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Yolo County Board of Supervisors

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

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EXECUTIVE SUMMARY

Briefly describe the CalWORKs program of Yolo County. Include: (1) A listing of the major program goals and objectives; and (2) A brief description of the major program elements which will contribute to those goals and objectives.

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

Yolo County's CalWORKs Plan documents existing employment and training activities provided primarily by the Department of Employment and Social Services (DESS) in partnership with the Workforce Investment Act (WIA) and the Workforce Investment Board. Additionally, it provides for a collaborative approach in program design for the discretionary CalWORKs program elements.

County Location

Yolo County is located close to the State Capital and the San Francisco bay area, wedged between Sacramento, Napa, and Solano counties. At the time of submitting this Plan, the U.S. Census Bureau estimated the population of Yolo County at 183,042. About 87% of its people live in one of its four major cities, which are Davis, West Sacramento, Winters, and Woodland, the county seat. The remainder of Yolo County is rural and unincorporated with small farming communities and increasingly dense population centers. Yolo County anticipates a steady increase in population due to the accelerated building patterns occurring within the county. This has implications for increased community needs and services, and impacts to health and human services.

The county is primarily rural and agricultural, and reserves 80% of its land for farming tomatoes, seed crops, wheat, rice, fruits, nuts, wine grapes, and cattle. In addition to farming, the county has a diverse employer base, which includes local Government, Federal and State work and other service professions. The University of California at Davis is the leading employer in the county. Additionally, corporate giants such as Target, UPS, Wal-Mart, Rite-Aid, and Walgreen's find Yolo County attractive as a warehousing hub of the state with access to rail, air transportation, and a deep-water port, as well as two major interstate highways. This sector accounts for about 8% of the employment in the county.

The greatest growth in local employment has been in the financial services sector, including real estate and leasing. Research and development of agricultural products including seed production, the biotech industry, natural farming methods, and health related businesses is an important segment of the local economy related to their proximity to UC Davis. The leisure and hospitality sector has also grown with a major expansion of the Cache Creek Casino Resort, estimated to employ 2,300 people.

Employment and Training Services

Since the preparation of the last Plan in 1998, the Department of Social Services merged with the Community Partnership Agency (CPA), provider of Employment and Training activities, and together became the Department of Employment and Social Services (DESS). The Yolo County DESS operates the Workforce Investment Act (WIA) and provides services in a “One-Stop” service center that also houses other partners such as the Employment Development Department (EDD), Alcohol, Drug and Mental Health, City of Davis Child Care, Public Health and the Public Authority. Through the WIA and CalWORKs, the county is able to provide a “One-Stop” service delivery system, which unifies employment, training and social services for the County. The One-Stop Career Centers have established a professional relationship with many private sector employers throughout the Sacramento Valley region. Yolo County DESS and WIA have developed coordinated programs, services and governance structures so that customers have access to a seamless system of Workforce Investment services such as CalJOBS, Unemployment Insurance Benefits, Farm-worker Outreach, State Disability Insurance and Veteran’s Services, as well as CalWORKs, Medi-Cal, and Food Stamp services.

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

- Yolo County Department of Employment and Social Services
- State Employment Development Department (EDD)
- Experience Works
- City of Davis, Parks and Community Services, Child Services Office
- Woodland Community College
- Los Rios Community College District (LRCCD)
- Yolo County Department of Public Health
- Yolo County Office of Education
- Yolo County Department of Alcohol, Drug, and Mental Health
- Sacramento County Region Occupational Programs (ROP)
- Alcohol, Drug and Mental Health
- Woodland Adult Education
- Yolo Employment Services

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

Additional collaborative partners include the County Office of Education, Yolo County Housing Authority, Experience Works, Inc., Sacramento Job Corps, California Indian Manpower Consortium, California Human Development Corp., Woodland Community College, Los Rios Community College, Woodland Adult Education, Yolo County Health Department and California Department of Rehabilitation.

Collaborative Program Design Process

The collaborative approach for the CalWORKs Program design for Yolo County emerged from a strategic planning process begun by the Department of Social Services in August 1997. Employees from all levels and functional areas of the Department participated in developing a strategic plan in preparation for welfare reform. The policies for this plan were based on a series of community forums where input was gathered from stakeholders and community member involving a Steering Committee in this process.

The policies set in 1997 were revisited in late 2004 and additional input was gathered from the community for the revision of this plan. A Steering Committee was convened and included staff from: Food Bank of Yolo County, Woodland Community College, Alcohol, Drug and Mental Health, Legal Services, City of Davis Child Care, DESS and Los Rios Community College. The recommendations made by this Steering Committee were included in the changes made to this revised plan.

Program Designs for the Discretionary Areas of Welfare Reform

In July 1998 the Board of Supervisors unanimously adopted the recommendations of the Welfare Reform Task Force around the discretionary areas of the CalWORKs Program, and directed the Department to implement the policy directives.

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

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

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

Major Program Goal: Promote self-reliance through employment services.

Specific Goals

1. *Establish integrated employment services for community members throughout Yolo County at Woodland and West Sacramento locations.*
2. *Provide early and continuing needs assessments for individuals and families.*
3. *Provide access to affordable child care.*
4. *Assist individuals to overcome employment barriers.*
5. *Strengthen individuals and families at risk to reduce the need for intervention.*

Child Care

The following are county-specific policies that have been adopted specific to child care services:

1. The Board of Supervisors adopted a recommendation to make child care payments available for children up to 13 years of age, contingent upon funding being available.
2. In Yolo County, the primary caretaker of young children will be exempt from job activities until the child is six months old, with a possible extension to 12 months. For subsequent children, staff will have discretion to extend a particular exemption from 3 to 6 months.
3. Child care payments are also available to parenting teens in the Cal-Learn Program.
4. Yolo County has established criteria by which staff can refuse to authorize payment to a chosen, exempt child care provider. The criteria encompass exempt providers who: (1) are currently receiving respite child care for their own children; OR (2) are involved in an open/pending Child Protective Services or Adult Protective Services case; OR, (3) are not eligible for "Trustline" registration due to known, specific criminal convictions.

Diversion

Yolo County provides a Diversion Program that offers an alternative to applicant families who are apparently eligible to receive CalWORKs public assistance. The purpose of the Diversion Program is to relieve a current hardship through a lump sum payment to a family, in lieu of receiving continuous CalWORKs aid, and thereby preventing a family's reliance on long-term assistance through CalWORKs.

The client may request Diversion at any time during the application process. A Diversion payment would be made if such a payment could provide the assistance necessary to stabilize the family's situation and successfully divert the family from receiving CalWORKs.

Each situation is evaluated based on the family's circumstances, emphasizing that the applicant's reason for needing a Diversion payment must be non – recurring and that the applicant must have, or have the potential for ongoing income to meet the family's needs.

