



**Memorandum of Understanding Between the
Wisconsin Department of Health Services, Division of Care and Treatment Services,
and
Wisconsin Department of Workforce Development, Division of Vocational
Rehabilitation
for
Individual Placement and Support Evidence-Based Practice for People with
Competitive Employment Goals who are Receiving Behavioral Health
Services**

DHS MOU No.: MOU25-DHS-DWD-CompetEmploy-00
MOU Term Period: Effective 10/01/2024 through 09/30/2029

Agency: Department of Health Services
MOU Administrator: Sarah Johnson, Prevention, Intervention, and Recovery Section Manager
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Agency: Department of Workforce Development
MOU Administrator: Andrzej Walz-Chojnacki, DVR Program and Policy Analyst
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The Wisconsin Department of Health Services (DHS) and the Wisconsin 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 and DWD reserve the right to reject or cancel the MOU 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

Authorized Representative

Name: Debra Standridge

Title: Deputy Secretary

Signature: 
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Date: 6/3/2025

Entity Name: Department of Workforce Development

Authorized Representative

Name: Pamela McGillivray

Title: Deputy Secretary

Signature: 
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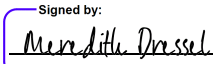
Date: 6/3/2025

Entity Name: DWD/DVR

Authorized Representative

Name: Meredith Dressel

Title: DVR Division Administrator

Signature:  Signed by:
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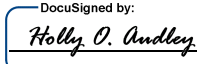
Date: 6/3/2025

Entity Name: DHS/DCTS

Authorized Representative

Name: Holly O. Audley

Title: Assistant Administrator DCTS

Signature:  DocuSigned by:
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Date: 6/3/2025

1. PURPOSE AND SCOPE

The following is a Memorandum of Understanding (MOU) between the Division of Care and Treatment Services (DCTS) at DHS and the Division of Vocational Rehabilitation (DVR) at DWD, 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, 2024 through September 30, 2029.

IPS is a model of competitive, integrated employment that uses the evidence-based approach of supported employment for adults and youth with mental health and substance use disorders. This MOU recognizes the mutual benefit to the departments and divisions using this model to reduce the need for long-term supports in employment and behavioral health services.

Personnel: Assigned staff from DHS/DCTS and DWD/DVR will coordinate IPS development and implementation activities.

DHS/DCTS staff will serve as statewide trainers who will provide technical assistance to IPS providers and partners during IPS service development and implementation. Technical assistance to include data collection, fidelity reviews, and quality assurance and improvement to IPS providers and partners supporting IPS programs.

DWD/DVR staff will provide training to vocational rehabilitation counselors and other partners regarding the service details, fee schedule, and reports and forms as identified in the DVR Technical Specifications for IPS.

Roles and Responsibilities:

DHS/DCTS and DWD/DVR will monitor progress through annual collaborative reporting which may include poster presentation, press releases, reports to legislature, etc. of program metrics which may include employment rate, number of sites, number of job seekers, etc., and monthly meetings with representatives from both departments. Monthly meetings between departments will allow for reviewing current efforts, strategizing on emerging issues and challenges, and planning for future initiatives.

DHS/DCTS and DWD/DVR agree to:

- Increase awareness and knowledge of the IPS model for supported employment and education through facilitating and conducting training and technical assistance.
- Build partnerships within government entities and cultivate relationships with new partners to expand and ensure equitable access to IPS supported employment.
- Provide initial and ongoing training and technical assistance for IPS providers and partners.
- Collect and report IPS related data to providers and partners.
- Provide technical assistance and support to strengthen relationships between local IPS providers and local DVR staff.

DHS/DCTS agrees to:

- Serve as the main point of contact for IPS sites participating in the fidelity review process and assist in coordinating interviews and observations, data collection, and writing a final IPS Fidelity Review report.
- Ensure the collection, compilation, evaluation, and submission of data to the IPS Learning Collaborative.
- Organize and facilitate IPS learning community meetings and events in Wisconsin.

DWD/DVR agrees to:

- Support DHS throughout the fidelity review process, including attending site visits, conducting interviews, collecting data, participating in consensus scoring, and reviewing IPS Fidelity Review reports.
- Conduct trainings and technical assistance related to DVR policies and procedures for specific audiences as requested.
- Attend and support IPS learning community meetings and events in Wisconsin.
- Establish service provider agreements between DVR and IPS service providers.

Financial Components:

Not applicable.

2. ACCOUNTABILITY

Monitoring of goals will be achieved through review of quarterly reports submitted by IPS sites to IPS International and monthly meetings with representatives from both departments.

DHS Contact Person: Sarah Johnson

Title: Prevention, Intervention, and Recovery Section Manager

Agency Phone Number: (608) 267-7858

Agency Email Address: SarahC.Johnson@dhs.wisconsin.gov

DWD Contact Person: Andrzej Walz-Chojnacki

Title: DVR Program and Policy Analyst

Agency Phone Number: (414) 250-6566

Agency Email Address: Andrzej.walzchojnacki@dwd.wisconsin.gov

Changes to contact persons for either agency must be noticed in writing as soon as they are made known.

3. REVIEW CYCLE PERIOD

Target Review Date, if applicable: Annually in September.

4. TERMINATION WITH NOTICE

Either party can terminate this MOU with a 30-calendar-days' written 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.

5. CONDITIONS OF THE PARTIES OBLIGATIONS

DCTS and DVR may negotiate changes to the MOU based upon changes to any federal, state, or administrative requirement or unanticipated funding level changes.