



CalWORKS Plan

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**Yolo County Board of Supervisors
Lynnel Pollock, Fifth District, Chair
Mike McGowan, First District
Freddie Oakley, Second District
Dave Rosenberg, Fourth District
Tom Stallard, Third District**

Prepared By:

**Department of Social Services
Meg Sheldon, Director**

This plan is submitted pursuant to Section 10531 of the
Welfare and Institutions Code required by The Welfare to
Work Act of 1997, AB 1542.

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EXECUTIVE SUMMARY

Briefly describe the CalWORKs program of Yolo County. Include:

- (1) A listing of the major program goals and objectives; and*
- (2) A brief description of the major program elements which will contribute to those goals and objectives.*

The CalWORKs Program created by Assembly Bill (AB) 1542 replaces both the Greater Avenues for Independence (GAIN) Program and the Aid to Families with Dependent Children (AFDC) Program. The CalWORKs Program gives counties some discretion in how services will be offered or what particular approach the county will take in implementing welfare-to-work activities. Yolo County is submitting a "County Plan" that is consistent with state law. Yolo County's Plan describes how Yolo County intends to use its discretion in delivering the full range of activities and services necessary to move CalWORKs recipients from welfare to work.

Yolo County's CalWORKs Plan documents, where appropriate, existing employment and training activities provided primarily by two County departments: Department of Social Services and Community Partnership Agency. Community Partnership Agency provides employment services in Yolo County through the Federal Job Training Partnership Act in conjunction with the Private Industry Council. The Department of Social Services and Community Partnership Agency are currently developing a proposal to merge the two agencies. The proposal will be presented to the Board of Supervisors in June 1999.

Yolo County Board of Supervisors previously approved current employment and training services through submission of a GAIN Plan by the Department of Social Services and through approval of the Community Partnership Agency and the Department of Social Services budgets. Yolo County's CalWORKs Plan builds upon and incorporates these services and provides for a collaborative approach in program design for the discretionary CalWORKs program elements.

Employment and Training Services

Yolo County will continue to work extensively in collaboration with other public and private agencies to provide employment services and training programs for CalWORKs recipients. Yolo County has established two regional One-Stop Career Centers in Woodland and in West Sacramento. Career Centers are served by staff from:

- Yolo County Department of Social Services
- Yolo County Community Partnership Agency
- State Employment Development Department (EDD)
- Social Security Administration (SSA)
- City of Davis, Parks and Community Services, Child Services Office

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- Yuba College
- Los Rios Community College District (LRCCD)
- Washington Unified School District, Adult Education
- Sacramento County Region Occupational Programs (ROP)

In addition to the employment, training, and case management services, the One-Stop Career Centers provide an extensive listing of job opportunities within a seven-county area through collaboration with EDD, the Sacramento Area Commerce and Trade Organization (SACTO) and the three-county regional Job Development Association, serving Yolo, Placer, and Sacramento Counties.

Collaborative Program Design Process

The collaborative approach for the CalWORKs program design for Yolo County emerged from a strategic planning process begun by the Department of Social Services in August 1997. Employees from all levels and functional areas of the Department participated in developing a strategic plan in preparation for welfare reform, that complies with the Continuous Quality Improvement (CQI) principles of Yolo County.

The following program goals for CalWORKs participants in Yolo County are a product of our strategic planning process.

Major Program Goal

Promote self-reliance through employment services.

Specific Goals

1. Establish integrated employment services for community members at Woodland and West Sacramento locations.
2. Provide early and continuing need assessments for individuals and families.
3. Provide access to affordable child and dependent adult care.
4. Assist individuals to overcome employment barriers.
5. Use multi-disciplinary approach in the delivery of service.
6. Strengthen individuals and families at risk to reduce the need for intervention.

EXECUTIVE SUMMARY

Program Designs for the Discretionary Areas of Welfare Reform

On July 21, 1998, the Yolo County Welfare Reform Task Force presented a set of recommendations to the Board of Supervisors around the discretionary areas of the CalWORKs Program. The Board of Supervisors unanimously adopted the recommendations of the Task Force. The Board directed the Department of Social Services and the Community Partnership Agency to implement the policy directives, as soon as possible.

The Welfare Reform Task Force recommendations impacted six program areas: child care, diversion, domestic violence, employment-training-education, family support, and substance abuse/mental health. Common themes flowing through the recommendations are:

- a concern for the safety and well-being of children living in poverty in the County
- fully informed clients making their own choices and decisions, wherever possible
- maximizing the flexibility of staff to meet the unique needs of each client.

Child Care

The Board of Supervisors adopted a recommendation to make child care payments available for children up to 13 years of age. In Yolo County, the primary caretaker of young children will be exempt from job activities until the child is six months old, with a possible extension to 12 months. For subsequent children, staff will have discretion to extend a particular exemption from 3 to 6 months. Child care payments are also available to parenting teens in the Cal-Learn Program.

Yolo County has established criteria by which staff can refuse to authorize payment to a chosen, exempt child care provider. The criteria encompass exempt providers who: (1) are currently receiving respite child care for their own children; (2) are involved in an open/pending Child Protective Services or Adult Protective Services case; and, (3) are not eligible for "Trustline" registration due to known, specific criminal convictions.

Diversion

Diversion payments under \$2,000 do not require supervisory approval. Any limit placed on the number of diversion payments made to a family is made at the discretion of staff after consultation with supervisors. An individualized family "diversion plan" will be developed for assessment, follow-up and outcome tracking. County departments will coordinate with community-based organizations in providing services to diversion clients.

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Domestic Violence

Yolo County can waive work program requirements, as determined on a case-by case basis for up to 6 months, with a possible extension of a second six-month period. County staff will review the need for the waiver on a monthly basis.

Voluntary and confidential self-disclosure is honored at any time in the program. All staff with public contact receive mandatory training in domestic violence issues.

Employment-Training-Education

Supportive services will continue for the first 12 months of employment. A job retention incentive program for the newly employed, as well as a supported work program for the learning disabled is being established. Supportive services will be provided to clients participating in Community Service as long as funding is available.

Family Support

The Department of Social Services and the District Attorney's Office will continue to collaborate on improving current program links to assist clients in establishing child support collection, paternity, and cash aid benefits.

Substance Abuse/Mental Health

A Yolo County CalWORKs client can access substance abuse and mental health treatment services by two different modes: (1) by self-disclosing impairments to employment at any time during the program, and (2) through use of an employee assistance model with counseling/assessment/referral components when CalWORKs participant does not meet expected workplace behaviors.

Case managers in consultation with other staff and treatment providers who work with the client have flexibility to determine the number of times an individual is referred to treatment. Family members are provided service referrals, when needed, to assist the client become employable and remain employed.

(a) COLLABORATION WITH PUBLIC AND PRIVATE AGENCIES TO PROVIDE TRAINING AND SUPPORTIVE SERVICES

Briefly describe how the county will work with other public and private agencies to provide necessary training and support services. This section should include, at a minimum, a list of the necessary training and support services, and the public and/or private agencies which will provide those services.

Collaboration with Public and Private Agencies

Yolo County will work extensively in collaboration with other public and private agencies to provide employment services and training programs for CalWORKs recipients. Yolo County Department of Social Services' current collaboration with the following agencies will continue under CalWORKs.

- Yolo County Community Partnership Agency (CPA)
- State of California Employment Development Department (EDD)
- Social Security Administration
- City of Davis, Parks and Community Services, Child Services Unit
- Yuba College
- Los Rios Community College District
- Yolo County Superintendent of Schools
- Sacramento County Office of Education
- Washington Unified School District
- Various Community-Based Organizations and Private Employers

One-Stop Career Centers

Employment services and training programs are combined into One-Stop Career Centers. In Yolo County, two Career Centers are in operation to serve CalWORKs participants in Woodland and in West Sacramento. The Woodland Center serves the residents of Woodland, Davis, Winter, Esparto, Knights Landing and rural areas of the county. The West Sacramento Center serves residents of West Sacramento and Clarksburg. The West Sacramento Center is located in a full-service county complex for health and social services.

In the Woodland and West Sacramento Career Centers, the State Employment Development Department (EDD) stations a full-time staff person to work with CalWORKs participants individually and to assist in the Employment Center.

To fully utilize employer job openings, Yolo County's One-Stop Career Centers are linked to Regional Career Development Centers within a seven-county area.

**(a) COLLABORATION WITH PUBLIC AND PRIVATE AGENCIES TO PROVIDE TRAINING
AND SUPPORTIVE SERVICES**

New Social Security Field Office

The Social Security Administration will locate a new field office in the West Sacramento County Services Center in January 1998. In Woodland, the Department of Social Services provides a Social Security desk where applicants can obtain information and forms.

Child Care Administration

The City of Davis Child Services Office is the Child Care Resource and Referral (R&R) Program provider and Alternative Payment contractor with the California Department of Education for Yolo County. The City of Davis and Yolo County will jointly administer CalWORKs Stage I child care services. Stages II and III will be administered by the City of Davis to provide a seamless child care services approach. City of Davis Child Services staff are co-located within the Department of Social Services offices in Woodland and West Sacramento.

Proposed Merger of CPA and DSS

Community Partnership Agency (CPA) administers employment and training programs under the direction of the Private Industry Council (PIC) and the Yolo County Board of Supervisors. CPA will work in collaboration with the Department of Social Services to provide employment and training services for CalWORKs participants. DSS and CPA are currently developing a plan to merge the two agencies.

Employment And Training Services

The following pages contains a list of necessary training and support services and the public and/or private agencies which will provide those services in Yolo County.

**(a) COLLABORATION WITH PUBLIC AND PRIVATE AGENCIES TO PROVIDE TRAINING
AND SUPPORTIVE SERVICES**

**Employment And Training Services And The Public And/Or Private Agencies
Which Will Provide Them**

Orientation	Agencies:	Department of Social Services (DSS) City of Davis, Child Services Unit Community Partnership Agency (CPA) Department of Alcohol, Drug and Mental Health Services
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In Yolo County, CalWORKs applicants are given the opportunity to begin their job search activities on a voluntary basis, prior to the determination of eligibility for aid. All applicants, who volunteer, are referred by intake workers to an Orientation. Recipients are referred to the Orientation by DSS at reinvestigation. Emphasis is placed on an applicant's right to work. Information is provided on:

- employment services
- child care
- transportation
- diversion option
- domestic violence considerations
- family support requirements
- substance abuse/mental health treatment services
- participant rights and responsibilities in meeting the eligibility requirements of aid programs.

