

COLUSA COUNTY
Bonnie Marshall, Director

CalWORKs Plan

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

EXECUTIVE SUMMARY

Briefly describe the CalWORKs program of Colusa 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**

Program Goals and Objectives

Goal: To affect changed attitudes and perspectives of our clients toward the role of public assistance in their lives. Our clients' social and personal skills need recalibrating to meet the demands they will face to maintain self-sufficiency after leaving public assistance. This process needs to start at the point of entry to CalWORKs. Our objectives are to:

- 1) Provide each of our clients a customized and comprehensive *welfare to work plan*, addressing not only training and work barriers and strengths but also barriers and strengths in their home lives. Each client's welfare to work plan will be modified as clients' needs change.
- 2) Provide *support and crisis response* to our clients when they encounter obstacles that might impede their progress toward self-sufficiency. CalWORKs case managers, involving other professionals such as substance abuse, mental health, child welfare, and family violence service providers, will provide or refer clients to the appropriate service or combination of services. Clients will be encouraged to develop their knowledge and use of community resources, such as immunization clinics, counseling services, school personnel, and child care providers.
- 3) Provide continuing support and service to our clients after they have left public assistance by attaining self-sufficiency through full-time employment. At the client's option, a *job retention plan* will be developed with the client, emphasizing the client's strengths and goals. Interdisciplinary teams will meet as needed for input. Should crises develop, appropriate service referrals will be made. Clients will be encouraged to avail themselves of these services.

Goal: To develop interest and motivation in our employment community in providing training and job opportunities for our clients. Our objectives toward accomplishing this include:

- 1) actively participating in local economic development efforts, including regular attendance at Economic Development Corporation meetings, assisting with grant-writing efforts, providing statistical data and analyses, and attending rural economic development summits;
- 2) maintaining the active involvement of the private sector in our Welfare Reform Task Force by providing them with timely information and progress reports concerning job and economic development.

Goal: To develop and continually improve our system of *retrieving relevant data*. A system for developing client profiles and then grouping these profiles with respect to variables such as transportation and child care needs, English proficiency, literacy, educational levels, length of

absence from a labor market connection, and participation in seasonal employment will provide us with an accurate assessment of our needs.

Program Elements

As each applicant for CalWORKs becomes enrolled in CalWORKs, an orientation will be conducted by DHHS staff. The “savings account” concept of the 60-month lifetime eligibility will be emphasized, and applicants will be informed about the Diversion Program. For recipients who continue with CalWORKs, their first component will be enrollment in a four-week open-entry, open-exit Job Club, which will be conducted by JTPA. Assessments will be conducted by CalWORKs staff, although clients who appear to require more in-depth assessment will be referred to JTPA or, particularly if learning disabilities are suspected, to the Marysville campus of Yuba College and to Vocational Rehabilitation. Work experience, employment preparation, and remedial instruction, such as GED, Adult Basic Education, and English-as-a-Second-Language will be provided through our contract with the JTPA provider. JTPA will also provide job development services, job retention activities, and on-the-job training work sites. Most of these activities will be in collaboration with the Employment Development Department and our department under our one-stop employment services umbrella known as the *Colusa County Career Resource Center*. The Colusa County Office of Education’s Regional Occupational Program (R.O.P.) is also being utilized as a training resource. Short-term classes targeting specific job opportunities available in the local market have been developed by R.O.P.; these classes have been filled with predominantly CalWORKs *welfare to work* participants. Some adult education will be provided at area high schools’ Adult Education sites. Our school districts’ adult education programs are collaborating with R.O.P. to develop remedial Spanish-language Adult Basic Education curricula to meet the needs of our illiterate monolingual Spanish-speaking population.

For those clients unable to secure employment after eighteen to twenty-four months of employment services, placement in Community Service work sites for their remaining thirty-six to forty-two months of CalWORKs participation will be made so that the client will be providing work in exchange for cash assistance. We plan to contract with a Community Service work site developer early in 1999. With respect to cash aid recipients residing in the Stonyford area who are exempt from CalWORKs *welfare to work* participation due to their round-trip commuting distance to work and/or training sites and child care providers exceeding two hours, there have not been sufficient numbers of them to warrant developing community service work sites for them at the present time.

