

# MINUTES

## GSETA Operations Committee

07/05/2022

---

### Call to Order – Fran Kuhn

---

1. Fran called the meeting to order at 10:04 am.
2. Motion to approve June minutes made by Davidene Alpart. Second was made by Howard Weiss. Minutes were unanimously approved.

---

### Work First NJ – Melissa Moody & Ahmad McDougale

---

1. The DFDI 22-06-03 regarding Normalizing Work First NJ Services was discussed
2. Expecting a full restart of all Work First NJ activities on July 1, 2022.
3. The 28 Day Protocol is effective July 1<sup>st</sup> for new application only. Can be virtual or in-person. Should be seeing new referrals.
4. Includes GA 28 day – DOL states that everyone will be ready.
5. For GA 28 Day, going back to pre-COVID policy. Does not have to be Independent Job Search. Can be other activities. Must have regular contact with the One Stop. Just cannot be a CWEP. You can use ABE, GED, or other activities.
6. Excused Absences due to COVID and health vs. feel uncomfortable still try to accommodate virtually or telephonically. If still not willing to comply, report back to CWA for Med 1 action.
7. Virtual Services must be 6-7 hours per day. There is no more information on what constitutes homework. No federal guidance yet. The assignee should have an estimated time of what amount of time it will take to complete an assignment. Document what the time strategy will be based on competency/skill level. In general, the education formula is for every hour that you are in a classroom activity there is expectation of 1 ½ hours of homework.
8. Question regarding Supportive Services availability to those in virtual services – if it is reasonable and necessary then allowable.
9. Communications to ES are top down from Baden Almonor.
10. Sanction policies remain the same as pre COVID and is back in place for No Call No Shows.
11. Braid funds for GA applicants for 28-day activities since they are automatically enrolled for SNAP benefits, you can certainly braid those funds.
12. CWA people need resumed access to AOSOS.
13. Ahmad McDougale is working on training for the CWA. There were several areas that volunteered to assist Ahmad with the training specs.
14. Good Cause -Will there be more specificity on the definition of Good Cause? Melissa Moody does not know if there will be more information on the definition. It remains broad and flexible but document any items that seem suspect (e.g., uncle died 4 times). Every Good Cause should be documented in their case record and follow up on trends that seem to be unreasonable. The CWA is the ultimate decision maker.
15. This will be discussed in the workgroup and drill it down moving forward.
16. Letter was not sent out to recipients regarding the July 1<sup>st</sup> deadline. The State sent a letter out in February. If the local areas want to send something out that is up to them.

17. Discussion regarding contracts and LOS and allowability of paying a subrecipient for lack of clients or the high participant costs. Is there an expectation for vendors to provide outreach and education? If not, we need to include those services.
18. Melissa Moody spoke about reverse referrals. Other states rely heavily on reverse referrals for their voluntary programs (SNAP). Additionally, the CWA has a client portal, and a client can report that they are eligible for funding sources.
19. Outreach and marketing cannot be an independent activity. This must be done in conjunction with a work activity (through the work activity vendor). Cannot hire a marketing company to administer the whole campaign. You can hire someone to provide pieces of the campaign. Best practices lie in specific to training activities and activities that streamline to direct employment (OJT/WBL). Things that attract the general public not just those who are customers of WFNJ.
20. Outreach and expectations are defined in the contracts. Organizations that touch those that could be eligible for WFNJ.
21. You can market E & T services and they must be eligible for those programs. Have a person that can walk a person through the application process and let the CWA know that you walked these individuals through. The ideal outreach would be to the working poor and underemployed. You cannot put in writing or on your documents for marketing purposes the availability of SNAP benefits.
22. The Governor signed a bill for the Supplemental SNAP benefits. Federally it is \$20 per week. The bill will increase it to \$50 per week. It will take about 6 months to implement.
23. State is working on the SNAP marketing plan (flyers, text campaigns, etc.) and the Website.
24. ABAWD requirement is the same (SNAP E&T is voluntary but the ABAWD is mandatory).
25. Must have discussion with CWA and document the discussion with the CWA regarding the use of marketing materials. This will increase the SNAP participation although voluntary.
26. Before you launch any of the marketing materials for SNAP and WFNJ, it should be passed through Melissa Moody and Ahmad McDougle. The Feds really frown on the marketing of the benefits. Should be about the programs.
27. Non vendor outreach program. Distribution of the material is critical. Foodbanks, childcare providers, other community-based organizations. There is a SNAP outreach vendor for each county. Melissa Moody stated that they are updating the list of the vendors. There are some areas that do not have one. Melissa will send out an updated listed and will be up on NJSNAP.gov. (Community Food Bank of NJ, Community Food Bank of South Jersey, and Full Fill). Melissa will send the information out for us.
28. Supervised job search must at least see the individuals monthly.
29. Lap top loaner program is still viable, and Ahmad is open to receiving the proposal
30. Do not start a marketing campaign until it approved by Ahmad and Melissa.

---

## Adjourn & Next Meeting

---

Remainder of the Agenda was tabled as there were no appropriate NJDOL on the call to discuss the topics

Meeting Adjourned at 11:53 AM

Next Meeting: The next meeting date is August 1, 2022.