At the Orientation meeting, a substance abuse/mental health assessment specialist describes the treatment services available for participants with substance abuse/mental health impairments that could impact their employability. CalWORKs recipients who self-disclose at any point in the program will have access to specialized assessment and treatment services.

Appraisal	Agencies:	Department of Social Services
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After participating in the Orientation, applicants make an appointment with a DSS case manager. The case managers conduct individual interviews, make referrals to resolve barriers to employment, and establish need for supportive services.

DSS case managers initiate the appropriate next referral for job search, educational and/or job training activities. Case managers also assess self-employment options.

Note: Revisions submitted on 8/25/98 are in bold type and underlined. Revisions submitted on 12/98 at the request of CDSS are written in capital letters.

**(a) COLLABORATION WITH PUBLIC AND PRIVATE AGENCIES TO PROVIDE TRAINING
AND SUPPORTIVE SERVICES**

Job Club

**Agencies: Yuba College
Los Rios Community College District
Community Partnership Agency**

The Yolo County Job Club Workshop is offered as a career development course through Yuba College in Woodland and Los Rios Community College District in West Sacramento. Community college instructors co-facilitate the workshop with County staff. Clients, who participate in a Job Club at the County office, are also enrolled in the community college and receive course credits for completion. The general public has access to the workshop.

Job Search Workshop

**Agencies: Department of Social Services
Community Partnership Agency
EDD**

The Job Search Workshop is a motivational, structured, group activity stressing time management, urgency, and focus. It is designed to refine job seeking techniques and to help clients actively seek employment, primarily using telemarketing. Limited-English workshops are staffed with at least one bilingual/bicultural facilitator or employment specialist.

CalWORKs participants, who have the potential for immediate job placement due to previous work experience and/or who have acquired skill sets needed in today's job market, are immediately referred by case managers to the Job Search Workshop, by-passing Job Club activities.

Supervised Job Search /Employment Center

**Agencies: EDD
Department of Social Services
Community Partnership Agency**

CalWORKs participants who complete Job Club or Job Search Workshop are referred to Supervised Job Search in the Employment Center. This component provides access to phone banks and EDD job services including job orders and direct referrals to employers. CalWORKs recipients develop employer contact lists and contact employers.

**(a) COLLABORATION WITH PUBLIC AND PRIVATE AGENCIES TO PROVIDE TRAINING
AND SUPPORTIVE SERVICES**

Assessment

**Agencies: Community Partnership Agency
Department of Social Services**

During the initial Assessment, CalWORKs participants develop with their case manager a Welfare-to-Work Plan that will lead to employment. An individual's aptitudes, skills, values and interests are examined to clarify and reinforce employment goals, focusing on the short-term and encouraging participant responsibility in achieving long-term goals in lifelong learning process. Self-Employment options may be considered at this time.

Continuing Assessment provides an in-depth look at feedback the CalWORKS participant has received from employers, workshop staff, and case managers to determine why the person has not been successful in obtaining employment or is unable to benefit from job services.

Remedial Education (GED, Adult Basic Education, ESL)

**Agencies: Community Partnership Agency
Yolo County Superintendent of Schools
Lincoln Training Center (Sacramento)
Washington Unified School District
Sacramento County Regional Occupational Programs**

Historically, Yolo County has contracted with educational agencies to provide remedial educational services, including GED preparation, adult basic education, and English as a second language (ESL). Community Partnership Agency helps to fund those activities with Job Training Partnership Act (JTPA) funds.

Yolo County contracts with the Yolo County Superintendent of Schools Office for two different programs: a combined teen parent/adult education class known as PEARLS, and the vocationally centered English Language Acquisition (ELA) Program.

The County also has a contract with Lincoln Training Center for combined vocational and remedial education.

The Washington Unified School District in West Sacramento will provide a district teacher in a GED classroom that will be located in the West Sacramento One-Stop Career Center beginning January 1998.

Sacramento County Regional Occupational Programs (ROP) will offer basic computer classes to youth and adults in the West Sacramento One-Stop Career Center.

DSS case managers may also refer participants to any other programs in the community which are appropriate, such as Woodland Adult Education, the Carpenters Union's Regional Occupational Program for the Russian-Speaking Community.

(a) COLLABORATION WITH PUBLIC AND PRIVATE AGENCIES TO PROVIDE TRAINING AND SUPPORTIVE SERVICES

Alternative Work Experience

Agencies: Community Partnership Agency

Alternative Work Experience Community Services (AWEX) is a non-salaried work assignment with public or private nonprofit agencies, that will maintain, enhance and/or renew the client's job skills, build work habits or expedite the transition to employment.

(Refer to Attachment B - Alternative Work Experience Work sites)

On-The-Job Training

Agencies: Community Partnership Agency

Yolo County contracts with area employers to provide On-The-Job Training for set periods of time at negotiated wages. Employers who hire trainees receive a subsidy from CPA (utilizing JTPA funds) during the training period. The length of the training period is based on the average training period described in the U.S. Department of Labor's Dictionary of Occupational Titles (DOT) and the participant's current skill set. CPA staff provide case management, meeting bi-weekly with the employee and employer.

(Refer to Attachment C - On-the-Job Training Employers)

Vocational Education and Training

**Agencies: Department of Social Services/ Community Partnership Agency
Los Rios Community College District
Yuba College
Sacramento County Regional Occupational Programs
Various private providers, such as those listed in the
*Occupation Outlook and Training Directory
for Sacramento and Yolo Counties***

The Department of Social Services will refer CalWORKs participants to the Community Partnership Agency which has access to Job Training and Partnership Act (JTPA) and Welfare-To-Work federal funds that can be used for vocational education and training opportunities in the public and private sector.

Community Partnership Agency in partnership with the Sacramento Area Occupational Research Group (SAORG) and the Labor Market Information Division of the California Employment Development Department annually publishes the "Occupational Outlook & Training Directory for Sacramento and Yolo Counties". The Directory contains basic information on over 150 certificate and degree programs which prepare persons for entry into one or more specific occupations. This includes private schools and colleges, regional occupational programs (ROP), and universities. DSS case managers use the directory to assist clients in researching occupations,

**(a) COLLABORATION WITH PUBLIC AND PRIVATE AGENCIES TO PROVIDE TRAINING
AND SUPPORTIVE SERVICES**

training requirements, wages, and to determine the outlook for future employment. The directory is a basis for developing vocational training plans for clients.

(Refer to Attachment D - Vocational Education Providers)

**(a) COLLABORATION WITH PUBLIC AND PRIVATE AGENCIES TO PROVIDE TRAINING
AND SUPPORTIVE SERVICES**

Limited English Proficiency Job Services

**Agencies: Department of Social Services
Community Partnership Agency
Yuba College
Washington Unified School District**

Yolo County provides Job Search services to registrants with limited English proficiency by contracting for a series of Job Search Workshops targeting specific language and cultural groups. The workshops are followed by Job Search in the Employment Center.

Although the County may serve participants who speak various languages, most Limited English Proficiency clients speak Spanish, Russian or South East Asian languages.

Post-Employment Case Management and Supportive Services

**Agencies: City of Davis, Child Care Services
Department of Social Services
Community Partnership Agency
Yolobus**

Yolo County will provide up to one year (12 months) of job retention services for employed CalWORKs clients, including necessary support services, such as transportation assistance, to the extent they cannot be provided by the employer or from any other source. Child care will be provided for up to 24 months. Child care and transportation are also provided to participants in on-the-job training.

Based on County-established criteria, the employed CalWORKs client may be eligible for a Job Retention Incentive Program. The Incentive Program provides gift certificates and vouchers during the first year of continuous employment.

The Yolo County Board of Supervisors adopted the following recommendations of the County's Welfare Reform Task Force to enhance collaboration with public and private entities:

- that the Board support, as a general policy, efforts to communicate and coordinate with community-based organizations, including faith-based groups, in providing services to clients with special emphasis on job retention, drug/alcohol abuse treatment, child care, diversion, and transportation issues.

**(a) COLLABORATION WITH PUBLIC AND PRIVATE AGENCIES TO PROVIDE TRAINING
AND SUPPORTIVE SERVICES**

- That the Department of Social Services designate a staff person(s) to be a resource coordinator to help families access community resources.
- That the County assist clients to purposely access both private and public sector services, such as work experience, basic education or ESL programs, vocational training, internships, apprenticeships, OJT, work study, supported work for the learning disabled, self-employment, and community service.
- That the Department of Social Services develop a program to make available to diversion recipients under the CalWORKs program information on options to perform volunteer services in the community.

Does your County have a Refugee Employment Services Plan?

Yes No

(b) PARTNERSHIPS WITH THE PRIVATE SECTOR TO IDENTIFY JOBS

Describe the county's partnerships with the private sector, including employers, employer associations, the faith community, and central labor councils, and how those partnerships will identify jobs for CalWORKs program recipients.

Regional Approach in Identifying Jobs

Yolo County takes a regional approach in identifying jobs, focusing on Yolo, Sacramento and Placer County job markets. Community Partnership Agency is a member of a Regional Job Development Association which is made up of representatives from these three counties. The Association shares job placement information throughout the region. Since the greatest source of job placement is from turn-over jobs, i.e. jobs vacated recently by a previous employee, the Community Partnership Agency maintains daily contact with the Job Development Association for industry recruitment information.

Staff from Regional One-Stop Career Centers located in Woodland and West Sacramento work with regional employers to identify employment needs, economic development plans, and employee training requirements and programs.

Employers

CPA job developers have established good working relationships with employers in the County to help ensure consideration of CalWORKs participants for job vacancies. Some of the county's larger employers include:

- United Parcel Service (UPS)
- The Money Store
- Raleys
- Port of Sacramento
- Target
- Walgreens
- Valley Records
- PayLess
- Cohn Industries.

