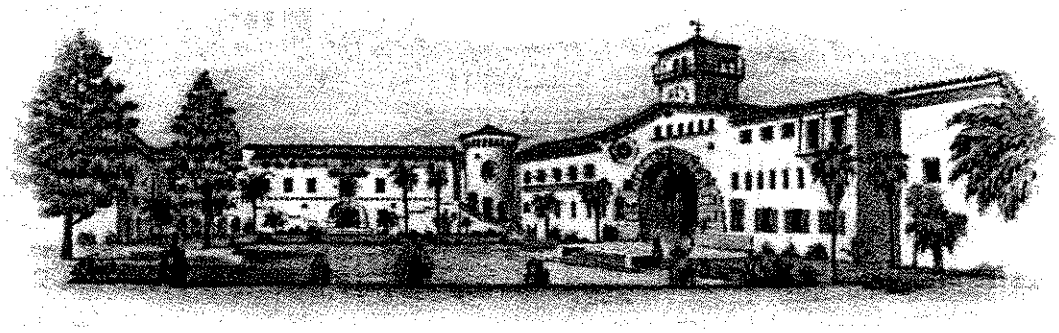
CalWORKs Plan

SANTA BARBARA COUNTY DEPARTMENT OF SOCIAL SERVICES



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Charlene A. Chase, 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

In 1992, the Santa Barbara County Department of Social Services (DSS) undertook a major internal process to revise the vision and mission statements. During this process, the department involved all levels of staff and management to redefine our mission and the delivery of services to clients and the community. As a result of those working sessions, the department's focus clearly changed to the achievement of self-sufficiency. Since that time the department has periodically reviewed this statements and the following is the current Vision, Mission and the statutory goal of the Department of Social Services.

Vision

> *"To facilitate individuals and families to become emotionally, socially, and fiscally self-sufficient and to contribute to a healthy community"*

Mission

> *"To provide service which assists the residents of Santa Barbara County in becoming productive and self-sufficient contributors to the well-being of the community. We do this by identifying their needs and administering federal, state, and county programs to meet those needs, while establishing partnerships with individuals and community groups to ensure collaborative solutions"*

Statutory Goal

> *"To achieve the goals of Public Law 104-193 which include reducing dependence of needy parents on government benefits by promoting job preparation, work and marriage: reducing out-of-wedlock births: encouraging the formation and maintenance of two-parent families.*

Santa Barbara County DSS has restructured welfare into a new employment transition system which expects, facilitates and celebrates self-sufficiency. This ongoing process is consistent with the recent enactment of CalWORKs. In 1991, the DSS Director formed a volunteer Business Advisory Team (BAT), composed of community business and education leaders, to act as a consulting group to the Director of Social Services.

Consistent with the self-sufficiency theme, the Department organized and chairs a Family Services Council (FSC) consisting of managers from DSS, Health Care Services, Probation, Mental Health, Public Guardian, Job Training Network, and the District Attorney. The FSC Council works on expanding existing collaborative activities within county government as well as re-investment policies. Santa Barbara County DSS has a strong and long history of collaborative agreements with County Schools, Community Colleges and Community Based Organizations (CBO). DSS was a founding partner of the KIDS Network which has over 100 CBO's and public agencies represented in the organization. KIDS Network is a major supportive

organization in the collaborative activities necessary to implement an effective CalWORKs program. Additionally, our employment program (GAIN) has education and training agreements/contracts with schools, colleges and private training facilities. Under CalWORKs these agreements will continue and collaborations will be expanded to include new providers of specialized services within the community.

The Department is expanding its partnerships with the private employer community. Since 1993 employers have been working with DSS in their Self-Sufficiency Centers to provide information regarding their job opportunities and employment needs. DSS also has active partnerships with our local Chamber of Commerce's through our One-Stop Task Forces. Included in the One-Stop Steering Committees are representatives of the various local economic development groups. Our faith community will be included in our open public forums and have expressed interest in continuing their support through homeless shelters and food bank support.

Local labor market needs are available through market surveys conducted by Job Training Network (JTN) in collaboration with EDD and published yearly in its "Occupational Outlook" and "Supplemental Occupational Report". Another resource available to the department is a "Regional Economic Development Plan" funded by a Grant from the California Community Colleges and researched and prepared by Strategic Change Associates. State EDD will expand its Cal-Jobs system to this county in late spring. This is an electronic on-line computer system that can be accessed by job seekers and partners in the collaboration that will have listings of local jobs as well as an opportunity to submit résumés via the internet. Although these resources are available for the primary purpose of obtaining employment for the recipients of public assistance, the department will offer all other welfare-to-work activities funded under the federal law.

For many years, DSS has used agreements with Mental Health to provide assessments and some counseling services for our Child Welfare families and children. Under CalWORKs, these agreements will be expanded to provide substance abuse and mental health treatment for public assistance recipients that will enable them to participate in work, in community service or sheltered workshops.

The Department will provide diversion services that will offer an alternative financial support or other incentive that would prevent the need for ongoing public assistance. As part of this diversion process, the department will also screen applicants for issues relating to domestic violence. DSS has been working with the District Attorney's office to finalize a protocol that will compliment the existing policies of the Domestic Violence section.

DSS is expanding its capacity to provide vendor payments for supportive services. Using some of the systems and processes utilized in the GAIN program, DSS will expand that capability to approve and process all supportive services (child care, transportation, ancillary) necessary to assist families and move them into self-sufficiency.

In collaboration with DSS, the Family Services Council formed a Welfare Reform Task Force in October 1996. Parallel with that committee, the Department established an internal Welfare Reform Steering Committee to begin to identify program changes, to develop strategies for

planning, designing and implementing welfare reform and to prepare a speaker's outline and text that could be used by staff to make community presentations. Since passage of AB 1542, the department has embarked on an extensive planning process that includes department staff, employee union representatives, members of the public, consumers, staff from other departments and agencies. Their task is to develop a collaborative plan for designing and implementing welfare reform. The Department scheduled four (4) forums in November and early December to specifically address the implementation of CalWORKs. During these information forums, the Department outlined its proposed CalWORKs program and received input from the community on their needs and solicited outcomes important to the community. For the past three years the KIDS Network has published a family and children Scorecard to benchmark and evaluate the overall health of a children and families in this county. The department will use some of the performance outcomes and benchmarks to evaluate the effectiveness of the activities implemented under CalWORKs.

The Department in collaboration with the County's Economic Development Director will submit a proposal for the funds made available through the Job Creation Investment Fund for job creation initiatives using, rather than duplicating existing local resources.

DSS staff has contacted representatives of the Santa Ynez Indian Reservation (the Chumash), to explain the various options available to them regarding the administration and operation of their own CalWORKs' program. As of this date, the tribal leaders have not made a final decision on their options. The preliminary indications are that they will not run their own program. Additional communications between the departmental staff and tribal leaders will continue and the final decision will be submitted as an addendum.

The department will enroll single parents in welfare-to-work activities for a minimum of 32 hours commencing January 1, 1998.

Santa Barbara County DSS has an interest in several pilot projects:

We are already working with the District Attorney's office, EDD and JTN regarding employment services for non-custodian parents. This pilot project would provide an excellent opportunity to increase the support from this group of parents.

The Department of Social Services in collaboration with Women's Economic Ventures is interested in submitting a proposal to provide self-employment training and technical assistance to women and minorities who are recipients of CalWORKs benefits. The proposal would include a training program that would help the recipient determine whether he/she was suitable for self-employment

In collaboration with Allan Hancock College, Santa Barbara City College, and Santa Barbara Family Care Center (Resource & Referral), the Santa Barbara County Department of Social Services has created a pilot project that builds upon and expands the capacity of an existing in-home, license exempt child care provider training program in our county. The Department has submitted a grant proposal to expand the funds for this pilot project.

(Each of these elements should be on separate pages to facilitate the review process.)

Section 10531 of the Welfare and Institutions Code (WIC) requires each county to develop a plan that is consistent with state law and describes the full range of services available to move CalWORKs applicants and recipients from welfare-to-work. Subsections (a) through (q) set forth specific plan requirements which are addressed below. The CalWORKs plan should not duplicate the planning processes which have already occurred within the county, rather it should incorporate other planning efforts where appropriate.

(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. [References: Education Code Section 10200 and WIC Section 10531(a)]

Does your county have a Refugee Employment Services Plan?

