

COUNTY NAME:

Amador County

CalWORKs County Plan Addendum

Date Submitted to California Department of Social Services:

Prepared By:

Steve Baber

Amador Work Services

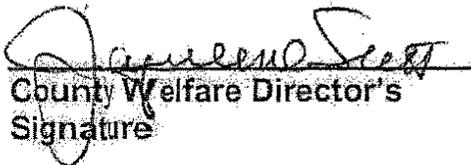
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I hereby certify that County Board of Supervisors was briefed regarding the contents of this Plan addendum prior to submittal.

  
County Welfare Director's  
Signature

Jacqueline Steele  
Printed Name

12/12/06  
Briefing Date

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This plan addendum is submitted pursuant to Welfare and Institutions Code Section 10534.

## 1) County Goals

After reviewing the county's existing CalWORKs County Plan, please provide a general description of how the county will meet the goals defined in Welfare and Institutions (W&I) Code Section 10540, while taking into consideration the work participation requirements of the federal Deficit Reduction Act of 2005.

The goals of W&I Code Section 10540 are the following:

- 1) Reduce child poverty in the State;
- 2) Reduce dependence of needy parents on government benefits by promoting job preparation, work, and marriage; reduce out-of-wedlock births; and encourage the formation and maintenance of two-parent families;
- 3) Meet the requirements of federal law while avoiding unanticipated outcomes that negatively affect child well-being, the demand for county general assistance, or the number of families affected by domestic violence.

### **A. General description of how the county will meet the goals of W&I Code 10540**

Amador County will continue to help CalWORKs recipients become gainfully employed and self-sufficient, giving their children strong and positive role models, with themselves seeking a better standard of living revolving around a very secure and cohesive nuclear family. Realization in the true positive outcomes of a self-sufficient nuclear family, future generations will turn less to governmental benefits and turn more increasingly to self motivation and self empowerment, and ultimately to the ideology that the individual successes of all family members will lead to the greater success of the 2-parent family as a unified household.

The ever evolving and increasing mind set of all family members towards a unified and solidified family will inevitably lead to a further disassociation and decrease of government dependence, and a steady and consistent upward trend towards full 2-parent family independence and self-sufficiency.

In striving to become more proactive in assisting individuals reach goals of self-sufficiency, strong family values and community enrichment, the county will reach for higher positive outcomes within all aspects of the CalWORKs program, and immediately begin to expand on increased engagement of Welfare-to-Work (WTW) participants and increased awareness and interaction between county staff and participants.

## 2) Participation Improvement

Please describe what immediate and long-range actions the county will take to improve the federal work participation rate (WPR) among CalWORKs applicants and recipients. At a minimum, describe how the county will address increased participation in the areas listed below. When responding, provide a detailed description of the policy or strategy in each program area, the anticipated outcome that will result in program improvements, the percentage of families affected, and how success will be determined. Please note that if a county is already using a particular strategy that is successful, a description of that strategy is sufficient.

### B. Providing up-front engagement activities

**Description of policy(ies) or strategy(ies) that will result in program improvement (identify whether this is a new policy/strategy, a current policy/strategy that will continue to be promoted, or an expansion of, or revision to, current policy/strategy).**

In striving to improve on its federal participation rate (WPR) among CalWORKs applicants and recipients, Amador County will begin by expanding on its collaboration with many other agencies also involved in providing various services to those individuals. There will be increased communication and interaction with such agencies as Mental Health, Drug and Alcohol, Mother Lode Job Training (WIA), Child Care Resources (HRC), Regional Occupational Program (ROP), Public Health, Probation, Chamber of Commerce and local employers to name a few. There will also be increased collaboration and communication between welfare-to-work, eligibility and child welfare services staff to ensure non-duplication of services and resources.

The county will also expand on methods already in place for the daily tracking and verification of attendance, hours, and progress, using monthly sign-in attendance records, daily hourly verification sheets, and monthly and bi-monthly progress reports. There will be more emphasis and importance placed upon individual contact throughout all activities, either in person or by telephone, whereby ongoing contact and outreach will be much as it is currently within our upfront Job Skills Training activity.