Whenever possible, CPA contacts private employers prior to their locating in the County to determine what job skill sets their business will require. This pro-active approach allows CPA to focus its job training for directly available jobs. CPA conducts this activity with the Sacramento Area Commerce and Trade Organization (SACTO). In addition, Yolo County maintains active relationships with city and county planning agencies that can result in job-focused alliances.

(b) PARTNERSHIPS WITH THE PRIVATE SECTOR TO IDENTIFY JOBS

Several new businesses recently opened in Yolo County providing employment opportunities for County job seekers:

Hewlett Packard located a distribution center in Woodland which initially provided 20 immediate job openings but will continue hiring as their operations become fully implemented.

Wal-Mart opened a store in June 1997 which contributed some 300 jobs to the community.

Staples Office Supplies opened a store recently hiring 40 people.

Wendy's will be opening a new restaurant in Woodland in January 1998 and hiring 50 people.

Walgreens opened a store in Woodland in December 1997 hiring for several different job categories.

The Money Store will open their area headquarters in West Sacramento early in 1998. The company will hire 150 people initially.

Employer Associations

The California Trucking Association (CTA) assisted Community Partnership Agency in developing a plan that would reduce the number of people in the County dependent on aid programs and find trainable employees for the trucking industry.

A recent survey of California Trucking Association members found that many of these members had a number of unfilled job vacancies in a variety of areas. Based on these surveys, CPA applied to the state Employment Development Department's Job Training Partnership Division for a grant to fund a "Careers in Motion" program.

As a result, CPA received \$488,008 to support both classroom training and on-the-job training. The program is scheduled to run through September 1998 and will target at least 100 long term unemployed in Yolo County, including CalWORKs participants.

Other Employment Focused Organizations

CPA managers meet with local employment-focused organizations to help develop long-term economic and work force development strategies that will assist low-income job seekers find employment. These organizations include:

(b) PARTNERSHIPS WITH THE PRIVATE SECTOR TO IDENTIFY JOBS

- Davis Area Chamber of Commerce
- Hispanic Chamber of Commerce
- Winters Chamber of Commerce
- Woodland Chamber of Commerce
- Private Industry Council

Civic Groups

In addition, CPA managers attend civic group meetings to discuss employment trends in the County and to encourage job referrals for agency clients. The civic groups include:

- Woodland Rotary Club
- Woodland Reveille Lions Club
- Kiwanis Club of Woodland
- Rotary Sunrise Club.

The Faith Community

United Christian Centers of the Greater Sacramento Area

Yolo County contracts with United Christian Centers (UCC) of the Greater Sacramento Area. UCC provides JTPA eligible clients with remedial education, GED preparation or Adult Basic Education (ABE) concurrently with vocational training needed to prepare them for employment. The classes are held at the Lincoln Training Center in Sacramento.

Yolo Wayfarer Center

Yolo County also contracts with the Yolo Wayfarer Center - a non-denominational faith community program - that provides not only emergency shelter for homeless single adults but also provides a work program. The Center will be expanding its work.

(b) PARTNERSHIPS WITH THE PRIVATE SECTOR TO IDENTIFY JOBS

program beginning early in 1998 to include more structured work activities, such as apartment cleaning and landscaping.

Central Labor Councils

The Private Industry Council serves in an advisory role for the Community Partnership Agency. Two local unions have representatives on the Private Industry Council - ILWU Local 17 and Operating Engineers Local #3. These two unions belong to the Central Labor Council which provides apprentice programs in Sacramento.

The Community Partnership Agency is currently considering pre-apprentice programs offered by the Council as a training option for CalWORKs participants.

Welfare Reform Task Force Recommendation

The Board of Supervisors adopted the following recommendations of the Task Force that will help identify jobs for CalWORKs program recipients:

- that the County develop an outreach program for partnership with the local Chambers of Commerce and other employer groups on the values and benefits of employee assistance programs and educational resources potentially available to them via welfare-to-work funds and other resources.
- that the County utilize grant diversion as a means of expanding the private sector on-the-job training opportunities for CalWORKs recipients.

(c) LOCAL LABOR MARKET NEEDS

Briefly describe other means Yolo County will use to identify local labor market needs.

Yolo County identifies local labor market needs through a variety of sources, including the California Cooperative Occupational Information System (CCOIS), California Employment Development Department (EDD) Labor Market Information Division, Private Industry Council, and the Sacramento Area Occupational Research Group (SAORG).

The Occupational Outlook & Training Directory for Sacramento and Yolo Counties

The *Occupational Outlook & Training Directory for Sacramento and Yolo Counties* is an annual publication. The directory is a product of California Cooperative Occupational Information System (CCOIS), which is a partnership between state and local agencies to generate local, reliable, useful, and non-duplicative labor market information. The Sacramento-Yolo CCOIS program is coordinated locally by the Yolo County Community Partnership Agency with the support and assistance of the member agencies of the Sacramento Area Occupation Research Group (SAORG). The partner at the state level is the Labor Market Information Division (LMID) of the EDD.

The Directory is a comprehensive volume of local occupational information. It includes 166 detailed occupational outlook profiles and a complete directory of schools and training providers offering programs and services to area residents. The 1996-97 edition contains 40 new occupational outlook profiles, plus updated and expanded training providers located in the Foothill and Sierra communities east of Sacramento. Included in the profiles is a description of the occupation, required training/experience, wages and fringe benefits, certificate and/or degree programs, normal recruitment methods, and supply/demand potential.

Department of Social Services case managers use the Directory to help clients make informed decisions about what careers are available in the area and what careers would be well-suited to their particular interests and abilities.

EDD's California Labor Market Bulletin

Yolo County relies on the labor statistics stated in EDD's California Labor Market Bulletin to track unemployment rates in the County. The unemployment rate for Yolo County in October 1997 (not seasonally adjusted) was 5%, an increase from September's rate of 4.2%. Season fluctuations occur due to the area's extensive agriculture and canning industries.

(c) LOCAL LABOR MARKET NEEDS

Generally, the labor market in Yolo County provides good opportunity for agricultural industries and entry level jobs in the service occupations, manufacturing and warehousing. There are, however, limited opportunities for higher-level, skilled employment, paying a sufficient wage to enable families to attain self sufficiency. To attain self-sufficiency in Yolo County, a single parent with two children (preschool and school age) must earn \$12.85/per hour or \$2,262.26/per month.¹

¹ This self-sufficiency standard was developed by Dr. Diana Pearce, Director The Women and Poverty Project of Wider Opportunities for Women, 1996 and published as "The Self Sufficiency Standard for California".

(D) WELFARE-TO-WORK ACTIVITIES

Each county is expected to offer a range of services adequate to ensure that each participant has access to needed activities and services to assist him or her in seeking unsubsidized employment. [Reference: WIC Section 11322.7(a) Pursuant to WIC Section 11322.7(b). "No plan shall require job search and work experience of participants to the exclusion of a range of activities to be offered to recipients." Activities allowed by state law include, but are not limited to, those listed below. Please indicate which of the following activities will be provided and identify any allowable activities that will not be provided. [Reference: WIC Section 10531(d) and WIC Section 11322.6].

Yolo County will provide the welfare-to-work activities identified below to CalWORKs participants.

Provided	Not Provided	Allowable Work Activities
<input checked="" type="checkbox"/>		Unsubsidized Employment
<input checked="" type="checkbox"/>		Subsidized Private Sector Employment <i>(On-The-Job Training)</i>
<input checked="" type="checkbox"/>		Subsidized Public Sector Employment <i>(Work Experience)</i>
<input checked="" type="checkbox"/>		Work Experience
<input checked="" type="checkbox"/>		On-The-Job Training
<input checked="" type="checkbox"/>		Grant-Based On-The-Job Training
<input checked="" type="checkbox"/>		Vocational Education And Training
<input checked="" type="checkbox"/>		Education Directly Related To Employment
<input checked="" type="checkbox"/>		Adult Basic Education (Including Basic Education, GED And ESL)
<input checked="" type="checkbox"/>		Work Study <i>(Work Activity And Training Activity Concurrently)</i>
<input checked="" type="checkbox"/>		Self-Employment
<input checked="" type="checkbox"/>		Community Service
<input checked="" type="checkbox"/>		Job Search And Job Readiness Assistance
<input checked="" type="checkbox"/>		Job Skills Training Directly Related To Employment
<input checked="" type="checkbox"/>		Supported Work
	<input checked="" type="checkbox"/>	Transitional Employment
		Other (List)

(D) WELFARE-TO-WORK ACTIVITIES

The Yolo County Board of Supervisors adopted the following recommendations of their Welfare Reform Task Force:

- that the County utilize grant diversion as a means of expanding the private sector on-the-job training opportunities for CalWORKs recipients.
- that the County serve its learning-disabled population by developing a Supported Work Program.

(e) SUBSTANCE ABUSE AND MENTAL HEALTH TREATMENT SERVICES

Plan for Substance Abuse Services

Briefly describe how the welfare department and the county alcohol and drug program will collaborate and utilize new funds available to ensure the effective delivery of substance abuse services. These funds should be used to maximize federal financial participation through Title XIX of the Federal Social Security Act. If the county has determined who will provide substance abuse treatment services, please indicate the providers in the plan. If that decision has not been made, please provide CDSS an addendum to the county CalWORKs plan indicating the provider when determined. [Reference: WIC Section 11325.8]

Certify that the county's substance abuse treatment services will include at least the following: evaluation, case management, substance abuse treatment, and employment counseling, and the provision of community service jobs.

Describe any additional services the county will provide. [Reference: WIC Section 11325.8]

Plan for Substance Abuse Services in Yolo County

Upon the recommendation of the Yolo County Welfare Reform Task Force, the Board of Supervisors adopted a program of substance abuse services for CalWORKs recipients whose impairment is a barrier to obtaining employment or retaining employment.

Under the County's plan, CalWORKs recipients may access substance abuse and/or mental health treatment services in the following ways:

- by self-disclosing to staff at any point in the CalWORKs program
- through use of an employee assistance model with counseling/ assessment/referral components when CalWORKs participants do not meet expected workplace behaviors due to substance abuse.