☐ YES ☒ NO

All Job Services are provided by a private contractor, Curtis & Associates, at Self-Sufficiency centers in Santa Maria and Santa Barbara. Job Services are provided in our Lompoc District Office by Curtis & Associate's staff. The Employment Development Department (EDD) also offers an intensive Job Services Program for CalWORKs participants that is coordinated with the Curtis program so that participants are provided expanded services without duplication.

Through a Memorandum of Understanding (MOU) with EDD, Welfare-to-Work staff and participants have access to EDD job listings through their SHARE project. This project (funded jointly by EDD and CDSS) provides a direct link to the statewide EDD system. This system is scheduled to be replaced by statewide Cal-Jobs during midyear, 1998.

Basic Education will continue to be emphasized on a concurrent basis with other Welfare-to-Work activities. The Basis Education components, Adult Basic Education (ABE) in reading and math literacy, High School diploma/General Educational Development (GED) certificate preparation, and English as a Second Language (ESL) will continue to be provided by the local Community College and High School Districts. Monitors on site at the major providers track attendance and conduct required progress and certification testing. Services for Adolescent & Family Enrichment (SAFE) contracts with the department to provide Cal-Learn services. Their emphasis is to ensure that pregnant minors and minor parents complete their high school education or obtain GED's. Specifically the providers are:

- Allan Hancock College
- Santa Barbara City College

- Santa Maria Joint Union High School
- Lompoc Adult School
- Santa Barbara City College Adult Education
- Santa Barbara County Regional Occupational Programs (ROP)
- Services for Adolescent and Family Enrichment (SAFE) (Formerly Klein Bottle
-

Assessment will continue to be required under the Welfare-to-Work component of CalWORKs. Some assessments will be conducted by qualified CalWORKs social workers in each office. Other assessments requiring more time and expertise will be provided by MOU with other public agencies or by contract with private providers. Current vocational assessments not completed by in-house staff are done by:

- Job Training Network (JTN-JTPA Agency)
- BEST Comprehensive Rehabilitation
- Career Advantage

Vocational Training and other education services will be expanded through the use of our existing providers. With the implementation of time limits under CalWORKs, creative new ways to provide vocational training and special educational tracks will need to be initiated. Both community colleges and JTN (in collaboration with their sub-contractors) have been re-designing their curricula to meet the needs of CalWORKs recipients and do it within the mandated time limits. Vocational enhancement programs designed to upgrade employment skills for those already working full or part-time in entry level jobs will become critical in achieving the goals of true Welfare-to Work.. Providers of these services in Santa Barbara County include:

- Allan Hancock College
- Santa Barbara City College
- Santa Barbara City College (Adult School)
- Santa Barbara County Regional Occupational Programs
- Job Training Network (JTN)
- Lompoc Adult School
- Center for Employment and Training (CET)
- Santa Barbara Business College
- Private Cosmetology Schools
- Other licensed/certified private schools

On the Job Training is primarily accessed through our local JTPA provider, Job Training Network. DSS has maintained a continuing contract with JTN to provide this service. The department plans to continue that arrangement.

Community Work Experience will combine and replace Pre-Employment Preparation (PREP) and, Alternative Work Experience (AWEX) activities currently provided under GAIN. CalWORK's Community Work Experience will continue to develop these sites with both public and private employers or CBO's in order to increase the capacity necessary to meet the work activity requirements under Welfare Reform.

ADDENDUM FOR THE WELFARE-TO-WORK (WTW) GRANT PROGRAM: (11/2000)

DSS has established the Department of Labor's (DOL) Welfare-To-Work (WTW) Grant Program in Santa Barbara county via a collaborative effort with our local Service Delivery Area, better known as The Job Training Network (JTN), and with The Center for Employment & Training (CET). Formal Memorandum's of Understanding (MOU's) as well as formal county policy and procedure directives have been developed and implemented. JTN was awarded the formula grant dollars, while CET was awarded a share of the 25 percent competitive grant dollars, through a National CET WTW Project. The objective of the DOL/WTW Grant Program is to create additional job opportunities for the hardest to employee recipients of aid.

DSS, JTN and other key organizations and agencies (e.g. Family Support Division of the District Attorney's office and the Private Industry Council) worked closely in the development of the WTW Grant Program's Local Plan. The process included key DSS staff's involvement in designing a joint plan to provide and coordinate unduplicated activities and support services to serve our multi-barrier CalWORKs and non-custodial parent population. Major portions of the DOL grant dollars were put out to bid, via a Request for Proposal and were awarded to three local community based organizations. The three awardees are Work Training Programs jointly with The Vocational Training Center, Work Inc., and The Council on Alcoholism & Drug Abuse. These agencies have teamed up with DSS and JTN to establish and effective identification and referral process to access the services they offer. DSS line staff have been trained by JTN and contract staff on the identification and referral process, as well as the objectives of the program.

In July of 2000, with the implementation of the Workforce Investment Act (WIA), the JTN department was closed and responsibility for the WIA program, including the DOL Welfare-to-Work Grant Program, was transferred to DSS. This has strengthened our ability to provide coordinated, unduplicated services.

CET has been serving Santa Barbara county residents for over 20 years, providing vocational training and adult education to the community. DSS has worked closely with the local CET over the years, and has built on that relationship to establish an effective identification and referral process for the targeted population this program serves. DSS line staff were given training on the referral process, and on the objectives of CET's National WTW Project. Staffs of both agencies work closely to develop the best individual WTW plan for the participants we serve. The process ensures services available through CET enhance and not duplicate existing services available to our CalWORKs participants.

To ensure the coordination of the State WtW Grant matching fund expenditures, DSS has - +procedures for utilizing the matching fund dollars to enhance and expand current WtW activities. Additionally, we have begun planning for a Request for Proposal for next fiscal year for the DOL Welfare-To-Work Grant Program and plan to include matching funds and WTW Grant dollars. A RFP planning team has been set up and members include key program and fiscal staff from WIA/WTW, DSS WtW and WIB Planning and Evaluation. This will ensure

continued coordinated services for this program.

(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. [Reference: WIC Section 10531(b)]

Through ongoing collaborative efforts, the Department has formed a strong link with the private employer community. The Department will continue to focus on strengthening and expanding these partnerships to ensure that the County develops a coordinated and comprehensive approach to identifying jobs for CalWORKs recipients.

The volunteer Business Advisory Team (BAT) composed of community business and education leaders, was established by the Department's Director in late 1991. The BAT reflects community and business concerns and provides advice and support for the Department.

The Department is an active participant in the Private Industry Council (PIC), with the Department Director serving as a member of that board. The PIC provides policy and guidance for the Job Training Network (JTPA Department) in areas of job identification training, job placement, expansion of the local job market and other activities that provide a supportive link between our CalWORKs participants and the private sector.

Community employers work with the Department's Self-Sufficiency Centers to provide basic information regarding their job opportunities and employment needs. They assist the CalWORKs participants with mock interviews and tips on how to succeed in an interview.

The County is in the process of developing single-access systems and one stop centers for employment and training services that will provide access to all individuals who require employment and training assistance. To facilitate the planning and development of these one stop centers, ongoing partnerships have been established with local Chambers of Commerce, the Job Training Network, the Employment Development Department, the Education community, collaborating Community Based Organizations and various local economic development groups.

Our faith community will be included in our open public forums and expressed interest in continuing support of homeless shelters and food bank programs.

The County will strengthen its current relationship and will develop new methods to enlist the business community in public/private partnerships related to identifying and developing jobs and support of families moving from welfare to self-sufficiency. Those local economic partnerships, which include county agencies, the education community, foundations and lending institutions, must work together to create and fund programs that foster entrepreneurship and job creation. Some programs that have proven successful include, incubators, micro-enterprise training programs and other small business enterprise strategies.

(c) LOCAL LABOR MARKET NEEDS

Briefly describe other means the county will use to identify local labor market needs. [Reference: WIC Section 10531(c)]

The county-wide unemployment rate has dropped from over 7% on 1/96 to approximately 4% as of 10/97. While all areas of the county have improved, employment conditions in the cities of Santa Maria and Lompoc continue to have higher localized unemployment rates. With nearly 75% of the county's CalWORK's caseload located in these two areas, the impacts of more people entering the labor market there will demand greater efforts by the community and business to meet that employment need.

