ASSEMBLY BILL (AB) 74
COUNTY WELFARE DEPARTMENT (CWD)
EXPANDED SUBSIDIZED EMPLOYMENT (ESE) PLAN

CWD:	DATE:
County of Del Norte Department of Health and Human Services	05/17/2016

CWD CONTACT INFORMATION

NAME/POSITION:
Carmen Fong-Chavez, Program Manager for Public Assistance

ADDRESS:
880 Northcrest Drive, Crescent City, CA 95531

PHONE NUMBER:	EMAIL ADDRESS:	PLEASE INDICATE THE DATE YOUR CWD WILL BEGIN OFFERING AN ESE PROGRAM:
(707) 464-3191	cchavez@co.del-norte.ca.us	07/01/2016

HOW MANY TOTAL PARTICIPANTS DO YOU EXPECT TO PLACE IN ESE IN STATE FISCAL YEAR 2013-14? 0	HOW MANY PARTICIPANTS DO YOU EXPECT TO PLACE IN ESE BY THE END OF MARCH 2014? 0
HOW MANY PARTICIPANTS DO YOU EXPECT TO PLACE IN ESE BY THE END OF DECEMBER 2013? 0	STARTING WITH STATE FISCAL YEAR 2014-15, HOW MANY PARTICIPANTS DO YOU EXPECT TO PLACE IN ESE ANNUALLY? 13

Please describe how your CWD plans to utilize funds allocated for the ESE Program and include responses to the following 10 categories. There is an 11th text box to enter other information about your ESE Program if needed. The text boxes will accept up to 1,000 characters of text. If additional space is needed you may also submit attachments to accommodate the additional information. You may also attach CWD materials that address each of the areas below if the materials can be converted to pdf format for posting to the CDSS website (i.e., not scanned copies).

1. What are your ESE Program goal(s) for the participants: basic employability skills, training for a specific field, obtaining unsubsidized employment, other?

The primary goal of the Del Norte County Health & Human Services (DHHS) ESE program is to provide CalWORKs / Welfare-to-Work (WTW) participants with basic job skills training, work maturity skills development, and industry specific skills in an effort to transition participants into long-term unsubsidized employment.

Some participants who have obtained certificates, degrees, etc. will benefit from short-term subsidized on-the-job training opportunities. This training method will benefit individuals who simply need specific industry related skills to become viable candidates for employment following completion of vocational educational programs. Del Norte County is limited in some industries therefore using the aforementioned training method can provide "transferable" skills for these individuals.

The majority of participants will benefit directly from expanded subsidized placements (up to six months), to transition them into unsubsidized employment with specific employers.

2. What types of employers and industries will you place your participants in: private, public, non-profit, for-profit, retail, manual labor, data entry, health services, etc.?

DHHS intends to utilize on the job training opportunities for individuals who have obtained degrees, certifications, diplomas or licenses that require "hands-on" experience as a means of meeting minimum qualifications. These opportunities may also be used to develop "soft-skills" for some individuals.

Expanded subsidized employment opportunities will be primarily available to those who have demonstrated successful completion of other WTW activities.

DHHS will establish agreements with private, public sector and non-profit businesses for part-time and full-time subsidized employment positions. Opportunities will be based on participant interest as well as available industry positions. These positions will include, but are not limited to: entry-level labor, skilled labor, health care, education, hospitality, retail, protective services, clerical / administrative support, human services, etc.

3. What types of partnerships will you develop for your ESE Program: workforce investment boards, employers, community colleges, payroll services, other?

Del Norte County's primary economy is based on tourism and hospitality, which offers seasonal employment for many county residents. Some participants will benefit from experiences in entry-level positions while others will gain exposure to career positions through ESE.

DHHS will leverage its partnerships with the Workforce Innovation and Opportunities Act partner (S.T.E.P.), State Department of Rehabilitation, local community colleges, faith-based / community based organizations, health care providers, local temporary service agencies, Chamber of Commerce, Small Business and Economic Development Center, Aspen Foundation, Building Healthy Communities, Wild Rivers Community Foundation as well as developing future partnerships where available.

DHHS will focus on building relationships with local businesses / employers to build work-site placement opportunities as well as to gain valuable insight to industry specific standards.

4. What strategies will you use to link clients with employers?

DHHS Employment & Training staff will create a "candidate pool" of clients and match these individuals to available work sites. Training sites may be directly developed for a specific individual or based on industry specific vocations. Candidates will complete an ESE program application and participate in a pre-program screening. The employer / training site will interview and select the participant. At least one staff member will be assigned for job development purposes to network with local businesses to create opportunities for ESE candidates.