Expected workplace behaviors, such as arriving to work on time or notifying the case manager or supervisor when absent, are documented on a county form presented to CalWORKs participants during orientation. Case managers discuss the list of expected behaviors with clients to ensure they understand their responsibilities. A client's failure to meet these expected behaviors results in a meeting with their case manager. At this meeting, the case manager and client discuss what supportive services could assist the client, including possible referral to treatment services.

Other program components include:

- client participation in work-related activities concurrently with treatment services, whenever possible.

(e) SUBSTANCE ABUSE AND MENTAL HEALTH TREATMENT SERVICES

- consideration of clients, who are progressing in treatment, for work positions within the program, such as aids, extra help, support group leaders.

Specialized Assessments

Assessment specialists from the Department of Alcohol, Drug and Mental Health Services are stationed at the Department of Social Services offices in Woodland and West Sacramento. Their responsibilities include:

- making presentations at the CalWORKs orientation meeting on substance abuse/mental health services available for CalWORKs participants.
- meeting with clients who self-disclose to identify the level of the participant's substance abuse/mental health treatment needs.
- making referrals to County Drug , Alcohol and Mental Health Services for evaluation and determination of a treatment plan.
- submitting the recommended treatment plan to the CalWORKS Employment Services Case Manager for development of the Welfare-to-Work Plan.

Data Collection

The Board of Supervisors approved a 60-day preliminary needs survey during which Department of Alcohol, Drug and Mental Health assessment specialists are capturing extensive data on:

- types of impairments
- severity levels
- availability of appropriate treatment services within the County
- referral and treatment outcomes
- cost of treatment service referrals.

This data is being used by Department of Alcohol, Drug and Mental Health Services not only to access the effectiveness of the program but also to identify the need for specific treatment services prior to any capacity building activity.

Treatment Services As A Welfare-To-Work Activity

When necessary for employment, treatment services can be part of the CalWORKs recipient's employment and training plan. Time spent in treatment services will count toward the individual's 18-24 month employment and training services limit. The

(e) SUBSTANCE ABUSE AND MENTAL HEALTH TREATMENT SERVICES

CalWORKs recipient is limited to 6 months of treatment services without concurrent participation in another work activity.

All subsequent treatment services provided to the client will also count against the 18-24 month time limit.

Treatment Opportunities

Case managers in consultation with treatment providers and other staff who have contact with the CalWORKs client will determine the appropriateness of additional treatment referrals to substance abuse treatment services for the client. The county can allow more than two opportunities for substance abuse treatment if the case manager determines that without additional treatment the recipient will not be able to obtain and retain employment. The total amount of treatment will be limited by the 18-24 month time limit for job services.

Treatment Services

Recognizing that substance abuse impairments can impact the entire family, the County is providing screening and referral services for CalWORKs family members with substance abuse and/or mental health needs to the extent that the problems impair the ability of the adults to participate in welfare-to-work activities or to be employed.

In Yolo County, substance abuse treatment services are provided primarily by the Department of Alcohol, Drug and Mental Health Services, CommuniCare Health Centers and Cache Creek Lodge (Residential Treatment Center).

- Yolo County certifies that our substance abuse treatment services will include at least the following: evaluation, case management, substance treatment, and employment counseling, and the provision of community service jobs.

(e) SUBSTANCE ABUSE AND MENTAL HEALTH TREATMENT SERVICES

Plan for Mental Health Services

Briefly describe how the welfare department and the county department of mental health will collaborate and utilize new funds available to provide effective mental health services. Counties should maximize federal financial participation to the extent possible in the provision of mental health services. [Reference: WIC Section 11325.7] Certify that the county will provide at least the following services: assessment, case management, treatment and rehabilitation services, identification of substance abuse problems, and a process for identifying individuals with severe mental disabilities.

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Please describe additional services the county will provide.

Plan for Mental Health Services in Yolo County

The County's Plan for mental health is analogous to the substance abuse plan in that CalWORKs participants can self-disclose mental health impairments at any time. The County Department of Alcohol, Drug and Mental Health Services will provide professional mental health assessments and referral to appropriate services.

Inpatient services are provided by Woodland Memorial Hospital. Outpatient services will be provided by the Department of Alcohol, Drug and Mental Health Services, Yolo Family Service Agency, and other licensed counselors under contract with the County, as needed.

Yolo County's mental health plan is consistent with the County's consolidated mental health Medi-Cal services plan. The Department of Alcohol, Drug, and Mental Health Services has a process in place for identifying persons with severe impairments who may qualify for SSI.

- Yolo County certifies that we will provide at least the following mental health services: assessment, case management, treatment and rehabilitation services, identification of substance abuse problems and a process for identifying individuals with severe mental disabilities.

(f) MENTAL HEALTH SERVICES AVAILABLE AFTER TIME LIMITS

Briefly describe the extent to which and the manner in which the county will make mental health services available to recipients who have exceeded the 18 or 24 month time limit. [References: WIC Section 10531(f) and WIC Section 11454].

Yolo County recognizes that many CalWORKs participants may continue to need mental health services beyond the expiration of their eligibility for the program.

The Board of Supervisors adopted a recommendation of the Welfare Reform Task Force: that a full range of supportive services, including mental health services, be provided to CalWORKs clients who are participating in Community Services as long as funding permits.

The Department of Alcohol, Drug and Mental Health Services will take into account reimbursable costs from Medi-Cal or the County's Indigent Health Care Services Program, the availability of community treatment programs, and other relevant factors.

(g) CHILD CARE AND TRANSPORTATION SERVICES

CHILD CARE

Please briefly describe how child care services will be provided to CalWORKs participants. This should include a description of how the county will provide child care for families transitioning from county funded providers to non-county funded providers of child care services. It should also indicate what criteria the county will use to determine, on a case-by-case basis, when parents who have primary responsibility for providing care to a child six months of age or younger may be exempt from welfare-to-work participation. The exemption period must be at least twelve weeks and, at county discretion, can be increased to one year for the first child. The exemption period for subsequent children is twelve weeks, but may be increased to six months.

Briefly describe the criteria the county will use to determine the period of time a parent or other relative will be exempt considering the availability of infant child care, local labor market conditions, and any other factors used by the county. Additionally, briefly describe how the county ensures parents needing child care services can access the Resource and Referral Agency.

How Yolo County Will Provide Child Care For Families Transitioning From County Funded Providers To Non-County Funded Providers Of Child Care Services

Yolo County's goal is to provide access to safe, high quality child care for CalWORKs recipients who are participating in welfare-to-work activities. County staff work to ensure that child care decisions are consistent with the needs of the families and their children.

Child care services for CalWORKs participants are administered by the Department of Social Services in coordination with the City of Davis Child Services Office, which is the local Resource and Referral (R&R) agency for Yolo County. The Department ensures that parents in need of child care services have access to R&R services and that accurate and timely child care payments are made to child care providers.

Stage I

All new CalWORKs applicants ARE BEING referred to the City of Davis for child care coordination as Stage 1 child care recipients. Payments ARE issued via the existing GAIN Information System (GIS).

Yolo County initially classified all Supplemental Child Care (SCC) and Income Disregard Child Care as Stage 1. The County calculated and made payments according to the SCC framework using the new California Department of Education fee schedule, the 1.5 standard derivation above the mean rate ceiling, and the TEMP 2145 form.

(g) CHILD CARE AND TRANSPORTATION SERVICES

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(g) CHILD CARE AND TRANSPORTATION SERVICES

CalWORKs families currently receiving child care ARE referred by the City of Davis when their child care contracts expire, or when there is a provider or significant schedule change as Stage 1 recipients.

Continuing GAIN, Cal-Learn and NET eligible child care WAS provided as Stage I care.

All CalWORKs families in Stage I will be placed on Stage II or Stage III waiting lists as quickly as possible by the City of Davis.

Stage II & Stage III

Approximately twenty Transitional Child Care (TCC) children WERE immediately served in Stage III child care and WERE placed there on January 1, 1998. Other TCC families WERE transitioned to Stage II child care until slots BECAME available in Stage III. The Department of Social Services WORKED with the City of Davis to facilitate this transition. The City of Davis will refer TCC participants to Stage II child care before they refer other Stage II-eligible families due to the possibility of TCC time in Stage I child care counting against the family's federal 60-month limit on aid.

Yolo County's Child Care Policies

The Board of Supervisors adopted the following policies based on recommendations of their Welfare Reform Task Force:

Availability of Child Care Payments

- that child care payments be available for children up to age 13, contingent on funding being available
- that child care payments be available to parenting teens in the Cal-Learn program who are attending school full-time and/or working with a work permit.
- that for families with children with special needs, the case manager in collaboration with the Individualized Family Service Plan team assess the need for child care on a case-by-case basis, and if appropriate allow payment from Stage I funds for children up to age 18, for child up to 12 in Stage II, and for children up to age 12 for Stage III, the maximum ages under the law.
- that the County pay for out-of-home child care from available funding sources where specific funding requirements do not allow payment for child care out of the home

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(g) CHILD CARE AND TRANSPORTATION SERVICES

when a second parent is in the home and there is a determination that the at-home parent is mentally ill, drug/alcohol dependent or potentially violent.

- that county staff advise the parent that when their choice of an exempt child care provider meets any of the following criteria, the county can refuse to authorize payment to the chosen provider:
 - ◇ The chosen exempt provider is receiving child care for his/her own children due to current, actual concern by county officials about abuse or neglect.
 - ◇ There is an open CPS case involving the chosen exempt provider.
 - ◇ County staff have evidence that the chosen exempt provider has been convicted of any of the offenses which will result in a denial for “Trustline” registration.
- that county staff educate the parent on all child care alternatives that are affordable and accessible.