Diversion payments under \$2,000 do not require supervisory approval. Staff members, in consultation with their supervisors, have discretion as to the amount of payment, based on the family's situation. An individualized family "diversion plan" is developed by the staff and later assessed through follow-up and outcome tracking. *The following are examples of what could be paid using Diversion funding; transportation, uniforms for work, child care, emergency housing, mental health, and drug and alcohol rehabilitation services.*

Yolo County sought public input into our Diversion policy. Yolo County believes it can be much more successful and could increase the use of Diversion by:

- *Enhancing the use of marketing tools to help publicize the availability of the program,*
- *Increasing the amount of Diversion monies that a line staff can authorize to create more efficient access to the diversion program,*
- *Increasing staff training so that Diversion is more frequently offered, and linked benefits such as Medi-Cal, and Food Stamps offered.*

Domestic Violence

The intent of providing domestic violence Welfare-to-Work waivers is to provide consideration for victims of domestic violence to balance their special security and safety needs. In addition, the goal is to provide victims the opportunity to achieve independence and economic self-sufficiency through work. The stated intent is as follows:

- *CalWORKs participants who are past or present victims of abuse are not placed at further risk or unfairly penalized by CalWORKs requirements and procedures.*
- *CalWORKs participants are able to participate in Welfare-to-Work activities to the full extent of their ability, including receiving support services such as counseling and treatment programs, to enable the participant to obtain unsubsidized employment and move towards self-sufficiency.*

Yolo County case managers may waive work program requirements, as determined on a case-by-case basis, for up to 6 months. If after the 6-month review a waiver is still needed, an extension may be granted as long as the participant continues to meet the standard for receiving a waiver. County staff will review the need for the waiver every three months with a new assessment evaluation. Voluntary and confidential self-disclosure is honored at any time in the program. All staff with public contact receives mandatory training in domestic violence issues.

Family Support

The Department of Employment and Social Services and the Yolo County Department of Child Support Services have an established partnership which provides CalWORKs customers access to Child Support services, establishment of paternity, and assistance in identifying and locating non-custodial parents. DESS will continue to collaborate with the Yolo County Department of Child Support Services on providing these services to program clients.

Substance Abuse/Mental Health

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

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

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

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

Collaboration with Public and Private Agencies

Yolo County will work extensively in collaboration with other public and private agencies to provide employment services and training programs for CalWORKs recipients. The One-Stop Career Centers have established a professional relationship with many private sector employers throughout the Sacramento Valley region. DESS also has a strong relationship with the WIB, who is a partner in the Capital Area Investment Zone (CAIZ), a regional consortium of three local Workforce Investment Area partners serving seven Counties in north central California. Staff collaborates to share information on job opportunities, staff training, use of resources and technology, and a variety of issues that affect the regional workforce and Public Assistance clients. Resources for job seekers include workshops in Career Exploration, Job Search techniques including resumes, applications and interviewing, Internet access, CalJOBS, Job Fairs, staff assisted case management, and partner referral services. EDD's Job Service is co-located at each One-Stop. Additional collaborative partners currently include:

- *State of California Employment Development Department (EDD)*
- *City of Davis, Parks and Community Services, Child Services Unit*
- *Woodland Community College*
- *Los Rios Community College District*
- *Yolo County Office of Education*
- *Sacramento County Office of Education*
- *Yolo County Housing Authority*
- *Experience Works, Inc.*
- *Sacramento Job Corps*
- *California Indian Manpower Consortium*
- *California Human Development Corp.*
- *Woodland Adult Education*
- *California Department of Rehabilitation*
- *Various Community-Based Organizations and Private Employers*
- *Yolo County Department of Public Health*
- *Yolo County Department of Alcohol, Drug and Mental Health*
- *Collaboration with Child Welfare Division*

One-Stop Career Centers

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

In the Woodland and West Sacramento Career Centers, the State Employment Development Department (EDD) stations a full-time staff person who assists in the Employment Center.

To fully utilize employer job openings, Yolo County's One-Stop Career Centers are linked to Regional Career Development Centers within a seven-county area. *Onsite recruitments are conducted at both Career Centers for both new and existing employers from the local region. CalWORKs participants may also receive individual job development services. Partner agencies provide computer classes to assist job seekers in learning how to use a computer for job search purposes, and to improve job readiness skills.*

Child Care Administration

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

Employment And Training Services

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

PUBLIC AND PRIVATE AGENCIES TO PROVIDE TRAINING AND SUPPORTIVE SERVICES

Component	Agency/ Agencies	Description
Orientation	Department of Employment and Social Services	<p>All CalWORKs applicants receive an individual CalWORKs Employment Services (CWES) orientation, which emphasizes the applicant's right and responsibility to work. Information is provided about:</p> <ul style="list-style-type: none"> • Required employment services activities • Child care • Supportive services • CalWORKs time limits • Transitional Medi-Cal services • Domestic violence considerations • Family support requirements • Substance abuse/mental health treatment services • Other services available at the One-Stop Center • Noncompliance and sanctions • Transitional Food Stamp benefits • Participant rights and responsibilities in meeting the eligibility requirements of aid programs <p>CalWORKs recipients who self-disclose alcohol, drug or domestic violence issues at any point in the program, may access specialized assessment and treatment services.</p>

Component	Agency/ Agencies	Description
Appraisal	Department of Employment and Social Services	To provide a more streamlined service for CalWORKs participants, orientation and appraisal are conducted at the same time. During the appraisal portion of the interview, Case Managers conduct individual interviews, make referrals to resolve barriers to employment, <i>screen for Learning Disabilities</i> and establish need for supportive services. DESS case managers initiate the appropriate referral for job search, educational and/or job training activities. Case managers also assess self-employment options.
Vocational Education and Training	<ol style="list-style-type: none"> 1. Department of Employment and Social Services (DESS) 2. Los Rios Community College District 3. Woodland Community College 4. Sacramento County Regional Occupational Programs 5. Various private providers 	<p>DESS refers CalWORKs participants to the WIA Case Manager who can access federal funds, that can be used for vocational education and training opportunities in the public and private sector.</p> <p>DESS, in connection with the Sacramento Area Occupational Research Group (SAORG) and the Labor Market Information Division of the California Employment Development Department, annually publishes the “Occupational Outlook & Training Directory for Sacramento and Yolo Counties”. The Directory contains basic information on over 150 certificate and degree programs, which prepare persons for entry into one or more specific occupations. This includes private schools and colleges, regional occupational programs (ROP), and universities. DESS case managers use the directory to assist clients in researching occupations, training requirements, wages, and to determine the outlook for future employment. The directory is a basis for developing vocational training plans for clients. <i>Inline with Senate Bill 1104, participation in vocational education and training as a core activity is limited to a cumulative of 12 months during an individual’s time on aid. Time spent in vocational education and training from previous WTW plans and/or plan amendments do not count toward this limit.</i></p> <p>Also see attachment C.</p>

