

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

CWD: Siskiyou County Health and Human Services Agency	DATE: 08/26/2015
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CWD CONTACT INFORMATION

NAME/POSITION:

Patricia Barbieri, CalWORKs/Welfare-to-Work Program Manager

ADDRESS:

818 South Main Street, Yreka CA 96097

PHONE NUMBER:

530-841-2754

EMAIL ADDRESS:

tbarbieri@co.siskiyou.ca.us

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

8/1/2015

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

n/a

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

n/a

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

n/a

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

20

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?

Through the ESE Program, Welfare-to-Work participants will gain on-the-job experience while learning life skills including reporting to work in a timely manner, dressing appropriately and maintaining professional boundaries in the workplace. Throughout their placement, participants will receive ongoing mentoring, job development and job coaching support from both the contracted provider at the local Workforce Investment Board (WIB) and the CWD. While the ultimate goal is for the participant to secure full-time unsubsidized employment at the end of the placement period, they will also gain an attachment to the workforce, and have the opportunity to begin networking in the business world.

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.?

The ESE program will initially place participants at work sites in the non-profit sector and in future years expand to the for-profit sector. The goal is to match participants with a work site in an industry in which they have an interest, existing skills, the desire to learn or acquire new skills, and for which they are a good match. Non-profit work site placements may be, but are not limited to any of the following locations:

- Siskiyou County departments including Health and Human Services Agency, libraries, and the Fairgrounds;
- Network of ten (10) Family Resource Centers;
- Educational systems in the community including but not limited to Community College, elementary, middle and high schools, charter schools, etc.;
- Economic Development Council (EDC);
- Veterans Assistance Services (VA) and Social Security Administration (SSA);
- Siskiyou Child Care Council (SCCC);
- Department of Rehabilitation (DOR) and Department of Transportation (Siskiyou Cal Trans); and
- Karuk Tribe.

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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?

The ESE Program will operate through a contract with Siskiyou County's local WIB. The WIB has played a key role in Siskiyou County's business industry since 1971. Over the years they have built solid relationships with employers in all sectors and have long standing partnerships with private, public, non-profit, and for-profit sector employers. Although not inclusive of all partners, below is a listing of some of the long standing partners with the local WIB:

- Siskiyou County departments including Health and Human Services Agency, and the Fairgrounds;
- Network of ten (10) Family Resource Centers;
- Educational systems in the community;
- Jefferson Economic Development Institute (JEDI);
- Small Business Development Center (SBDC);
- Multiple City government agencies and departments;
- Siskiyou Medical Group;
- Fairchild Medical Center, Mercy Mt. Shasta, Shasta Regional Medical Center;
- Nor Cal Products;
- Knuth Hinge;
- Shasta Forest Products;
- Roseburg Forest Products.

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

The WIB will be responsible for linking participants with employers throughout the community. They offer a One-Stop Career center with an array of employment and training programs for both job seekers and employers. The local WIB will:

- * communicate with the business community to identify workforce needs in the community;
- * develop work site locations for ESE placements;
- * work with employers to place well-matched participants in ESE work sites;
- * provide close monitoring of participants and employers to ensure participants and employers are fulfilling expectations at the work site;
- * provide ongoing job development and job coaching support to the participant while in ESE placements; and
- * ensure non-displacement protections are in place at each work site location.

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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.?

Siskiyou County will utilize both contracted WIB Job Developers and the CWD Job Developer. Job Developers have distinct and separate duties but will work as a team to accomplish the goals of the ESE Program. The WIB Job Developer's responsibilities include working with local businesses, assisting the participant with job development, discussing work related issues, and coaching on conflict resolution, problem solving and communication. The CWD Job Developer's responsibilities include providing case management services and support during the placement period, working directly with the participant to ensure that minimum program requirements are met, issuing necessary supportive services in a timely manner and ensuring participants submit the required paperwork for ESE placements.

6. What is your CWD's criteria for clients to participate: pre-requisites for entry, targeted population(s) to be served, etc.?

Community employers expect that employees will possess job skills and conduct themselves professionally. In an effort to place qualified participants with community employers, Siskiyou County has implemented criteria for ESE participation. While any of the below-mentioned criteria may be waved on a case-by-case basis, it is expected that the participant:

- * be an active recipient of CalWORKs aid;
- * complete a Vocational Assessment;
- * possess a high school diploma, GED or equivalent, or an aptitude test showing reading, writing and math proficiency at 11th grade level; and
- * have a recent connection to the workforce within the last 12 months.

WTW participants who need additional development will be placed in Work Experience or Community Service work sites to increase job skills, professionalism and knowledge of the business world. It is expected many of these participants will transition to the ESE Program.

7. What entity (or entities) will serve as employer(s) of record: CWD, workforce investment board, placement agency, private employers, etc.?

The local WIB will serve as the Employer of Record per the Contract for Services approved by the Siskiyou County Board of Supervisors dated August 1, 2015.

8. What strategies does your CWD have to transition participants to unsubsidized employment?

Prior to placement in the ESE program, the participant will be immediately connected with the WIB at the Workforce Connection, One-Stop Career Shop. The WIB Job Developer will assess the participants skills, abilities, aptitude and attitude in an effort to connect the participant with an employer best suited for their success. It is anticipated that this "up-front" work will increase the likelihood that the participant will be retained by the work site once the ESE placement expires. On an ongoing basis and throughout the ESE placement, the WIB and CWD Job Developers will encourage the participant to utilize resources at the One-Stop Career Shop, provide soft skills coaching, and educate employers on tax credits they may be entitled to.

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

We do not anticipate that there will be a need to supplement ESE funds with the Single Allocation. However, if that becomes the case and there are unused Single Allocation fund available, we will supplement as appropriate.

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

At the time of implementation, the hourly wage for ESE participants is \$10.00 per hour for a maximum of twenty (20) hours each week over the course of six (6) months.

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

In rare instances, on a case-by-case basis and in conjunction with criteria for ESE, a three-month extension may be offered to the participant and work site. In these cases, an evaluation will be conducted by the respective Program Manager prior to expiration of the initial six-month placement and will be submitted to the Social Services Director for approval.

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.
