

Below is a summary of the CBO webinar. You can watch the full recording of any CBO weekly TA webinar here: <https://www.illinoisworknet.com/partners/EPIC/Pages/ArchivedTraining.aspx>

Agenda

- **Enrolled Dashboard**

Agency	2151 Past Due	Enrollment Required	2151A Past Due	Completion Doc. Needed	DHS Indicated SNAP Ineligible CBO Action Needed	Target Occupation Missing
A Safe Haven			2			2
Albany Park Community Center		4		1	2	1
Asian Human Services					4	
CARA						
Catholic Charities						
Central State SER		4			3	2
CAPS - CG				1	3	
CAPS - Rose			1			
Homework Hangout						1
Inspiration Corporation				1		2
Instituto for Latino Progress				1		
Jane Addams Resource Corporation					1	1
Lessie Bates Davis Neighborhood House		3				
Man-Tra-Con Corporation					1	1
National Able Network		5			2	2
North Lawndale Employment Network					1	31
OAI, Inc.						
Phalanx Family Services						3
Rock River Training Corp.						1
Southland Health Care Forum						
Springfield Urban League		1			1	
Tri-County Urban League	1		31	1		66
Two Rivers Regional Council						

- **Delete Customers Out of Payroll Who Did Not Work Any Hours**
 - When payroll is exported, it includes every customer who have been assigned to a worksite. If a customer worked 0 hours for that pay period, their row can be removed from the payroll. This helps to clean things up.
- **Customer Employed Part-Time:**
 - We had a few CBOs send us some questions they had on customers who were employed part-time. We reached out to DHS who provided us with answers:
 - If a customer works part time, 20-hours a week, but earns \$935 a month, would the customer be considered for retention?
 - No, the customer would need to be engaged in an additional 10-hours to equal the 30-hours.
 - Is the EPIC program retention based on hours of work or pay received?
 - A minimum of 30-hours a week is required for retention.
 - In both or either case, what is the trigger for employment and/or retention?
 - A minimum of 30-hours a week.
 - If the 30-hours a week is not being met for retention what is our obligation as well as the customer's obligation? For example, does the customer need to do additional job search, if so how much?
 - The customer needs to meet the 30-hours a week at the minimum. Ten non-core activities can be added to meet 30-hours a week as long as the core program expectation is being met. In this case, 20-hours a week of work.

Update:

- Unenrolled customers can no longer be exited.
- Assessment Tab – Employment 101 now displaying results.