Component	Agency/ Agencies	Description
Job Club	<ol style="list-style-type: none"> 1. Woodland Community College 2. Los Rios Community College District 	<p>The Yolo County Job Club Workshop is offered as a career development course through Woodland Community College in Woodland and Los Rios Community College District in West Sacramento. Community college instructors co-facilitate the workshop with County staff. Clients, who participate in a Job Club at the County office, are also enrolled in the community college and receive course credits for completion. The general public has access to the workshop. <i>Career Exploration, or Job Club is a structured group process, which provides tools, activities and experiences to assist customers in choosing immediate, short-term and long-term goals.</i></p>
Job Search Workshop	<ol style="list-style-type: none"> 1. Department of Employment and Social Services 2. EDD 	<p>The Job Search Workshops are a motivational, structured, group activity. They are designed to refine job-seeking techniques, to help clients actively seek employment and become the most competitive candidate they can be. Job seekers are taught to contact employers through cold calling, utilizing the Internet and developing a network of contacts. Job Search Workshop topics include resume writing, completion of job applications and effective interview techniques. In addition, EDD provides a workshop on CalJOBS to guide job seekers through the job searching process on CalJOBS. Workshops for limited English clients are staffed with at least one bilingual/bicultural facilitator or employment specialist.</p> <p><i>All non-exempt individuals, except those who begin a job search activity as specified below, are required to sign a WTW plan after assessment, but no more than 90 days from the date that an individual's eligibility for aid is determined or the date the individual is required to participate in WTW activities. The 90-day timeframe only applies to the development of the individual's initial WTW plan. For those individuals that begin job search within 30 days after the date the individual's eligibility for aid is determined, a WTW plan must be completed within 90 days after the completion of a job search activity.</i></p>

Component	Agency/ Agencies	Description
<p>Limited English Proficiency Job Services</p>	<p>Department of Employment and Social Services</p>	<p>Yolo County provides Job Search services to registrants with limited English proficiency by providing Job Search Workshops targeting Spanish and Russian speaking languages and cultural groups. These workshops are designed to assist limited English participants prepare to job search in English. They experience career exploration, complete a master application, write a resume and learn to answer interview questions in English. The workshops are followed by Job Searching in the Employment Center.</p>
<p>Supervised Job Search/ Employment Center</p>	<ol style="list-style-type: none"> 1. EDD 2. Department of Employment and Social Services 	<p>CalWORKs participants who complete Job Club, Job Search Workshops, or are determined to be employable are referred to Supervised Job Search in the Employment Center. This component provides access to phone banks and EDD job services including job orders and direct referrals to employers. Staff assists the clients with Internet job searching, researching employers, job leads, on-site recruitments, cold calling employers, networking and using the daily want ads in regional papers. CalWORKs recipients develop employer contact lists and contact employers to assist in monitoring their progress.</p> <p><i>Activities include identifying skills; focusing on job goals; planning patterns of employment; completing applications; calling references; getting letters of recommendation; creating resumes; practicing interviewing; identifying work values; understanding employer expectations; contacting employers; and competing for and getting jobs.</i></p>

Component	Agency/ Agencies	Description
<p>Assessment</p>	<p>Department of Employment and Social Services</p>	<p><i>All non-exempt individuals, except those who begin job search, must participate in an assessment within 90 days of being granted assistance, or within 90 days of being required to participate in Welfare-to-Work services. During the Assessment, CalWORKs participants develop, with their CalWORKs Assessment Counselor, a Welfare-to-Work Plan designed to lead to employment. An individual's aptitudes, skills, values and interests are examined to clarify and reinforce employment goals, focusing on the short-term and long-term goals. Self-Employment options may be considered at this time. Continued Case Management provides an in-depth look at feedback the CalWORKs participant has received from employers, workshop staff, and case managers. This is used as a tool when necessary to determine why the person has not been successful in obtaining employment or is unable to benefit from job services.</i></p>
<p>Remedial Education (GED, Adult Basic Education, ESL)</p>	<ol style="list-style-type: none"> 1. Yolo County Office of Education 2. Woodland Adult Education 3. Washington Unified School District 	<p><i>Historically, Yolo County has contracted with educational agencies to provide remedial educational services, including GED preparation, adult basic education, and English as a second language (ESL). Currently, DESS partners with Woodland Community College, the Los Rios Community College District, Woodland Adult Education and Washington Unified School District to provide these services to clients who need them.</i></p> <p><i>Sacramento County Regional Occupational Programs offers basic computer classes to youth and adults in the West Sacramento One-Stop Career Center. Yolo County Regional Occupational Programs offers computer classes in the Woodland One Stop Career Center.</i></p>

Component	Agency/ Agencies	Description
<p>On-The-Job Training</p>	<p>Department of Employment and Social Services</p>	<p>Yolo County contracts with area employers to provide On-The-Job Training for set periods of time at negotiated wages. Employers who hire trainees receive a subsidy from the Department (utilizing Workforce Investment Act (WIA) funds). The length of the training period is based on the average training period described in the U.S. Department of Labor’s Dictionary of Occupational Titles (DOT) and the participant’s current skill set. DESS staff provides case management and meets bi-weekly with the employee and employer.</p>
<p>Community Service/ Work Experience (WEX)</p>	<p>Various (see attachment B)</p>	<p>When an eligible CalWORKs participant has not obtained employment to fulfill the required hours of participation, they may be referred to Community Service. Other reasons for being placed on a Community Service site include:</p> <ul style="list-style-type: none"> ■ <i>The participant lives in a rural area (remoteness);</i> ■ <i>They do not have transportation for up-front services and must walk more than a two-mile distance to work or training activities;</i> ■ <i>They do not work in unsubsidized employment for the minimum hours of participation; or</i> ■ <i>The participant’s hours are not sufficient to meet the required hours of participation.</i> <p><i>Community Service provides a worksite where a participant can learn new work skills and gain On-The-Job Experience. While participating in the activity CalWORKs participants are provided with ongoing support from a case manager. The same case manager also locates the work site and has direct contact with the employer to monitor the progress of the individual.</i></p>

Component	Agency/ Agencies	Description
Post Aid Employment and Supportive Services	<ol style="list-style-type: none"> 1. City of Davis, Child Care Services 2. Department of Employment and Social Services 	<p><i>Yolo County will provide up to 6 months of post-aid services for employed CalWORKs clients who discontinue from CalWORKs due to employment. Post Aid Services include case management, necessary support services, such as transportation assistance, to the extent they cannot be provided by the employer or from any other source. The City of Davis, Child Care Services provide Stage 2 Child care for up to 24 months. The 6 month period begins the first day of the month a client is no longer eligible to cash aid due to employment; OR it begins when a client obtains employment after being discontinued, but within the 12 month period, whichever is earlier and runs consecutively for 6 months. In order to obtain Post Aid Supportive Services it is required that the participant completes a minimum of five (5) hours of paid employment per week.</i></p>

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

- That the Board support, as a general policy, efforts to communicate and coordinate with community-based organizations, including faith-based groups, in providing services to clients with special emphasis on job retention, drug/alcohol abuse treatment, child care, diversion, and transportation issues.
- That the County assist clients to purposely access both private and public sector services, such as work experience, basic education or ESL programs, vocational training, internships, apprenticeships, OJT, work study, for the learning disabled, self-employment, and community service.
- That the Department of Employment and Social Services develop a program to make available to diversion recipients under the CalWORKs program information on options to perform volunteer services in the community.

