

ASSEMBLY BILL (AB) 74
COUNTY WELFARE DEPARTMENT (CWD)
EXPANDED SUBSIDIZED EMPLOYMENT (ESE) PLAN

CWD: San Francisco Human Services Agency	DATE: October 30, 2013
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CWD CONTACT INFORMATION

NAME/POSITION:

Anna Pineda-Martinez - CalWORKs Program Manager

ADDRESS:

170 Otis Street, 3rd Floor, San Francisco, CA 94103

PHONE NUMBER:

415 557-6294

EMAIL ADDRESS:

anna.pineda-martinez@sfgov.org

PLEASE INDICATE THE DATE YOUR CWD WILL BEGIN OFFERING AN ESE PROGRAM:

October 1, 2013

HOW MANY TOTAL PARTICIPANTS DO YOU EXPECT TO PLACE IN ESE IN STATE FISCAL YEAR 2013-14?

300

HOW MANY PARTICIPANTS DO YOU EXPECT TO PLACE IN ESE BY THE END OF MARCH 2014?

25 - 50

HOW MANY PARTICIPANTS DO YOU EXPECT TO PLACE IN ESE BY THE END OF DECEMBER 2013?

25 - 50

STARTING WITH STATE FISCAL YEAR 2014-15, HOW MANY PARTICIPANTS DO YOU EXPECT TO PLACE IN ESE ANNUALLY?

300 - 400

Please describe how your CWD plans to utilize funds allocated for the ESE Program and include responses to the following 10 categories. There is an 11th text box to enter other information about your ESE Program if needed. The text boxes will accept up to 1,000 characters of text. If additional space is needed you may also submit attachments to accommodate the additional information. You may also attach CWD materials that address each of the areas below if the materials can be converted to pdf format for posting to the CDSS website (i.e., not scanned copies).

1. What are your ESE Program goal(s) for the participants: basic employability skills, training for a specific field, obtaining unsubsidized employment, other?

San Francisco County Human Services Agency's (SF-HSA) Program goals for CalWORKs (CW) participants include: 1.) improve participant hard skills by offering skill building classes while participants search for a subsidized job; 2.) target outreach to private sector businesses paying a higher wage (\$13.50/hr); 3.) develop specific classroom training curriculum to specific sectors (i.e. health/construction/admin.) or specific big employers; 4.) enhance employability skills and improve the unsubsidized placement rates; and 5.) obtain self-sufficiency and economic independence.

Please see attachment for additional details.

2. What types of employers and industries will you place your participants in: private, public, non-profit, for-profit, retail, manual labor, data entry, health services, etc.?

SF-HSA will place participants with private/for-profit, non-profit and public sector employers. Industries would mirror the growth industries in San Francisco - health careers, hospitality, customer service for Finance, Insurance, and Real Estate services, and supporting local manufacturing small business growth in SF, i.e., "Made in SF".

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3. What types of partnerships will you develop for your ESE Program: workforce investment boards, employers, community colleges, payroll services, other?

SF-HSA has developed and will continue to foster partnerships with:

- Workforce Investment San Francisco (WISF) Board (Workforce Investment Board [WIB]) – SF-HSA's Executive Director serves on the WISF and the Deputy Director serves on the Youth Council of the WISF (WIB),
- Chamber of Commerce,
- Office of Economic and Workforce Development,
- Neighborhood Merchant Associations,
- Local Private Sector Staffing Agencies,
- Community Based Organizations (CBO) Training Providers,
- Community Based Organizations (CBOs) for Transitional Employment, and
- Local Community Colleges, such as San Francisco City College for Work Study

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4. What strategies will you use to link clients with employers?

SF-HSA will build upon the success of the current JobsNOW! (SF-HSA's subsidized employment program since 2009) model by offering a pathway to employment including:

- Vocational assessment and testing,
- Job skill testing and skill building instruction,
- Resume, interviewing and on-line application workshops,
- Partner with CBOs who offer job-readiness and/or sectors based classroom training.
- Job clubs for client engagement and support and on-site hiring sessions where employers (private sector and public sector) come to CWD site to interview and hire clients. Employers post jobs with the CWD and workforce staff pre-screen clients and schedule them for on-site interviews with employers.

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5. Will your CWD use job developers? If yes, will they be CWD staff or contracted? What will their roles and responsibilities be: employer relations, job coaching, unsubsidized job search, conflict resolution, etc.?

SF-HSA will primarily use county staff (Business Account Representatives) to engage the business community. They are responsible for: 1.) outreach to the business community; 2.) help businesses identify appropriate job openings for our clients; 3.) assisting businesses to develop job announcements; 4.) maintain contact with employers once someone starts working and helps to resolve any conflicts; 5.) conduct sector-based recruitments and hiring events for employers.

Please see attachment for additional details.

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6. What is your CWD's criteria for clients to participate: pre-requisites for entry, targeted population(s) to be served, etc.?
All CW work-eligible individuals who are mandatory participants, as well as all those eligible for the CW Welfare-to-Work program, in general, meet the criteria to participate in ESE.

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7. What entity (or entities) will serve as employer(s) of record: CWD, workforce investment board, placement agency, private employers, etc.?
1.) SF-HSA - Employer for: Public Service Trainee (PST) participants; 2.) Community Based Organizations (CBOs) - Employers for: Community Jobs Program (CJP) participants; 3.) Private Sector – Employers for: Individualized Training Internship Program (ITIP) and Wage Subsidy Program (WS); 4.) City College of San Francisco – Employers for Work Study Program participants.