Fundamentals of our program will be the effective use of interactive plans, both welfare to work plans and job retention plans. Clients will be completely involved in the development and modifications of their plans. Case management meetings conducted at the Career Resource Center will focus on clients’ progress. The expertise of collateral agency staff, such as staff from Behavioral Health Services (substance abuse and mental health), Health, child welfare, domestic violence services, Victim-Witness, the Probation Department, and others will be part of each

client's plan as needed. CalWORKs management will maintain continuing contact with school district attendance offices and the Probation Department's School Attendance Review Board to ensure school truancies do not go unreported to us. Should clients' children have enrollment problems, efforts will be made to ensure compliance with school attendance regulations before resorting to CalWORKs penalties. Clients whose children are not immunized will be referred immediately to the Health Department, our local medical clinic, or the Healthy Start site. The Director of Nurses for the Health Department will not require appointments for CalWORKs referrals for immunization.

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

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

Briefly describe how the county will work with other public and private agencies to provide necessary training and support services. This section should include, at a minimum, a list of the necessary training and support services and the public and/or private agencies which will provide those services. [References: Education Code Section 10200 and WIC Section 10531(a)]

Does your county have a Refugee Employment Services Plan?

YES NO

If so, please certify that welfare to work activities will be coordinated with the County

Our department has a Memorandum of Understanding with Yuba College, the Job Training Partnership Act service provider for Colusa County. Yuba College was the successful applicant for the North Central Counties Consortium Private Industry Council request for proposals for the contract period beginning July 1, 1997. This contract had been held by the Colusa County Office of Education since 1984. The majority of the program's staffing positions incurred no personnel changes; thus, our positive working relationship with JTPA staff has not been hampered.

In August 1995, our department's GAIN program joined with JTPA and the Employment Development Department to form the "One-Stop" collaborative *Colusa County Career Resource Center*. In June 1996, JTPA completed construction of a building adjacent to EDD to facilitate the co-location of staff from each of the three participating agencies. Our department has since added an eligibility worker and an employment and training worker to the collaborative for CalWORKs implementation. Additional staff co-locations are planned to meet the needs of CalWORKs participants, including the development of "teams" consisting of a JTPA employment counselor, eligibility worker, and DHHS employment worker.

Toward the end of our 1997-98 fiscal year, Yuba Community College implemented the community college CalWORKs program locally. Our staff has met regularly with the program's local coordinator and the Yuba College CalWORKs counselor to acquaint them with our county CalWORKs plan, including the role of our other collaborators. The coordinator has become a

regular participant of both collaborative planning meetings, such as the Welfare Reform Task Force, and weekly case manager meetings.

Except for those individuals eligible for Yuba College CalWORKs, most of our training components for clients will continue to be done in collaboration with JTPA. Job Club, Employment Preparation field placements, on-the-job training opportunities, and supervised job search activities will continue to be provided through JTPA. Assessments will be provided primarily by CalWORKs *welfare to work* staff during their development of each client's individualized *welfare to work* plan. Clients requiring more intensive assessment services will be referred to the main campus of the local community college, Yuba College, and to Vocational Rehabilitation. Case managers from CalWORKs, the Yuba College CalWORKs program, EDD, ROP, and JTPA will continue weekly case management meetings to review the progress being made with CalWORKs clients toward the successful completion of *welfare to work* plans.

Our department and JTPA are now planning for the implementation of the Department of Labor's Welfare to Work program, which is being administered by JTPA. Our Employment and Training Workers will refer two categories of CalWORKs recipients to the JTPA Welfare to Work program. The larger of these categories is the hard-to-employ individual who has received aid for at least thirty (30) months. The second category, which is limited to thirty percent (30%) of those served under this grant, will be for those individuals having long-term welfare dependency. Paid community service job sites for both of these categories of hard-to-serve CalWORKs recipients are currently being developed. The JTPA director estimates that from thirteen to fifteen individuals can be served by the initial grant. Participants' progress will be monitored at the weekly collaborative meetings of JTPA, CalWORKs, EDD, ROP and Yuba College (both Colusa Center and CalWORKs) case managers and counselors.

