

Extended Employment Sheltered Workshop Program

June 19, 2020

A BIG thank you for all that you are doing. We have been through a lot in the last 90 days. Big changes are still ahead for us all.

- First is the continued ramp up or even opening of some locations.
- The second is the budget CUTS that will be made in the next few weeks to the budget that starts July 1st. The best information we have at this time is a cut (redaction or withhold) of 11% to 19%, both figures contain the normal 3% statutory withhold already present by law.

We will issue a separate communication once they are announced and how they will be applied.

What we do know:

DESE over the next year will look a little different than before, this is due to several reasons including the safety of your locations and my staff and budget cuts.

Lindsay Thomas has transition over to her new role as a Supervisor in Finance, thus moving her out of the Workshop Section and her responsibilities to the everyday operation. She still will be processing Workshop payments (State Aid) and supervising the Certification Specialist. Therefore all questions should be directed to your Regional Field Technicians or myself first unless it is a State Aid issue.

Redacted – Restricted Travel, the Section will be making less in person contact with your shops. At least three of the former four visits will now be done virtually via WebEx or Zoom including walk troughs of your facility. The shops that do not possess the technical equipment will be contacted by phone and asked to submit Safety Inspections for their reviews. This is being done for the safety for your workshops and DESE staff.

Annual DESE Audits required during this cycle will be completed remotely. This will require you to submit the requested documentation to the Field Technician for his/her review and then their finding will be issued. The follow up will be the in-person safety walk through and reviewing recommendations made in the audit findings.

Over the next year this office, in cooperation with the Managers Association, will be publishing several Webinars to eventually replace the New Managers Training. We feel this is a good direction not only on training new managers but having resources for the not so old to review quickly.

Earning State Aid:

As we try to re-engage our former employees, remember you may earn State Aid in two ways.

- **Work**
Actual hours that the employee worked either in the Shop, off-site and now residential off-site with work, many shops have modified their jobs so they are sent off site (home) and done there then returned for pay (usually piece rate).
- **Training:**
In the Memorandums of March 17th and 20th, DESE waived the 80-20 Work to Training Regulation as well as expanded the qualifications of soft skills and added the US Census to training hours as they can be tied to COVID-19 and they allow for training to be done off site. **This waiver will be in place until December 31st 2020** unless the Governor cancels the Emergency State Wide Order.

New Directors, Managers and CEOs

Current River Sheltered Workshops, Doniphan, Missouri: Elwood “Woody” Conn crswinc@gmail.com

Openings for Directors, Managers and CEOs

Oregon County Sheltered Workshop, Alton, Missouri.

Boone Center Inc., St Peters

WIOA

Missouri VR has not received a waiver on the Employee - WIOA counseling's due before July 22nd. MOVR has setup a pretty aggressive schedule to meet this dead line with the knowledge that these counseling's will take much longer at each shop. This will be due to the size restrictions placed on the “groups” that can receive the counseling's at any given time and the need for appropriate social distancing protocols.

- **Who Must Attend:** All employees earning or who may earn a subminimum wage must attend this free session and documentation must be retained by the sheltered workshop of receipt of the service. We are going to be working under a time crunch this year. **Workshops are asked to encourage 100% attendance at the first visit.**
- **Who Provides the Service:** Missouri Vocational Rehabilitation will schedule and conduct these sessions in coordination with the sheltered workshop.
- **What Information Will be Provided:** Information will be provided regarding options in competitive employment and will be general in nature, unless an employee wishes to discuss specific competitive employment options. Guardians will be contacted to discuss opportunities and determine next steps.
- **Where Will the Sessions Occur:** Missouri Vocational Rehabilitation will schedule the sessions with each sheltered workshop and employees will be notified of the date, time, and location of the sessions in advance. The sessions will occur via onsite or offsite WebEx or phone conference. Arrangements must be confirmed on the method and locations before the date of the session.

The intent is to educate all employees regarding their options in employment. Employees and their families will always have a choice regarding what best meets their individual needs.