Does your County have a Refugee Employment Services Plan?

Yes

No

(b) PARTNERSHIPS WITH THE PRIVATE SECTOR TO IDENTIFY JOBS

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

Regional Approach in Identifying Jobs

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

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

Employers

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

- AAA
- Cache Creek Indian Casino
- CertainTeed
- Club Fresh / JC Produce
- Comcast
- Fed EX
- Flowmaster
- Home Depot
- IKEA
- Marshall’s
- Nugget Markets
- Pacific Coast Producers
- PG and E
- Raley’s
- Rite Aid Distributions
- Ross
- Sacramento River Cats
- Sonic
- Target
- United Parcel Service (UPS)
- Walgreen’s
- Wal-Mart

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

Other Employment Focused Organizations

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

- Davis Area Chamber of Commerce
- Hispanic Chamber of Commerce
- Winters Chamber of Commerce
- Woodland Chamber of Commerce
- Workforce Investment Board
- West Sacramento Chamber of Commerce
- Local Rotary organizations

Yolo Wayfarer Center

Yolo County also contracts with the Yolo Wayfarer Center - a non-denominational faith community program that provides emergency shelter for homeless single adults, meals for low-income residents of Yolo County, and also provides a work program. The program beginning early in 1998 included more structured work activities, such as apartment cleaning and landscaping. More recently, the Center opened up Walter's House to provide residential substance abuse treatment and transitional housing for men and women. The program also provides budgeting and housing readiness workshops and employment readiness for families who have also been referred by Child Welfare Services. Case Managers job develop for the residents within the local community and advocate with local landlords to facilitate independent living. They are developing a parenting class for residents in their family housing program and will be expanding their work in the community.

Central Labor Councils

The Workforce Investment Board (WIB) serves in an advisory role for DESS. Two local unions have representatives on the WIB, ILWU Local 17 and Operating Engineers Local #3. These two unions belong to the Central Labor Council, which provides apprentice programs in the Sacramento region.

Welfare Reform Task Force Recommendation

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

- That the County develop an outreach program for partnership with the local Chambers of Commerce and other employer groups on the values and benefits of employee assistance programs and educational resources potentially available to them via welfare-to-work funds and other resources.

(c) LOCAL LABOR MARKET NEEDS

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

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

The Occupational Outlook & Training Directory for Sacramento & Yolo Counties

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

The Directory is a comprehensive volume of local occupational information. It includes detailed occupational outlook profiles and a complete directory of schools and training providers offering programs and services to area residents. *Included in the profiles is a description of the occupation, required training/experience, wages and fringe benefits, certificate and/or degree programs, normal recruitment methods, and supply/demand potential. At this time, the EDD is planning to change how it distributes the information in this book, and it is unknown as to how this information will be accessed, but it is believed that this same information will be accessible online through a new EDD product called Select Careers at www.labormarketinfo.edd.ca.gov.*

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

Yolo's Labor Market

Yolo County relies on the labor statistics stated in EDD's California Labor Market Bulletin to track unemployment rates in the County. *The unemployment rate for Yolo County in November 2005 (not seasonally adjusted) was 4.3%, this is a slight decrease from October 1997's rate of 5%. Season fluctuations occur due to the area's extensive agriculture and canning industries.* Generally, the labor market in Yolo County provides good opportunity for agricultural industries and entry-level jobs in the service occupations, manufacturing and warehousing. There are, however, limited opportunities for higher-level, skilled employment, paying a sufficient wage to enable families to attain self-sufficiency.

(d) WELFARE TO WORK ACTIVITIES

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

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

Provided	Allowable Work Activities
<input checked="" type="checkbox"/>	Unsubsidized Employment
<input checked="" type="checkbox"/>	On-The-Job Training
<input checked="" type="checkbox"/>	Vocational Education And Training
<input checked="" type="checkbox"/>	Education Directly Related To Employment
<input checked="" type="checkbox"/>	Adult Basic Education (Including Basic Education, GED And ESL)
<input checked="" type="checkbox"/>	Work Study <i>(Work Activity And Training Activity Concurrently)</i>
<input checked="" type="checkbox"/>	Self-Employment
<input checked="" type="checkbox"/>	Community Service/Work Experience (WEX)
<input checked="" type="checkbox"/>	Job Search And Job Readiness Assistance
<input checked="" type="checkbox"/>	Job Skills Training Directly Related To Employment
<input checked="" type="checkbox"/>	Post-Aid Services

Participation in Activities

As required by regulations, CalWORKs recipients are required to participate in employment services 32 hours for single parents, or 35 combined hours for a two-parent household. Of the 32 or 35 weekly participation hours, at least 20 hours must be in core WTW activities, the remaining number of hours may be in core or in non-core activities

Core WTW Activities

- *Unsubsidized employment*
- *Subsidized private sector employment*
- *Subsidized public sector employment*
- *Work experience*
- *On-The-Job training*
- *Grant-based On-The-Job training*
- *Supported work or transitional employment;*
- *Work-study*
- *Self-employment*
- *Community service*
- *Vocational education and training*
- *Job search and job readiness assistance*

Non-Core WTW Activities

- Adult basic education (i.e., arithmetic, high school proficiency, general educational development (GED), or English as-a-Second-Language (ESL))
- Job skills training directly related to employment
- Education directly related to Employment Participation in vocational education and training beyond the limitation of 12 months
- Satisfactory progress in secondary school or in a course of study leading to a certificate of GED
- Mental health, substance abuse and domestic violence services
- Other activities necessary to assist an individual in obtaining unsubsidized employment

Self Initiated Programs (SIPs)

The 20-hour core activities participation requirement and the 12-month limit on vocational education and training do not apply to individuals who are enrolled in SIPs. If the total of their classroom, laboratory, and internship hours not equal at least 32 hours per week, as appropriate, they must continue to participate in specified WTW activities to fulfill the balance of their CalWORKs work participation requirement.

Exceptions to Core Hourly Requirements

Hours spent in CalWORKs-approved mental health, substance abuse, and domestic violence services, and/or specified educational activities that are more than the non-core hours, count as core hours if they meet the following conditions.