Our department will expand its collaboration with the County Office of Education's Children's Services program. All stages of child care, beginning with Stage 1, will be managed by that agency. We feel having Children's Services as the sole child care agency will provide for a smoother flow of clients as they progress through the three stages of child care and will alleviate the stigma as well as the dependence of dealing with the "welfare department" in order to arrange child care.

The County Office of Education also provides Regional Occupational Program opportunities for our clients, which our department will continue to utilize. These include instruction in office skills, practical nursing, and mechanics.

Adult education programs at the local school districts will also continue to be utilized for their *English as a Second Language* (ESL) classes as well as English language GED instruction. The Williams Unified School District's Adult Education director is an active participant in our Welfare Reform Task Force. As new programs develop through adult education, our department will include them in our clients' individualized *welfare to work* plans.

(b) PARTNERSHIPS WITH THE PRIVATE SECTOR TO IDENTIFY JOBS

Describe the county's partnerships with the private sector, including employers, employer associations, the faith community, and central labor councils, and how those partnerships will identify jobs for CalWORKs program recipients. [Reference: WIC Section 10531(b)]

The department is expanding its membership in the Economic Development Corporation (EDC), whose members also include private sector business leaders, the Colusa Area Chamber of Commerce, and the Williams Civic Association. The JTPA community outreach position has been contracted with the EDC, providing another linkage with our department vis-a-vis the Career Resource Center One-Stop. Further, Yuba College has a *Small Business Development Center* (SBDC) office in the county and has committed to playing a major role in planning and implementing AB 1542 locally. Additionally, our department will remain on the Yuba College Colusa Center Advisory Committee, which will be meeting more frequently to meet the changes brought by welfare reform. Initial contacts were made with representatives of the local labor union and with the ministerial association; relationships with both of these communities have yet to be developed.

(c) LOCAL LABOR MARKET NEEDS

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

The local Employment Development Department is one of the three agencies involved in developing and expanding the services of our one-stop, the Colusa County Career Resource Center. EDD's labor market information is reliable and immediately accessible to our staff, two of whom are co-located with EDD staff, and EDD's employer outreach efforts account for a large share of EDD staff time. The cultural relevance of EDD's bilingual, bi-cultural Hispanic staff is critical to meet the needs of many of our CalWORKs Hispanic participants whose primary occupational skills are in agriculture. EDD is also sensitive to the needs of the many agricultural employers in our county, having worked with these employers for many years in filling seasonal agricultural jobs.

(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]

- | | |
|--|--|
| <input checked="" type="checkbox"/> Unsubsidized employment | <input checked="" type="checkbox"/> Work Study |
| <input checked="" type="checkbox"/> Subsidized private sector employment | <input checked="" type="checkbox"/> Self-employment |
| <input checked="" type="checkbox"/> Subsidized public sector employment | <input checked="" type="checkbox"/> Community service |
| <input checked="" type="checkbox"/> Work experience | <input checked="" type="checkbox"/> Job search and job readiness assistance |
| <input checked="" type="checkbox"/> On-the-job training | <input checked="" type="checkbox"/> Job skills training directly related to employment |
| <input checked="" type="checkbox"/> Grant-based on-the-job training | <input checked="" type="checkbox"/> Supported work |
| <input checked="" type="checkbox"/> Vocational education and training | <input checked="" type="checkbox"/> Transitional employment |
| <input checked="" type="checkbox"/> Education directly related to employment | <input type="checkbox"/> Other (list) |
| <input checked="" type="checkbox"/> Adult basic education (includes basic education, GED, and ESL) | |

(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 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]

X 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 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]

X Certify that the county will provide at least the following services: assessment, case management, treatment and rehabilitation services, identification of substance abuse problems, and a process for identifying individuals with severe mental disabilities.

Please describe any additional services the county will provide.