- **What happens if they do not attend:** The law is clear if they have not attend a session by July, 23 all hours worked from that point forward are to be paid at \$7.25 per hour or until they do receive training. Or terminated from employment.
- **Is there any way to have a makeup or another sessions before the fall-winter sessions:** At this time budget constraints and the return of the counselors to their normal assigned duties makes it very unlikely.
- **So what can be done:** The only solution is to terminate the employee's employment (see above) on the July 23 and then rehire him or her after 30 days or upon return to work if it's past the 30 day mark. This will start the WIOA employment cycle all over again. Meaning the employee will have to attend the fall-winter session and then again next spring-summer.

On 2020 High School Graduates and getting them qualified to enter into the shops as soon as they can, MOVR and the DESE Certification team are ready and have been communicating on this matter. Just a reminder, *attached* is a referral document that may be used when a workshop has a referral, under age 25, for subminimum wage employment. Communications about referrals may be sent to the smwage@vr.dese.mo.gov email account.

Status of EESW

- **82** shops open with Certified Employees
- **4** shops at 100% closed ** 2 more have notified DESE they will be closing for an extend periods of time within the next 2 weeks

Employees

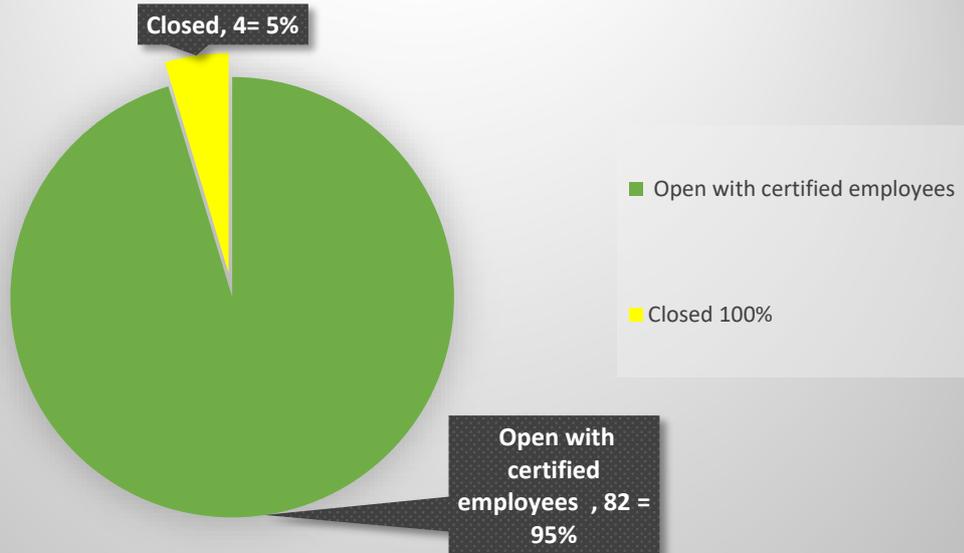
4125 (71%) employees working / training (102 in "working groups" off-site site 3M mask product)

- **3344** working
- **781** training

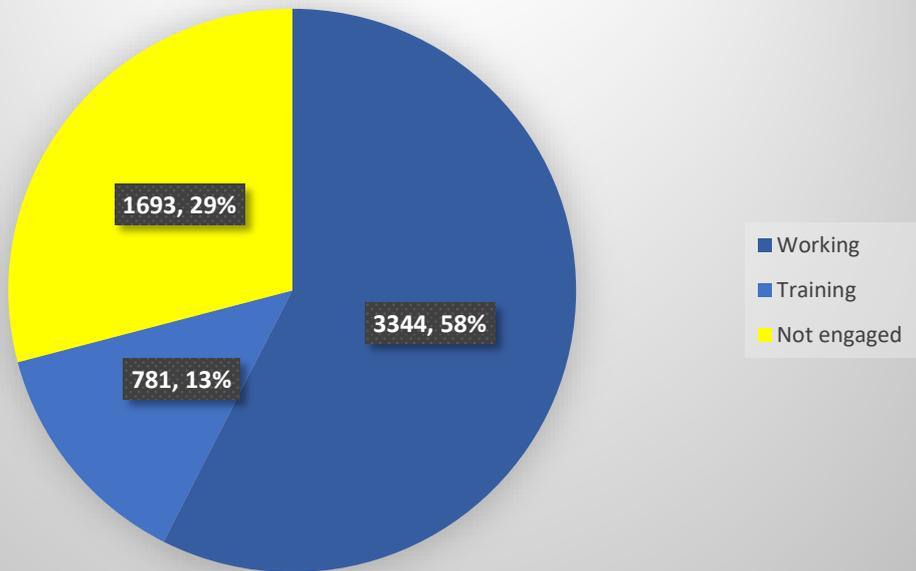
Known Confirmed COVID-19 CASES of our employees

