WIET) application in OWCMS. Please encourage local training providers to apply to be approved through WIET. The application now has many enhanced features, including information about appeals, suspension and the data and reporting tool. For a more detailed review, visit the CCMEP resource page.

CCMEP Rack Cards Available for Ordering

Would you like to order a bulk quantity of the “Are you 14 to 24 and thinking about your future” cards? If so, please contact Sharon Shulok at sharon.shulok@jfs.ohio.gov or (614) 644-0879. The cards can be ordered in packets of 100; they’re also available at jfs.ohio.gov/form03007.

Measuring ‘Education, Training, or Employment At Exit’

The performance measure “Education, Training, or Employment At Exit” shows the percentage of participants who were in secondary school, postsecondary school/training or employed in the quarter in which they exit from CCMEP. Only information from OWCMS is used for this measure so **all** cases must be closed and given a close reason after ending services (before the case soft-exits by the OWCMS system). No cases should be soft-exited.

When a participant no longer needs CCMEP services, case managers must close the case and choose one of four close reasons in OWCMS (per OAC rule: 5101:14-1-06):

1. Successfully entered post-secondary education, military or employment,
2. Awarded SSI/SSDI and made application for services with OOD,
3. Not engaged in CCMEP services and activities on at least five occasions, or
4. Not eligible for TANF or WIOA or the lead agency lacks funding for which the program participant is eligible.

“Education, Training, or Employment At Exit” uses the close reason “Successfully entered post-secondary education, military, or employment” as a positive measure. **Please note:** Secondary education is included in this close reason. OWCMS will be updated in the future to reflect this language.

For more information, see the **CCMEP Performance Reporting Desk Aid**.

We Value Your Feedback

Thank you to all who participated in the recent CCMEP Training Needs Assessment Survey. More than 150 people responded, which will help us strategically align our training and technical assistance efforts with the areas of greatest need.

We plan to schedule semi-annual regional roundtables in April. The roundtables are full-day events for learning, networking and strategizing about CCMEP. If you are interested in hosting or helping plan them, please let us know at CCMEPQNA@jfs.ohio.gov. Also be sure to visit the **Training web page** for more resources.



Are you 14 to 24 and thinking about your future?



Could you use help getting into a good-paying career? Let a free CCMEP Career Coach help! Your CCMEP Career Coach can help you chart a path to a better future!

What can a Career Coach offer?

- Paid Work Experience(s)
- Career Planning
- Goal Planning
- Internships
- Dropout Recovery/GED Services
- Training
- Mentoring
- Drug and Alcohol Support
- Child Care
- Transportation
- **MUCH MORE!**

Answer to the Policy Pondering Quiz

1. Jan is an EMPLOYEE. On-the-job training rules require the employer to hire the participant.
2. Marsha is a TRAINEE. Job shadowing involving minimal productive work is usually a work-training situation.
3. Bobby is an EMPLOYEE because he is replacing full- or part-time workers that the employer would've otherwise hired.
4. Cindy is an EMPLOYEE. Apprentices are in on-the-job training and keep their jobs after the training period.
5. Peter is likely a TRAINEE. The organization derives no financial benefit from his work but must supervise and train him.