Substance abuse and mental health services are combined in our county as the Department of Behavioral Health Services (BHS). BHS staff has provided in-service training to CalWORKs eligibility, employment, and social workers to assist us in making appropriate referrals and to include BHS in clients' *welfare to work* plans as needed. Since clients' *welfare to work* plans may challenge their coping skills, caseworkers will be trained to recognize that BHS referrals will not be limited to an "intake" point; rather, staff will be aware of the continuing need to evaluate the possibility of referring clients to BHS.

Clients who exhibit some evidence of mental instability and those who exhibit evidence of significant substance abuse to the extent that it appears to adversely impact their ability to participate successfully in a *welfare to work* plan will receive eighteen months of CalWORKs services, including mental health treatment and substance abuse treatment, to the extent these services are available. If continuing mental health and/or substance abuse treatment might be successful in alleviating the client's barrier to employment, up to another six months of CalWORKs services, including available mental health and substance abuse treatment, will be provided to the extent these services are available. In many instances, clients' *welfare to work*

plans will be developed and implemented by staff working in concert with the CalWORKs worker. In cases involving substance abuse or mental health issues, a staff person from BHS will be part of that client's CalWORKs team if a BHS staff person is available.

We do not yet have Memoranda of Understanding in place with the Department of Behavioral Services for their provision of mental health and substance abuse services, although we have their director's verbal commitment that services will be provided.

(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]

Participants diagnosed by the Department of Behavioral Health Services as having serious, long-term mental or emotional disabilities that impair their ability to attain self-sufficiency through employment will be exempt from the community service work component and will be referred to BHS for on-going services, which initially might include assistance with an SSI-SSP application. Eligibility staff will provide changes in Medi-Cal, CMSP, Food Stamps, or other programs available through this department as needed.

(g) CHILD CARE AND TRANSPORTATION SERVICES

Child Care

Please briefly describe how child care services will be provided to CalWORKs participants. This should include a description of how the county will provide child care for families transitioning from county funded providers to non-county funded providers of child care services. It should also indicate what criteria the county will use to determine, on a case-by-case basis, when parents who have primary responsibility for providing care to a child six months of age or younger, may be exempt from welfare to work participation. The exemption period must be at least twelve weeks and, at county discretion, can be increased to one year for the first child. The exemption period for subsequent children is twelve weeks, but may be increased to six months. Briefly describe the criteria the county will use to determine the period of time a parent or other relative will be exempt considering the availability of infant child care, local labor market conditions, and any other factors used by the county. Additionally, briefly describe how the county will ensure parents needing child care services can access the Resource and Referral Agency.

Transportation

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

Child Care

All three stages of child care will be through the Colusa County Office of Children's Services program, which is the Alternative Payment Provider ("APP") in our county. As clients progress from one stage of child care to another, they will be given a referral to take to R&R so that the appropriate fund for child care is accessed. Staff from this department meets monthly with Children's Services to ensure child care expenditures are being made from the appropriate Stage.

Stage 1 child care will be provided until the client(s) have attained stability in their work and/or training schedule. Stage 1 can be extended beyond six months should the family have not achieved this stability. Stage 2 child care will be utilized for those clients whose work and/or training schedule has stabilized. Children's Services will be informed of Stage 2 clients' discontinuance from CalWORKs since Stage 2 eligibility cannot exceed two years after aid discontinues. Clients will move to Stage 3 as quickly as possible.

The parent of a newborn (either parent in two-parent families) will be exempt from participating in a *welfare to work* plan for the first six months after the birth of that child. For the next two months; i.e., until the child reaches eight months of age, one to ten hours of the parent's weekly *welfare to work* participation will be required to be in a parenting instruction component that is approved by the CalWORKs worker. The parent (either parent in two-parent families) of a subsequent child born into the family will be exempt from participating in a *welfare to work* plan until the child attains twelve weeks of age. For the next two months, one to ten hours per week of that parent's *welfare to work* plan activity must include parenting instruction from a county-approved source. This twelve-week exemption can be extended to up to six months based upon the availability of infant child care and local labor market conditions. This determination will be

made on a case-by-case basis. Again, the first two months of *welfare to work* participation must include one to ten weekly hours of parenting instruction from a county-approved source.