- **184** (only 5 of these cases have ended up in Hospitalization all but one has recovered)
- **1** Workshop has undergone the DHSS Box IN strategy resulting in nine (9) employees of a work group being quarantined five (5) of the employees have cleared the pre and post quarantine and have returned to work.

EESW June 15th

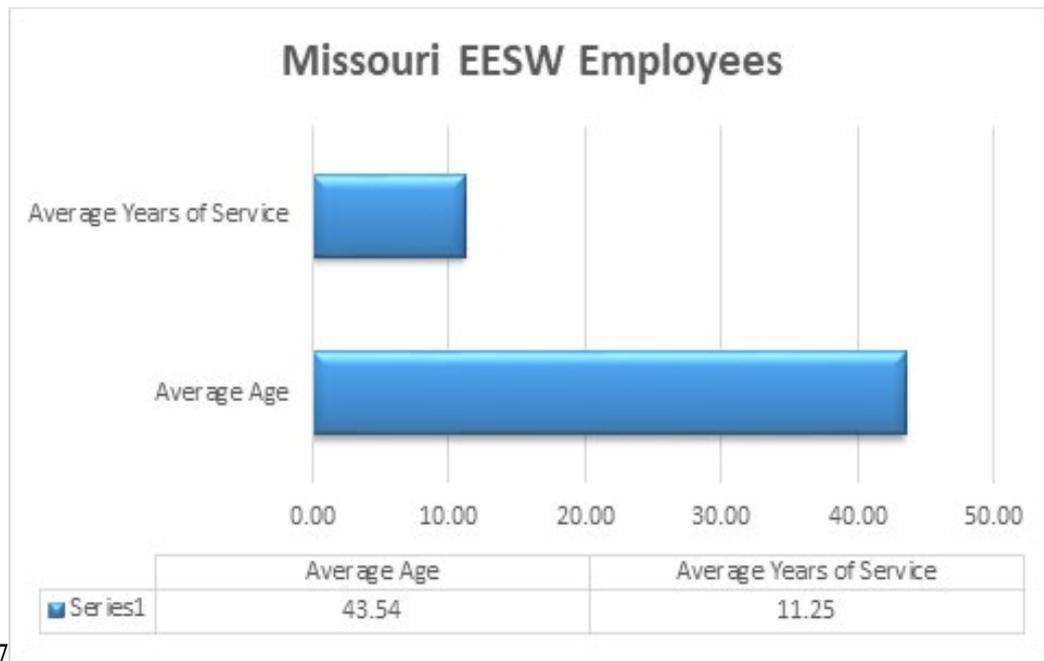


Known Employees June 15th



DESE-EESW Snapshot

	Employees	FTE	Hrs. Wkd	Wages Pd	Avg. Wage	Wait TBH
Current	3917	2797	335,559	\$2,143,105	\$6.39	370
<i>*Last year</i>	<i>5939</i>		<i>621,235</i>	<i>\$2504, 523</i>	<i>\$4.39</i>	<i>321</i>
YTD	5685	4037	6,056,546	\$ 28,465,762	\$4.77	362
<i>*Last Year YTD</i>	<i>5897</i>		<i>6,941,944</i>	<i>\$30,444,259</i>	<i>\$4.38</i>	<i>286</i>



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Dan

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Director

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