Using the labor statistics collected and analyzed through the cooperative efforts of the California Employment Development Department (EDD), California Cooperative Occupational Information System (CCOIS), and JTN, Job Training Network (JTN) surveys between 100 and 125 occupational fields in the county each year. As a result of those surveys, JTN complies in-depth studies of twenty (20) occupations listing wages, work hours, work conditions and employment outlooks for the three major areas of the county, Santa Barbara, Santa Maria and Lompoc. JTN publishes this information yearly in its "Occupational Outlook" and "Supplemental Occupational Report". DSS uses the information in these documents to develop a labor market report that DSS staff can use to assist CalWORKs participants in their employment search.

Another resource available to the department is a "Regional Economic Development Plan" funded by a Grant from the California Community Colleges and researched and prepared by Strategic Change Associates. The researchers surveyed businesses in a three county area (Ventura, Santa Barbara & San Luis Obispo Counties) and obtained specially ordered and analyzed data from EDD to complete the following objectives:

- Identify regional workforce education and training needs
- Identify human resource needs in emerging occupations and high growth industries
- Identify education, training, and service needs of small businesses in the region
- Identify regional workforce training and education service providers
- Identify regional community college economic development programs
- Identify gaps between these workforce needs and the supply of training services
- Incorporate this information into a regional economic development plan

This document is now available and used as a resource by the educational community as well as the department.

(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]

Santa Barbara county's goal is to move applicants and recipients to unsubsidized employment at the earliest possible date and reduce the need for government assistance. Services available include Orientation, Appraisal, Job Search/Readiness and Work experience.

Participants in Welfare-to-Work will be offered a wide range of activities to assist them in the transition to self-sufficiency. Participants may be assigned concurrently to one or more of the activities listed below.

- Unsubsidized Employment
- Subsidized Employment
- Self-Employment
- Work Experience
- Job Search and Job Readiness Assistance (JWJS)
- On-The-Job Training
- Work Study
- Job Skills Training Directly Related to Employment
- Vocational Education and Training
- Job Skills Training directly related to employment
- Adult basic education (ABE)
- Education (GED/ESL/VESL) Directly Related to Employment (if no HS diploma)
- Satisfactory Progress in Secondary School or in a course of study leading to a General Education Development

AMENDMENT: *Santa Barbara County will allow study time for non-self initiated program participants enrolled in education and training programs that are directly related to employment. Study time is an approvable welfare-to-work activity for programs that require out-of-class study time to complete class requirements. This may include activities such as Homework Labs, Study Halls or time for research and reading where such activities are a requisite part of the course of study. These hours will be detailed in the participant's welfare-to-work plan, and the participant or educational program will provide substantiating information that additional out-of-class time is required to complete the class work. The need and appropriateness of this educational activity is strongly supported by the community, recipients and educational institutions of Santa Barbara county.*

- Community Service (for participants who exceed 18/24 month time limits only)

Grant-based on-the-job training, which means public or private sector employment or on-the-job training in which the recipient's cash grant, or a portion thereof is diverted to the employer as a subsidy, will not be provided due to administrative burden and cost ineffectiveness.

(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]

Santa Barbara County hereby certifies that substance abuse treatment services for CalWORKS recipients shall include at least the following:

- evaluation
- case management
- substance abuse treatment
- employment counseling
- community service jobs

Santa Barbara County plans to provide substance abuse treatment services through the County Alcohol and Drug Program's community provider network. Counseling and intervention services will be provided to recipients of CalWORKs whose substance abuse creates barriers to employment. These services will reflect the county's commitment to Welfare-to-Work.

Santa Barbara County will maximize federal financial participation through Title XIX and use the CalWORKs allocation to supplement or expand existing services. The County will track CalWORKs referrals made for Drug and Alcohol Services to ensure that recipients receive those services to the extent that the allocation is sufficient to meet the needs as determined by the county.

Staff will receive training on identifying barriers to employment participation and on how to use self-administered screening tools that can be used to determine any barriers or exemptions from work participation. Additionally, staff will be provided training on making prompt and

appropriate referrals of the participant for an evaluation and on the development of welfare-to-work plans that incorporate the results of the evaluation. Procedures for assessment, case management and referral of participants are being completed to ensure the development of effective and comprehensive welfare-to-work plans. Procedures for the determination of any treatment necessary for the participant's transition from welfare to work are also being developed.

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.

Please describe any additional services the county will provide.

Santa Barbara County hereby certifies that Mental Health Services provided to CalWORKs recipients for the purpose of assisting them to become self-sufficient shall include the following:

- assessment
- case management
- treatment and rehabilitation services
- identification of substance abuse issues
- a process to identify individuals with severe mental health disabilities

Santa Barbara County plans to provide mental health services through County Mental Health and their network of community providers. Counseling and mental health treatment services will be offered to CalWORKs recipients whose emotional illness is a barrier to obtaining or maintaining employment. These services will be combined with, and reflect, the County's commitment to Welfare-to-Work and be consistent with the county's consolidated Mental Health Medi-Cal service plan.

The State allotment will be used to supplement existing Federal funding and the County will ensure that services provided qualify for the non-state share of Medi-Cal whenever possible. The County will track CalWORKs referrals made for Mental Health Services to ensure that recipients receive those services to the extent that the allocation is sufficient to meet the needs as determined by the county.

Case management will be conducted in a manner that ensures ongoing communication and collaboration between employment services staff and mental health providers to establish both treatment and plans for participation in work activities.

(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]

Santa Barbara County will offer continued services, as recommended by treatment providers, to CalWORKs recipients who exceed the time limits as necessary to overcome barriers to employability. The Mental Health service provider will be notified of changes in the recipient's eligibility and will ensure that clients in need of service continue to have access to the services through available continuing medical assistance, providing these services are covered by Medi-Cal or the county's Medically Indigent Services Program. Eligibility Workers are currently out-stationed at Mental Health in two of three district offices for direct linkage to Medi-Cal services and continued ongoing communication between agencies.

(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 will ensure parents needing child care services can access the Resource and Referral Agency.

PROVISIONS FOR CHILD CARE

Effective January 1, 1998, Child Care and Development services will be provided through a three-stage system. The Department of Social Services and its partners in the local child care community will implement policies and procedures that will fully support the family's move toward self-sufficiency as they participate in education, training and work activities. Families receiving aid or transitioning off of aid will be served in Stage One and Stage Two. All other income eligible families will be served in the Stage Three subsidized child care programs when a funded space is available. The Department of Social Services will establish transitioning procedures to ensure that families move seamlessly and quickly between stages and that there is no break in services.

All reimbursements for child care services will be made to the provider of services. To the extent funds are available, paid child care shall be available to participants in welfare-to-work activities with a dependent child(ren) up through 12 years of age. The Department of Social Services will track and report the supply, demand, and utilization of child care services to the California Department of Social Services and the California Department of Education as required by AB 1542.

STAGE ONE

Effective January 1, 1998, Santa Barbara County Department of Social Services will administer and deliver Stage One child care services to CalWORKs recipients.

STAGE TWO

Effective January 1, 1998, Santa Barbara County Department of Social Services will administer and deliver a portion of Stage Two child care services by expanding its current Alternative Payment Program (APP) contract with California Department of Education. In addition,

Department of Social Services will sub-contract with the Santa Barbara County Education Office and Santa Barbara Family Care Center for the delivery of the balance of Stage Two child care services.

STAGE THREE

Effective January 1, 1998, Stage Three child care services will be administered and delivered by the Santa Barbara County Education Office and the Santa Barbara Family Care Center Alternative Payment Provider contractors. The Department of Social Services will continue it's Alternative Payment Program contract with the California Department of Education to serve children in protective services.

COMMUNITY CHILD CARE PLANNING

In order to design and deliver the best long-term plan for child care services in Santa Barbara County, the Department of Social Services has and will continue to work closely with the local child care community. The Department of Social Services is participating as a regular member of the Santa Barbara Child Care Planning Council, the Child Care Community Round Table Steering Committee, Child Care Master Plan Committee, and the Community Care Licensing Welfare Reform Committee.

The Department of Social Services currently contracts with Children's R&R for all Trustline Certifications and continues to strengthen its relationship with the Children's Resource and Referral Program. Both agencies are prepared to act and ensure parents needing child care are provided those services in a swift and effective manner. In addition, Department of Social Services and Children's R&R have entered into a two-year pilot program for training CalWORKs recipients to become child care providers. This partnership will help fill the critical shortage of child care providers currently identified in Santa Barbara County and will focus on increasing infant/toddler, sick, and non-traditional work hours of child care.

