

# ASSEMBLY BILL (AB) 74

## COUNTY WELFARE DEPARTMENT (CWD)

### EXPANDED SUBSIDIZED EMPLOYMENT (ESE) PLAN

CWD:	DATE:
San Benito County Health and Human Services Agency	2-28-2014

#### CWD CONTACT INFORMATION

NAME/POSITION:

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PLEASE INDICATE THE DATE YOUR CWD WILL BEGIN  
OFFERING AN ESE PROGRAM:

March 1, 2014

HOW MANY TOTAL PARTICIPANTS DO YOU EXPECT TO PLACE IN ESE IN  
STATE FISCAL YEAR 2013-14?

15

HOW MANY PARTICIPANTS DO YOU EXPECT TO PLACE IN ESE BY THE END OF MARCH 2014?

10

HOW MANY PARTICIPANTS DO YOU EXPECT TO PLACE IN ESE BY THE END OF  
DECEMBER 2013?

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STARTING WITH STATE FISCAL YEAR 2014-15, HOW MANY PARTICIPANTS DO YOU EXPECT TO  
PLACE IN ESE ANNUALLY?

30

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 Agency's Expanded Subsidized Employment Program is to provide on-going training for the CalWORKs participants as well as provide them with further employability skills. The ultimate goal of this program is to assist the participant in gaining unsubsidized employment, development of employability skills, and assist clients with resume and cover letters, application assistance, refer qualified clients to employment opportunities, monitor clients training, and provide counseling and job coaching and case management.

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.?

The Agency will initially place the participants within county departments. In the future, the goal is to expand the placements in to all types of employers and industries within San Benito County. Current placements include;

- San Benito County Health & Human Services
- San Benito County Probation Department
- San Benito County Free Library
- San Benito County Victim Witness
- San Benito County Health Foundation
- San Benito County Planning Department
- San Benito County Agricultural Commissioner
- San Benito County IT Department

Future agencies we look forward to have contracts with-

- Chamberlain's Children Center
- San Benito County Migrant Camp

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

The Agency has a Memorandum of Understanding with the Community Services Workforce Development (CSWD) to provide all expanded subsidized employment services to our participants.

The CSWD receives funding under the Workforce Investment Act program. The Workforce Investment Board (WIB) falls under CSWD and oversees all workforce services activities which are available at the One-Stop Career Center (America's Job Center of California). The Center is co-located within the same building complex that houses the Health & Human Services Agency division.

We currently partner with Gavilan College to help monitor Educational participation. Representatives from Gavilan College attend monthly meetings with CalWORKs staff to discuss shared participants to address attendance, activity agreement hours, course requirements, participant's needs, schedules, work study and try to resolve any issues in the best interest of the client.

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

The Agency has a Memorandum of Understanding (MOU) with the Community Services Workforce Development (CSWD) to provide all ESE services to our participants. CSWD will be providing job readiness, job development and job placements for participants referred to the Expanded Subsidized Employment Program.

The Job Readiness Program (¡JobLINK!) is administered in English and Spanish languages. Upon completion of the Job Readiness Program, participants identified as potential subsidized employees will be referred the Community Services Workforce Development (CSWD) for job placement.

¡JobLINK! consists of a series of workshops that are intended to get participants ready for employment. The two week course includes Welfare to Work (WTW) orientation, appraisal, and the benefits of working, job searching, completing application, resume writing, interviewing, keeping a job and budgeting. We will also provide supportive services while they attend their WTW activity.

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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.?

CSWD will be providing job developing per the MOU. They will not only secure employment for the participants but will also provide job coaching, mentoring, conflict resolution and numerous other case management functions.

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

The prerequisites for participants to be referred to the Expanded Subsidized Employment Program consist of successful completion of Work Experience for 3-6 months, previous successful work history, or successful completion of a training program or graduation from a post secondary program.

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

The employer of record will be the Community Services Workforce Development Agency which is an entity of the County Welfare Department.

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

The Agency will be working closely with CSWD to discuss the possibilities of transitioning the Expanded Subsidized Employment population into unsubsidized employment at their current work site. Further, the staff at CSWD will be seeking new work sites with the intention of securing unsubsidized employment.

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

Should the Agency exhaust all of the ESE allocation, the costs will be subsidized with the Single Allocation.

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

The average wage will be \$10.50 an hour for a 20 to 40 hours a week depending on individual's requirements of participation. CSWD will assess the hourly wage based on the job description, experience, and education/training.

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

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Please fill out this form electronically and submit to [ESEProgram@dss.ca.gov](mailto: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.

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