- 1. All of the individual's non-core hours are comprised solely of participation in these same types of activities.*
- 2. For each non-core activity, the following criteria must be met:*

Mental Health, Substance Abuse, & Domestic Violence Services:

Staff will determine if the participation hours in mental health, substance abuse, and domestic violence treatment are necessary for the individual to participate in core activities.

Specified Education Activities:

Staff will determine if the participation hours in classroom, laboratory, and internship activities in adult basic education, job skills training directly related to employment, and education directly related to employment programs meet all of the criteria that are listed below.

- The staff determines that the program leads to a self-supporting job.*
- The participant is making satisfactory progress.*
- The participant does not possess a baccalaureate degree unless s/he is pursuing a California regular classroom teaching credential.*
- The program is on the county list of programs that the county and local agencies agree will lead to employment.*

If the program is not on the county-approved list, the staff must continue to provide the participant with the opportunity to demonstrate that completion of the program will lead to self-supporting employment. For those students who apply for CalWORKs and are in a school program that is not approved, supportive services are provided to the individual until the end of the semester/quarter. At this time they are required to return to the regular flow of services.

For purposes of this requirement, study time hours must be counted as a core activity if they provide an individual with educational credits or units that count toward the completion of his or her degree or certificate program, and the study time also meets the other criteria that allow participation in non-core activities to count as core hours.

Non-Credit Study Time

Non-credit study time, whether supervised or unsupervised, may be counted as participation hours toward meeting an individual's hours of participation in non-core activities only.

If the customer is participating in mental health, substance abuse, and domestic violence, and/or specified educational activities at the same time s/he is participating in non-credit study time, a determination will be made as to which hours will be counted toward the core or non-core hours requirement. Staff and customer will make this determination based on what best benefits the customer.

(e) SUBSTANCE ABUSE AND MENTAL HEALTH TREATMENT SERVICES

Plan for Substance Abuse Services

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

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

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

Plan for Substance Abuse Services in Yolo County

The Board of Supervisors adopted a program of substance abuse services for CalWORKs recipients whose impairment is a barrier to obtaining employment or retaining employment.

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

- By self-disclosing to staff at any point in the CalWORKs program.
- Through use of an Employee Assistance model with counseling/ assessment/referral components when CalWORKs participants do not meet expected workplace behaviors due to substance abuse.
- Expected workplace behaviors, such as arriving to work on time or notifying the case manager or supervisor when absent, are documented on a county form presented to CalWORKs participants during the Employment Services orientation. Case managers discuss the list of expected behaviors with clients to ensure they understand their responsibilities. A client's failure to meet these expected behaviors results in a meeting with their case manager. At this meeting, the case manager and client discuss what supportive services could assist the client, including possible referral to treatment services.

Other program components include:

- Client participation in work-related activities concurrently with treatment services, whenever possible.
- Consideration of clients, who are progressing in treatment, for work positions within the program, such as aids, extra help, support group leaders.

Specialized Assessments

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

- Meeting with clients who self-disclose to identify the level of the participant's substance abuse/mental health treatment needs.
- Making referrals to County Drug, Alcohol and Mental Health Services for evaluation and determination of a treatment plan.
- Submitting the recommended treatment plan to the CalWORKs Employment Services Case Manager for development of the Welfare-to-Work Plan.

Treatment Services As A Welfare-To-Work Activity

Yolo County recognizes that alcohol, drug and substance abuse could be a substantial barrier in becoming self-sufficient. When necessary for employment, mental health treatment, and/or alcohol and drug services can be part of the CalWORKs recipient's Welfare-to-Work Plan. The case manager refers clients for treatment services by consulting with specialized staff in a multi-disciplinary team setting. The team includes mental health professionals and CalWORKs Case Managers. Referrals are then sent to onsite Mental Health and/or Drug and Alcohol Counselors for treatment. The CalWORKs recipient is limited to 6 months of treatment services without concurrent participation in another work activity.

Treatment Opportunities

Case managers consult with treatment providers and other staff who have contact with the CalWORKs client to determine the appropriateness of additional treatment referrals to substance abuse treatment services for the client. The county can allow more than two opportunities for substance abuse treatment if the case manager determines that without additional treatment, the recipient will not be able to obtain and retain employment.

Treatment Services

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

In Yolo County, substance abuse treatment services are provided primarily by the Department of Alcohol, Drug and Mental Health Services, CommuniCare Health Centers, *Walters House* and *the Yolo Wayfarer's Center Residential Treatment Center*.

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

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.

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 additional services the county will provide.

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

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

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

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

(f) MENTAL HEALTH SERVICES AVAILABLE AFTER TIME LIMITS

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

N/A.

This section became obsolete with SB 1104.

(g) CHILD CARE AND TRANSPORTATION SERVICES

CHILD CARE

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

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

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

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

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

Stage I

All new CalWORKs participants in need of child care services are referred to the City of Davis for child care coordination, as Stage 1 child care recipients. *Stage I child care is subsidized child care for a participants to engage and/or remain enrolled in Welfare-to- Work services, or employment. Care payments are issued via the CalWIN automated system by DESS Fiscal staff.*

Child care will be paid to two parent families only during the hours that both parents are unavailable due to work or school attendance. Additionally, with Supervisor's approval, child care may be paid to two parent families in exceptional circumstances. Such circumstances might include the second parent being unable to safely provide care due to medical or mental incapacity or due to drug use or abusive behavior.

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

Stage II & Stage III

Approximately twenty Transitional Child Care (TCC) children were immediately served in Stage III child care and were placed there on January 1, 1998. Other TCC families were transitioned to Stage II child care until slots became available in Stage III. The Department of Social Services worked with the City of Davis to facilitate this transition. *Stage II is subsidized child care for participants who are no longer enrolled in Stage I; currently, City of Davis staff is co-located at DESS to provide seamless child care services to Welfare-to-Work participants, or CalWORKs leavers.*

Yolo County's Child Care Policies

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

Availability of Child Care Payments

- That child care payments be available for children up to age 13, contingent on funding being available.
- That child care payments be available to parenting teens in the Cal-Learn program who are attending school full-time and/or working with a work permit.
- That the County pay for out-of-home child care from available funding sources where specific funding requirements do not allow payment for child care out of the home when a second parent is in the home and there is a determination that the at-home parent is mentally ill, drug/alcohol dependent or potentially violent.
- That county staff advise the parent that when their choice of an exempt child care provider meets any of the following criteria, the county can refuse to authorize payment to the chosen provider:
 - ◊ The chosen exempt provider is receiving child care for his/her own children due to current, actual concern by county officials about abuse or neglect.
 - ◊ There is an open Child Welfare case involving the chosen exempt provider.
 - ◊ County staff have evidence that the chosen exempt provider has been convicted of any of the offenses that will result in a denial for "Trustline" registration.
- That county staff educate the parent on all child care alternatives that are affordable and accessible.