WORK EXEMPTIONS BASED ON CARING FOR A CHILD

The exemption for child care will be six months. It could be increased up to a year (12 months) or decreased on a case-by-case basis. Recipients who adopt or give birth to additional children after utilizing the first infant exemption, shall be exempt from work participation requirements for 12 weeks. This exemption may be extended to six months. Based on a case-by-case review, exemptions will be increased or decreased based on the following guideline. This criteria includes but is not limited to:

1) Availability of infant child care based on information received from the Children's Resource and Referral Program;
2) Available infant care for traditional and non-traditional hours;
3) Available infant care for special needs infants;
4) Reasonable commute time to/from provider; and
5) Reasonable amount of provider choices for parental

selection.

6) Availability of transportation.
7) Availability of employment/labor market conditions.
8) Presence in the home required due to illness or incapacity or special need of infant or other household member as allowed under section 11320.3b(5) of the W&I Code.

This criteria shall not preclude recipients from volunteering to participate in work activities earlier than required by law. Furthermore, county policy could require workers to encourage clients to volunteer when the infant is 12 weeks old.

Transportation

Briefly describe how transportation services will be provided. [Reference: WIC Section 10531(g)]

Transportation support for Welfare-to-Work clients through DSS will include voucher reimbursements for private mileage and purchase of public transportation passes when available to meet the requirements of the WtW plan. For emergency situations, vouchers for the purchase of gas from local stations will be available Participants will be also asked to think creatively in devising individual transportation plans, such as making use of car pools and other cooperative ventures.

In Santa Barbara County, other strategies are being developed to ensure availability and accessibility of transportation services in all of its communities. The Association of Governments has initiated meetings and supported the collaborative efforts of local transit providers, DSS, and other CalWORKs partners to find new and innovated ways to utilize their service to improve the transportation for our CalWORK's clients. At three regional meetings of transit providers, several issues were raised regarding the potential needs under Welfare Reform. Although each region had specific issues, a common concern across all regions was the lack of funds for new routes or to extend their hours of operation.

Partners included in the transportation collaboration included: Association of Governments, DSS, Job Training Network, Easy Lift, Santa Barbara City College, Allan Hancock College (Santa Maria & Lompoc Campus), City Transit Administrators from Lompoc, Solvang and Santa Maria, Lompoc Valley Senior Center, Santa Maria Area Transit, Santa Barbara Metropolitan Transit District and Lompoc Adult School. Recommendations from those collaborative efforts included the following:

- Continue to explore jointly with other governmental entities responsible for transportation systems on how to acquire funds for needed transportation services, since we estimate that the need will exceed the currently available service levels.

- Analyze statistical data from DSS and Association of Governments to determine local needs/demands and locations for transportation services including that of WtW clients.
- Find ways to make public transportation more affordable.
- Target all low income population to include WtW recipients.
- Provide transportation information to CalWORK's employees. Exchange WtW service demand's data with transportation providers so that local commuting solutions can be made.
- Conduct and/or sponsor Transportation Fair inviting welfare recipients, employers, Employee Transportation Coordinators and community educate all on the various alternatives to personal vehicles such as carpooling, vanpool, ridematching , walking and biking.
- Work directly with specific transportation districts to identify needs and work on solutions.

(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]

The Department has surveyed all of the public and private non-profits listed in our county wide resource directory. Approximately 800 survey forms were sent and the department received responses from 143 organizations. Responses came from organizations located in all areas of the county. Many of the respondees were looking for specific employee criteria, such as seniors, people who work well with children, reception or writing skills. Nonetheless, we had many organizations that were willing to work with the clientele available through CalWORKs. Those agencies that responded indicated a willingness to case manage and develop projects for this clientele.

Since the CalWORKs legislation had not been approved and signed at the time we mailed the surveys, details regarding referral process, fiscal management and reporting mechanisms have not been developed. Since this will be a critical element of our future CalWORKs program, the County will submit an addendum at a later date with the details of our Community Service Plan.

ADDENDUM: COMMUNITY SERVICE PLAN (12/99)
In compliance with Assembly Bill 1542 and Welfare and Institutions (W&I) Code Section 11322.9, the Department of Social Services will provide a Community Service program for CalWORKs recipients. Community Service activity will be available for recipients who have completed the 18 or 24 month time period as specified in W&I Code Section 11454(a) and have not found unsubsidized employment sufficient to meet the minimum required hours of participation. DSS will certify recipients for Community Service if no job is currently available to fulfill the minimum required hours of participation; and that the recipient continues to meet CalWORKs financial eligibility criteria. Such recipients will be required to participate in community service activities for the number of hours required by W&I Code Section 11322.8 unless fewer hours of community service participation are required by federal law.

CalWORKs assistance for any participant who fails to comply with Community Service requirements without good cause will be reduced in accordance with W&I Code Section 11327.5.

DSS has informally established Community Services Task Force to identify community service requirements. The Department has surveyed all of the public and private non-profits listed in our county wide resources directory and staff has begun making follow-up contacts with community organizations. Presently over 50 community service positions have been identified that will be used for community service assignments. The Task Force, when formally

established, will facilitate the Community Service Plan in a collaborative effort with representation from the local private sector employers, local education agencies, organized labor, recipients of aid, government and community-based organizations providing job training and economic development.

The Community Service Program in Santa Barbara County will be developed under the following guidelines and principles:

1. *Community service activities will be performed in the public and private nonprofit sector. Community service participants will not be referred to service sites that are considered commercial enterprises or are engaged in for-profit commercial activities. Participants and service site organizations will be advised that the participants will not receive wages, including in-kind wages, and otherwise will not be compensated for time spent in the Community Service Program. Further, participants will be advised that they will not be automatically entitled to a job at the service site upon completion of training*

   The activities are to be clearly defined training programs developed and designed for the benefit of the participant. Participants will receive the immediate, primary and substantial benefit of the activities. Service site organizations will not be reliant upon such activities for their routine and overall operation.

2. *Community service activities will provide participants with job skills training that can lead to unsubsidized employment. The job skills training provided will have educational relevance, usefulness and marketability. The activities will provide training in job skills, attitudes, and values that will prepare participants to enter, re enter, and advance in the workforce. The job placements will be in government and non-profit agencies that identify unmet community needs. A wide variety of job placements will be provided, such as paper recycling, clerical work, roadside litter removal and ground or facilities maintenance.*

3. *Multidisciplinary teams shall be established within DSS and will be responsible for assessing training needs for each participant no later than the third month prior to the end of a participant's Welfare-to-Work 18- or 24-month eligibility period. Each team will include a Welfare-to-Work Case Manager, a Drug, Alcohol and Mental Health Department Behavioral Health Counselor; a Job Training Services Counselor / Site Developer, and a job retention service provider.*

   Each multidisciplinary team will review the case record and will have the objective of ensuring that the participants' individual job skills and abilities are compatible with the service site activities. Participants' physical and/or behavioral health needs will determine the necessity for intensive services, which may include special guidance, mentoring and job coaching. The multidisciplinary team will refer the participant to the selected service site organization. Each participant will have the opportunity to participate in the final recommendation of the multidisciplinary team. Upon referral to a faith-based service site organization, each participant will maintain the right to choose an alternative provider in the event the participant objects to the religious character of the service site organization.

4. *Further, unmet community needs will be identified and met through community service activities. It is the intent that service site organizations will provide meaningful job training experiences that will primarily benefit the participant and secondarily benefit the public.*

5. *The target population to be served consists of CalWORKs recipients who have completed their 18- or 24-month welfare-to-work eligibility period, as applicable, and have not found unsubsidized employment sufficient to meet the minimum required hours of participation; and for whom the county has certified that no job is currently available to fulfill the minimum required hours of participation; and that the recipient continues to meet CalWORKs financial eligibility criteria.*

   This population will consist of individuals who have complied with the requirements of their welfare-to-work plan, yet have not attained the goal of self-sufficiency for the previous 18 or 24 month period. These individuals may have several and/or significant barriers to securing employment including but not limited to issues of behavioral/physical health, language, culture, education/aptitude, and social compatibility. These individuals may also have problems because competitive, full-time, unsubsidized employment may not be immediately obtainable. The individuals therefore will require a new Welfare to Work plan as well as intensive ongoing support to successfully participate in community service activities.