Our county is part of a fourteen-county consortium that will provide child care provider training to CalWORKs recipients for one year, starting January, 1999. Colusa County's share will provide child care provider training to twelve CalWORKs clients. We hope to encourage these new providers to provide alternative-day and alternative-hour child care since a considerable share of Colusa's entry-level job activity is in fast-food, restaurant, and "quick-stop" establishments.

Child care through the Yuba Community College CalWORKs program will be provided for those CalWORKs *welfare to work* participants enrolled in the college's CalWORKs program.

Transportation

A characteristics survey of our October, 1997, recipient population indicated that approximately thirty-eight percent of our recipients have no vehicle. We presently contract with our sole public transportation provider, Colusa County Transit, to provide twice-daily transportation to the Yuba College main campus in Marysville, which is in Yuba County, two counties from us. We have also increased the amount of our contract with Transit. We continue to discuss our transportation needs with Transit, and Transit continues to explore ways to enhance its service. The Transit Department is currently using all of its Transportation Development Act funds for existing routes and is unable to expand current routes to sufficiently accommodate *welfare to work* participants or any other transportation needs that develop within our county. Transit has secured two additional buses; however, they have been unable to hire part-time, on-call drivers. (Since they would be unable to guarantee a minimum of 26 hours per week of employment, we are unable to refer our *welfare to work* participants to them.) The Career Resource Center, this department, and Transit worked together on JTPA's application for a Department of Labor welfare to work competitive grant but were unsuccessful. As each of our agencies become aware of further grant opportunities for Transit service expansion, we will again apply.

Our agency will reimburse clients driving their own vehicles to and from *welfare to work* activities and child care providers based upon JTPA's reimbursement rate of \$0.20 per mile. Since our county does not have a full community college campus (Yuba College's Colusa Center has limited courses available), we will work with Yuba College and the local JTPA (a Yuba College contract) to develop additional transportation by bus or van to the Marysville campus as well as to the Woodland (Yolo County) campus.

(h) COMMUNITY SERVICE PLAN

Briefly describe the county's plan for providing community service activities. This should include

a description of the process the county will follow to determine where community services assignments will be located, and the agencies/entities that will be responsible for project development, fiscal administration, and case management services. If it is not known at this time, the county may provide the specific details of the Community Service Plan as an addendum. [References: WIC Section 11322.6 and WIC Section 11322.9]

Specific details of our Community Service Plan will be supplied by addendum. Briefly stated, we plan to develop work sites at the long-term care facility in Williams, Valley West Convalescent Hospital, as well as with the Literacy Council, which has a continuing need for reading tutors. The county's Public Works Department and Building and Planning Department's Maintenance Division will also provide opportunities for community service. We will explore the possibility of contracting our Community Service component with another agency so that agency would be the employer of record.

(i) WORKING WITH VICTIMS OF DOMESTIC VIOLENCE

Briefly describe how the county will provide training for those county workers who will be

responsible for working with CalWORKs recipients who are victims of domestic violence.
[Reference: WIC Section 10531(I)]

Until regulations are adopted by California Department of Social Services in consultation with the Taskforce on Domestic Violence established by the Welfare to work Act of 1997, the county may utilize other standards, procedures, and protocols for determining good cause to waive program requirements for victims of domestic violence, for example, those now used in the GAIN Program. [Reference: WIC Section 11495.15] Please describe the criteria that will be used by your county for this purpose and what approach the county would take to deal with recipients who are identified in this way.

Our county has three resources for training staff in the recognition of domestic violence. First, the University of California at Davis provides day-long instruction on this topic, on both the regional and county-specific level. Second, staff from our county's Department of Behavioral Health Services has provided training to our eligibility, employment, and social work staff; BHS staff are additionally available for case-by-case consultation. Thirdly, we are part of the service delivery area for Casa de Esperanza, a domestic violence treatment facility located in Yuba City which serves Yuba, Sutter, and Colusa Counties. Casa de Esperanza has presented domestic violence training to our staff in the past and will continue to do so. Training will include workers becoming familiar with related programs, such as Victim-Witness and the Statutory Rape Vertical Prosecution program. Training will focus on domestic violence as family violence and on the need for family-focused intervention and on-going treatment.

