**DISABILITY EMPLOYMENT INITIATIVE (DEI)**

**Quarterly Narrative Report**

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| Grantee Name: Round 7 Youth DEI - Minnesota |
| Address: 332 Minnesota St. Ste. E200 |
| City/State/Zip: St. Paul, MN 55101 |
| Grant Number : MI29688 |
| Date Report Submitted: 8/10/2017 |
| Report Period: **April – June 2017** |

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| **Summary of Grant Progress:** Describe the status of your state’s implementation of the grant against the DEI workplan. Include major activities that address grant requirements (e.g., Integrated Resource Teams, Asset Development, Customized Employment, Self-Employment, Blending and Braiding Resources, or Guideposts to Success, as applicable). If grantees have nothing to report, that should be specified. |
| |  | | --- | | **Overall:**  The Round 7 Youth DEI in Minnesota continues to meet goals in the statement of work. To date, there are 52 youth (31% youth of color) who are enrolled in the DEI, many of whom are co-enrolled in WIOA Youth/Adult, Minnesota Youth Program, and TANF innovation fund project (partnership with MN Dept. of Human Services). Expenditures are progressing at an encouraging pace and DEED Office of Youth Development is confident that funds will be fully expended.  **Integrated Resource Teams:**  In Southwest Minnesota Private Industry Council (SWPIC) when a youth participant has an employment or education goal and needs assistance beyond the services provided through SWPIC to meet that goal, an Integrated Resource Team (IRT) is developed. A youth participant may currently be working with multiple service providers or need the support of multiple service providers. In those cases, an IRT is used to coordinate services and resources for the youth. The IRT is youth driven. The youth has to want the IRT and needs to be motivated and willing to participate in the process. The DRC identifies members to join the IRT and schedule meetings based on the customer’s needs. The DRC facilitates the first IRT meeting with the youth and other members. Following the initial meeting, PIC staff or other partnering and serving agencies facilitate subsequent meetings. The IRT is documented in the youth participant file.  Rural Minnesota CEP Inc. continues to expand the integration of IRTs throughout programming; implementing the practice beyond jobseekers with disabilities. After reviewing the youth/young adult programs that include their DEI appropriate participants, RMCEP has 68 unduplicated clients in co-enrolled programs that have an IRT. It is imperative to move the IRT beyond a recognized, yet ambiguous concept, to a logically embedded practice with the majority of RMCEP clients.  Other WIOA program policies are being updated and this will reinforce the consistency of IRTs for all youth and young adult programs. The DRC created an IRT PowerPoint which has been used in external and internal presentations. For example, the DRC was invited to give a community presentation at the Clay County Collaborative Work Group and the Clay County Mental Health Work Group. These presentations reiterate the IRT and Guideposts for Success approaches as well as the importance of collaborations.  Central Minnesota Jobs and Training Services Inc. youth team is currently in the process of scheduling IRT meetings with enrolled DEI youth participants. To date, one IRT meeting has been completed and recorded in the Workforce One system.  **Asset Development**  The Southwest Minnesota Private Industry Council (SWPIC) is investigating new career pathway options for youth and adults in their area. They are partnering with Advanced Opportunities, Adult Basic Education, Minnesota West Community and Technical College and the Marshall Area Alternative Learning Center to bring basic woodworking and child care training to the area. SWPIC began planning for the new school year and they are contacting new businesses in their area to take part in employer panels and employer career days. SWPIC partnered with the Lower Sioux Indian Community to provide mock interviews, job seeking skills and quality learning opportunities for the Lower Sioux summer youth program. Their youth program employs youth 14-18 and helps them gain valuable work experience during their summer vacation from school.  DEED Office of Youth Development partnered with DEED Vocational Rehabilitation Services to provide Pre-ETS to youth in grade 9 through age 21. CMJTS and SWPIC applied for 2017 Pre-ETS grants and each WDA received a $100,000 grant. We, anticipate that DEI participants will be co-enrolled with Pre-ETS. This partnership with DEED-VRS promotes increased communication at the between Title I and Title IV providers.  PACER Center has not been involved directly with IRTs convening on behalf of youth, however they have developed resources that all three WDAs use to better facilitate IRT development. PACER’s Guideposts-based Youth Profile and Youth Action Plan developed under Minnesota’s Round 3 Youth DEI are utilized by all three WDAs whether in their original form or modified to meet local needs.  **Blending and Braiding:**  All three implementation sites have braided resources with WIOA Youth or WIOA Adult and a total of 8 youth have been co-enrolled in one of those programs. In addition, 26 youth are co-enrolled in Minnesota’s state-funded Minnesota Youth Program.  **Guideposts for Success:**  PACER staff developed a new parent training on career pathways called “What Families Need to Know about Youth Career Pathways and Workforce Centers.” They piloted the training on June 13th, 2017 at Central Minnesota Jobs and Training Services and will provide this training to WDAs 2 and 6 in September and October 2017. Notably, 24 participants (19 parents) attended the session and responded to a post-training survey which included a question about the educational status of their young adult The survey results showed that 16 youth were still in school while 8 youth were out of school. PACER, DEED, and CMJTS are encouraged to hear that parents of out of school youth are taking advantage of PACER’s and CMJTS’ resources. The survey also noted that 100% of participants indicated that they would “use information learned at this workshop to help [their] young adult work toward reaching their employment goals” and 100% found the “materials received at this workshop to be useful.” We have attached the advertising flyer to the email submission of this report.  At the PACER Training, participants were also asked to complete a survey in conjunction with MN’s DEI needs assessment activities. Survey Questions asked participants about their familiarity with:  **1.** Career pathway options available through schools, MN Workforce Centers, and postsecondary education.  **2.** Career exploration and career development activities they undertook on their own.  On June 14th, 2017, PACER staff conducted an in-service training on the Guideposts for Success for youth program staff at CMJTS. Post-training survey indicated: 100% of staff noted the training “improved [their] capacity to provide services that will help youth with disabilities achieve their education and employment goals.” Also, 100% of participants noted they would, “feel comfortable calling on PACER Center staff for additional follow-up assistance on behalf of individual youth with disabilities.” | |
| **Development and Implementation of Effective Practices and Program Model Strategies:** Identify any innovative strategies the state has undertaken or implemented to achieve DEI objectives. If grantees have nothing to report, that should be specified. |
| |  | | --- | | Central Minnesota Jobs and Training Services, Inc. (CMJTS) youth team received training from PACER Center staff, Deborah Leuchovius on the Guideposts to Success on June 14. CMJTS staff received CEU for their attendance. As a DEI Round V DEI grant recipient, CMJTS developed strong relationships with partners to collaborate services. This strategy continues to grow as they move forward with DEI Round VII.  The parent training offered by PACER staff at the Monticello, MN Workforce Center in the CMJTS’ region to parents and youth covered the Guideposts for Success. This training provided an opportunity for parents/families to feel empowered to better help their young adult succeed. Those who attended the session gained a new perspective on how to best support themselves or their children moving forward. In addition to the training, we identified that holding the training at a Workforce Center as a best practice. This practice brings families and youth through the doors of a workforce center which establishes a sense of familiarity with the WFC for those that come. CMJTS youth staff took the opportunity to provide training participants with information about the services that are provided through CMJTS. This effort helps Minnesota Youth DEI meet its objective (#3) to, “utilize innovative intergenerational approaches to support successful outcomes for youth with disabilities participating in career pathways process system and programs.” This practice will be replicated in both Rural CEP and SWPIC.  DEED State Lead Cory Schmid developed a Career Pathways chart that would help youth/families track a career pathway through institutions rather than credentials like workforce development professionals conceptualize career pathways. This chart highlights early/middle college programs, Workforce Centers, and in-demand industries so youth/families can identify which WFC may be nearest to where they live. It then identifies the closest 2- or 4-year school to the WFC as well as the programs offered that are in high-demand fields of each WDA. From there, the chart includes typical professions one could expect after earning a degree/certificate from the educational institution. PACER Center staff used this chart at the Guideposts for Success training they held at CMJTS. The State Lead and PACER are collaborating on how to improve the chart and make it more useful. The chart is attached to the email submission of this report.  PACER staff are developing a new tool to help Minnesota youth and the professionals who work with them to utilize the Guideposts for Success framework in conjunction with the Minnesota Career Information System (MCIS). The MCIS is subscription based and is offered in 90% of school districts across the state of Minnesota. MCIS is the main tool that districts use to ensure they are aligned with the Minnesota Statute requiring all students to develop an individual career plan while they are in high school. These Personal Learning Plans (PLP) must encompass several key elements including: academic scheduling, career exploration, career and employment-related skills, community partnerships, college access, all forms of postsecondary training, and experiential learning. PACER staff have extensively reviewed the MCIS system, and currently, the MCIS system has a strong focus on Guideposts 1 and 2 (School-based Preparatory Experiences and Career Preparatory Experiences and Work-Based Learning) while Guideposts 3-5 are minimally represented. Through strong working connections with Minnesota Department of Education staff, the PACER Center is taking this opportunity to provide input on how the MCIS can incorporate Guideposts-based information into the system. MCIS was designed with regular education high school students in mind, and MCIS is currently piloting a version specifically designed for special education students with intellectual and developmental disabilities. PACER hopes to influence the direction of the MCIS to better address the needs of students with disabilities not only in DEI