



**Memorandum of Understanding (MOU)  
between the  
Department of Health Services, Division of Care and Treatment Services, Bureau of Prevention  
Treatment and Recovery  
and  
Department of Workforce Development, Division of Vocational Rehabilitation  
for  
Individual Placement and Support Evidence-Based Practice  
with Mental Health Consumers**

DHS MOU No.: MOU20-DHS\_DWD-MentHealCon  
MOU Term Period: 10/01/2019 to 9/30/2023

Agency: Department of Health Services  
MOU Administrator: Joannette Robertson, Mental Health Services Section Chief  
Telephone: (608) 266-0907  
Email: Joannette.Robertson@dhs.wisconsin.gov

Agency: Department of Workforce Development  
Telephone: (608) 261-0049  
Email: Kathleen.Enders@dwd.wisconsin.gov

The Department of Health Services (DHS) and the Department of Workforce Development (DWD) acknowledge that they have read the Memorandum of Understanding (MOU) and any attached documents, understand them and agree to be bound by their terms and conditions. Further, DHS and DWD agree that the MOU and any exhibits and documents incorporated herein by reference are the complete and exclusive statement of agreement between the parties relating to the subject matter of the MOU and supersede all proposals, letters of intent or prior agreements, oral or written and all other communications and representations between the parties relating to the subject matter of the MOU. DHS reserves the rights to reject or cancel MOUs based on documents that have been altered. This MOU becomes null and void if the time between the earlier dated signature and the later dated signature exceeds sixty (60) days, unless waived by DHS.

Entity Name: Department of Health Services

Entity Name: Department of Workforce Development

Authorized Representative

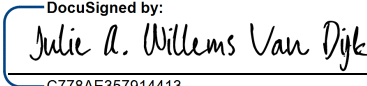
Authorized Representative

Name: Julie A. Willems Van Dijk \_\_\_\_\_

Name: JoAnna Richard \_\_\_\_\_

Title: Deputy Secretary \_\_\_\_\_

Title: Deputy Secretary \_\_\_\_\_

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Date: 10/15/2019 \_\_\_\_\_

Date: 10/15/2019 \_\_\_\_\_

## 1. PURPOSE AND SCOPE

The following is a **Memorandum of Understanding (MOU)** between DHS and the DWD for the purpose of:

The following is an inter-agency agreement between the Division of Care and Treatment Services (DCTS) and the Division of Vocational Rehabilitation (DVR), to govern a partnership to provide Individual Placement and Support (IPS) evidence-based practice in Wisconsin. The period of this agreement is from October 1, 2020 through September 30, 2024.

Scope of work should address the following components:

- Personnel – People/positions responsible for accomplishing the activities in the MOU.
- Activities and Timelines
- Financial Components, if applicable – A detailed budget breakdown can also be attached.

### 1.1 Scope of Work

IPS is a methodology for use with youth and adults seeking competitive, integrated employment that have traditionally needed long-term support through the mental health system. This agreement recognizes that there will be mutual benefit to both divisions using this methodology that will reduce the level of long-term supports in employment and treatment of mental illness.

Assigned staff from DCTS and DVR will coordinate activities. One DCTS staff will serve as the lead statewide trainer who will assist IPS site staff to include county providers, agency staff, local and regional DVR staff in developing and implementing this evidence-based practice.

Activities include:

- Increase awareness and knowledge of the IPS model for supported employment and education
- Outreach to counties and agencies statewide who are interested in providing IPS
- Development of new sites to provide IPS
- Initial and ongoing training for IPS site staff to include staff in Comprehensive Community Services, Community Supports Programs, and Community Recovery Services and local and regional DVR staff
- Support fidelity to the IPS model for existing sites
- Technical assistance to IPS sites who are not meeting fidelity goals
- Technical assistance to IPS sites serving young adult and early onset populations
- Coordination and continued development of the Wisconsin IPS Learning Collaborative

DCTS will provide one lead state trainer and a second state trainer, along with additional staff time for technical assistance support to sites during development and implementation, data collection, fidelity reviews, and quality assurance and improvement.

DVR will provide staff time for collaboration as part of an employment focused state mental health team, and training for DVR counselors statewide.

## 2. ACCOUNTABILITY

Monitoring of goals will be achieved through quarterly reports and meetings with representatives from both departments as well as mutual providers of contracted service.

DCTS and DVR may negotiate changes to this MOA language based upon changes to any federal, state, or administrative requirements or unanticipated funding level changes.

DHS Contact Person: Joannette Robertson  
Title: Mental Health Services Section Chief  
Agency Phone Number: (608) 266-0907  
Agency Email Address: Joannette.Robertson@dhs.wisconsin.gov

DWD Contact Person: Kathleen Enders  
Title: Program Development Section Chief  
Agency Phone Number: (608) 261-0049  
Agency Email Address: Kathleen.Enders@dwd.wisconsin.gov

**3. REVIEW CYCLE PERIOD**

Target Review Date, if applicable: Annually: 09/30/2020, 09/30/2021, 09/30/2022, 09/30/2023

**4. TERMINATION WITH NOTICE**

Either party can terminate this MOU with a 30-calendar-day notice. Other technical assistance or projects identified by either party during the MOU will be negotiated and further specified as modifications to this MOU. These modifications will be written and signed by the proper representatives of each agency and identify the exact nature of the assistance to be provided. Fiscal specifications, if any, need to be identified. These agreements will be attached as modifications or as clarifications to this MOU.