CHILD CARE (administered through the City of Davis, Child Care Services.) Stage One Families participating in the CalWORKs Welfare-to-Work program can receive child care after discussing their child care needs with their CalWORKs Case Manager. Case Managers provide the City of Davis Child Care Services Alternative Payment program with a “Child Care Communication” form that authorizes the days and hours of care. The City of Davis, Child Care Services, Resource and Referral program provides families with information about the different kinds of child care available to them and information to help them choose the care that best meets their needs. Families receive referrals of the child care providers in the area they request. After the parent selects their child care provider the Alternative Payment program collects all required documentation of the provider and sets up the child care. Parents, providers and Case Managers receive a “Child Care Certificate” that states the days, hours and cost of the care. An attendance form is mailed to the provider each month to document the child’s use of care. If the parent’s need for child care changes, new arrangements can be made by contacting their Case Manager who will review the need and make authorizations as appropriate.

Stage Two and Three

Participants going off of aid are referred to the Stage Two Child Care program. All families that remain income eligible with a need for care are placed on the Stage Two program. After two years on the Stage Two program families are transferred to the Stage Three program. There are no time limits on the Stage Three program, families may remain on the program as long as they are income eligible and need care.

Exemption Criteria

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

- All criteria for case-by-case extensions to the following policies be based on client choice, with advice from a case manager that the 60-month lifetime limit for CalWORKs does not stop.
- The primary caregiver in CalWORKs eligible families will be exempt from employment and training requirements until the first child in the family is six months old, with a possible extension of up to one year.
- For subsequent children, the exemption of 12 weeks can be extended up to 6 months.
- The client has the flexibility to choose less than 6 months exemption for the first child or less than 3 months for a subsequent child.
- The criteria for Welfare-to-Work exemption due to “unavailability” of child care *be based on good cause criteria as outlined per regulation.*

Parental Access to Child Care Services Resource and Referral and Alternative Payment Agency

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

- Provides child care referrals to families,
- Provides parenting classes, provider workshops, and general information about child care resources in Yolo County and,
- Administers child care subsidies for Yolo County, including the CalWORKs subsidies.

The City of Davis Child Care Services staff is co-located with the County Department of Employment and Social Services at the Department's Woodland and West Sacramento offices. Co-location is convenient for families and facilitates establishing child care arrangements as soon as possible.

City of Davis staff is also available to participate in CalWORKs Orientations, staff meetings and trainings.

TRANSPORTATION

Briefly describe how transportation services will be provided.

Mileage Reimbursement

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

Effective July 1, 2006, participants will receive an automobile mileage reimbursement rate equivalent to the regional market rate. This rate will be for cost of gas; other costs related to transportation will be paid separately. Participants who drive a vehicle must provide proof of holding a valid Driver's license.

Participants may receive transportation payments for dependent children under age 13, when the parent must transport the child to daycare in order for him/her to participate in the assigned Welfare-to- Work activity.

Participants may receive reimbursement for registration and/or insurance for their own vehicle when it is needed for transportation to and from employment. In order to receive reimbursement for registration and/or insurance, the participant must provide proof of ownership and cost of registration. *Yolo County does not pay for penalty costs, such as late fees, or costs related to Driving Under the Influence (DUI), etc.*

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

Bus Tickets/Passes

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

Yolobus, which operates in Yolo and parts of Sacramento County, sells bus passes to the Department of Employment and Social Services at a discounted rate for client use. Yolobus offers a daily schedule within the larger cities in Yolo County - Davis, Woodland, Winters and West Sacramento. However, service to the rural areas of Capay, Dunnigan, Esparto, Knights Landing, Madison, Clarksburg, Southport, and Yolo is more limited and may be available only weekly or by appointment. *For this reason, clients who live in these rural areas may be unable to access public transportation system and may need to rely on a private vehicle to participate in Welfare-to- Work activities, or for employment. Rural participants without access to either public or private transportation will be allowed good cause for not participating in Welfare-to-Work activities or employment.*

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

Davis Community Transit provides bus service for Davis residents.

(h) COMMUNITY SERVICE/ WORK EXPERIENCE (WEX)

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.]

Community Service/ WEX provides an opportunity for private, nonprofit organizations and the public sector to cooperatively participate in the training of CalWORKs recipients, while at the same time helping to meet the unmet needs of the community. DESS will continue to monitor the level of placements.

Community Service/ WEX placements are meant to be temporary and transitional. In Yolo County, Community Service Activities/ WEX may be provided for individuals who:

- *Live in rural areas (remoteness).*
- *Do not have transportation for up-front services and must walk more than a two-mile distance to work or training activities.*
- *Do not work in unsubsidized employment for the minimum hours of participation; or whose hours of participation are not sufficient to meet the required hours of participation.*
- *Have not found unsubsidized employment after they have completed all activities in their Welfare-to-Work Plan.*

Prior to placement in Community Service/ WEX, the participant will meet with his/her CalWORKs Case Manager to discuss the Community Service/ WEX requirements and expectations. The participant will be evaluated on work habits and skill development. If necessary, the participant's Plan will be revised to address areas for improvement or development. All participant's skills and abilities will be assessed prior to being placed at a Community Service site. If an evaluation finds that the site is not appropriate for the participant, a Community Service/ WEX staff member will evaluate the placement.

Prior to placing an individual at a Community Service/ WEX site, DESS staff will certify that no appropriate job is available for the participant and that the customer is in compliance with the Welfare-to-Work Program. Failure to comply with the Community Service/ WEX requirements, without good cause, will result in a sanction for that individual.

Participants will meet with a Community Service/ WEX staff to establish an individual placement and discuss the expectations of the work site. A participant may develop his/her own Community Service/ WEX site if it is consistent with the Welfare-to-Work Plan and conforms to State statute, regulations and policies governing community service placements.

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Once a site is established, the work-site supervisor will sign the placement contract. The Community Service/ WEX staff will work with public and private nonprofit agencies that have indicated an interest in placement(s) and will make every effort to meet the needs of the agency, while ensuring that the participant will be provided the opportunity for skill development.

Participants are required to perform Community Service/ WEX activities for a maximum number of hours as determined below. The participant must also continue to meet CalWORKs financial eligibility requirements. Customers who do not meet the participation requirement of 32 hours per week for a single parent household or 35 hours per week for a two parent household will be placed in additional employment service activities that emphasize job skill development, to complete the participation requirement.

When walking is the only means of transportation, the Community Service/ WEX placement for rural participants must be within two miles of the individual's home. DESS acknowledges that rural participants may not be able to access other work activities. No sanction will be applied for failure to comply with program requirements if walking is the only means of transportation and the roundtrip is more than two miles (excluding mileage necessary to accompany family members to a school or a place where care is provided for a child.) Therefore, the participant will be given good cause for non-participation, when they are unable to participate in Employment Services due to inaccessibility.

In accordance with MPP 42-711.93 and 42-711.94, the maximum number of hours of Community Service/ WEX participation will be calculated by adding the amount of the food stamp allotment to the amount of the CalWORKs grant, and dividing by the higher of the state or federal minimum wage.