Exemption Criteria

- that all criteria for case-by-case extensions to the following policies be based on client choice, with advice from a case manager that the 60-month lifetime limit for CalWORKs does not stop:
 - ◇ The primary caregiver in CalWORKs eligible families will be exempt from employment and training requirements until the first child in the family is six months old, with a possible extension of up to one year.
 - ◇ for subsequent children, the exemption of 12 weeks can be extended up to 6 months.
- the client have the flexibility to choose less than 6 months exemption for the first child or less than 3 months for a subsequent child.
- that the criteria for welfare-to-work exemption due to “unavailability” of child care up to 10 years of age be based on Child Care Law Center’s Recommendations, as stated in its November 1997 flyer entitled: “The Unavailability of Child Care Work Exemption Language, County Level Factors for Consideration” which is contained in Addendum H. The criteria listed in the flyer include:
 - ◇ unavailability of appropriate child care within a reasonable distance from the individual’s home or job site

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 - ◇ unavailability of appropriate child care within a reasonable distance from the individual’s home or job site

- ◇ unavailability or unsuitability of informal child care by a relative or under other arrangements
- ◇ unavailability of appropriate and affordable formal child care arrangements.

(g) CHILD CARE AND TRANSPORTATION SERVICES

- ◇ unavailability or unsuitability of informal child care by a relative or under other arrangements
- ◇ unavailability of appropriate and affordable formal child care arrangements.

Parental Access to the Resource and Referral Agency

The City of Davis is the Child Care Resource and Referral (R&R) Program provider for Yolo County and the current Alternative Payment Program contractor with the State Department of Education for Yolo County. In this capacity, the City of Davis:

- provides information to parents, including referrals
- coordinates community resources for parents and the public or private providers of child care
- administers child care subsidies for Yolo County.

The City of Davis Children's Services, R&R, and subsidy staff are co-located with the County Department of Social Services at the Department's Woodland and West Sacramento offices. Co-location facilitates assisting families establish stable child care arrangements as soon as possible. City of Davis staff is also available to participate in the Orientation meetings for CalWORKs applicants and recipients.

TRANSPORTATION

Briefly describe how transportation services will be provided.

Mileage Reimbursement

Yolo County Department of Social Services provides payment to CalWORKs participants for mileage generated when traveling to and from welfare-to-work activity sites.

Participants receive the same mileage reimbursement rate paid to Yolo County employees. Participants who drive their own vehicle must provide proof of insurance to their DSS case manager.

When the CalWORKs participant has an option of either driving to a work activity or taking public transportation, the participant's case manager will determine the most feasible and cost effective option.

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TRANSPORTATION

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Mileage Reimbursement

Yolo County Department of Employment and Social Services provides payment to CalWORKs participants for mileage generated when traveling to and from welfare-to-work activity sites.

Participants receive the same mileage reimbursement rate paid to Yolo County JTPA and WtW Grant program participants. Participants who drive their own vehicle must "self declare" to their DESS case manager that they possess a valid driver's license.

Participants may receive reimbursement for registration and/or insurance for their own vehicle when it is needed for transportation to and from employment. Participants who receive reimbursement for registration and/or insurance must provide proof of **vehicle ownership, cost of registration, and proof of insurance.**

When the CalWORKs participant has an option of either driving to a work activity or taking public transportation, the participant's case manager will determine the most feasible and cost effective option.

(g) CHILD CARE AND TRANSPORTATION SERVICES

Bus Tickets/Passes

Yolo County Department of Social Services may provide CalWORKs participants with bus tickets/passes for traveling to and from welfare-to-work activity sites. Case managers can issue tickets and/or passes on Yolobus, Sacramento Region Transit District buses and light rail, and Davis Community Transit.

Yolobus, which operates in Yolo and parts of Sacramento County, sells bus passes to the Department of Social Services at a discounted rate for client use. Yolobus offers a daily schedule within the larger cities in Yolo County - Davis, Woodland, Winters and West Sacramento. However, service to the rural areas of Capay, Dunnigan, Esparto, Knights Landing, Madison, Clarksburg, Southport, and Yolo is more limited and may be available only weekly or by appointment.

Yolobus recently inaugurated a daily bus schedule between the Sacramento International Airport, the City of Sacramento, Woodland, Davis, and West Sacramento.

Sacramento Regional Transit District (RT) provides transit service to Sacramento and surrounding communities, including Carmichael, Citrus Heights, East Sacramento, Elk Grove, Fair Oaks, Laguna, North Highlands, North Sacramento, Orangevale, Rancho Cordova, and Rio Linda. RT also provides light rail with over 30 stations in the greater Sacramento area.

Davis Community Transit provides bus service for Davis residents.

Other Transportation Issues

At a workshop sponsored by the Yolo County Transportation District in May 1998, a list of proposed projects was created. These proposed projects could assist Yolo County's welfare-to-work program participants with getting children to day care and school, and themselves to training and employment sites. The proposed projects list is contained in Addendum I.

The Board of Supervisors adopted a recommendation of their Welfare Reform Task Force to encourage staff to continue to explore bringing services to where clients are (e.g., clinics, schools, migrant camps, apartments, and so forth) and to evaluate if there is a statistical benefit to clients in doing so.

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(h) COMMUNITY SERVICE PLAN

Briefly describe the county's plan for providing community service activities. This should include a description of the process the county will follow to determine where community services assignments will be located, and the agencies/entities that will be responsible for project development, fiscal administration, and case management services. If it is not known at this time, the county may provide the specific details of the Community Service Plan as an addendum. [References: WIC Section 11322.6 and WIC Section 11322.9]

Yolo County will provide community service assignments for CalWORKs recipients:

- who have not found unsubsidized employment after they have completed the allowable period for welfare-to-work activities, or
- who do not have transportation services available of less than two hours travel time, or
- who must walk more than a two-mile distance to work or training activities.

CalWORKs participants referred to Community Service due to remoteness, will complete a welfare-to-work plan that will provide the participant with job skills which can lead to unsubsidized employment.

The Department of Social Services will utilize the Community Service work sites documented under the Alternative Work Experience component of the training and support services, described in Section (a) and identified in Attachment A, List of Alternative Work Experience Work sites.

An expanded Community Service Plan for Yolo County will be developed after the County's work groups complete CalWORKs major program policies and designs. The need for Community Service activities can be more thoroughly addressed at that time. Yolo County will provide the specific details of the Community Service Plan as an addendum.

(i) WORKING WITH VICTIMS OF DOMESTIC VIOLENCE

Briefly describe how Yolo County will provide training for those county workers who will be responsible for working with CalWORKs recipients who are victims of domestic violence.

Until regulations are adopted by California Department of Social Services in consultation with the Task Force on Domestic Violence established by the Welfare-to-Work Act of 1997, the county may utilize other standards, procedures, and protocols for determining good cause to waive program requirements for victims of domestic violence, for example, those now used in the GAIN Program. Please describe the criteria that will be used by your county for this purpose and what approach the county would take to deal with recipients who are identified in this way.

Domestic Violence Training

The Board of Supervisors adopted the recommendations of their Welfare Reform Task Force for a domestic violence program within the County that includes training of all staff who have client contact. The training encompasses:

- assessment of risk/presence of domestic violence
- domestic violence issues in relation to gender and ethnicity/culture
- internal process and procedures for domestic violence cases.

The University of California at Davis and the Sexual Assault and Domestic Violence Center in Woodland are presenting classes to county staff. The Department of Social Services schedules classes on a regular basis for new employees or current employees who transfer into public contact units.

Program Requirements

Yolo County can waive work program requirements, as determined on a case-by-case basis for up to 6 months, with a possible extension of a second six-month period. County staff will review the need for the waiver on a monthly basis.

Yolo County will utilize the standards for determining good cause to waive program requirements for victims of domestic violence that are contained in the County's GAIM program until such time as the State adopts standards for the CalWORKs Program in 1999.

(i) WORKING WITH VICTIMS OF DOMESTIC VIOLENCE

All CalWORKs applicants and recipients can voluntarily and confidentially disclose domestic abuse at any time. Victims who choose not to self-identify will not be penalized. No applicant nor recipient shall be required to answer any question about abuse but rather will be afforded the opportunity to self-disclose when and if he/she feels ready and safe to do so.

When a CalWORKs participant self-discloses, the Department of Social Services will notify him/her of the available provisions and resources for victims/survivors of domestic violence.

Confidentiality

Information regarding domestic violence shall be used solely for the purpose of referral to services, determining eligibility waivers, or developing individualized plans. Information with respect to victims of abuse or anyone who claims to be a victim of abuse shall not be released to any outside party or parties or other governmental agencies or to any other employee not directly involved in the individual's case, unless the information is required to be disclosed by law or is authorized in writing by the individual.

Evidence of Abuse

The sworn statement by a victim of past or present abuse shall be sufficient to establish abuse unless the agency documents in writing an independent, reasonable basis to find the individual not credible.

The sworn statement of an applicant or recipient who is a victim of abuse that the imposition of a program requirement or penalty provision will make it more difficult for her or him to escape abuse or unfairly penalize him or her, shall be sufficient to establish good cause waiver of a program requirement or penalty provision, unless the agency has an independent reasonable basis to find the recipient not credible.

Participation in Domestic Violence Services

Participation in domestic violence services shall not be imposed on anyone and shall not be a requirement in order to receive aid. Until a disclosure is made, welfare-to-work services will be offered as usual. Once a disclosure is made options of domestic violence services will be discussed and referrals made.

Children's Services

(i) WORKING WITH VICTIMS OF DOMESTIC VIOLENCE

Any time domestic violence is disclosed, there will be an assessment of the needs of the children in the family . A determination will be made as to whether or not a child abuse report is indicated. County staff are mandated reports of child abuse.

Out-of-home child care payments will be authorized if the stay-at-home parent is deemed to be potentially violent. The County will support child care provider training on the special needs of children who have been in homes where domestic violence has occurred

In Yolo County, the Sexual Assault and Domestic Violence Center coordinates with local schools to provide services to children at school sites.

(j) PERFORMANCE OUTCOMES TO MEET LOCALLY ESTABLISHED OBJECTIVES

Please indicate whether there were any local program outcome objectives identified during the CalWORKs plan development process and how the county proposes to track those outcomes. If the county develops alternative outcomes for the CalWORKs program during future collaborative efforts, please submit information on those measures as an addendum to the CalWORKs Plan.

The Department of Social Services formed nine work groups, six policy work groups and three internal work groups, to create new program designs responsive to CalWORKs legislation. A list of the work groups, including their mission and stakeholders, is contained in Attachment E.

The Work Groups identified outcome measures for the program designs adopted by the Board of Supervisors on July 21, 1998. Incorporated in this process was the definition of tracking measures.