Please see attachment for additional details.

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8. What strategies does your CWD have to transition participants to unsubsidized employment?
The WS component of our subsidized employment program requires private sector employers to retain participants once subsidy ends.

The PST component will feature an expanded Career Pathways program that prepares PSTs to qualify for entry level City Civil Service positions. We are also planning to put more resources into preparing exiting PSTs for unsubsidized private sector employment by providing them access to computer-based instructional modules to enhance their job skills.

9. Will your CWD supplement ESE subsidies with Single Allocation funds? If yes, how?

Yes, we will track the amount claimed to ESE each quarter and claim any overspending above our allocation to the Single Allocation.

10. What will be the average hourly wages and number of hours per week for placements?

SF-HSA is continuing a subsidized employment program that gives CW participants a variety of options designed to meet the individual job readiness of the participant. Each option has a different pay scale and number of expected hours a week.

- Community Jobs Program (CJP) - \$11.03 hr/ 25 hours a week
- SF-HSA-operated Individualized Internship and Training Program (ITIP) - \$11.03 hr/ 32 hours week
- Public Sector Trainee (PST) - \$13.11 hr/ 32 hours a week
- Wage Subsidy (WS) Program - \$10.55/hr to \$20+/hr; for a minimum of 25 hours up to 40 hours a week.

11. Please include any other components of your ESE Program not covered above:

SF-HSA is also planning to pilot approaches that combine vocational classroom training linked to public and private sector subsidized jobs, performed either consecutively or sequentially.

Please fill out this form electronically and submit to ESEProgram@dss.ca.gov.

Note: CWDs must submit their plans no later than 30 days after implementation of their ESE Programs. CDSS may request subsequent submittals of AB 74 CWD ESE Plans from CWDs depending on the needs of the program.

CWD: San Francisco County Human Services Agency
Date: 10-30-2013

1. What are your ESE Program goal(s) for the participants: basic employability skills, training for a specific field, obtaining unsubsidized employment, other?

San Francisco County Human Services Agency's (SF-HSA) Program goals for CW participants include:

- Improve participant hard skills by offering skill building classes while participants search for a subsidized job;
- Target outreach to private sector businesses paying a higher wage (\$13.50/hr) by offering a front loaded ESE subsidy, with decreasing reimbursement rates in the later months;
- Develop specific classroom training curriculum to specific sectors (i.e. health/hospitality/ construction/admin.) or a specific big employer (public or private);
- Enhance employability skills and improve the unsubsidized placement rates, especially for our Community Jobs Program (CJP) and Public Service Trainee (PST) program.
 - CJP - a program that combines work, skills development, and supportive services to increase participants' relevant job skills, enabling them to transition into the labor market. CJP is generally the lowest tier, which targets participants who report little or no work experience or transferable skills.
 - PST - a program that assists CW participants in successfully transitioning to unsubsidized employment through on-the-job skills training and work experience via host sites within the City and County of San Francisco. PST employment is an as-needed "Temporary Exempt" civil service position (32 hours per week) lasting 6 months with a possibility of an additional 6 month extension.
- Obtain self-sufficiency and economic independence.

5. Will your CWD use job developers? If yes, will they be CWD staff or contracted? What will their roles and responsibilities be: employer relations, job coaching, unsubsidized job search, conflict resolution, etc.?

SF-HSA will primarily use county staff (Business Account Representatives) to engage the business community. They are responsible for:

- Outreaching to the business community;
- Having businesses identify appropriate job openings for our clients;
- Walking businesses through our wage subsidy agreement;
- Assisting businesses to develop job announcements and coordinating their appearance at one of our hiring events;
- Maintain contact with employers once someone starts working and helps to resolve any conflicts. Our private sector subsidized employers are expected to retain participants once the subsidy period ends, thereby resulting in unsubsidized employment for our clients; and
- Conduct sector-based recruitments and hiring events for employers who need to hire, but don't wish to participate in our subsidy program.

Note - Job readiness training and job matching are done by other SF-HSA staff from the Workforce Development Division.

7. What types of employers and industries will you place your participants in: private, public, non-profit, for-profit, retail, manual labor, data entry, health services, etc.?

- SF-HSA - Employer for: Public Service Trainee (PST) participants
 - PST - a program that assists CW participants in successfully transitioning to unsubsidized employment through on-the-job skills training and work experience via host

San Francisco County, attachment to
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sites within the City and County of San Francisco. PST employment is an as-needed "Temporary Exempt" civil service position (32 hours per week) lasting 6 months with a possibility of an additional six-month extension (two, three-month increments).

- Community Based Organizations (CBOs) - Employers for: Community Jobs Program (CJP) participants
 - CJP - a program that combines work, skills development, and supportive services to increase participants' relevant job skills, enabling them to transition to labor market. CJP is generally the lowest tier, which targets participants who report little or no work experience or transferable skills.
- Private Sector – Employers for: Individualized Training Internship Program (ITIP) and Wage Subsidy Program (WS)
 - ITIP - a transitional employment program for CW participants, offering a temporary host site position that combines real work and skill development at a designated non-profit agency. Participants may work at their host site for a maximum of 4 months.
 - WS – a program that offers a reimbursement for all new hires of qualified participants. Employers are reimbursed a maximum of \$1000 per month in wage costs not to exceed \$5000 total reimbursement. Employers are encouraged to invest in and retain successful wage subsidy employees after the subsidized period ends.
- City College of San Francisco – Employers for Work Study Program participants.