



WIOA COMMITTEE

GoToMeeting® 12:00 – 2:00 PM
Thursday, March 9, 2017
Walt Sullivan Building, Helena, MT

MEMBERS PRESENT: Commissioner Jane Weber (Chair); Casey Blumenthal, Commissioner Mike McGinley, Arlene Templer, Paul Gatzemeier, Katie Spalinger, and Jim Marks

MEMBERS EXCUSED: Paul Hopfauf and Robert Minto

STAFF: Shannon Lewis

CALL TO ORDER/ROLL CALL: Chair Weber called the meeting to order at 12:00.

ROLL CALL: Shannon Lewis conducted roll call and established a quorum.

AGENDA: Chair Weber asked for a motion to approve the agenda.

Ms. Templer moved, and Mr. McGinley seconded a motion to approve the agenda.

The motion carried.

JANUARY 25, 2017 MINTUES: Chair Weber asked for a motion to approve the draft meeting minutes from the January 25, 2017 WIOA Committee meeting.

Ms. Templer moved and Mr. Marks seconded a motion to approve the January 25, 2017 WIOA Committee draft meeting minutes.

The motion carried.

NEW BUSINESS:

UPDATE ON YOUTH AND ADULT RFP:

Shannon Lewis gave an update on the state of Montana's adult and youth RFP process and timeline. Because the state of Montana is still working to complete its infrastructure funding formula, which must be included in the youth and adult RFP, the state of Montana received clearance from the U.S. Department of Labor to extend the current RFP's for one year and go out for new RFP's in 2018.

Ms. Templer moved and Mr. Marks seconded a motion to extend the current youth and adult RFP's for one year while the state of Montana finalizes its infrastructure cost-sharing formula.

The motion carried.

WIOA SUPPORTIVE SERVICES POLICY:

Chair Weber asked that Ms. Harris walk the Committee through the policy section-by-section and that the Committee make motions as they walk through to policy to ensure that motions correspond with the relevant discussion on options provided to the Committee.

Under the Allowable Supportive Services section, the Committee was provided with two options regarding allowing for supportive services funds to go toward providing automobile insurance to training participants. After discussing the options, the Committee agreed to continue using WIOA supportive services funds to provide WIOA participants with automobile insurance under the expanded definition of “assistance with transportation” provisions contained within WIOA.

Ms. Templer moved and Mr. Gatzemeier seconded a motion to continue providing WIOA participants with automobile insurance under the expanded definition of “assistance with transportation” provisions contained within WIOA.

The motion carried.

APPROVED LANGUAGE:

Automobile Insurance: Liability insurance coverage will be authorized only if the vehicle is needed for the participant to accept or retain employment or to participate in employment and training activities.

- Automobile insurance may be covered for a maximum of two quarters of annual liability coverage for a 12-month period. No more than 3 months’ coverage may be paid for at one time.
- Liability coverage does not include optional coverage such as medical payment coverage, uninsured motor vehicle coverage, comprehensive coverage, collision coverage, emergency road service or membership fees to insurance companies.
- The vehicle being insured must be under the ownership of the participant or another family member if the vehicle is the only means of transportation available to the participant. This shall be documented by obtaining a copy of the vehicle registration.
- Insurance documentation must include a detailed description of liability coverage and be maintained in the participant’s file.

Under the Allowable Supportive Services section, Ms. Harris walked the committee through the options of using supportive services funds to provide legal aid services to WIOA participants. This option is new under WIOA and staff recommended that as Montana begins offering this as a service, it would be the best use of the limited WIOA funds to begin making referrals to low or no-cost options for WIOA participants, rather than to start offering to pay for legal services to private attorneys.

The committee discussed, discussed the options for providing legal aid to WIOA participants and agreed that the state of Montana should exhaust all low to no-cost options for providing services to WIOA participants before using WIOA funds to pay for

private attorneys. In addition, the committee agreed that the WIOA funds should only go toward providing legal services in civil legal aid, not criminal cases.

Ms. Templer moved and Mr. Gatzemeier seconded a motion to approve the language presented in Option 1 to refer WIOA participants in need of civil legal aid to low to no-cost options for legal assistance.

The motion carried.

APPROVED LANGUAGE:

Legal aid services;

- Legal aid is an allowable service. Legal aid services may only be provided with the service is not available through other agencies or organizations and the service is necessary for the individual to participate in WIOA activities. Coordinating legal aid service, including expungement services, will require working with local bar associations, referral to the State Court Self-Help program, the Montana Legal Services Association as well as private counsel. Assistance may only be provided in civil, non-criminal legal problems.

Ms. Harris discussed options about using WIOA supportive services funds to provide health care to WIOA participants. Because the state of Montana expanded Medicaid under the Affordable Care Act the state is able to provide health care assistance under WIOA in a more cost-effective way. The Committee agreed that the state of Montana should continue to provide health care assistance to WIOA participants and provide assistance with enrollment in expanded Medicaid for participants that qualify for the program.

Ms. Templer moved and Mr. Gatzemeier seconded a motion to approve the language provided in Option 2 and allow for WIOA funds to continue to be used to support WIOA participants in need of health insurance.

The motion failed.

APPROVED LANGUAGE:

Referrals to health care:

- A participant in need of healthcare shall receive assistance from the case manager to locate the service needed. The case manager shall assist in finding a healthcare provider that accepts the health insurance the participant has; or in the case of the participant being uninsured, the case manager shall provide assistance in locating a health provider that can provide services on a sliding payment schedule, at low cost or no cost.
- A participant in need of health insurance shall receive a referral from the case manager to a health insurance provider. Should a participant apply for health insurance coverage and is unable to obtain coverage through any source, WIOA funds may be used to pay insurance premiums while the participant is attending training.