Including Child Welfare case managers in the client's individualized *welfare to work* plan will be encouraged as warranted by individual cases.

(j) PERFORMANCE OUTCOMES TO MEET LOCALLY ESTABLISHED OBJECTIVES

Please indicate whether there were any local program outcome objectives identified during the CalWORKs plan development process and how the county proposes to track those outcomes. If the county develops alternative outcomes for the CalWORKs program during future collaborative efforts, please submit information on those measures as an addendum to the CalWORKs plan. [Reference: WIC Section 10542]

As established in AB 1542, our performance outcomes will include 1) The success of *welfare to work*, including the rate of movement to employment, earnings for CalWORKs recipients and those who have left the CalWORKs program, and job retention rates. This shall include the extent to which recipients have obtained unsubsidized employment in each of their years on aid. 2) Rates of child support payment and collection. 3) Child well being, including entries into foster care, at-risk births, school achievement, child poverty, and child abuse reports. 4) Changes in the demand for general assistance. 5) Supply, demand, and utilization of support services by CalWORKs recipients, including child care, transportation, mental health services, and substance abuse treatment. 6) The number of identified families affected by domestic violence.

Job retention services are viewed as being crucial to the success of our program. Some staff will be working alternative schedules to enable them to have contact with their clients for as long as one year after the client's employment. An individualized *Job Retention Plan* will be developed with each client who chooses to receive our services after becoming fully employed and discontinued from CalWORKs cash assistance. Services will include job coaching, employment counseling and employer contacts as well as referrals to other services on behalf of the client. Appropriate, specific releases of information will be secured.

Future performance outcomes and their measures will be supplied by way of addendum to this plan.

(k) PUBLIC INPUT TO THE COUNTY PLAN

Briefly describe the means the county used to obtain broad public input in the development of the

The Colusa County Board of Supervisors appointed community members to the Welfare Reform Task Force that was established by our department in the summer of 1997. The Task Force is open to any who wish to attend. Meetings began on a monthly basis and increased to weekly upon discussion of the county's options with respect to our County Plan. After our Plan was submitted to the Board of Supervisors and their approval was obtained, Task Force meetings resumed to a monthly and then a biannual schedule. Citizen members of our board include a small business owner, an elementary school teacher, and the owner of a farming enterprise.

Representatives of other county departments, including the director of Behavior Health Services, the Auditor's office, Transit, and the Colusa County Office of Education, as well as staff from JTPA and EDD, the Economic Development Corporation and Williams Adult Education have been regular participants. Each optional plan element was presented and discussed at length at these meetings; additionally, presentations from various provider agencies, such as R.O.P., Adult Education, Literacy Council, and Substance Abuse Services have been made. GAIN and eligibility staff have also regularly attended. The level of interest and involvement in the county planning process has been gratifying and extremely helpful.

Task Force members appointed by the Board of Supervisors are Dawn Nissen of Williams, a private citizen involved with both farming and local business, Donna Krause of Colusa, a teacher, John Larsen of Colusa, a community member (subsequently resigned), Tom Evans of Colusa, a newspaper reporter at the time of his appointment, Roy Amundson of Colusa, a local business owner (subsequently resigned), and Bob Kessinger of Colusa, our county's Auditor. Janet Dawley of Arbuckle, an Auditor's office employee as well as a local business owner, serves as Mr. Kessinger's alternate.

(I) SOURCE AND EXPENDITURES OF FUNDS

Provide a budget specifying your county's estimated expenditures and source of funds for the

CalWORKs program on the forms provided (Attachment 2). Your budget should meet the requirement of WIC Section 15204.4 which specifies that each county shall expend an amount for these programs (administration and services) that, when combined with funds expended for the administration of food stamps, equals or exceeds the amount spent by that county for corresponding activities during the 1996/97 fiscal year. [Reference: WIC Section 10531(1)]

Please refer to Attachment 1, "County Plan Budget - 1997/98 State Fiscal Year." The attachment is amended to switch the amount of the Substance Abuse allocation with the amount of the Mental Health allocation. (These amounts were transposed in the original Plan.)