The county will begin to implement a new strategy for WTW staff to meet briefly with eligible individuals immediately after the CalWORKs eligibility interview on a voluntary basis, who might be interested in meeting with a WTW staff member that can provide each individual with summary information of the WTW program and the benefits it can provide. This will give individuals initial information regarding the forthcoming invitation to the Orientation and Appraisal appointments, and shall provide additional information and access to supportive services which might be necessary for the individual to attend the scheduled Orientation and Appraisal appointments.

The county will also expand on its scheduling of invitations to Orientation and Appraisal appointments, telephoning all referrals immediately to inquire whether or not they may be interested in attending an expedited group Orientation and Appraisal, and to discuss the opportunity for the individual to participate in a 1:1 individual meeting with county staff, should their personal schedule conflict with the scheduled group Orientation, or due to other barriers such as available private or public transportation and assistance with child care.

Beginning with the Orientation and Appraisal appointments, and continuing on through the upfront Job Skills Workshop, county staff will expand on awareness and early detection and identification of the many barriers to employment. The county will therefore begin this awareness with an increase in staff training from such educational institutes as the University of Davis. The county will also seek out other training from the Department of Social Services (DSS), other local County Welfare Departments (CWD), and local Workforce Investment Areas (WIA) offering any types of training related to the elements and components of appraisals and assessments, as well as any trainings designed to assist the county staff in the interaction and communication with WTW participants. Furthermore, frequency of in-house training of county staff to the ever changing federal and state regulations will be increased, along with ongoing efforts to help line staff understand more of what other related agencies goals and commitments are within the community, such as the Workforce Investment Board (WIB) and its Workforce Investment Areas (WIA).

**What are the anticipated effects and percentage of families affected monthly.**

Amador County anticipates that all enrolled WTW participants will be fully engaged in activities in a much expedited period of time, and the time frames between activities will decrease. The time frame in which an enrollee is invited to the Orientation will decrease with the shortening of waiting time between the initial referral and letter of invitation. The scheduling of the Appraisal appointments after group Orientations (within an average of three days) will also increase initial engagement an estimated 35% within the first 45 days after approval for CalWORKs over the next three years. This will also lead to a faster identification and approval of necessary supportive services, and to an increase in enrollment and attendance in the upfront Job Skills Workshop (JSW). Also anticipated is a decrease in the time duration between the completion of the Orientation and Appraisal components and the signing of the WTW 2 Plan for many participants.

The duration of time between full engagement of activities will be decreased with bridged activities, keeping participants at least partially engaged while awaiting the start to a new or ongoing activity. With less participants in-between activities, and less activity 'floaters', the county anticipates an increase in its WPR and a decrease in its sanctioned population since many more individuals will have an awareness and clearer understanding of the benefits and services offered in the WTW program, and eventually the many benefits of full employment and self-sufficiency.

**How will success be determined (quantitative and qualitative assessment of effects)?** If the county cannot identify the percentage increase to its WPR for an individual policy/strategy because of overlap with another policy/strategy, the WPR impact can be combined with other strategies in Section H below.

Please see impact of WPR in Section H.

### **C. Achieving full engagement by individuals who are required to participate, and who are partially participating, not participating, or are between activities**

**Description of policy(ies) or strategy(ies) that will result in program improvement (identify whether this is a new policy/strategy, a current policy/strategy that will continue to be promoted, or an expansion of, or revision to, current policy/strategy).**

In achieving full engagement and reducing part-time participation, Amador County plans on decreasing the time frames between initial referrals and invitations to Orientation and Appraisal appointments. This will ultimately lead to improvement in decreasing the time period in which individuals will agree to sign WTW plans and move into full engagement. Assignment of concurrent activities and the bridging of activities will also help keep participants engaged consistently in their assigned activities without interruption, further increasing the counties WPR. Additional frequent contact and more intensive case management by county staff will also aid in the increase of engagement and the increase in the WPR.

It is anticipated that the increased focus on detailed case management with increased participant contact through telephone calls, office visits, and county site visits (at the convenience and location mutually agreed upon between the participant and WTW staff), shall be flexible and positive and shall achieve the goal of a reduced sanction percentage. With more individuals understanding and seeking the services and benefits which the WTW program has to offer, and with more interaction available to each participant, it is positively anticipated that many less individuals will 'self declare' themselves to noncompliance and sanction, and will instead choose objectively to participate and further enhance their lives, their families, and their futures. With more individuals participating and not in sanction, it can again be anticipated that the end results are increased activity engagement and an increased WPR.