implementation sites, but also Statewide. A link to the MCIS can be found here: <https://portal.mncis.intocareers.org/about-us/>  PACER Center’s Simon Technology Center staff hosted a livestream training to parents and WFC staff called, “Supporting youth on the Pathway to Employment: How Assistive Technology Can Help” on June 8, 2017. This fulfills PACER’s planned activity to provide this training via livestream annually. Archived link here: [https://livestream.com/pacercenter/events/7014345](https://livestream.com/pacercenter/events/7014345%20) During the live event, there were 26 unique viewers from Minnesota and 4 unique viewers from California and Wisconsin. PACER also archived the livestream, and since the end of July 2017, the broadcast has been viewed 650 times. We realized that even though the materials are tailored for youth/families in Minnesota, other people from outside of Minnesota have found value in the livestream. An accompanying workshop handout listing assistive technology that can support transitioning with disabilities was available for participants to download. The handout presented resources under the following categories: Skill Assessment and Career Planning, Executive Function Skills at Work and School, Job Search, Success on the Job, and Living on Your Own. | |
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| **Key Issues and Technical Assistance Needs:** Identify any specific barriers, lessons learned, or opportunities during implementation of DEI strategies in your state. If grantees have nothing to report, that should be specified. |
| The process to becoming an Employment Network is quite complicated and tedious, but the implementation sites have been in contact with the State Lead and others as needed. Both Rural CEP and SWPIC are on par to become Employment Networks by the end of the grant period.  DEED and PACER are collaborating in order to identify resources that will aid the implementation sites in working with culturally and racially diverse individuals. We have identified a gap in academic research focused on culturally and racially diverse youth in transition. PACER has a webpage (<http://www.pacer.org/cultural-diversity/national-practice-guides.asp>) that highlights national research on the topic. Research in this area has been provided to the DRCs in order to inform IRTs that are responsive to the needs of culturally and linguistically diverse youth. |
| **Significant Activities, Accomplishments, and Success Stories**: Describe significant activities, accomplishments, and/ or success stories on the implementation of the Career Pathway elements or how different systems are working together to benefit the customer. If grantees have nothing to report, that should be specified. |
| **Overall:**  DEED Youth Development staff have compiled quarterly report data notable achievements include:   1. **31%** of participants are youth of color **(MN DEI Objective # 4)** 2. **15%** of youth participants are from families receiving public assistance 3. **12%** of youth participants are youth offenders 4. **6%** of youth participants are foster youth 5. **4%** of youth participants are homeless or runaway 6. **70%** of youth participated in activities related to Guidepost 1 7. **96%** of youth participated in activities related to Guidepost 2 8. **54%** of youth participated in activities related to Guidepost 3 9. **52%** of youth participated in activities related to Guidepost 4 10. **50%** of youth participated in activities related to Guidepost 5 **(MN DEI Objective #3)** 11. **13%** of youth entered Post-Secondary Education, Vocational/Occupational Skills Training, or Apprenticeship 12. **15%** of youth co-enrolled in WIOA Youth or Adult **(MN DEI Objective #1)** 13. **50%** of youth co-enrolled in Minnesota Youth Program (state-funded program)   **Southwest Minnesota Private Industry Council**  The LDRC for SWPIC said, “We have had two individuals get hired on by employers after completing work experiences with us. We will continue to follow these individuals and one is interested in attending technical school in the fall.”  **Rural Minnesota CEP Inc.**  RMCEP hosted a Job Fair at the Detroit Lakes Workforce Center April 6attended by 42 area employers and 82 jobseekers. 72 second interviews were scheduled at the conclusion of the Job Fair. Excellent feedback from employers.  DRC is leveraging partnerships with DEED VRS and PACER Center. DRC received an invitation to attend a regional VRS team meeting to present information on DEI Round 7. Future dates are being determined with PACER for DEI and Career Pathways presentations in early fall.  RMCEP reports a cumulative Ticket to Work revenue totaling $96,893.  **Central Minnesota Jobs and Training Services, Inc.**  To date CMJTS has a Ticket revenue of $70,884. CMJTS has been selected as a Ticket ambassador for their best practices. They are one of ten states. In April CMJTS presented a Communities of Practice webinar on the following topic:  SSA disability beneficiaries often require retraining in order to achieve self-sufficiency, making the Career Pathways model of strategic interest to Workforce ENs. Tera Brooks, DRC and Leslie Wojtowicz, Development Manager from Central MN Jobs & Training Services will describe how they have woven the Ticket program into their Career Pathways model. Learn why Ticket holders are ideal candidates for Career Pathways, providing the Workforce EN reinvestment capital. Included in this presentation will be testimonials from participants who accessed the MN Jobs and Training Services Career Pathways process.  **PACER:**  A new PACER publication for the DEI Project featuring mobile apps for transition titled *The Path to Independence: Mobile Apps to Support Transition-Age Youth* was written by PACER assistive technology staff, has gone through several drafts, and is now in the production process. The final publication will be available early this fall.  