It is the mission of the Department of Social Services' Automation, Data Collection and Tracking Work Group to:

- Identify data that requires tracking (budgeting, school attendance and immunization requirements, vendor payments, child care payments, etc.)
- develop realistic data collection methods to measure outcomes developed by each work group
- ensure the Department meets state and federal reporting requirements (including 20% exemption)
- develop a method to disseminate data to appropriate stakeholders.

Yolo County will provide an addendum when data collection methodology has been finalized.

Yolo County is a California Case Welfare Data System (CWDS) county. Yolo County has worked for many months with CWDS committees to analyze the need for system changes to track outcomes for the CalWORKs Program. These changes are being incorporated into the Cal-WIN system. Yolo County is currently one of two "small counties" under consideration to pilot the Cal-WIN system in the coming year.

k) PUBLIC INPUT TO THE COUNTY PLAN

Briefly, describe the means Yolo County will use to obtain broad public input in the development of the CalWORKs plan.

On October 21, 1997, the Department of Social Services, Community Partnership Agency and Indigent Healthcare of Yolo County, requested that the Yolo County Board of Supervisors establish a community-wide Welfare Reform Task Force to ensure that CalWORKs design elements would evolve through integrated input from public, departmental staff, and other service delivery partners.

The Board of Supervisors appointed 32 individuals representing business, farm labor, churches, clients, refugees, each area of the county, League of Women Voters, Legal Services, health care, mental health and substance abuse treatment, community-based organizations, higher education, and secondary education. Members are identified in Attachment G, Yolo County Welfare Reform Task Force Membership List.

The Yolo County Welfare Reform Task Force held its first meeting on January 15, 1998. All meeting of the Task Force were open to the public. Meetings were held in various cities in the County to encourage public attendance.

The scope of responsibility of the Task Force was to:

- Work in conjunction with the policy work groups, as defined in Attachment D, to develop draft program designs to implement CalWORKs Program
- Obtain public input on the draft program designs
- Finalize a recommended program design for the Board of Supervisors to consider.

On July 21, 1998, the Welfare Reform Task Force completed its work by presenting a "Report of Recommendations" to the Board of Supervisors. The Board members unanimously adopted the recommendations of the Task Force contained in the Report.

This revised CalWORKs County Plan for Yolo County contains the Board-adopted recommendations that impact the information submitted in January 1998. The areas of greatest impact are domestic violence, substance abuse, mental health, and child care.

(I) SOURCE AND EXPENDITURES OF FUNDS

Provide a budget specifying your county's estimated expenditures and source of funds for the CalWORKs Program on the forms provided. Your budget should meet the requirements of WIC Section 152.04.4 which specifies that each county shall expend an amount for these programs (administration and services) that, when combined with funds expended for the administration of food stamps, equals or exceeds the amount spent by that county for corresponding activities during the 1997/97 fiscal year.

The following page provides Yolo County's estimated expenditures and source of funds for the CalWORKs Program. This budget meets the requirements of WIC Section 152.04.4 which specifies that each county shall expend an amount for these programs (administration and services) that, when combined with funds expended for the administration of food stamps, equals or exceeds the amount spent by that county for corresponding activities during FY1996/97.

County of Yolo
CalWORKs County Plan
1/9/98

Items (A) through (D)	CalWORKs PROGRAM BUDGET 97/98 STATE FISCAL YEAR					
	Total	TANF/STATE GENERAL FUND	CCDBG	TITLE XIX	COUNTY FUNDS	OTHER
(A) Total CalWORKS Single Allocation Items (1) through (7)						
(1) Benefit Administration	2,686,004	2,270,811			415,193	
(2) Program Integrity (Fraud)	185,424	185,424				
(3) Staff Development/Retraining	159,666	159,666				
(4) Welfare-to-Work Activities	2,617,044	2,490,038			127,006	
(5) Cal-Learn	320,506	255,890			64,616	
(6) Child Care - 1st half of 1997/98	452,212	208,846	192,891		50,475	
(7) Other Activities						
(B) Child Care 2nd Half of 1997/98	1,113,979	1,113,979				
(C) Mental Health Treatment	114,160	57,080		57,080		
(D) Substance Abuse Treatment	68,496	68,496				
Food Stamp Administration (for County MOE Purposes)	1,265,208	994,452			270,756	
Total Allocations	8,982,699	7,804,682	192,891	57,080	928,046	

(n) JOB CREATION

Please describe how the county will work with families transitioning off aid. The description should include (1) assistance for those individuals who transition off aid due to time limits, and (2) those who leave aid due to employment. [Reference: WIC Section 10531(m)].

For those CalWORKs families transitioning off aid due to either time limits or employment, the Department of Social Services will determine their eligibility for Food Stamps and Transitional Medi-Cal coverage. The Department of Social Services will also provide referrals to available community services and other service agencies.

Post-Employment Services

When CalWORKs families become ineligible for aid due to employment, Yolo County will provide child care services for up to two years. Transportation services will be provided in the form of bus passes and mileage reimbursement for up to 12 months of continuous employment, to the extent that transportation assistance cannot be provided from any other source. Child care and transportation are also provided to participants in on-the-job training programs.

Job Retention Program

Yolo County will assist newly hired CalWORKs recipients to stay on the job through a job retention program. The County will support up to one year (12 months) of job retention services providing all necessary services to the extent they are not provided by the employer or from any other source and that funds are available.

Follow-up Services include:

- case manager contact once per month for at least the first three months of employment
- mentoring programs
- support groups
- financial support up to \$750.00.

Financial support will be available to clients maintaining employment and in need of assistance for work clothing/uniforms, tools and supplies required for the job.

A job retention hotline is being made available at the Department of Social Services for work problems or situations that may require immediate attention.

(n) JOB CREATION

In addition, the County created an incentive program for CalWORKs recipients that enables recipients to receive gift certificates and vouchers during their first year of continuous employment. No cash/money is given. The incentive program solicits voluntary membership from participants who advance into employment. To receive incentives, the participant must meet the work requirement of 26 or more hours per week. The lifetime limit for each participant is \$500 in combined certificate and/or voucher value.

(n) JOB CREATION

Please describe the efforts that have been undertaken, or that the county plans to pursue, relating to the job creation plan described in Chapter 1.12 (commencing with Section 15365.50) of Part 6.7 of Division 3 of Title 2 of the Government Code.

Yolo County takes a pro-active approach in encouraging job creation in the county by working closely with employment-focused government agencies and business and community groups. Yolo County participates in a newly formed seven-county group whose mission is economic development and new jobs. Yolo County is a member of the Sacramento Commerce and Trade Organization (SACTO) along with three of the County's cities: Davis, Woodland, and West Sacramento. SACTO is recruiting new business to the greater Sacramento area with an emphasis on electronic technology firms. Other job creation partnerships of Yolo County are described in Section (b), Partnerships with the Private Sector to Identify Jobs.

The Yolo County Private Industry Council works closely with the Sacramento Area Commerce and Trade Organization and the State Department of Trade and Commerce to coordinate local job creation efforts. Their job creation efforts currently focus on housekeeping services and messenger services in Sacramento County and child care services in Yolo County. Yolo County works with local community colleges to facilitate enrollment of individuals in child care certificate programs. Business licensure is also addressed.

In West Sacramento, an Enterprise Zone for economic development was established in 1986 to attract new business to the area. The Enterprise Zone, which encompasses four zip code areas that meet federal poverty guidelines, is administered by the City of West Sacramento Redevelopment Agency.

The Community Partnership Agency recognized a need to mitigate a seasonal rise in unemployment due to numerous agricultural industries in the county. As a result, CPA refers clients to a local farm worker program that provides classes in small engine repair, welding, as well as English as a Second Language (ESL). The goal of this program is to keep farm workers in their jobs beyond the harvest season.

(o) OTHER ELEMENTS

PILOT PROJECTS

Describe any pilot projects that the county may wish to pursue and submit a separate proposal for, as part of its CalWORKs Program. Should the county later determine an interest in a pilot proposal, this information could be submitted as an addendum to the County Plan.

At this time, Yolo county does not plan to pursue pilot projects as part of its CalWORKs Program.

Yolo County will submit an addendum to its County Plan should the County later develop an interest in a pilot proposal.

(p) COMPLIANCE WITH REQUIREMENTS OF CALWORKS

Under CalWORKs counties are required to enroll single parent families in welfare-to-work activities for a minimum of 20 hours per week beginning January 1, 1998; 26 hours per week beginning July 1, 1998; and 32 hours per week beginning July 1, 1999. [Reference: WIC Section 11322.8(a)]

Prior to July 1, 1999, counties have the option to require adults in single-parent assistance units to participate up to 32 hours per week. Does your county intend to exercise that option? [Reference: WIC Section 11322.8(a).]

Yolo County does not intend to exercise the option to require adults in single-parent assistance units to participate up to 32 hours per week prior to July 1, 1999.

(q) INTERACTION WITH AMERICAN INIDAN TRIBES

Describe any discussions that have occurred with respect to administration for the federally recognized American Indian Tribes located within your county. This should include whether the county will administer the program, whether the tribes will administer their own approved tribal TANF program, or whether there will be joint county/tribal administration. [Reference: WIC Section 10553.2]

Yolo County Department of Social Services contacted the Rumsey Rancheria Indian Reservation - the only federally recognized American Indian Tribe within the County - regarding equitable access to assistance under CalWORKs or an approved tribal TANF program.

Rumsey Rancheria Indian Reservation officials stated that the Indian tribe is “self-sustaining” through their gaming activities and other investments. The Tribe, which consists of 33 members, does not anticipate a need for aid services from Yolo County nor do they anticipate a need to administer their own TANF Program.

CERTIFICATION

THIS PLAN HAS BEEN DEVELOPED IN ACCORDANCE WITH THE APPROPRIATE FEDERAL, STATE AND COUNTY LAWS AND REGULATIONS. THE TERMS OF THIS PLAN, INCLUDING ALL CERTIFICATIONS WITHIN THIS PLAN, AND ALL APPLICABLE LAWS AND REGULATIONS WILL BE FOLLOWED DURING THE IMPLEMENTATION AND EXECUTION OF THIS PLAN.

