

**COUNTY NAME:**

**MONO**

**CalWORKs County Plan Addendum**

**Date Submitted to California Department of Social Services:**

**December 20, 2006**

**Prepared By:**

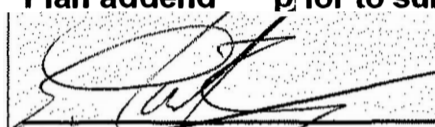
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**I hereby certify that County Board of Supervisors was briefed regarding the contents of this Plan addendum prior to submittal.**

  
**County Welfare Director's  
Signature**

**Ed Zylman  
Printed Name**

**1-9-07  
Briefing Date**

This plan addendum is submitted pursuant to Welfare and Institutions Code Section 10534.

## 1) County Goals

After reviewing the county's existing CalWORKs County Plan, please provide a general description of how the county will meet the goals defined in Welfare and Institutions (W&I) Code Section 10540, while taking into consideration the work participation requirements of the federal Deficit Reduction Act of 2005.

The goals of W&I Code Section 10540 are the following:

- 1) Reduce child poverty in the State;
- 2) Reduce dependence of needy parents on government benefits by promoting job preparation, work, and marriage; reduce out-of-wedlock births; and encourage the formation and maintenance of two-parent families;
- 3) Meet the requirements of federal law while avoiding unanticipated outcomes that negatively affect child well-being, the demand for county general assistance, or the number of families affected by domestic violence.

### **A. General description of how the county will meet the goals of W&I Code 10540**

Mono County Department of Social Services (DSS) will continue to develop a network of partnerships in order to provide the full range of services needed to move clients into unsubsidized employment. Mono County DSS will provide individualized and personalized services for each person participating in the CalWORKs Program. Through a multi-agency network we will offer employment services, resource and referral services, educational and training opportunities. Families affected by domestic violence will continue to be referred to the appropriate Mono County agency for assistance. CalWORKs staff will be trained to offer diversion services as part of the application process for the CalWORKs Program. CalWORKs staff will focus on encouraging participants to be working while they are enrolled in training and/or counseling as appropriate to their assessment.

Mono County DSS is committed to its mission to lead our participants into self-sufficiency. CalWORKs staff are eager to contribute to the redesign of our programs in order to improve the quality of life for families, children, individuals in need and promote personal responsibility, independence and self-sufficiency.

## 2) Participation Improvement

Please describe what immediate and long-range actions the county will take to improve the federal work participation rate (WPR) among CalWORKs applicants and recipients. At a minimum, describe how the county will address increased participation in the areas listed below. When responding, provide a detailed description of the policy or strategy in each program area, the anticipated outcome that will result in program improvements, the percentage of families affected, and how success will be determined. Please note that if a county is already using a particular strategy that is successful, a description of that strategy is sufficient.

### **B. Providing up-front engagement activities**

**Description of policy(ies) or strategy(ies) that will result in program improvement (identify whether this is a new policy/strategy, a current policy/strategy that will continue to be promoted, or an expansion of, or revision to, current policy/strategy).**

Mono County DSS has implemented a new referral process to WTW at the initial application interview. Clients will be given an opportunity to volunteer for a WTW orientation and appraisal appointment after their initial interview for CalWORKs. Our goal is to engage individuals in activities as soon as possible.

**What are the anticipated effects and percentage of families affected monthly?**

Clients will have a signed WTW plan within 45 days of the approval of their CalWORKs application. Fifty percent of the CalWORKs caseload will be impacted.

**How will success be determined (quantitative and qualitative assessment of effects)?**

Mono County's current WPR for all families is at 58% and 100% for two-parent families. The Federal WPR is 50% for all families and 90% for two-parent families. We anticipate the above changes will increase our WPR by 2-3% during the first year with similar increases for each of the next 2 years, for a total increase over 3 years at 6-9% for all families.

**C. Achieving full engagement by individuals who are required to participate, and who are partially participating, not participating, or are between activities**

**Description of policy(ies) or strategy(ies) that will result in program improvement (identify whether this is a new policy/strategy, a current policy/strategy that will continue to be promoted, or an expansion of, or revision to, current policy/strategy).**

Currently, we have increased our contact with these individuals by telephone, mail, and in home visits. Clients' needs are reassessed and WTW plans are revised as needed.

**What are the anticipated effects and percentage of families affected monthly?**

This policy is benefiting the client because the client's WTW plan can be amended. Clients' strengths, needs, and barriers can be more easily identified and addressed. Clients can be more actively involved in the decision process of the WTW plan. We anticipate 30% of our current WTW families will be affected.

