



eSignature in Workforce One (WF1)

Becca Johnson, WF1 Product Owner

Participant Story

Veronica is an MFIP participant who receives cash and food assistance for her family of four. She lives in Wyoming, Minnesota and her Employment Counselor's office is 45-minutes away.

She excitedly called her Employment Counselor to report that she was offered a new job! She can start one week from today, but needs help with childcare.

Her Employment Counselor told her that she will need to sign an update to her Employment Plan to get childcare benefits approved.



Participant Story B.E. (Before eSignature)

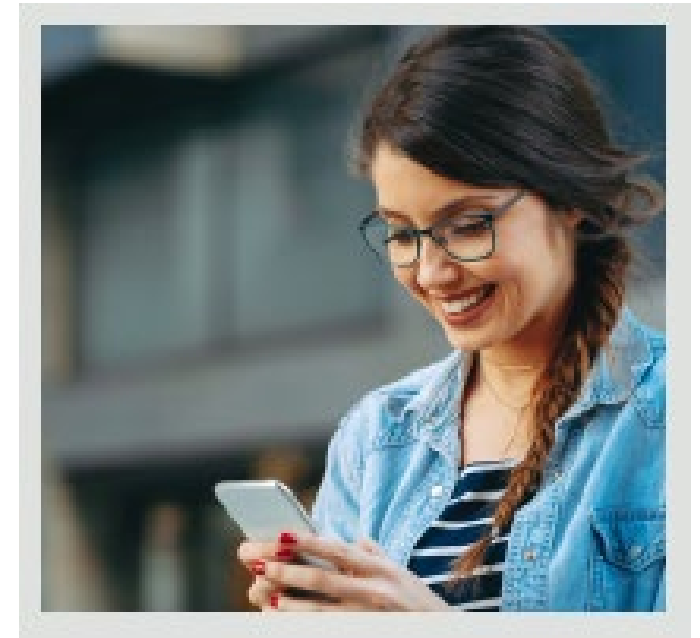
Options for signing:

- Spend \$20 in gas to travel to the office to sign the paperwork; public transportation is not available
- Receive it via U.S. mail, fill it out, and mail it back, which could take up to three weeks
- Receive it via email, spend \$30 on printer ink, take a picture of the completed/signed document, then email it back



Participant Story A.E. (After eSignature)

- While Veronica was calling to report the new job, her Employment Counselor added the new job and childcare information to her plan in WF1.
- Veronica receives an email with the plan and selects a link to sign the document.
- She can sign the plan on her smartphone and her Employment Counselor will receive it in less than 5 minutes.
- Veronica can now call her future employer to confirm her start date.



Why eSignature?

- Convenience
- Cost-effective
- Paperless
- Security



- Employment Counselor initiates eSignature in WF1
- Participant email and signature
- Upload documents to Electronic Document Storage (EDS)



Questions?

- Becca Johnson, WF1 Product Owner, DEED
Becca.Johnson@state.mn.us
- Heidi Wilson, WF1 Project Manager, MNIT-DEED
Heidi.Wilson@state.mn.us