Signatures are on file at the Yolo County Clerk of the Board's Office.

Yolo County
Department of Social Services

Yolo County
Board of Supervisors

Margaret J. Sheldon, Director

Lynnel Pollock, Chair

Yolo County
Community Partnership Agency

Alex Laiewski, Executive Director

Approved by the Board of
Supervisors on 9/15/98.

Attachment A

ALTERNATIVE WORK EXPERIENCE (AWEX) WORKSITES

Vision Statement

Our vision is to be the social services agency most respected for its innovation and compassion.

Mission

To assist and advocate for individuals and families in Yolo County and strengthen our communities by:

- Protecting the vulnerable
- Promoting self reliance
- Supporting clients and employees in reaching their potential
- Developing partnerships with other agencies and local groups.

Values

- Provide services to all in a professional, fair, and efficient manner
- Encourage and empower clients to become self-reliant and to exercise personal responsibility
- Employ continuous quality improvement as an essential element of our organization
- Treat everyone with respect and dignity
- Maintain an environment that offers clear expectations, fosters open communication, and encourages creative ideas.

Attachment A

ALTERNATIVE WORK EXPERIENCE (AWEX) WORKSITES

GOALS/OBJECTIVES

A. Services

- Promote self-reliance through employment services
- Establish integrated services for community members at Woodland and West Sacramento locations
- Provide early and continuing need assessments for individuals and families
- Provide access to affordable child and dependent adult care
- Assist individuals to overcome barriers
- Use multi-disciplinary approach in the delivery of services
- Strengthen individuals and families at risk to reduce the need for intervention

B. Facilities

- Provide equipment, tools, and other resources needed to do our jobs effectively
- Maintain professional buildings which are safe, clean, and welcome employees and the community
- Provide amenities that foster employee satisfaction

C. Funding

- Pursue financial incentives
- Pursue alternative funding and maximize community resources
- Be responsible administrators of taxpayer dollars

Attachment A

ALTERNATIVE WORK EXPERIENCE (AWEX) WORKSITES

D. Technology/Automation

- Enhance data collections and systems to measure performance
- Maximize use of appropriate technology
- Establish and maintain county-wide data sharing
- Provide automated access to resources for the community

E. Personnel

- Create an environment where everyone is valued and feels they are making a contribution to the Department's mission/goals
- Provide sufficient, on-going quality training
- Maintain equitable and reasonable workloads
- Provide opportunities for employee development and for exploring new roles
- Continue Continuous Quality Improvement (CQI)

F. Community Relations

- Through community education, promote collaboration with public and private sectors
- Continue partnerships to increase community service opportunities
- Become partners with community to maximize services

Attachment B

ALTERNATIVE WORK EXPERIENCE (AWEX) WORKSITES

Yolo County has contracted with the following entities to provide non-salaried work experience for Cal WORKs participants.

Cache Creek Lodge	Woodland Youth Services
Cal Trans	Yolo County Assessor's Office
City of Woodland Parks & Recreation	Yolo County Auditor-Controller
City of Woodland Public Works Dept.	Yolo County Communications Emergency Services Agency
City of Woodland, Equipment Services	Yolo County Department of Agriculture
Clarksburg Elementary	Yolo County Development Agency
Elderly Nutrition Program	Yolo County Graphics
Employment Development Department	Yolo County Hospice Thrift Store
Goodwill - Woodland	Yolo County Local Agency Formation Commission
Goodwill Industries - West Sacramento	Yolo County Municipal Court
Headstart	Yolo County Probation Department
Housing Authority	Yolo County Public Guardian
Human Services	Yolo County Public Health
Legal Services of Northern California	Yolo County Sheriff's Department
Sacramento Zoo	Yolo County Superintendent of Schools
Sexual Assault & Domestic Violence	Yolo County Veterans Services Office
Social Security Administration	Yolo County YMCA
State of CA - Dept. of General Services	Yolo Employment Service
State of CA - Dept. of Health	Yolo Health Alliance
State of CA - Dept. of Risk Management	
West Sacramento Senior Center	
Woodland Health Care	
Woodland Public Library	

Attachment C

ON-THE-JOB TRAINING EMPLOYERS

Yolo County has contracted with the following employers to provide on-the-job training for CalWORKs participants.

Employer	Training Position
Ames Company	Materials Handler
Anthony's Car Care	Detailer
APF Travel Inc.	Travel Agent
Autumn Run Apartments	Leasing Agent
Button Transportation	Corporate Staff Secretary
Caring Connections	Teacher's aide (preschool)
Carlson Travel Network	Travel Agent
Community Medical Centers, Inc.	Medical Receptionist
Firestone Tire Service Center	Installer
Help-U-Sell Real Estate	Broker Assistant
Main Street Hofbrau	Chef
Professional Fiberglass Repair	Repair Person
Prototype	Computer Graphic Artist
Radio Shack	Electronics Technician
Sacramento American Rehab Center/Salvation Army	Sales Clerk
Sexual Assault and Domestic Violence Center	Administrative Assistant
Superb Travel	Travel Agent
Sutter Oaks Alzheimers Center	File Clerk
The Bookkeeper	Full-Charge Bookkeeper
Universal Seed Testing Lab	General Office Clerk
Walgreens	Computer Operator Stock Clerk Shipping and Supply Clerk Warehouse Stocker Shipper/Loader MPB Clerk
Wrath Trucking	Mechanic
Yolo Adult Day Health Center	Program Aide
Yolo County Schools	Food Service Assistant
Yolo Family Services Agency	Administrative Office Worker
Yolo Hospice Inc.	Clinical Receptionist

Attachment D

VOCATIONAL EDUCATION PROVIDERS

Yolo County has contracted with the following vocational education providers in the greater Sacramento area:

Vocational Education Provider	Program
Business & Technology Training Institute	Local Area Network Administrator Accounting Specialist
Cal Trade Welding School	Combination Welding
Heald Business College	Computer Office Administration
Heald Institute of Technology	Electronics Technician Computer Repair Technician
Innovative Solutions, Inc.	Certified Network Engineer - Novel
ITT Technical Institute	Computer Aided Drafting Technology
Leder Wolff Culinary Academy	Professional Baker
Lincoln Training Center	Data Entry Technician
MTI Western Business College	Business Office Specialist Medical Office Management Administrative Assistant Legal Secretary Accounting
Pacific Technical Institute	Administrative Assistant Desktop Publishing Information Management Technology Computer Assembly and Repair
Phlebotomy Plus	Phlebotomy
Precision Technical Institute	Computer Assisted Drafting Technology
Sacramento Skills & Business Center	Clerk Typist
Sierra High Technology	Electronic Technician Computer Service Technology
Travel and Tourism Institute	Travel Agent
Truck Driving Academy	Truck Driving
Vocational Evaluation Services	Medical Technology Word Processing
Western Career College	Dental Assistant Medical Assistant Health Care Receptionist Vet (Animal) Health Technician Pharmacy Technician
Western Truck School	Truck/Trailer Operator Program

Attachment E

YOLO COUNTY WELFARE REFORM WORK GROUPS

A. POLICY WORK GROUPS

1. Child Care

- a. Mission: The Child Care Work Group will develop a comprehensive, county-wide child care plan which ensures child care programs are available to current and former CalWORKs participants by providing seamless access to affordable, quality child care and a standardized method of payment.
- b. Stakeholders: Yolo County Child Care Coalition (including representatives from the City of Davis Child Care Office, GAIN, CPA, and Income Maintenance with input from Child Care licensing and Financial Management as needed.

2. Diversion

- a. Mission: The Diversion Work Group will develop a policy and a service deliver approach that provides for a one-time assistance that will allow the applicant to remain self-reliant by resolving the circumstances that resulted in the family's application for aid.
- b. Stakeholders: Income Maintenance, GAIN, CPA, Community Based Organizations which provided emergency food and/or shelter, and Financial Management.

3. Employment, Training and Education (ETE)

- a. Mission: The Employment, Training, and Education Work Group will develop a coordinated set of comprehensive employment, training, and educational services to effectively promote self-reliance by helping CalWORKs participants overcome the barriers to employment, secure/retain employment, and build skills for future promotion.
- b. Stakeholders: Income Maintenance, GAIN, CPA, EDD, Community Colleges, County Schools, Adult Education, Regional Occupation Programs, and Child Welfare Services.

4. Family Support and Coordination

- a. Mission: The Family Support Coordination work group will develop a system that identifies the communication and referral process between the District Attorney's Family

Attachment E

Support Program and CalWORKs to support and enable CalWORKs participants to move toward self-reliance.

- b. Stakeholders: Income Maintenance, DAFS and CPA.

5. Substance Abuse/Mental Health

- a. Mission: The Substance Abuse/Mental Health work group will develop a process to identify, screen, and refer clients for mental health and substance abuse assessment and treatment including a method for integrating these services into employment, training and educational services so that each CalWORKs participant attains both freedom from substance abuse and economic self-reliance as soon as possible.
- b. Stakeholders: Income Maintenance, GAIN, Child Welfare Services, CPA, Alcohol and Drug, Mental Health, Yolo Health Alliance, Mental Health Association, and CommuniCare.

6. Domestic Violence

- a. Mission: The Domestic Violence work group will develop an interim protocol for evaluating risk of abuse for domestic violence victims participating in CalWORKs program requirements, develop a referral process, and exemption standards including a method for integrating these services into employment, training, and educational services so that each client attains both freedom from domestic violence and economic self-reliance.
- b. Stakeholders: Income maintenance, GAIN, CPA and Sexual Assault Domestic Violence

7. Community Service

Note: The formation of a Community Service Work Group will be delayed until after the County's other Work Groups complete their major program policies and designs. The need for changes to the County's existing community service assignment policies can be more appropriately addressed at that time.

- a. Mission: The Community Service Work Group will develop a community service design which provides meaningful, appropriate work experience for CalWORKs participants: 1) who have exhausted the allowable training period without becoming employed; 2) Whose work activities do not equal sufficient hours to meet state work participation requirements; or, 3) who would benefit from work experience which is complimentary to other training and educational activities.