We do not as yet have signed memoranda of understanding with the Department of Behavioral Health Services for their provision of mental health and substance abuse services to our client population, although the memoranda have been prepared for quite some time. Consequently, no funds were expended from either our mental health or our substance abuse services allocations. These funds have rolled over to our 1998-99 fiscal year CalWORKs allocation.

(m) ASSISTING FAMILIES TRANSITIONING OFF AID

Please describe how the county will work with families transitioning off aid. The description

should include (1) assistance for those individuals who transition off aid due to time limits, and (2) those who leave aid due to employment. [Reference: WIC Section 10531(m)]

Assistance for those individuals leaving cash assistance due to time limits will include coordinating Community Service participation for the adult caretakers, providing transportation and child care assistance to enable participation in this program, and periodic caseworker contacts to redetermine the service needs of the family as a whole. Included in this redetermination will be an analysis of the current barriers to employment, with services and referrals extended as indicated by the client's present situation.

Job retention services will be offered to each participant transitioning off of aid. As previously described, an individualized Job Retention Plan will be developed with those leaving aid for full-time employment; the plan will be as customized as possible to best meet all of the client's needs and to provide a support for the client during those times of crisis, from child care difficulties to relationship difficulties. Behavioral Health Services, Child Welfare, domestic violence and victim-witness services will be part of each Plan as warranted. The client's need for amended child care and transportation services will be assessed.

(n) JOB CREATION

Please describe the efforts that have been undertaken, or that the county plans to pursue, relating

to the job creation plan described in Chapter 1.12 (commencing with Section 15365.50) of Part 6.7 of Division 3 of Title 2 of the Government Code.

Our department's increased involvement in the activities of the Economic Development Corporation has been referenced earlier as part of our effort in increasing the availability of jobs within our county. Job development activities are being conducted by JTPA, R.O.P., Yuba College's CalWORKs program, and the Economic Development Corporation. Given the agrarian nature of our economy, our job developers need to be conversant with larger business entities as well as local farmers and ranchers and their foremen. Our Economic Development Corporation will be receiving Job Creation Investment Fund money; our department is on its Task Force. We will continue to participate in California Agricultural and Labor Welfare to Work conferences, either directly or through sponsoring EDC staff's attendance.

(o) OTHER ELEMENTS

Pilot projects: Please include a description of any pilot projects that the county may wish to

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

No pilot or demonstration projects are being considered at this time; should this change, we will provide an addendum to this Plan.

(p) COMPLIANCE WITH REQUIREMENTS OF CalWORKs

Under CalWORKs counties are required to enroll single parent families in welfare to work

activities for a minimum of 20 hours per week beginning January 1, 1998, 26 hours per week beginning July 1, 1998, and 32 hours per week beginning July 1, 1999. [Reference: WIC Section 11322.8(a)]

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

Our county requires that applicants and newly enrolled recipients participate in *welfare to work* activities for 26 hours per week. In compliance with state law, weekly *welfare to work* participation will increase to 32 hours per week effective July 1, 1999. Our only exception to that requirement is that the parent of a child born during the client's CalWORKs participation (either parent in a two-parent family) will satisfy one to ten of those weekly hours of activity by participating in parenting instruction for two months upon the infant's attaining six months of age.

(q) INTERACTION WITH AMERICAN INDIAN TRIBES

Please describe the discussions that have occurred with respect to administration for the federally recognized American Indian Tribes located within your county. This should include whether the

county will administer the program, whether the tribes will administer their own approved tribal TANF program, or whether there will be joint county/tribal administration. [Reference: WIC Section 10553.2]

Neither Cortina nor Colusa Rancheria, our local tribal organizations, has expressed an interest in partially or fully administering a TANF program. We have invited them to attend our Welfare Reform Task Force meetings and hope to elicit their input on our new employment and training programs.

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.

Colusa County Department of Health
and Human Services

Colusa County Board of Supervisors

Bonnie Marshall, Director

Jerry L.Maltby, Chairman