6. *Community service activities shall be designed to be temporary and transitional for the participants, and not permanent The period of time spent by the participant in any clearly distinguishable activity classification will be specifically limited to six month or less. Community service will be mandated for CalWORKs recipients who will have very limited time available for cash assistance. Most will be facing a lifetime ban of receiving assistance within 36 to 42 months. It is DSS's intention to enable the recipient to transition into unsubsidized employment prior to reaching the lifetime ban by providing appropriate job training and community service or through the community service component*

   Participants will be placed at service site organizations for no more than 6 months per activity. At the end of the 6-month period, or sooner if lack of progress at a site is identified, participants will have their individualized plan re-evaluated for effectiveness and suitability prior to being placed in any subsequent community service activities.

7. *Participants will be given adequate orientation and instruction prior to being required to perform a task or procedure. Goals and objectives for each participant will be clearly delineated. Participants will be under close supervision with systematic monitoring of progress. Feedback to participants on their performance will be consistently provided. There will be regular contact by the participant's case manager including timely response to any inquiries or reports of problems from the service site organization or participant. The case manager will consult with the multidisciplinary team on a biweekly basis, or as often as deemed necessary.*

8. *DSS will ensure that the support services that are necessary to enable an individual to participate in community service activities are available, appropriate and accessible. Such services will be in the form of case management, child care, transportation, ancillary services, and behavioral health services. Job retention services will be provided to meet individual needs, including interpersonal skills, parenting, and problem solving. Supportive efforts such as on-site job training will be provided by the community service site organization.*

9. *DSS will comply with the anti-displacement provisions set forth in W&I Code Section 11324.6. Each service site organization will provide a written statement to the effect that a training position for a community service participant shall not be created as a result of, or shall not result in, any of the following:*

   - *Displacement or partial displacement of current employees, including but not limited to a reduction in hours of non-overtime and overtime work, wages, or employment benefits.*
   - *The filling of positions which would otherwise be promotional opportunities for current employees, except when positions are to be filled through an open process in which participants are provided equal opportunity to compete.*
   - *The filling of a position, prior to compliance with applicable personnel procedures or provisions of collective bargaining agreements.*
   - *The filling of established unfilled public agency positions, unless the positions are unfunded in a public agency budget.*
   - *The filling of a position created by termination, layoff or reduction in work force caused by the employer's intent to fill the position with a subsidized position pursuant to this plan.*
   - *A strike, lockout or other bon fide labor dispute, or violation of any existing collective bargaining agreement between employees and employers.*
   - *The filling of a work assignment customarily performed by a worker in a job classification within a recognized collective bargaining unit in that specific service site, or the filling of a work assignment in any bargaining unit in which funded positions are vacant or in which regular employees are on layoff.*
   - *The termination of a contract for services, prior to its expiration date, that results in the displacement or partial displacement of workers performing contracted services, caused by the employer's intent to fill the position with a subsidized position pursuant to this plan.*
   - *The denial to a participant of protections afforded workers on the service site by state and federal laws governing workplace health, safety and representation.*

10. *DSS will chair the Community Services Task Force. The Task Force shall discuss and make joint decisions regarding project development. DSS will ensure contracted service site organizations have a full understanding of their obligations and rights. The multidisciplinary team, with DSS as the lead, will have primary responsibility for participant assessment, identification of work projects, placements, and case management. Federal and state funds*

dedicated to the CalWORKs community service will continue to be managed through DSS fiscal administration.

11. *Service site organizations may require technical and/or financial assistance in their program design and implementation processes. DSS will provide technical assistance, including techniques in dealing with "hard to serve" clients. Funding, staff training, site monitoring, site supervision and other services will be provided or facilitated by DSS to the extent they are necessary and available.*

(i) WORKING WITH VICTIMS OF DOMESTIC VIOLENCE

Briefly describe how the county will provide training for those county workers who will be responsible for working with CalWORKs recipients who are victims of domestic violence. [Reference: WIC Section 10531(i)]

Until regulations are adopted by California Department of Social Services in consultation with the Taskforce 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. [Reference: WIC Section 11495.15] 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 Protocol

Santa Barbara County will utilize standards, procedures, and protocols currently available within the County to screen and refer for services victims of domestic violence. The County recognizes that it is important to identify victims of domestic violence so that they may referred to the appropriate service provider while at the same time working with them to encourage self-sufficiency. Santa Barbara County is collaborating with the following agencies to identify services available within the community and establish referral procedures:

- Santa Barbara County Victim Witness Program
- Shelter Services for Women
- Domestic Violence Coordinating Committee

The CalWORKs staff will utilize GAIN deferral criteria to provide exemption from or modification to participation in welfare-to-work activities as appropriate to ensure that victims are not placed at increased risk. However, when possible, the family will be offered welfare-to-work services to encourage self-sufficiency, rehabilitation and treatment.

Staff Training To Identify Victims of Domestic Violence

Santa Barbara County will provide training to all CalWORKs staff to identify past and present victims of abuse and provide appropriate referrals to supportive services.
Training will be provided with the assistance of:

- The Santa Barbara County Victim Witness Program staff
- The Shelter Services for Women staff
- The county Social Services staff development personnel
- UC Davis Training staff

(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. [Reference: WIC Section 10542]

During the Department's collaborative process of developing its CalWORKs plan, several community based performance objectives have been identified. These objectives and established tracking methods are listed below:

Children's Scorecard for Santa Barbara County--A Joint Project of the KIDS Network and University of California, Santa Barbara.

The purpose of the Children's Scorecard for Santa Barbara County is to compile indicators that inform the County and communities about the status of children and youth in terms of their physical, emotional and social well-being. Information for the Children's Scorecard is a collaboration between the KIDS Network and various CBO's and county agencies representing law enforcement, mental and physical health, child care, education, and social services.

The Children's Scorecard data base is updated periodically and a report is issued annually. This data base will provide the Department with a baseline for measuring the performance outcomes of these objectives and the method of tracking those outcomes.

Increase the availability of subsidized child care spaces:

Indicator: Availability of permanent subsidized child care spaces in child care centers and current unmet need for subsidized child care services.

Definition: Number of permanent subsidized child care spaces in the county compared to the number of children on waiting lists for subsidized child care.

Affordable, quality child care is an essential work support for CalWORKs recipients and enables these recipients and other low income parents to work and support their families. It is vital to a family's ability to obtain work and remain economically self-sufficient. The demand for subsidized child care remains high and will increase with the implementation of Welfare Reform. The Department will use previous year's data as a benchmark to compare against results after the implementation of CalWORKs. Tracking will be provided by KIDS Network.

Reduction in the County School Drop-Out Rate:

Indicator: Graduation and drop out rates.

Definition: Percent of children in county public schools who go on to graduate from high schools compared to the percent of those who drop out of high school.
Compared to the state average, Santa Barbara County has higher graduation rates and lower drop out rates. This demonstrates the success of our collaborative efforts to provide opportunities such as alternative schools, court and community schools, special education, and support services. The financial incentives included in CalWORKs for children receiving cash aid to maintain school attendance and the mandatory school attendance provision should further strengthen the County's success rate. The Department will use previous year's data as a benchmark to compare against results after the implementation of CalWORKs. Tracking will be provided by KIDS Network.

Increase the percentage of Children Fully immunized at Kindergarten Entry:

Indicator: Immunization of Children

Definition: Percentage of children entering preschool and kindergarten who are fully immunized.

Continuing attention must be focused on educating parents to complete necessary immunizations. The requirement included in CalWORKs that parents provide verification that their preschool age children have current immunizations will provide financial incentive for parents to consistently meet this responsibility. The Department will use previous year's data as a benchmark to compare against results after the implementation of CalWORKs. Tracking is mandated by Health Care Services and the data will be provided to KIDS Network.

Reduce the Number of Homeless Children:

Indicator: Children without a stable home/shelter

Definition: Number of children reported to not have a stable home or shelter environment.

With the implementation of time limits, more rigid sanctions, and other disincentives, there is a concern that the "safety net" will not be able to protect the dependent children and their families. One measure of the soundness of the safety net is whether more or less children and families are homeless as a result of the implementation of CalWORKS. The Department will use previous year's data as a benchmark to compare against results after the implementation of CalWORKs. Tracking will be provided by KIDS Network.

Other Locally Established Objectives:

Increase Support from Noncustodial Parents:

Indicator: The child support collection rate for noncustodial parents of CalWORKs children.

Definition: Number of noncustodial parents paying child support and the amount of child support collected.

Many children depend on cash aid because they receive little or no child support. To address this issue, the Department will strengthen its partnership with the District Attorney's Family Support Division for increased child support collection. In part, this will be accomplished through our proposal to develop an Employment and Training program for noncustodial parents.

This will be tracked through a collaborative effort with the District Attorney's office.