For most individuals coming into the WTW program who are under or unemployed and not enrolled in an approved Self-Initiated-Plan (SIP), the first assigned activity with full engagement will be the upfront Job Skills Workshop (JSW) for a period of 4-6 weeks, or shorter if employment is obtained. When employment is not obtained by participants within the time frame of the JSW, an assessment would be initiated immediately within a few days after the end of the workshop, and participants would be assigned to other appropriate WTW activities such as Paid or Unpaid Work Experience (WEX), Vocational Training, Basic Education, or Subsidized Employment to name a few, and in some cases a combination of one or more activities, based upon their individual assessment. Individual and concurrent activities will be bridged together so that all activities continue to flow in harmony without any breaks in attendance or progress, leading to full employment for most participants prior to the end of their plan. County staff will continue to monitor and assess each participant's attendance and progress on a weekly and monthly basis, with frequent contact and interaction to constantly assist with the individual's ongoing job search and needs for supportive services.

With an increased focus on a participant's attendance and progress by county staff, issues with non-attendance and/or difficulties in achieving sustained progress by participants will be addressed with immediate face-to-face contact between county staff and participants with office visits and county site visits (at the convenience and location mutually agreed upon between the participant and WTW staff). When face-to-face contact is not desirable or feasible, contact will be accomplished through telephone and written contact. The desired outcome of such 1:1 outreach contact is for a more informal meet and confer compliance process, thus alleviating some of the anxiety on the part of the participant when issues arise while participating in various activities, and the understanding that whatever the underlying issues are that they can be rectified through communication and interaction between county staff and the participant.

**What are the anticipated effects and percentage of families affected monthly?** How many families will be affected.

Due to a more efficient and faster paced activity engagement model and structure, universal engagement dates (UED) for active enrollees are anticipated to be satisfied within the first 45 days after enrollment. For non-active individuals, such as those in exempt, good cause, or noncompliance status, reengagement is anticipated to be met within 15 days after the individual is returned to active status, thereby increasing full engagement of participants, decreasing periods of non-participation, and increasing the county WPR.

As county staff continue to communicate and collaborate more intensely and more efficiently between themselves, it is anticipated that new methods and strategies will be explored and implemented to decrease the time period between actual approval of CalWORKs to the attendance of the Orientation and Appraisal, to the attendance in the Job Skills Workshop, and finally to the signing of the WTW Plan. An increased communication and collaboration with other county agencies in identifying barriers to employment, such as Mental Health, Victim Witness, Drug and Alcohol, Public Health, and Probation, will also ultimately lead to quicker intervention, evaluation and treatment of individuals, who can then move from a non-participating status of exemption or good cause to a full engagement status and seeking self-sufficiency.

With the increased movement and more efficient program flow from initial referral to the signing of WTW activity plans, the county anticipates up to a 50% increase in individuals participating in unsubsidized and subsidized employment by the end of fiscal year 2008-2009. With increased enrollment and participation flow through the Job Skills Workshop, along with the expansion on component topics such as money management, crisis intervention, people skills, job retention, and learning to become self-sufficient, it is anticipated that more individuals will become fully employed, with many leaving the rolls of CalWORKs and banking their months for future use should the need arise. While full WTW activity engagement and full employment of participants will greatly affect and increase the county WPR, it is also projected that the county will fare well and will meet the requirements and criteria of the Pay For Performance (P4P) measures, thereby allowing the county increased performance funding, which will in turn allow the county to continue the expansion and creation of current and future WTW participation and engagement program models and pilot projects.

**How will success be determined (quantitative and qualitative assessment of effects?)** If the county cannot identify the percentage increase to its WPR for an individual policy/strategy because of overlap with another policy/strategy, the WPR impact can be combined with other strategies in Section H below.

Please see impact of WPR in Section H.

**D. Providing activities to encourage participation and to prevent families from going into sanction status**

**Description of policy(ies) or strategy(ies) that will result in program improvement (identify whether this is a new policy/strategy, a current policy/strategy that will continue to be promoted, or an expansion of, or revision to, current policy/strategy.)**

Amador County will expand on how it disseminates information about the CalWORKs (CW) and WTW programs, beginning with a new strategy for WTW staff to meet briefly with eligible individuals immediately after the CalWORKs eligibility interview on a voluntary basis. A brief summarization of the WTW program shall be provided, along with a probe of the individual's need for supportive services, which may be necessary prior to the attendance to the Orientation and Appraisal appointments. The individual will then have an initial overall understanding of the WTW program, will have a face and a name to contact with an initial questions or issues related to the program, and they will have the necessary supportive services provided to them in advance so that they are able to attend the scheduled meetings.