Staff assigned to ESE will provide placement support, job site monitoring, case management and follow up to ensure a seamless transition from subsidized placement to hiring. DHHS will also utilize employer outreach strategies that may include media announcements for job fairs / job socials, hiring events and making interview space available at DHHS office locations for employers when necessary.

5. Will your CWD use job developers? If yes, will they be CWD staff or contracted? What will their roles and responsibilities be: employer relations, job coaching, unsubsidized job search, conflict resolution, etc.?

DHHS intends to utilize existing staff for ESE job development purposes. ESE staff will develop work sites, monitor progress and provide support to the participant as well as the work site. ESE staff will be trained in a variety of labor matters and liaison skill acquisition to resolve conflicts, provide guidance and create viable working relationships with businesses. ESE staff will also provide case management service including, but not limited to ancillary supports, referrals, employment counseling.

6. What is your CWD's criteria for clients to participate: pre-requisites for entry, targeted population(s) to be served, etc.?

DHHS ESE will serve WTW clients who have demonstrated successful participation in prior WTW activities such as Job Finders workshops, Work Experience, Vocational Education, etc. While it is understood that some participants will have little to no work history, ESE can serve as a means to expose some participants to entry-level work that can lead to unsubsidized placements. Sanctioned persons may participate in ESE upon curing their sanctions which typically involves two-weeks of satisfactory participation in another WTW activity. Exempt persons may volunteer to participate in ESE.

Other criteria may be based on specific employer needs / policies that will need to be determined on a case-by-case basis.

7. What entity (or entities) will serve as employer(s) of record: CWD, workforce investment board, placement agency, private employers, etc.?

The local businesses (employer / training site as well as staffing agencies), will be the employer of record for the duration of the contract related to direct placements. DHHS and/or the business establishment can be the employer of record for individuals who participate engaged in short-term opportunities.

Details of employer and DHHS responsibilities will be itemized in an agreement between DHHS and the employer. The employer responsibilities will include all payroll expenses, maintaining and submitting accurate invoices for re-payment, participant attendance, evaluation of participant progress and hiring the participant upon successful completion of the ESE assignment period where applicable.

8. What strategies does your CWD have to transition participants to unsubsidized employment?

DHHS plans to utilize subsidized employment opportunities in a manner that facilitates lasting relationships with the participants and business community as well as our agency. We will utilize both internship opportunities and traditional subsidized employment opportunities as means of building these relationships.

The employers / training site will know up-front that the purpose of the ESE program is to transition these participants into gainful employment without the need for further subsidies.

The Employer / training site and DHHS will develop comprehensive training and evaluation plans, ensuring all parties provide input related to objectives / goals for job retention.

Participants will receive all necessary ancillary and support services for the duration of the work-site agreement, even if the participant is ineligible for CalWORKs due to income from the ESE activity or exhausting their CalWORKs 48-month time limit while in an ESE activity.

9. Will your CWD supplement ESE subsidies with Single Allocation funds? If yes, how?

Not at this time, however DHHS will consider using Single Allocation funds to "bridge the gap" between funding years if needed to ensure individuals are able to complete training periods.

10. What will be the average hourly wages and number of hours per week for placements?

DHHS will request employers to offer prevailing wages for subsidized placement positions and at least the State of California Minimum Wage for Internships. Internship positions however, may be negotiated for more than minimum wage in some cases.

Hours of employment during the ESE contract will be negotiated with the employer, however part-time employment shall be no less than 15 hours per week. Full-time employment must be consistent with the employer's definition of full-time employment. Overtime shall not be available to ESE participants as part of the ESE contract with the placement / training site.

ESE placements may be used in conjunction with other WTW activities (on a case-by-case basis) to ensure Work Participation Rate standards are met where applicable.

11. Please include any other components of your ESE Program not covered above:

DHHS does not currently have a subsidized employment program and will use the ESE allocation to initiate subsidized employment opportunities for CalWORKs recipients for FY 2015 - 2016.

Please fill out this form electronically and submit to ESEProgram@dss.ca.gov.

Note: CWDs must submit their plans no later than 30 days after implementation of their ESE Programs. CDSS may request subsequent submittals of AB 74 CWD ESE Plans from CWDs depending on the needs of the program.