



CCMEP Update



OWEN'S Corner

As the end of the year approaches, now is a good time to reflect on what's working well with CCMEP and what might be improved, statewide and at the local level. Going forward, we will look for ways to streamline the administrative requirements for case managers and participants and employ a **human-centered design** approach. Please email CCMEPQNA@jfs.ohio.gov if you have suggestions for streamlining.

One way to identify what's working well and what could be improved locally is through internal and external monitoring. Lead agencies and workforce areas can perform internal team case reviews. They also can review case files for required documentation and run reports in BIC Cognos. The most useful reports will be those in the WIOA and CCMEP Performance folders – for example, the Case Notes report, Services report, Eligible report, Enrolled report, etc.

As we honor our veterans this month, it's important to remember that entering the military may be an excellent career option for many young adults being served in CCMEP. Some may not be familiar with military career options and could benefit from more information.

OWD is thankful not only for the poverty-ending opportunities CCMEP presents to thousands of Ohio's youth, but also for everything each of you does to help those in the program enter promising career pathways and achieve self-sufficiency.

–Gerrie Cotter, Project Manager

CLT Review and Clean-up

This is an excellent time to review CLT data using the CT302 – Service Spending report. We suggest running the report for the past year in Excel and filtering for old commitments, obligations and accruals that are still open in CFIS. If you find any, research to see whether the client actually received the service and whether the service was paid.

If the client did not receive the service, clear the dollar amount on the services line by clicking on the blue "Clear" on the far right of the line. This will eliminate any inaccurate obligations and accruals. If left unchanged, these lines can negatively affect the future fiscal quarter-close process.

If the client received the service(s) but the service line was not used for payment, make a correcting entry, using a "net zero" voucher process, to show the service that was paid.

If the client received the service and the service was never paid for, contact the vendor to obtain payment.

If you have any questions about CLT data management, processing or payment, please contact Mark Anderson at mark.anderson@jfs.ohio.gov or (614) 359-3468.

Food Assistance

During this season of gratitude, it's important to remember that although many of us will come together with family and friends to enjoy Thanksgiving festivities, many participants will not have the same opportunity. Giving them the opportunity to meet as groups can help them to support each other.

ODJFS has several **food programs** to fight hunger, including the **Supplemental Nutrition Assistance Program** (SNAP, formerly food stamps) and the Emergency Food Assistance Program (TEFAP), available via local food pantries. Many CCMEP participants meet the income requirements and could benefit from these programs. Please consider referring them to these community resources and guiding them on how to apply.

In addition, CCMEP participants who were formerly in foster care are invited to regional Thanksgiving dinners hosted by ACTION Ohio, an organization dedicated to improving outcomes for current and former foster youth. To learn more, visit FosterActionOhio.org/thanksgiving-together.

Serving Participants with Cultural Barriers

The U.S. Department of Labor (DOL) recently clarified the definition of “cultural barrier to employment,” although this is not a qualifying barrier for CCMEP eligibility purposes. DOL defines a cultural barrier as when a “participant perceives him or herself as possessing attitudes, beliefs, customs or practices that influence a way of thinking, acting or working that may serve as a hindrance to employment.”

Training and Employment Notice (TEN) 28-16 describes the importance of ensuring meaningful access and service to all customers, including participants with substantial cultural and language barriers to employment. The following are some best practices for serving customers with cultural barriers:

- Provide individualized career services that motivate, support and empower customers. For example, provide an English proficiency assessment coupled with English language acquisition services if related to an employment need.
- Consider developing an employment program for a target population in your area.
- Staff centers with linguistically and culturally competent staff, including highly trained career counselors and staff proficient in languages spoken by the largest customer groups.

Did You Know?

CCMEP participants who are veterans and between the ages of 18 and 24 must be referred to the **Jobs for Veterans State Grant Program**. Veterans’ employment specialists will then provide basic and individualized career services to help them overcome barriers to employment and transition into the civilian workforce. For more information, please see **WIOAPL 15-20.2**.

CFIS Updates

The OWCMS Help Desk is now handling all CFIS questions, including invoice setup, vouchers, payments, draws and budget request questions. Please see the **CFIS Update Alert**, which provides more detailed information. If you have questions, call (888) 296-9541, option 4, or email **OWCMS-Help-Desk@jfs.ohio.gov**.

National Apprenticeship Week



Nov. 11 – 17 is National Apprenticeship Week, a time when many local businesses and organizations plan events to spotlight the many benefits of registered apprenticeship programs. Apprentices earn while they learn, and when they complete their programs, they earn an average of \$60,000 a year. Ohio ranks second in the nation for the number of registered apprentices. The state has 235 occupations with participating programs, in fields as diverse as aerospace, construction, energy, health care, manufacturing, computer programming and more. To learn more, visit **Apprentice.Ohio.gov**.

During National Apprenticeship Week, local events provide an opportunity for those interested to visit with sponsors and ask questions. At least 19 events are planned across Ohio. To find one near you, visit **apprenticeship.gov/national-apprenticeship-week** and scroll down to a searchable map.

Also be sure to follow @ApprenticeOhio on Facebook, Twitter and LinkedIn for more updates and look for the hashtag #NAW2019.

Regional Roundtables

Thank you to all who have participated in the regional CCMEP roundtables. They have proven to be an excellent venue for sharing information and best practices. It is clear that many areas and counties are building and strengthening their internal control structures to better monitor, evaluate and improve their results for all CCMEP performance measures. Please keep asking performance questions so we can ensure that everyone’s challenging work and service are reflected in their performance reports.

Hire a Veteran Month

November is Hire-A-Veteran Month, when ODJFS encourages employers to consider hiring veterans and reminds them of the many free resources the agency offers to help. The state’s OhioMeansJobs centers have been asked to screen veterans for possible eligibility for CCMEP. For more information about Ohio’s many employment services for veterans, including a list of military-friendly employers, visit **ohiomeansveteranjobs.com**. Be sure to follow @OMVetJobs on Facebook and Twitter, as well.