A general description of the types of duties and activities that will be performed by Community Service/ WEX participants, based on their individual skills and abilities, include but not limited to the following:

- *Animal Healthcare*
- *Bookkeeping*
- *Building Maintenance*
- *Childcare Services*
- *Clerical Support*
- *Computer Operator*
- *Customer Service*
- *Data Entry*
- *Display Set-up*
- *Drivers*
- *Fire Truck Washers*
- *Food Closet Stockers*
- *Food Service*
- *Grounds Maintenance*
- *Landscaping*
- *Legislative Aide*

- *Library Aide*
- *Mechanic*
- *Parts Clerk*
- *Patient's Aide*
- *Printer's Assistant*
- *Recreation Aide*
- *Retail Sales*
- *Special Events Aide*
- *Teacher's Aide*
- *Telephone Operator/ Receptionist*
- *Translator*
- *Tutor*
- *Warehouse*
- *Waste Management*

DESS will utilize the Community Service/ WEX work sites documented under the Work Experience component of the training and support services, identified in Attachment B, List of Work Experience Work sites.

DESS will comply with the non-displacement provisions set forth in MPP Section 42- 720. Each service site will provide a written statement that the training position will not result in any displacement activities.

The hours of participation in substance abuse treatment and/or mental health counseling and/or domestic abuse services may be counted toward meeting the individual's work requirement. The treatment and/or counseling services must enable or support the individual's participation in Community Service/ WEX and must be included in the Welfare- to- Work Plan.

(i) WORKING WITH VICTIMS OF DOMESTIC VIOLENCE

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

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

Domestic Violence Training

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

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

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

Program Requirements

Yolo County case managers may waive work program requirements, as determined on a case-by-case basis, for up to 6 months. If after the 6-month review a waiver is still needed, an extension may be granted as long as the participant continues to meet the standard for receiving a waiver. County staff will review the need for the waiver every three months with a new assessment evaluation.

Yolo County will utilize the standards for determining good cause to waive program requirements for victims of domestic violence that are contained in *this Plan*.

All CalWORKs applicants and recipients can voluntarily and confidentially disclose domestic abuse at any time. Victims who choose not to self-identify will not be penalized. No applicant or recipient shall be required to answer any question about abuse, but rather will be afforded the opportunity to self-disclose when and if he/she feels ready and safe to do so.

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

Confidentiality

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

Evidence of Abuse

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

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

Participation in Domestic Violence Services

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

Children's Services

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

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

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

(j) PUBLIC INPUT TO THE COUNTY PLAN

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

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

The Work Groups identified outcome measures for the program designs adopted by the Board of Supervisors on July 21, 1998. Incorporated in this process was the definition of tracking measures. *Most recently, the Department held 5 Community Forums in 2004-05 to seek current input on the CalWORKs plan and recommendations for updates.*

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

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

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

In July 2004, the Yolo County Department of Employment and Social Services began a process to update and revise the Service Delivery Plan for our CalWORKs population. The original plan was written in 1997 and needed to be reviewed in light of recent regulatory changes and shrinking budgets. The department asked representatives from local educational agencies and community organizations to sit on a Steering Committee to help the Department seek input on the areas of discretion from customers, other Partners, and affiliates of the program.

The Community Service Action Board reviewed the plan in August 2004 and the Steering Committee's work began in September 2004 at an Introduction meeting. The Department held

Community Forums at Knights Landing, West Sacramento, Woodland, and Davis in October. Information on the areas of discretion collected from the community is being considered for the next program plan.

The data collected from the community and reviewed by the Steering Committee:

- *Explore options to increase use of Diversion program by customers and develop a successful marketing plan that can outline the benefits of the program. Include training for staff so that they may offer it consistently and identify potential situations for successful Diversion instances.*
- *Change the Diversion Program name to make it more descriptive of the services provided, such as: “Not on Aid”, or “Alternative Assistance Program.” Include information in marketing propaganda about Food Stamps and Medi-Cal as additional programs available when receiving a CalWORKs Diversion payment.*
- *Train Staff on the benefits of Diversion and spell out pros and cons for clients*
- *Increase supportive services mileage rate to county rate, market transportation to clients.*
- *Further explore policy on timelines for transportation reimbursement to determine if it is beneficial to clients. Use “friendly” terms for supportive services, transportation, mileage, and ancillary.*
- *Change the eligibility requirements for Post Aid services to five (5) hours of employment per week, allowing supervisor approval for exceptions.*
- *The Department presented the new Plan to the Community Services Action Board to formalize recommendations and gained approval and support from the Board of Supervisors prior to sending this Plan to the State Department of Social Services.*

(k) SOURCE AND EXPENDITURE OF FUNDS

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

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

County of Yolo
CalWORKs County Plan

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

(I) 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)].

For those CalWORKs families transitioning off aid due to either time limits or employment, the Department of Employment and Social Services will determine their eligibility for *Transitional Food Stamps* and *Transitional Medi-Cal* coverage *as well as continue to provide Post Aid support services to those clients who are employed at the time they reach their CalWORKs time limit*. The Department of Employment and Social Services will also provide referrals to available community services and other service agencies.

Yolo County does not require that aid payments be issued to clients by Vendor Payments, or Vouchers, solely due to the expiration of a client's CalWORKs 60-month time limits.

Post-Aid Services

When CalWORKs families become ineligible for aid due to employment, Yolo County will provide Post Aid Services. Post Aid Services may consist of case management, alcohol, drug and mental health services, parenting classes, vocational training, transportation payments and financial assistance to purchase ancillary items such as work attire or items necessary to retain employment. In addition, child care services will be provided for up to two (2) years after the date of CalWORKs discontinuance through the City of Davis Child care program. These services will be provided to clients on a case-by-case basis, after the Case Manager determines whether the service is required by the client to retain employment.

The post aid period is a six (6) month time frame and begins on the earlier of (1) the date of CalWORKs discontinuance for employed clients, or (2) the date the client becomes employed. Post Aid Services will not be provided to clients who do not become employed within 12 months after CalWORKs discontinuance. In order for a client to receive Post Aid Services Yolo County requires that they be gainfully employed 5 hours per week at a minimum. Post Aid Services are also provided to people who discontinue from cash aid due to reaching the 60-month time limit, if they are employed.

Transportation services will be provided in the form of bus passes or mileage reimbursement for up to 6 months. Reimbursements will be paid at the average regional market rate, to the extent that transportation assistance cannot be provided from any other source. Child care and transportation are also provided to participants in On-The-Job training programs.