Pacer has provided specific technical assistance information on working with deaf individuals in employment settings to WDA 6 (SWPIC) DRC.  Pacer developed a new PowerPoint on how families can launch and support their youth with disabilities on career pathways that was developed for the pilot training held in Monticello MN on June 13, 2017  **DEED**  A data sharing agreement between DEED and Social Dynamics has been put into place. The DSA is attached in the email submission of this report.  The State Lead Cory Schmid planned a convening of DEED (youth and adult) state-funded equity grant recipients held at the Pacer Center on June 15th. There were seven different groups formed of grantees based on the grants they received. The groups included Southeast Asian Economic Relief, Pathways to Prosperity, Support Services (Adults and Youth), WESA, Youth at Work, Somali Youth, and Equity Direct Appropriations (Adult and Youth). These groups collaborated on partnerships and relationships with employers, cultural context, outreach to underserved populations, participant retention, data collection, sustainability, and best practices embedded in programming.  State Lead and another DEED Youth Development colleague organized a tour with State Services for the Blind, one of their partner organizations BLIND Inc., and a worksite where youth participants are placed. This tour allowed the State Lead to identify areas for collaboration with SSB and BLIND Inc. in the future.  The State Lead has been involved with Apprenticeship meetings with partners at the Minnesota Department of Labor and Industry and Department of Education. These meetings serve to find avenues for collaboration and identify areas where there are duplication of efforts. The apprenticeships being addressed currently are in the information technology and manufacturing fields. All three DEI implementation sites have identified those two industries as high demand fields in their respective WDA.  The State Lead continues to identify professional development opportunities for DRCs as well as research-based articles focused on service delivery strategies to youth with disabilities. |
| **Short-term Grant Goals (three - six months):** Describe plans and activities covering the next three to six months that address the workplan and objectives of the grant. |
| **SWPIC:**  Southwest Minnesota Private Industry Council short them goal is to complete and submit the application to become an Employer Network with the Social Security Administration. Their staff will continue to pursue the opportunity of becoming an EN by engaging with existing EN’s in MN and working with other key stakeholders including DEED, PACER, and other entities that may be able to assist PIC in the process.  **Rural CEP:**  Rural Minnesota CEP Inc. short term goal is to continue to complete RFQ for EN utilizing tools shared by DEED and NDI; Register up to 5 staff for the Cornell University CWIP Training running from Sept 5-Nov 2 to expand Work Incentives Practitioner team; Ticket to Work policy will be totally revised to reflect the end of the Partnership Plus Agreement and changes from the past EN Affiliate status.  **CMJTS:**  Central Minnesota Jobs and Training Services Inc. short term goal is to enroll 20 DEI youth, complete an IRT on all 20 enrollments, and complete Guideposts to Success on all 20 enrollments  **PACER:**  CMJTS staff will tour the Simon Technology Center on August 24, 2017.  Mail information on DEI opportunities to families on PACER’s mailing list who reside in the 3 MN DEI Workforce Development Areas in September 2017.  Conduct an in-service on the Guideposts for Success for staff of the 3 MN DEI Workforce Development Areas via Livestream broadcast on September 13, 2017.  Conduct parent trainings and related needs assessment survey activities in Workforce Development Areas 2 and 6 in September and October 2017.  Conduct online needs assessment of all 3 Workforce Development Areas participating in the MN Partners for Youth Career Pathways Project in September 2017.  An article on the MN DEI Project and a related success story will be published in PACER’s Fall 2017 edition of the Pacesetter, PACER’s national newsletter.  New PACER publication, *The Path to Independence: Mobile Apps to Support Transition-Age Youth,* will beavailable online early this Fall.  **DEED:**  DRCs and State Lead will meet with a representative from the Minnesota Department of Human Services to talk about SNAP and TANF/MFIP (Minnesota Family Investment Program) benefits and how the benefits affect youth wages.  DEED Youth Development is working with the FDIC’s community outreach department to do trainings on the FDIC’s Money Smart financial literacy curriculum. All three implementation sites are aware that the Money Smart curriculum exists, and they have used it various pieces of it in the past. The FDIC informed DEED Youth Development that they are in the final stages of updating the curriculum to include information on ABLE accounts. Once those updates have been implemented in the curriculum, State Lead Cory Schmid will identify a time for the LDRCs to take the training and learn more about the ABLE accounts.  DEED Youth Development along with the Minnesota Department of Labor and Industry and Department of Education are conceptualizing a small convening of stakeholders who have an interest in youth-focused apprenticeships. This convening would help all three agencies identify ways to increase participation in apprenticeship opportunities, especially youth with disabilities. |

**ATTACHMENTS:**

**1. Data sharing agreement**

**2. Career Pathways Chart**

**3. PACER Center advertising flyer**

**4. DEI Fact sheet**

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