**How will success be determined (quantitative and qualitative assessment of effects)?**

Mono County's current WPR for all families is at 58% and 100% for two-parent families. The Federal WPR is 50% for all families and 90% for two-parent families. We anticipate the above changes will increase our WPR by 2-3% during the first year with similar increases for each of the next 2 years, for a total increase over 3 years at 6-9% for all families.

**D. Providing activities to encourage participation and to prevent families from going into sanction status**

**Description of policy(ies) or strategy(ies) that will result in program improvement (identify whether this is a new policy/strategy, a current policy/strategy that will continue to be promoted, or an expansion of, or revision to, current policy/strategy).**

Mono County DSS will strengthen unsubsidized employment by continuing to outreach to employers throughout the county using weekly or monthly contacts with employers, updating community job boards weekly, and providing clients with current and updated employment availability lists.

**What are the anticipated effects and percentage of families affected monthly?**

Clients will be receiving current and updated information on employment availability. Clients will be provided with employer information and applications and can receive assistance in completing applications. With DSS maintaining a strong relationship with employers, clients will have a “foot in the door” before their application is received by the employer. We anticipate that 30% of our current WTW families will be affected.

**How will success be determined (quantitative and qualitative assessment of effects)?**

Mono County’s current WPR for all families is at 58% and 100% for two-parent families. The Federal WPR is 50% for all families and 90% for two-parent families. We anticipate the above changes will increase our WPR by 2-3% during the first year with similar increases for each of the next 2 years, for a total increase over 3 years at 6-9% for all families.

**E. Reengaging noncompliant or sanctioned individuals**

**Description of policy(ies) or strategy(ies) that will result in program improvement (identify whether this is a new policy/strategy, a current policy/strategy that will continue to be promoted, or an expansion of, or revision to, current policy/strategy).**

Mono County DSS has implemented new procedures for reengaging noncompliant and sanctioned individuals. Eligibility Workers will be addressing the issue with individuals at every redetermination and at every application. An information letter will be developed and distributed to these individuals providing them with the name and telephone number of the WTW Social Worker who can assist them in reengagement. All current sanctioned individuals will be contacted directly by the Social Worker by mail, telephone, or in-home visit to offer reengagement services, reassessments and exemption review.

**What are the anticipated effects and percentage of families affected monthly?**

Mono County anticipates a 25% reduction in sanctioned individuals, affecting approximately 15% of families.

**How will success be determined (quantitative and qualitative assessment of effects)?**

Mono County’s current WPR for all families is at 58% and 100% for two-parent families. The Federal WPR is 50% for all families and 90% for two-parent families. We anticipate the above changes will increase our WPR by 2-3% during the first year with similar increases for each of the next 2 years, for a total increase over 3 years at 6-9% for all families.

**F. Other activities designed to increase the county’s federal WPR**

**Description of policy(ies) or strategy(ies) that will result in program improvement (identify whether this is a new policy/strategy, a current policy/strategy that will continue to be promoted, or an expansion of, or revision to, current policy/strategy):**

Mono County will be reviewing all Safety Net cases (60 month timed-out individuals). These individuals are now included in the WPR. Although these individuals are not included in the

CalWORKSs grant, many are employed. Those that are employed 32-35 hours (one parent v 2 parent case) can be counted as participating and increasing our WPR. Eligibility Workers and Social Workers will work closely in identifying these persons.

Also, recent surveys have shown that many recipients are still not aware of the 60 month time limit. Increased client awareness and timely notification to recipients of their time on aid will be an essential element. WTW Social Workers will continue to contact individuals when they have used 54 months to inform them about possible lower income and inform them of other benefits still available (Medi-Cal, Food Stamps, Child Care). Eligibility Workers will reconcile their time on aid and adjust their CalWORKS clocks accordingly.

Mono County will implement new procedures where Eligibility Workers and Social Workers will have a discussion with all participants starting new employment on the benefits of terminating their CalWORKS and saving the months left of their 60 month time limit. Many individuals are employed part time and are receiving only a small partial grant. Clients will be counseled by staff on Transitional Food Stamps and other programs that will help them save their CalWORKS 60 month time limit.

#### **What are the anticipated effects and percentage of families affected monthly?**

About 20% of WTW cases are in Safety Net. We anticipate that approximately 2/3 of these individuals are employed 32 or more hours per week or receiving Unemployment Benefits and services through EDD. Also, with more upfront counseling with clients regarding time limits and saving time, we would anticipate 7-10% of individuals would request to be discontinued from CalWORKS and continue with other transitional services.

#### **How will success be determined (quantitative or qualitative assessment of effects)?**

Mono County's current WPR for all families is at 58% and 100% for two-parent families. The Federal WPR is 50% for all families and 90% for two-parent families. We anticipate the above changes will increase our WPR by 2-3% during the first year with similar increases for each of the next 2 years, for a total increase over 3 years at 6-9% for all families.