Increase reported Earnings:

Indicator: Cash assistance cases with reporting earnings.

Definition: Number of cash assistance cases with aided adults reporting earnings.

Caseload statistical data from September 1997 indicates that 51.3% of cases with aided adults reported earnings. With the changes in work exemptions and participation rates included in CalWORKs, and the Department's continued focus on client self-sufficiency, we expect to increase this by 10% over the next two years.

This will be tracked through statistical data available through the Department's Case Data System.

(k) PUBLIC INPUT TO THE COUNTY PLAN

Briefly describe the means the county used to obtain broad public input in the development of the CalWORKs plan. [Reference: WIC Section 10531(k)]

Recognizing the impact welfare reform would have on the community, and the critical need for community involvement and collaboration, the County moved quickly after the federal TANF legislation was passed in August 1996 to establish committees to begin the task of reviewing the legislative changes and developing strategies to deal with these changes at the local level.

The County Family Services Council, with County Department representatives from Health, Job Training Network, Public Administrator, Mental Health, Probation and Social Services, formed a Welfare Reform Task Force in October 1996. Their purpose was to review the impacts of welfare reform, prepare a presentation for the County Board of Supervisor's and a community workshop for CBO's and the public.

Parallel with that committee, the Department established an internal Welfare Reform Steering Committee to begin to identify program changes, to develop strategies for planning, designing and implementing welfare reform and to prepare a speaker's outline and text that could be used by staff to make community presentations.

Department staff have made numerous presentations during this past year to inform and educate the public about the expected changes and impacts of welfare reform. Presentations have been offered to any interested community organization, group or business and have covered a wide range of audiences including local community colleges, the Faith community, service clubs, community service organizations, county departments, local agencies and many other groups. The Department developed Welfare Reform Updates that were made available to the public, county agencies and staff to assist them in keeping up with the rapid and far-reaching changes occurring in the Department as a result of welfare reform. In addition to the public updates, the Department has created and issued monthly informational notices to clients in an effort to educate and prepare them for the changes that are expected from welfare reform.

In August 1997 the Department established the CalWORKs Implementation Team, comprised of Department managers, program assistants, systems, fiscal and contract staff, with responsibility for planning, designing, training and implementing the CalWORKs program and writing the County CalWORKs plan. The Implementation Team is supported by sixteen work project groups with representation from Department staff, public and private agencies, the business community, clients, employee union representatives and other interested individuals. These teams are responsible for reviewing new program mandates and other programmatic changes. They have been charged with the goal of developing practices and procedures necessary to implement the significant changes mandated by both TANF and CalWORKs legislation. Using the experience and expertise of the collaborating members, the project groups will make recommendations to the department to approve various practices and procedures that are

consistent with the intent of CalWORKs, meet the needs of our clients and accomplish the mission of Santa Barbara County Department of Social Services. To solicit further public input and comment prior to the finalization of the county Plan, four public forums were held in different locations throughout the county. Copies of the draft plan were made available for review and comment. Written input was also encouraged via mail, FAX and internet.

(l) 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 (Attachment 2). Your budget should meet the requirement of WIC Section 15204.4 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 1996/97 fiscal year. [Reference: WIC Section 10531(l)]

Attachment B

(m) ASSISTING FAMILIES TRANSITIONING OFF AID

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)]

Job retention services are critical to the success of the county's CalWORKs program. The county will work with families in the transition from welfare to self-sufficiency. Santa Barbara county will provide case management services to participants of CalWORKs for up to 12 months for 1) employed non welfare-to-work recipients or 2) former recipients who are employed and have received aid within the previous 12 months. These services will be offered in the form of:

- Assistance in accessing benefits and services outside of public assistance;
- Transitional supportive and ancillary services including child care;
- Transitional Medi-Cal benefits;
- Retention services including skills development, conflict resolution in the work place, problem solving, and advanced life skills;
- Training on how to manage household finances;
- Aid in pursuing Earned Income Tax Credit (EITC);
- Job Search/Job Readiness for re-employment.

Participants will be informed from the point they enter the CalWORKs program, through post employment, on job progression and job promotion opportunities. This approach includes beginning with identification of the advantages of employment, most particularly in the context of time limited aid.

Job retention services will be available to all recipients who leave aid due to employment. Individuals who leave aid due to time limits will have services available to the extent resources allow.

(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.

The County is interested in applying for funding from the Job Creation Investment Fund. Staff from the Department of Social Services and the County Administrative Office will be attending a regional workshop sponsored by the Trade and Commerce Agency on November 25, 1997 and will be working together to review the detailed program and specific county allocation information released to counties November 1, 1997.

It is intended that funds would be used to facilitate local job creation activities targeted for CalWORKs recipients. The County will designate a lead local economic agency and a planning group to prepare a grant application and county resolution, as instructed in AB 1542. Some of the areas to be considered are tax credits/incentives for employers, increased capital for small businesses in order to expand, and funding for new entrepreneurial businesses.

An addendum to the County Plan will be submitted when a final decision is reached concerning the Job Creation Investment Fund.

(o) OTHER ELEMENTS

Pilot projects: Please include a description of 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.

Noncustodial Parent Employment and Training Demonstration Project

The Department, in partnership with the District Attorney's office, have developed a joint proposal for submission to the state for approval to participate in the Noncustodial Parent Employment and Training Demonstration Project.

The purpose of the project is to determine if providing employment and training services, as well as parenting training to noncustodial, unemployed parents with children on public assistance will result in an increase in the amount and consistency of child support payments, a reduction in public assistance, and an increase in the parent's involvement in their children's lives.

The District Attorney's Office and the Department of Social Services are working collaboratively with other community agencies (JTN, EDD, Community Colleges, Adult Education), and private business to design a comprehensive and effective program.

Eligibility Simplification Project (ESP)

This county has been approved to participate in the Eligibility Simplification Project. This program eliminates the face-to-face yearly redetermination/recertification interviews for CalWORKs and Food Stamp recipients, unless the county determines the case is "high risk". This process allows eligibility workers to conduct annual desk reviews of recipient files using the existing monthly report information and other documents available to complete the annual redetermination/recertification. This should result in a more timely review of the monthly Income Report form by the Eligibility Worker and provide that worker an opportunity to give more attention to monthly quality assurance activities.

AMENDMENT: *Although CDSS approval has been received, ESP has not yet been implemented pending the research and recommendations of our CalWORKs program staff on the effectiveness of this change. Concerns about the elimination of face-to-face redetermination/recertification interviews include the need to meet with clients during the implementation of the CalWORKs program and the many changes related to that implementation, as well as the concern about the actual workload issues and impacts related to the implementation and monitoring of this project. Staff is meeting with program staff and contacting other county's that have implemented this project to determine the effectiveness and results of ESP and will make recommendations about our participation in ESP.*

Training Welfare Recipients to be Child Care Providers

In collaboration with Allan Hancock College, Santa Barbara City College, and Santa Barbara Family Care Center (Resource & Referral), the Santa Barbara County Department of Social Services has created a pilot project that builds upon and expands the capacity of an existing in-home, license exempt child care provider training program in our county. With an already documented shortage of available child care in this county, this pilot training program will identify CalWORKs recipients who are willing and meet the criteria to participate in the training program. The county has already been approved for a two-year startup grant and will be submitting proposals for additional funds to further expand the training program.

Job Mentoring Program

The Department is interested in designing a Job Mentoring Program to assist clients that have found employment and need support to meet the ongoing challenges of retaining a job and/or balancing the responsibilities of being a working parent. The potential mentors include former public assistance recipients that have been successful in transitioning into employment, and community volunteers that could include local business men and women, the Faith community and retired persons.

Minority Self-Employment Project (Microenterprise Demo Project)

The Department of Social Services in collaboration with Women's Economic Ventures is interested in submitting a proposal to provide self-employment training and technical assistance to women and minorities who are recipients of CalWORKs benefits. The proposal would include a training program that would help the recipient determine whether he/she was suitable for self-employment. If the recipient meets the criteria for effectively organizing his/her own business, the training proposal would also help the recipient to develop workable business plans, marketing strategies, business location analysis, family dependent care obligations and information on how to access microloans.

AMENDMENT: *The Department of Social Services was informed by CDSS that there is no state funding for Microenterprise Projects at this time. The result has been that no proposals have yet been forthcoming for this project. Santa Barbara County remains interested in Microenterprise Projects and will continue to search for other funding sources that would allow the development of such a project.*

(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)]

All non-exempt applicants and recipients are required to participate in welfare-to-work activities.