Attachment E

Community Service Work Groups tasks may include:

- assess client needs
 - determine if private sector placements will be allowed
 - develop placement policies
 - determine if community service will be offered after the client has received aid for 60 months
 - develop a service delivery approach
 - determine policies for ensuring current workers are not displaced
 - develop outcome measures.
- b. Stakeholders: Income Maintenance, GAIN, CPA, community based organizations, County General Services Agency, the business community, Community Connections, and Short-Term Emergency Aid Committee (STEAC).

B. INTERNAL WORK GROUPS

1. Facilities

- a. Mission: Plan a facility in Woodland which provides staff and customers with a clean and safe physical plant and environment which promotes the mission of the departments.
- b. Stakeholders: Income Maintenance, GAIN, Administration, Reception, Administrative Support, Special Investigations Unit, Staff development, Financial Management, CPA, EDD, Fair Hearings and County General Services Agency.

2. Staff Development

- a. Mission: Develop a method to identify training needs and to provide or seek outside trainers to meet those needs in relation to new programs, services, and eligibility standards.
- b. Stakeholders: Income Maintenance, GAIN, Administrative Serves, Reception, and CPA.

3. Automation, Data Collection and Tracking

- a. Mission: Identify data that requires tracking (budgeting, school attendance and immunization requirements, vendor payments, child care payments, etc.), develop a realistic data collection methods to measure outcomes developed by each work group, meet state and federal reporting requirements (including 20% exemption), a method to disseminate data to appropriate stakeholders.

Attachment E

- b. Stakeholders: Income Maintenance, GAIN, CPA, Financial Management, and Data processing.

Attachment F

Yolo County Health and Human Services Citizen Advisory Committees

Commission on Aging

Community Action Board

Drug, Alcohol, and Tobacco Advisory Committee

Local Mental Health Board

Maternal, Child, and Adolescent Health Advisory Board

Private Industry Council

Salud Clinic Advisory Committee

Social Services Advisory Committee

Yolo County Health Council

Attachment G

YOLO COUNTY WELFARE REFORM TASK FORCE MEMBERSHIP LIST

Robert Black, Chairman

Dr. Alberto V. Aldrete

Joann Becenti

Lydia C. Bourne

Luz Cardona

Charles Clendenin

Sunny de Leon

John Gianda

Jean Holsten

Stephanie Jamelske

Desmond Jolly

Ann Jones

Rev. Jim Kitchens

Michael Loktoff

William L. Marble, DDS

JoyAnn Merwin

Chris Mireles

Joyce Provost

Leonard C. Reinhart

Henry Rodegerdts

Steve Russell

Mary Scarlet

Christina Seale

Cleone Silan

Connie Smith

Kathleen Phillips Teeb

Twyla Thompson

Jon Troost

Cindy Tuttle

Louise Walker

Lynn Walukiewick

Art Williams

Attachment H

Excerpts from:

“The ‘Unavailability of Child Care’ Work Exemption Language, County Level Factors for Consideration”, Published by: Child Care Law Center, 22 Second Street, 5th Floor, San Francisco, CA 94105

Under Federal and California state law, welfare recipients must be excused from mandatory participating in welfare-to-work activities when appropriate child care is “unavailable”. When child care is “unavailable” for a child under six years old, Federal law prohibits states from terminating or reducing TANF assistance for single custodial parents.² California’s new welfare law implementing its TANF block grant (AB1542 or “CalWORKs”) allows a “good cause” exemption from participation in welfare-to-work activities, if child care is not “reasonably available” for a child under 10 years old.³

During state welfare negotiations, CCLC submitted the following language to Senate staff, in order to provide the State with guidance in defining the “unavailability” of child care for purposes of the work exemption. This language was not incorporated into state law; instead, this task has been delegated to county welfare departments to create their own criteria. We are providing you with this language to provide you with some guidance in assisting your county welfare department in defining this criteria at the local level. The following language complies with the statutory exemption as required by Federal law.

“ Unavailability of appropriate child care within a reasonable distance from the individual’s home or work site.”

1. Whether or not child care is a “reasonable distance” from a client’s home or work site shall include, but is not limited to, a consideration of the following factors: (a) whether or not a client has an independent means of transportation and if not, (i) the availability of public transportation, (ii) the cost of public transportation, (iii) the hours of public transportation operation in relationship to a client’s work, education, or training schedule, and (iv) a weighing of the “reasonableness” of the time involved in transporting oneself from home to child care to worksite, versus the actual hours of work.

(b) If the client has an independent means of transportation, such as a car, or other assistance, whether or not child care is a “reasonable distance” from a client’s home or work site shall include, but is not limited to, a consideration of the following factors: (i) the reliability of the vehicle or other transportation, (ii) transportation costs,

² Personal Responsibility and Work Opportunity Reconciliation Act of 1996, PL 104-193 § 407(e)(2). The TANF (Temporary Assistance for Needy Families) block grant replaced the prior AFDC (Aid to Families with Dependent Children) program. All bolded and italicized text that follows is language excerpted from PL 104-193 §407 (e) (2).

³ As amended by AB 1542, Welfare and Institutions Code § 11320.3(f)(3).

Attachment H

Excerpts from:

“The ‘Unavailability of Child Care’ Work Exemption Language, County Level Factors for Consideration”, Published by: Child Care Law Center, 22 Second Street, 5th Floor, San Francisco, CA 94105

including costs involved in maintaining and ensuring the reliability of the transportation, (iii) the commuting time from the client’s home to the child care facility to the work site.

2. Definitions: “Appropriate child care” under this subdivision shall include, but is not limited to, a consideration of the following factors” (a) reliability and consistency of child care arrangements, [see subsection here regarding inclusion of legislative intent language, below]. (b) availability during the client’s hours of work, education, or training, (c) availability of licensed child care if the client wishes, (d) the availability of child care which addresses any special needs of the child (e) care that meets minimum health and safety guidelines, (f) cultural and/or linguistic appropriateness, and (g) developmental and age appropriateness of the available care.
3. Legislative Intent language to include somewhere, something to the effect that: Given substantiated research which demonstrates the link between (1) the reliability and stability of child care arrangements, and (2) the ability of a family to move towards and maintain long-term employment and self-sufficiency, child care shall be considered “inappropriate” and “unsuitable”, if the child care arrangement results in an unreasonable number of interruptions and breakdowns, so as to interfere, or is likely to interfere with a client’s attendance at work, education, or training.
4. Definitions: “Available child care”: At a minimum, a client shall have two child care options, one of which shall be an option to obtain licensed child care. Clients shall have the option to choose the type of child care setting, including family day care, in home, or center-based care. These provisions can be supported pursuant to federal law that recipients of CCDBG shall have “equal access” to child care, as to those families who are not receiving subsidized child care.

“Unavailability or unsuitability of informal child care by a relative or under other arrangements.”

5. Definitions: “Unsuitability” of informal arrangement and child care by relatives. Child care shall be considered “unsuitable,” if: (a) the child care arrangement is so unstable and unreliable, as is to likely result in a series of interruptions, or breakdown in the arrangement, (b) the provider fails to meet minimum health and safety

Attachment H

Excerpts from:

“The ‘Unavailability of Child Care’ Work Exemption Language, County Level Factors for Consideration”, Published by: Child Care Law Center, 22 Second Street, 5th Floor, San Francisco, CA 94105

standards, (c) the child care arrangement does not address the special needs of a child with disabilities.

“Unavailability of appropriate and affordable formal child care arrangements.”

6. Definitions: “Affordable child care”: At a minimum, child care costs which result in a family co-pay exceeding 10% of a family’s income, shall not be considered “affordable”. “Affordability” of a child care, shall also include a consideration of transportation and other associated costs.

Attachment I

YOLO COUNTY TRANSPORTATION DISTRICT

LIST OF PROPOSED PROJECTS

1. Provide employers with TDM (Transportation Demand Management) options, a “menu of benefits” for mobility options other than private cars for work trips.

A menu of commute options would be developed for large and small employers and marketed using an employer mentor program through the Yolo County TMA. A range of commute options from most affordable to employer-subsidized would be developed by assessing what options are in employers’ self-interest; possible options might include in-house ride matching, Guaranteed Ride Home Program, shuttles, and transit subsidies. Important elements would be public agency sponsorship of grants and projects and marketing and media support.

2. Reimburse social service and municipal employees for providing rides.

Approved social service and municipal employees would be reimbursed to provide rides to Yolo County welfare recipients to access jobs, training, and child care sites. An on-going process would be established to identify and screen riders and drivers, and an evaluation procedure would be developed to assess customer satisfaction and usage characteristics.

3. Use social service/faith organization and public agency vehicles in off-peak hours.

Using a task force approach, vehicles from a broad range of social services, faith organizations, and public agencies would be used in off-peak hours to meet WtW transportation needs. This would involve developing funding mechanisms and negotiating contracts or agreements with participating agencies which would cover reimbursements to each provider. Likely task force leaders would be Yolo County Transit District and Yolo County.

4. Develop private “vehicle initiatives”, including maintenance/repair, leasing and purchasing vehicles and providing training opportunities.

This project would provide initiatives including maintenance and repair of vehicles, leasing vehicles, and purchasing vehicles for welfare recipients to facilitate transportation for job searches, training and work. It would also include the opportunity for welfare recipients to receive training to maintain and repair vehicles. Partners would be CalWORKS, employment training and social services agencies, R.O.P. schools in

Attachment I

YOLO COUNTY TRANSPORTATION DISTRICT

LIST OF PROPOSED PROJECTS

auto maintenance and repair, public maintenance facilities and private garages and businesses.

5. Develop child care services at or near school sites.

This would be a longer term project to identify local child care needs and utilize land and buildings (public schools, churches, nonprofits) to establish day care centers which are convenient to schools. Partners would include local school district administration and principals, the Local Child Care Planning Council, the City of Davis Child Care, community based non-profit agencies, local governments and government-funded family support programs such as healthy start.

6. Employer shuttles to industrial areas.

Employer sponsored shuttles would augment existing transit services.

7. Provide transportation for children from schools to day care sites.

Since there are no public school buses in Yolo County, there is a need to provide transportation for children to day care sites.

8. Develop van pools.

Van pools could provide transportation for WtW clients to job and training sites which are not served or convenient to access by existing public transit.