**G. Please provide a description of how the county will collaborate with local agencies, including, but not limited to, local workforce investment boards, community colleges, universities, adult schools and regional occupational centers/programs that provide activities that meet federal work participation requirements and provide participants with skills that will help them achieve long-term self-sufficiency. For each individual agency, responses should include elements such as how information is shared or will be shared, ongoing or planned contracts, ongoing meetings established, etc.**

**Description of policy(ies) or strategy(ies) that will result in program improvement (identify whether this is a new policy/strategy, a current policy/strategy that will continue to be promoted, or an expansion of, or revision to, current policy/strategy).**

EDD does not have an office in Mono County. Individuals in Mono County will continue to have access and use of the EDD computer located at Mono County Social Services for applying for benefits, job search and other EDD services.

Mono County DSS will continue to work with Cerro Coso Community College obtaining educational and training opportunities available to CalWorks participants. Currently, WTW staff regularly monitor class schedules and assist clients registering and applying for financial aid.

Mono County DSS will continue to work with Mono County Department of Education assisting clients with GED and vocational classes. English as a Second Language (ESL) classes are currently available through the Department of Education. DSS does not have any current clients in need of classes nor has there been in past. However, DSS and the Department of Education see a future need for ESL classes as the Spanish speaking community in the county continues to grow. WTW staff will continue to monitor class schedules and assist clients in registration.

DSS, Cerro Coso, and Mono County Department of Education will be working together in the future to develop an attendance monitoring tool to comply with new Federal documentation and daily supervision requirements.

Mono County DSS will continue to support client SIP plans outside the county, by working directly with the out of county provider on a case by case scenario.

DSS will continue to utilize its One Stop program by working with the WIA Program Assistant in referring individuals to the Dislocated Worker Program, Adult Program and Youth Services. DSS will continue to assist the participant in complying with WIA requirements.

Mono County has no access to ROP programs.

### **What are the anticipated effects and percentage of families affected monthly?**

Individuals will find employment that meets their skill level and interests. When this happens, they are able to achieve greater success in their job, advancement is more likely and with advancement, an increase in income. They are able to achieve self-sufficiency and no longer are dependent on CalWORKS. We anticipate 10 -15 percent of our families could be affected.

### **How will success be determined (quantitative and qualitative assessment of effects)?**

Mono County's current WPR for all families is at 58% and 100% for two-parent families. The Federal WPR is 50% for all families and 90% for two-parent families. We anticipate the above changes will increase our WPR by 2-3% during the first year with similar increases for each of the next 2 years, for a total increase over 3 years at 6-9% for all families.

### **3) Plan to measure quarterly progress**

Please describe how the county will measure the extent to which cumulative policies or strategies in the Plan addendum are successful, and how the county will measure progress on a quarterly basis (for example, participation rate of a specific population, sanction rate, orientation show rate, etc.). In addition, include the projected cumulative impact the county's policies or strategies will likely have on the county's federal work participation rate for each year of the next three years (for example, current rate of X will be increased to Y).

## H. Plan to measure quarterly progress

### Measures of quarterly progress:

Mono County will track mandatory data collection through the ISAWS, CITRIX and WDTIP computer systems. Quarterly meetings will be held with staff to review the current WTW caseload for compliance, employment, barriers, exemptions, etc.

### Projected impact on county's federal WPR:

Mono County's current WPR for all families is at 58% and 100% for two-parent families. The Federal WPR is 50% for all families and 90% for two-parent families. Mono County has been exceeding the Federal and State WPR. We anticipate an increase in our WPR by 2-3% during the first year with similar increases for each of the next 2 years, for a total increase over 3 years at 6-9% for all families.

## 4) Funding

Describe how the county has spent and plans to utilize single allocation and other funding for the county's CalWORKs program. This section will help explain to county and State stakeholders how increased funding will be used.

Program Component	Fiscal Year 2005-06 Actual Expenditures	Fiscal Year 2006-07 Budgeted Amount	Description of how additional funding provided in Fiscal Year 2006-07 will be used
CalWORKs Eligibility Administration	\$105,215	\$108,535	The county will be increasing its utilization of home visits, increase case staffing, developing more effective client counseling.
WTW Employment Services	\$554,885	\$612,027	Additional mileage reimbursements, training, removal of barriers e.g. car repairs, adequate work clothing and equipment.
CalWORKs Child Care	\$84,529	\$50,889	
Cal-Learn	\$1,000	\$1,413	
CalWORKs Funded Mental Health Services	\$24,799	\$18,542	
CalWORKs Funded Substance Abuse Services	\$24,882	\$18,457	
Other			
Other			