



---

---

## INTEROFFICE MEMORANDUM

---

---

**TO: AANJIBIMAADIZING CLIENTS**  
**FROM: TAMMY WICKSTROM, EXECUTIVE DIRECTOR  
AANJIBIMAADIZING**  
**CC: BAABIITAW BOYD, PETE NAYQUONABE, AND AA**  
**DATE: MARCH 17, 2020**  
**SUBJECT: PROGRAMMING UPDATE**

---

### WEX

Beginning on Tuesday, March 17, 2020 through Friday, March 27, 2020 WEX programming placements may be suspended by the program, or by worksite closures. We will re-evaluate the situation on or before March 27<sup>th</sup> and issue further instructions. Current clients whose worksites are open may continue to work and will be paid for hours worked. Their Case Manager will be contacting them every two weeks to verify hours.

Due to this unique and emergency situation, current WEX clients or Youth Career Exploration clients may be paid a flat weekly stipend in lieu of the training incentive dollars paid for work placement. In order to earn these stipends clients are encouraged to complete other activities at home to benefit themselves and their families. These activities may include, but are not limited to:

- Crafts
- Cultural activities
- Ojibwe language development
- GED work
- Driver license prep work including reading
- Assignments from their Case Managers
- Reading related to a training or an employment field they are interested in

The stipend amount will be \$300 per week. Clients who are still working at their worksite will be paid for all hours worked and up to the stipend amount if necessary. If they work additional hours, they will be paid for all hours worked, up to 40 hours each week.

Case Managers will do a phone call check, or collect an activity log every two weeks to collect data on hours worked on activities or at jobsites.

Moving forward WEX pay every 2 weeks. It be paid bi-weekly (every 2 weeks) until services resume on a regular basis. The next pay period will be collected on 3/27/20 and paid on 4/1/20.

Please contact me with questions [tammy.wickstrom@millelacsband.com](mailto:tammy.wickstrom@millelacsband.com) or 320-364-9511 or your Case Manager.

Case Management Staff	District	Phone number
Director-Candace Benjamin	District 1	320-362-0014
Renee Allen	District 3	320-591-0559
Donna Churchill	District 3	320-207-0907
Dawn Paro	Urban	612-368-9417
Winona Spaulding	Urban	612-360-7219
Kaari Weyaus	District 1	218-316-2437
Ann Stafford	District 1	320-630-5769
Winona Crazy Thunder	District 2	320-364-3049

### **Youth Services**

All youth meetings, trainings and activities are suspended through March 27, 2020. Teen youth will receive assignments from their youth mentors to complete for their incentives. Youth incentives will be paid monthly. The next pay period will be collected on 3/27/20 and paid on 4/1/20. Youth will then not be paid until 5/1/20.

Please contact your Carlos Merrill at [carlos.merrill2@millelacsband.com](mailto:carlos.merrill2@millelacsband.com) , your youth mentor, or visit the Ge-niigaanizijig Facebook page with questions.

### **Community Services**

All community services will be suspended through March 27, 2020.

### **TANF**

Clients should remain in contact with your Case Manager. The program will be accepting report forms by fax or email to [aanjibimaadizing@millelacsband.com](mailto:aanjibimaadizing@millelacsband.com). Reporting requirement deadlines are still in place and must be done by the 8<sup>th</sup> of each month.

Applications may be submitted to ApplyMN online.

Limited office hours will be held to process data and applications only. Client contact will be by phone, fax or email until further notice.

### **Support Services**

Please contact a Case Manager if you need support services during this time. The Case Manager will let you know all documents that would be required to be submitted.

### **Classroom Services**

All classrooms in all districts are closed through 3/27/20.

### **Training**

There will be no group meetings or trainings held or supported by Aanjibimaadizing through 3/27/20.

### **Child Care Assistance**

Please submit your child care provider calendar or invoice to [tammy.wickstrom@millelacsband.com](mailto:tammy.wickstrom@millelacsband.com) .