

WTW GRANT ADDENDUM TO THE TEHAMA COUNTY CALWORKS PLAN

Tehama County Department Of Social Services is working with two WtW Grant partners to implement the WtW Grant Program. These two grantees are: Job Training Center Of Tehama County (85 percent) and The Learning Centers Of Tehama County (15 percent). Tehama County DSS and the two local partners have been meeting on an ongoing basis to set up the operating procedures and protocols for the program. The results of these meetings have been the establishment of an Oversight Team, comprised of management and supervisors from all three partners, which meets at least monthly and the establishment of a Case Management Team, comprised of a case manager from each of the three partner agencies, which meets every 2 weeks. The purpose of the Oversight Team is to develop program policies and procedures, to determine who will be the primary provider of specific WtW activities, to collaborate on the most effective use of funding and resources, and to provide intervention if the Case Management Team is unable to reach agreement. The Case Management Team meets to discuss individual referrals to the WtW Grant program, to determine an appropriate employment plan for each, and to determine which partner can provide the needed services.

In addition the planning meetings have led to the development of a specific referral process by which DSS screens all CalWORKs participants at appraisal for eligibility. After completion of an intensive job search workshop, participants who remain unemployed or under-employed complete a vocational assessment to determine an appropriate employment goal and may then be referred to the Case Management Team for further evaluation and the final development of the employment plan. Updates and participant process are provided to all partners through the Case Management Team meetings. In addition to screening at appraisal, DSS has done 2 complete case reviews screening for potential WtW Grant referrals and will continue to perform periodic caseload reviews.

As part of the Oversight Team meetings, DSS continues to communicate with the WtW partners on any unmet needs in the delivery of services to WtW participants. As these unmet needs are defined, all three partners will reach agreement on the most effective use of the State WtW Grant matching funds to fill the unmet needs of the program.

Effective 9/1/99