



STATE OF CALIFORNIA—HEALTH AND HUMAN SERVICES AGENCY
DEPARTMENT OF SOCIAL SERVICES
744 P Street • Sacramento, CA 95814 • www.cdss.ca.gov



EDMUND G. BROWN JR.
GOVERNOR

July 27, 2015

ALL COUNTY INFORMATION NOTICE NO. I-59-15

REASON FOR THIS TRANSMITTAL

- State Law Change
- Federal Law or Regulation Change
- Court Order
- Clarification Requested by One or More Counties
- Initiated by CDSS

TO: ALL COUNTY WELFARE DIRECTORS
ALL COUNTY REFUGEE COORDINATORS
ALL COUNTY CALWORKS PROGRAM SPECIALISTS
ALL COUNTY WELFARE-TO-WORK COORDINATORS
ALL CONSORTIA MANAGERS

SUBJECT: INSTRUCTIONS FOR SUBMISSION OF CALIFORNIA WORK OPPORTUNITY AND RESPONSIBILITY TO KIDS (CalWORKs) COUNTY PLAN AMENDMENTS

REFERENCE: ALL COUNTY LETTERS (ACLs) No. [98-89](#) AND No. [06-46](#)

The purpose of this letter is to remind counties of the guidelines for submitting CalWORKs County Plan revisions/addenda to the California Department of Social Services (CDSS), and to update CDSS Employment Bureau county consultant contact information.

CalWORKs County Plan revisions/addenda, no matter how minor, shall be submitted to the Department, as they occur per Manual of Policies and Procedures (MPP) section 42-780.51. In addition, MPP section 42-780.53 further explains revisions/addenda can be implemented by the county when they are submitted to CDSS.

All revisions/addenda of the CalWORKs County Plan must be submitted through a letter from the County Welfare Director, or his or her designee. All revisions or addenda must include certification that, prior to submittal, the County Board of Supervisors has approved the contents of the revision/addenda (MPP 42-780.5). As a reference, a sample letter is attached for the County Welfare Director, or his or her designee to utilize for county plan revision submission to the CDSS. Please submit revisions/addenda to the following address:

California Department of Social Services
744 P Street, MS 8-8-33
Sacramento, California 95814

Counties should submit a copy of CalWORKs County Plan revisions/addenda for CDSS review noting the language in the previously approved County Plan that is being revised/amended with either track changes or underlined and strike through language. The CDSS will review the plan and contact the county with questions or concerns, if any. Once the county plan review is complete, the CDSS will send a certification letter to the county and post plan onto the CDSS public website.

The county designated Employment Bureau county consultant can be contacted with any questions the county may have or to provide technical assistance, if needed. Included in this ACIN is a contact list with the names and phone numbers and email address of Employment Bureau county consultants.

If you have questions or need additional information regarding the information in this letter, please contact your CDSS Employment Bureau county consultant at (916) 654-2137.

Sincerely,

Original Document Signed By:

KÄREN DICKERSON, Chief
CalWORKs Employment and Eligibility Branch

Attachments

c: CWD

COUNTY OF _____

1234 Sample Drive
City Name, CA 99999
Phone: (888) 888-8888 Fax: (999) 999-9999
John Smith, *Director/Designee*

Date

_____ (Place County Consultant Name)
California Department of Social Services
744 P Street, M.S. 8-8-33
Sacramento, CA 95814

Dear _____ (County Consultant Name),

(Example Language)

The county of _____ would like to amend our County Plan to include ...
While our original CalWORKs Plan indicates ... we would like to revise the language to
reflect ...

We have provided a revision in the form of an addendum to our original Plan reflecting the
change.

Sincerely,

(Print Name)
Director/Designee

California Department of Social Services Employment Bureau County Consultants

Employment Bureau Main Line (916) 654-2137

County	Analyst	Phone Number	E-mail Address
Alameda	Morgan Peschko	916-654-1467	morgan.peschko@dss.ca.gov
Alpine	Navdeep Bains	916-653-6141	navdeep.bains@dss.ca.gov
Amador	Priscilla Singh	916-654-6127	priscilla.singh@dss.ca.gov
Butte	Voltair Ignacio	916-651-7463	voltair.ignacio@dss.ca.gov
Calaveras	Andrew Wilson	916-651-9959	andrew.wilson@dss.ca.gov
Colusa	Sadie Webb	916-651-0640	sadie.webb@dss.ca.gov
Contra Costa	Elisabeth Nobriga	916-651-2048	elisabeth.nobriga@dss.ca.gov
Del Norte	David Van Gee	916-651-2049	david.vangee@dss.ca.gov
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Fresno	Carol Wilfley	916-654-1414	carol.wilfley@dss.ca.gov
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Lassen	David Van Gee	916-651-2049	david.vangee@dss.ca.gov
Los Angeles	Michael Billingsley	916-653-7264	michael.billingsley@dss.ca.gov
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Orange	Priscilla Singh	916-654-6127	priscilla.singh@dss.ca.gov
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Sacramento	Ryan Phillips	916-654-1499	ryan.phillips@dss.ca.gov
San Benito	Kali Dudley	916-654-1529	kali.dudley@dss.ca.gov
San	Reggie Martinez	916-651-6998	reginald.martinez@dss.ca.gov
San Diego	Navdeep Bains	916-653-6141	navdeep.bains@dss.ca.gov
San Francisco	Julie Le	916-654-1461	julie.le@dss.ca.gov
San Joaquin	Voltair Ignacio	916-651-7463	voltair.ignacio@dss.ca.gov
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California Department of Social Services Employment Bureau County Consultants

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San Mateo	Taleni Swanson	916-651-1018	taleni.swanson@dss.ca.gov
Santa Barbara	Julie Le	916-654-1461	julie.le@dss.ca.gov
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Santa Cruz	Elisabeth Nobriga	916-651-2048	elisabeth.nobriga@dss.ca.gov
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Yuba	Ryan Phillips	916-654-1499	ryan.phillips@dss.ca.gov