The committee discussed, at length, the possibility of placing limits on the amount of supportive service payments made to individuals enrolled in WIOA programs. There

were currently no limits established by the SWIB to indicate the amount or duration of funds allowable for supportive services. The options provided would provide the case manager with a limit on funds used for supportive services in order to more efficiently use WIOA funds. The proposed text would have limited WIOA participants to \$2,500 total in supportive services. The total did not include training or on-the-job training expenditures. In addition, the supportive services funds could only be spent during the time a participant was awaiting training to begin, during the training and up to 3-months of job search. Currently, WIOA participants averaged between \$200-\$400 in supportive services payments. Committee members both wanted to be responsible with the limited WIOA resources, but also saw the cap as having unintended negative consequences for participants that both may need additional assistance or allowing participants and case managers to assume that they could work up to that cap.

Mr. McGinley moved and Mr. Gatzemeier seconded a motion approve Option 2 of the policy, which limited participants from receiving a cumulative total of \$2,500.

Vote Tally:

<i>Jane Weber</i>	<i>No</i>
<i>Casey Blumenthal</i>	<i>No</i>
<i>Mike McGinley</i>	<i>Yes</i>
<i>Arlene Templer</i>	<i>No</i>
<i>Paul Gatzemeier</i>	<i>Yes</i>
<i>Katie Spalinger</i>	<i>No</i>
<i>Jim Marks</i>	<i>No</i>

The motion failed.

Ms. Blumenthal moved and Arlene Templer seconded a motion to approve Option 1 of the policy, which does not cap the amount of WIOA supportive services payments.

Vote Tally:

<i>Jane Weber</i>	<i>Yes</i>
<i>Casey Blumenthal</i>	<i>Yes</i>
<i>Mike McGinley</i>	<i>No</i>
<i>Arlene Templer</i>	<i>Yes</i>
<i>Paul Gatzemeier</i>	<i>No</i>
<i>Katie Spalinger</i>	<i>Yes</i>
<i>Jim Marks</i>	<i>Yes</i>

The motion passed.

Ms. Harris presented options to the Committee about supportive services payments made directly to participants. The committee discussed, and agreed, that any payments made directly to participants that are more than \$1,000 should go through an approval process. In addition, the Committee agreed that all payments made directly to a participant should be tracked and when payments reach \$1,000 the service provider must provide documentation and an explanation for approval to make additional payments.

Mr. Gatzemeier moved and Mr. Marks seconded a motion to approve Option 2 provided to the Committee to require approval of all payments made directly to participants that meet or exceed \$1,000.

The motion carried.

APPROVED LANGUAGE:

Supportive Services Paid Directly to Participants:

- Any single payment paid directly to a participant that is more than \$1,000 must have a written explanation sent to the program manager to receive approval. All payments paid directly to the participant that are less than \$1,000 must be tracked with a running cumulative total and maintained in the participant file. When cumulative totals of multiple payments made to the participant exceed \$1,000, the service provider must also submit a written explanation to the program manager to receive approval.

Ms. Harris presented options to the Committee about establishing the same payment levels for the adult program as required for the dislocated worker program. In addition, Ms. Harris presented options to establish the same payment levels for the youth program as the adult and dislocated worker program. These policy changes were proposed to provide consistency across programs. The Committee agreed that there should be consistency across all policies and programs related to needs-related payments.

Mr. McGinley moved and Ms. Blumenthal seconded a motion to approve Option 2 and establish the same payment levels for the adult program as are required for the dislocated worker program.

The motion carried.

Mr. Gatzemeier moved and Mr. McGinley seconded a motion to approve Option 2 and establish the same payment levels for the youth program as are required for the adult and dislocated worker programs.

The motion carried.

APPROVED LANGUAGE:

Needs-Related Payment Levels:

- Adult WIOA participants may not exceed the greater of the following levels for needs-related payments:
 - The applicable weekly level of the unemployment compensation benefit, for the participants who were eligible for unemployment compensation as a result of the qualifying dislocation; or
 - The poverty level for an equivalent period for participants who did not qualify for unemployment compensation as a result of the qualifying layoff. The weekly payment level must be adjusted to reflect changes in total family income.
- Youth WIOA participants may not exceed the greater of the following levels for needs-related payments:
 - The applicable weekly level of the unemployment compensation benefit, for the participants who were eligible for unemployment compensation as a result of the qualifying dislocation; or

- The poverty level for an equivalent period for participants who did not qualify for unemployment compensation as a result of the qualifying layoff. The weekly payment level must be adjusted to reflect changes in total family income.

Ms. Harris presented options to the Committee about needs-related payments being requested 30-days prior to the beginning of a training that the participant has been accepted in. The Committee agreed that needs-related payments should only be made 30-days prior to a training to begin.

Mr. Gatzemeier moved and Ms. Blumenthal seconded a motion to approve Option 1 and continue limiting needs-related payments to no more than 30-days in advance of the beginning of a training that the participant is accepted.

The motion carried.

APPROVED LANGUAGE:

Needs-Related Payment Levels:

- Needs-related payments may be provided if the participant has been accepted in a training program that will begin within 30 calendar days.

Ms. Blumenthal moved and Ms. Templer seconded a motion to approve the Supportive Services Policy and move it to the Executive Committee for final approval.

The motion carried.

NEXT MEETING DATE:

The WIOA Committee will meet the week of April 10.

ADJOURNMENT:

Chair Weber adjourned the meeting at 1:45 PM.