APPLICANTS:

Santa Barbara county will require all non-exempt adults in single-parent assistance units to participate 32 hours per week as of January 1, 1998. Adults in two-parent assistance units whose basis for aid is unemployment, will be required to participate in at least 35 hours a week. Both parents in the assistance unit may contribute towards the 35 hour a week requirement so long as one parent participates a minimum of 30 hours a week.

RECIPIENTS:

Recipients of CalWORKs who on January 1, 1998 were receiving AFDC/GAIN services in December 1997, will be transitioned into the requirements expected of applicants above. The new participation requirement will become effective when a new welfare-to-work plan is signed, but no later than December 31, 1998.

Santa Barbara county is exercising the option to require higher participation hours prior to dates the federal government has established. However, county policy will allow lower participation rates on a case by case basis in those situations where there is a lack of available Welfare-to-Work activities, available child care, available transportation, or conditions in the local economy are such at that employment is not available. In no event will participation be less than current applicable federal participation rates.

The grievance procedure to be used for CalWORKs in Santa Barbara County DSS will be the grievance procedure developed and used under the GAIN program.

(q) INTERACTION WITH AMERICAN INDIAN TRIBES

Please describe the 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]

Santa Barbara County has discussed CalWORKs requirements and options with the representatives of the Santa Ynez Indian Reservation. The options of self operation of TANF eligibility and employment services, the County's operation of CalWORKs, or a combination of services by each entity has been discussed. The Tribal Council of the Santa Ynez Indian Reservation has notified the Southern California Consortium of Tribal Leaders of their interest in joining that Consortium for the purpose of providing self-operation of TANF. Based upon the outcome of the discussions among the Consortium, the Tribal Council of the Santa Ynez Indian Reservation will notify the County at a later date of its final decision. Once that decision is made and relayed to the County, a plan addendum will be submitted.

Should the Tribe opt to administer their own Tribal TANF Program, county staff will assist in determining county expenditures and the transfer of funding and administration responsibilities. If the Tribe opts to utilize the County's CalWORKs programs, the county staff will be available to ensure equitable access to assistance for tribal applicants and recipients.

AMENDMENT: *The Tribal Council of the Santa Ynez Indian Reservation made the decision to administer their own Tribal TANF Program. With the assistance of county staff, a MOU was signed and clients transitioned. The Tribe became responsible for new applicants on March 1, 1998 and for recipients on April 1, 1998.*

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.

Department of Social Services
Signature

Charlene A. Chase, Director

Board of Supervisors
Signature

Tom Urbanske, Chair

Working Plan for DSS Project Teams

Teams listed are only those associated with CalWORKs implementation activities and do not include all project teams active on current DSS projects.

CalWORKs Deputy Director: Edna Terrell 681-4485
Interim CalWORKs Project Manager: Carol Kurtze 346-7105

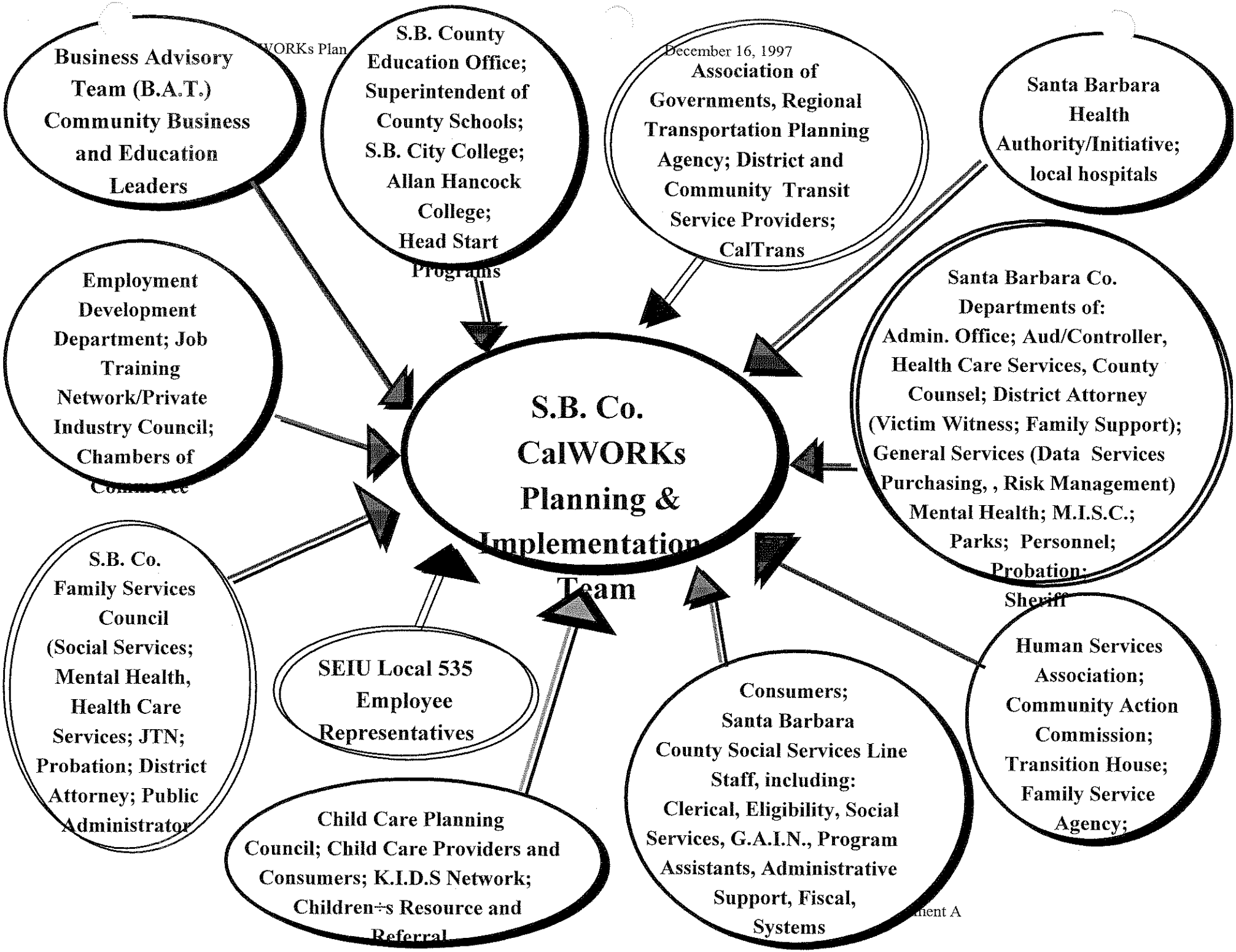
PROJECT NUMBER & TEAM		LEADER
1.	Client Entry, Diversion and Child Support	Carol Kurtze
2.	School Attendance	Hedy Damery
3.	Mental Health, Substance Abuse and Family Violence Screens	Jane Overbaugh
4.	Food Stamp Implementation and Changes	Bev Littlejohn
5.	Internal Staff Training	Cathy Olson
6.	Child Care	Hedy Damery
7.	Transportation and Other Supportive Services	Clarissa Morris
8.	Vendor/Voucher Payment System and Process	Terrie Concellos
9.	Community Work Experience/CalWORKs, FSET	Bev Littlejohn
10.	Job Development and Community Economic Development	Bob Montgomery
11.	Skill Enhancement and Vocational Training	Bob Montgomery
12.	County CalWORKs Plan Writing Team	Bob Montgomery or Carol Kurtze
13.	Department Reorganization/ Reclassification of Positions	Michele Fitzpatrick
14.	Performance Objectives/Data Tracking	Lucy O'Connell
15.	Community Forum Team	Clarissa Morris or Mona Baker
16.	GAIN RFP Team	Michele Fitzpatrick