(m) JOB CREATION

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

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

The Yolo County Workforce Investment Board (WIB) works closely with local economic development organizations and the Sacramento Area Commerce and Trade Organization and the State Department of Trade and Commerce. These partnerships assist local job creation efforts by providing a forum for employers and workforce development initiatives. DESS as the One- Stop Career Centers operator is a resource for economic development efforts and refers qualified individuals to fill the job requirements of employers. The job creation efforts of SACTO and economic development currently focus on Call Centers and Hospitality in Sacramento County and Yolo County.

The One-Stop Career Centers have established a professional relationship with many private sector employers throughout the Sacramento Valley region. For example, The Home Depot, Inc. has worked closely with the Career Centers by participating in Job Fairs and US Department of Labor National Business Partnership.

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

The DESS recognized a need to mitigate a seasonal rise in unemployment due to numerous agricultural industries in the county. As a result, DESS refers clients to a local farm worker program that provides classes in truck driving, warehouse and forklift driving, as well as English as a Second Language (ESL). The goal of this program is to keep farm workers in their jobs beyond the harvest season.

(n) OTHER ELEMENTS

PILOT PROJECTS

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

At this time, Yolo County does not plan to pursue pilot projects as part of its CalWORKs Program. On May 1, 2005, Yolo implemented a new eligibility determination system known as CalWIN. CalWIN is designed to streamline processing and issuance of programs, including CalWORKs and is expected to improve efficiency of service delivery to our customers. This new system proves a venue for exploring new activities in the community, potentially through wireless technology providing the opportunity for increased outreach from within the community.

(o) COMPLIANCE WITH REQUIREMENTS OF CALWORKS

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

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

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

(p) INTERACTION WITH AMERICAN INDIAN TRIBES

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

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

Rumsey Rancheria Indian Reservation officials, in the past, stated that the Indian tribe is “self-sustaining” through their gaming activities and other investments. The Tribe, which consists of 33 members, does not anticipate a need for aid services from Yolo County nor do they anticipate a need to administer their own TANF Program. *Although it is possible that the local tribe may pursue this option, Yolo County Department of Employment and Social Services is not engaged in negotiations for setting up Tribal TANF at this time.*

CERTIFICATION

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

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

Department of Employment and Social Services

Board of Supervisors

Pam Miller, M.S.W., Director

Frank Seiferman Jr., Chair

Yolo County
Department of Employment and Social Services

Approved by the Board of
Supervisors on 5/23/2006.

Attachment A
MISSION / VISION STATEMENT

Vision Statement

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

Mission

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

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

Values

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

GOALS/OBJECTIVES

Services

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

Facilities

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

Funding

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

Technology/Automation

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

Personnel

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

Attachment B
WORK EXPERIENCE (WEX) / COMMUNITY SERVICE PLACEMENTS

PY 2005 – Contract End Date June 30, 2007

Worksite
<i>Yolo County Planning and Public Works</i>
<i>Yolo County YMCA</i>
<i>Yolo County Central Services Division</i>
<i>Yolo Wayfarer Center</i>
<i>Yolo County District Attorney's Office</i>
<i>Yolo County Library – Esparto Branch</i>
<i>Esparto Child Development Center</i>
<i>Esparto Chamber of Commerce</i>
<i>Yolo County Library</i>
<i>Employment Development Department</i>
<i>Yolo County Probation Department</i>
<i>Sacramento Traditional Jazz Society</i>
<i>Washington Unified School District, Child Development Center</i>
<i>Rural Innovations in Social Economics (RISE)</i>
<i>Esparto Fire Department</i>
<i>Esparto Unified School District</i>
<i>Elkhorn Village Elementary</i>
<i>California Human Development Corporation</i>
PY 2006 – Internship Agreement Written as Umbrella Agreement – End Date June 30, 2007 <i>Worksite, Full Belly Farms (Guinda)</i>

PY 2006 – Contract End Date June 30, 2008

Worksite
<i>Migrant Education</i>
<i>Yolo County Sheriff's Department, Animal Services Division</i>
<i>Cache Creek Conservancy</i>
<i>Woodland United Way</i>
<i>Woodland Adult Education</i>
<i>Goodwill Industries</i>
<i>UCD Health System (UCD Medical Center)</i>
<i>UCD, Davis Campus</i>
<i>Yolo County Flood Control (NEG Participants Only)</i>

PY 2007 – Contract End Date June 30, 2009

Worksite
<i>Woodland Chamber of Commerce</i>
<i>Elderly Nutrition Program (AKA People Resources)</i>
<i>UCD Health System (UCD Medical Center) End Date: June 30, 2008</i>
<i>United Christian Centers</i>
<i>City Of West Sacramento</i>
<i>CommuniCare Health Centers</i>

PY 2005 – Contract End Date June 30, 2007

Worksite
<i>Yolo County Planning and Public Works</i>
<i>Yolo County YMCA</i>
<i>Yolo County Central Services Division</i>
<i>Yolo Wayfarer Center</i>
<i>Yolo County District Attorney's Office</i>
<i>Yolo County Library – Esparto Branch</i>
<i>Esparto Child Development Center</i>
<i>Esparto Chamber of Commerce</i>
<i>Yolo County Library</i>
<i>Employment Development Department</i>
<i>Yolo County Probation Department</i>
<i>Sacramento Traditional Jazz Society</i>
<i>Washington Unified School District, Child Development Center</i>
<i>Rural Innovations in Social Economics (RISE)</i>
<i>Esparto Fire Department</i>
<i>Esparto Unified School District</i>
<i>Elkhorn Village Elementary</i>
<i>California Human Development Corporation</i>
<i>PY 2006 – Internship Agreement Written as Umbrella Agreement – End Date June 30, 2007.</i>
<i>Worksite Full Belly Farms (Guinda)</i>

PY 2006 – Contract End Date June 30, 2008

Worksite
<i>Migrant Education</i>
<i>Yolo County Sheriff's Department, Animal Services Division</i>
<i>Cache Creek Conservancy</i>
<i>Woodland United Way</i>
<i>Woodland Adult Education</i>
<i>Goodwill Industries</i>
<i>UCD Health System (UCD Medical Center)</i>
<i>UCD, Davis Campus</i>

PY 2007 – Contract End Date June 30, 2009 (Start July 1, 2006)

Worksite
<i>Woodland Chamber of Commerce</i>
<i>Elderly Nutrition Program (AKA People Resources)</i>
<i>UCD Health System (UCD Medical Center) End Date: June 30, 2008</i>
<i>United Christian Centers</i>
<i>City Of West Sacramento</i>
<i>CommuniCare Health Centers</i>

**Attachment C
VOCATIONAL EDUCATION PROVIDERS**

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

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

Attachment D
Yolo County Health and Human Services Citizen Advisory Committees

Commission on Aging
Community Services Action Board
Drug, Alcohol, and Tobacco Advisory Committee
Local Mental Health Board
Maternal, Child, and Adolescent Health Advisory Board
Workforce Investment Board
Yolo County Health Council
<i>Children and Families Commission</i>

Attachment E

Flow of WTW Services