Members of CalWORKs Project	Members of CalWORKs Project

Teams that are Employees of the Dept. of Social Services:	***Teams that Represent Other Agencies & County Depts.:***
Mona Baker, Eligibility Division Chief Lina Bickel, Eligibility Worker Mysty Bonner, Medi-Cal Program Assistant Diana Brubaker, Food Stamps Program Assistant Michele Fitzpatrick, Deputy Director Gloria Carson, Eligibility Supervisor Terrie Concellos, Business Manager Hedy Damery, KIDS Network Coordinator Bob Engel, Information Systems Coordinator Lynn Espino, GAIN Eligibility Worker Trisha Faulkner, Information Systems Coordinator Ellen Fitzgerald, General Relief Program Assistant Paula Hardwick, GAIN Social Worker Kym Hoffman, Eligibility Worker Randolph Hudson, Information Systems Coordinator Farrell Kisio, Information Systems Coordinator, Sr. Diana Klopp, Executive Secretary Carol Kurtze, CalWORKs Division Chief Charlene Liddell, Contracts Coord. Program Asst. Bev Littlejohn, Eligibility Division Chief Rhonda MacDonald, Eligibility Supervisor Vickie Madrigal, Staff Develop. Program Assistant Frank Mejia, GAIN Program Assistant Bob Montgomery, Deputy Director Londie Morales, Eligibility Worker III Clarissa Morris, GAIN Division Chief Cathy Olson, Staff Development Division Chief Jane Overbaugh, Eligibility Division Chief Pam Powers, Eligibility Supervisor Pat Rodriguez, Fiscal Program Assistant Ben Ruiz, GAIN Supervisor Barbara Russell, Eligibility Supervisor Nancy Saengjaeng, GAIN Social Worker Freya Schultz, Analyst Allegra Shiner, Child Care Program Assistant Alice Simms, Principal Clerk Denise Sky, Information Systems Coordinator, Sr.	Trudy Adair-Verbais, County Schools E. Dennis Andersen, Lompoc Chamber of Commerce Gayle Baker, Santa Barbara City College Bill Batty, Family Services Agency Theresa Boulette, Mental Health Joyce Christian, Santa Barbara City College Michael Powers, Director, Assoc. of Governments Greg Cross, SEIU 535 Sylvia Cruz, Children's Resource & Referral Center Kathryn Dinkin, District Attorney, Victim Witness Theresa Duer, Personnel Department Gil Garcia, Santa Barbara City Council Sal Giafaglione, Employment Development Dept. Cam Gittler, Transition House Diane Harmon, Children's Resource & Referral Ctr. Ray Hobson, Allan Hancock College Carl Hopkins, Data Services Department Penny Jenkins, Council on Alcohol & Drug Abuse Beverly King, Human Services Association Rita Madden, Community Action Commission John McMillin, Purchasing Department Pam Meadows, Eligibility Worker III Dr. Karen Moyes, Health Initiative Ram Natesh, County Administrator's Office Ralph Ohta, Business Advisory Team Martha Osbourne, Santa Barbara City College Sheridah Gerard, Health Care Services Karin Roser, District Attorney, Child Support Katie Roth, Auditor-Controller Megan Ryker, District Attorney, Victim Witness Margaret Segura, Allan Hancock College Bob Shapiro, Job Training Network Dom Signorelli, Lompoc Adult Ed. Andy Smidt, County Schools Eleanor Snowden, Allan Hancock College Todd Sosna, Mental Health Judy Teague, Santa Maria Child Care Coordinator

Members of CalWORKs Project	***Members of CalWORKs Project***

Teams that are Employees of the Dept. of Social Services:	***Teams that Represent Other Agencies & County Depts.:***
Leslie Smejkal, Systems & Programming Analyst, Sr.	John Torell, Auditor-Controller
Sondra Smith, GAIN Social Worker	Susan Williams, Lompoc Adult School
Duncan Thomas, Personnel Division Chief	Jackie Wright, Health Initiative
Ken Thommen, GAIN Supervisor	Marsha Wright, Santa Barbara City College
Sandi Valla, GAIN Supervisor	Jerome Yoman, Consultant
Denise Sky, Information Systems Coordinator	Ellen Lubic, Consultant
Lucy O'Connell, Data Processing Manager	Alex Brumbaugh, Council on Alcohol & Drug Abuse
Michael Watts, AFDC Program Assistant	Lupe Gomez, County Drug & Alcohol
Beta Raquel-Rivera, GAIN Social Worker	Victor Kogler, County Drug & Alcohol
Deborah Bruggenkamp, Accountant I	Rebecca Roberston, Shelter Services
	Julie Bowden, League of Women Voters
	Dori Statton, Consumer
	Roger Welt, Dean of Off Campus Programs (AHC)
	Barry Rondinella, Lompoc Transit Administrator
	Elizabeth Hatcher, Senior Services Dir., Lpc Valley
	Lee Diaz, Transit Administrator (SMAT)
	Betty Fisher, Exec. Dir. (SMOOTH/SMAT)
	Diane Beeke, Care Program Asst. (AHC)
	John Murdock, Transportation Planner (SB MTD)
	David Grabowski, Easy Lift
	Ernesto Paredes, Easy Lift, Associate Dir.
	Tom Roberts, Easy Lift Director & City Council (SB)
	Marsha Bailey, Women's Economic Ventures
	Elizabeth Kasehagen, Health Care Services
	Mary McGee, Health Care Services
Other staff yet to be announced	Others yet to be announced


Business Advisory Team (B.A.T.) Community Business and Education Leaders
S.B. County Education Office; Superintendent of County Schools; S.B. City College; Allan Hancock College; Head Start Programs
Association of Governments, Regional Transportation Planning Agency; District and Community Transit Service Providers; CalTrans
Santa Barbara Health Authority/Initiative; local hospitals
Employment Development Department; Job Training Network/Private Industry Council; Chambers of Commerce
S.B. Co. CalWORKs Planning & Implementation Team
Santa Barbara Co. Departments of: Admin. Office; Aud/Controller, Health Care Services, County Counsel; District Attorney (Victim Witness; Family Support); General Services (Data Services Purchasing, , Risk Management) Mental Health; M.I.S.C.; Parks; Personnel; Probation; Sheriff
S.B. Co. Family Services Council (Social Services; Mental Health, Health Care Services; JTN; Probation; District Attorney; Public Administrator
SEIU Local 535 Employee Representatives
Human Services Association; Community Action Commission; Transition House; Family Service Agency;
Consumers; Santa Barbara County Social Services Line Staff, including: Clerical, Eligibility, Social Services, G.A.I.N., Program Assistants, Administrative Support, Fiscal, Systems
Child Care Planning Council; Child Care Providers and Consumers; K.I.D.S Network; Children's Resource and Referral

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.

Department of Social Services
Signature

Charlene A. Chase, Director

Board of Supervisors
Signature

Tom Urbanske, Chair

STATE OF CALIFORNIA -- HEALTH AND WELFARE AGENCY PETE WILSON, *Governor*

DEPARTMENT OF SOCIAL SERVICES
744 P Street, Sacramento, CA 95814

JAN 2 7 1998

Ms. Gail Marshall, Chairperson
Santa Barbara County Board of Supervisors
105 East Anapamu Street
Santa Barbara, California 93101

Dear Ms. Marshall:

SUBJECT: CALIFORNIA WORK OPPORTUNITY AND RESPONSIBILITY TO KIDS ACT (CalWORKs) COUNTY PLAN CERTIFICATION

I am pleased to inform you that the California Department of Social Services (CDSS) is certifying that your CalWORKs plan meets the requirements of Welfare and Institutions Code Section 10531. Based on this certification, Santa Barbara County may proceed with the implementation of its CalWORKs program.

I would like to express my appreciation to you, Director Charlene Chase, staff of the Santa Barbara County Department of Social Services (SBCDSS), and everyone who participated in the development of the plan. We appreciate the rapid response of SBCDSS to our request for clarification of some plan areas. The information they provided appropriately addressed our questions and will be included as part of your certified plan.

In anticipation of your continuing program planning and development process, we look forward to reviewing and certifying any plan addendums prior to their implementation. Please telephone me at (916) 657-2598, or Bruce Wagstaff, Deputy Director, Welfare to Work Division, at (916) 657-3546 if we can be of any additional assistance.

Sincerely,

Original Signed By:
ELOISE ANDERSON

ELOISE ANDERSON
Director

mborba/CERTLETTER/santabarbara

bc: E. Anderson, 17-11
B. Wagstaff, 17-08
C. Howard, 14-42
T. Burke, 14-42
G. Scott, 14-44
S. Yee, 14-44
R. Campbell, 4-161
Record Services, 14-80
RA chron
file: santa barbara county

c: Ms. Charlene A. Chase, Director
Santa Barbara County Department of
Social Services

CalWORKs Plan Certification Checklist

County Santa Barbara

Date Completed 1-23-98

- ☑ Certification letter
- ☑ Plan highlights page
- ☑ Summary of original plan deficiencies
- ☑ CalWORKs plan certification discussion
- ☒ Sign-offs completed