The county anticipates through such upfront informative interaction that the individual will be more likely to attend the scheduled Orientation and Appraisal appointments, and will likely be more comfortable in contacting the county case manager with any questions or issues. Thereafter, continuous and friendly contact through telephone calls, office visits, and site visits, (at the convenience and location mutually agreed upon between the participant and county staff), shall be flexible and positive, keeping the individual goals of the participant in focus and number one in priority.

Amador County believes that excellence in customer service assists greatly in keeping participants fully engaged in activities, and allows participants to contact county staff without stress or anxiety when the need arises for them to report a lack of attendance, progress, or other issues related to the engagement of activities. WTW staff will attempt to immediately contact a participant by telephone when non-participation issues become aware to the county, to evaluate the situation and determine if there was good cause for non-participation, such as a lack of transportation or child care. If immediate contact cannot be made between the WTW staff and the participant, then the noncompliance/sanction process will be initiated and appropriate notices and forms shall be mailed to the participant. An appointment will be scheduled for an office visit, however, the participant may ask to re-schedule the appointment for another date and time, a different location, or may request to discuss the incident over the telephone. All efforts will be made to assist the participant when there is a claim of good cause for noncompliance, and when there is definitive evidence of no good cause for noncompliance all efforts will be made to help the participant understand and agree to a compliance plan, and to have the participant become reengaged in their activity or activities as soon as feasibly possible, which can usually be the next working day.

**What are the anticipated effects and percentage of families affected monthly?**

Due to an extensive expansion in county staff outreach and interaction both before and during the activity, it is anticipated that the county will be capable of reducing its sanction population by 12% for all families and by 25% for 2-parent families over the next three years. For those individuals who do not accept contact by telephone calls, office visits, or a mutually agreed upon public or private location sites to discuss their individual circumstances and a plan to cure their sanction, ongoing contact and intense case management will still continue monthly and quarterly to offer and acquire cooperation and engagement from the sanctioned individual. Besides monthly telephone calls made to the individual, there will be written materials mailed out to the individual quarterly, which shall include a request to stop their sanction (WTW 31) along with a county WTW brochure which will provide them with additional information about the WTW program, that they might not have understood or realized was available to them as a participant enrolled in the program.

While the ultimate goal for the county is to decrease the number of individuals from sliding from active engagement into instances of noncompliance through proactive interaction and communication with participants, when an individual does end up being placed into sanction, the case will remain active in county staff caseloads, and intense caseload management shall continue as stated above. The county expects that some of these individuals may have exemption or good cause criteria and they may be eligible to an automatic cure of the sanction by the county with the exemption verification, or they may simply need to discuss their current situation with county staff to help them cure their sanction, and may be eligible to a good cause status after the sanction is cured. With this in mind, the county will also mail out on a quarterly basis an Exemption Request form (CW2186A) and a Good Cause Determination Guidelines form (WTW 26). When there is any contact with the individual who remains in sanction, county staff shall again attempt personal contact by telephone or in person, but shall follow-up with mailing a Plan to Cure WTW Sanction form (WTW 29) to the individual explaining in detail what the individual would need to do in order to cure their sanction.

**How will success be determined (quantitative and qualitative assessment of effects)?** If the county cannot identify the percentage increase to its WPR for an individual policy/strategy because of overlap with another policy/strategy, the WPR impact can be combined with other strategies in Section H below.

Please see impact of WPR in Section H

## **E. Reengaging noncompliant or sanctioned individuals**

**Description of policy(ies) or strategy(ies) that will result in program improvement (identify whether this is a new policy/strategy, a current policy/strategy that will continue to be promoted, or an expansion of, or revision to, current policy/strategy).**

The steps in which Amador County will reengage noncompliant and sanctioned individuals again lies in the expansion and methodology of communication and interaction techniques between county staff and WTW participants. Face-to-face contact between county staff and participants will be expanded upon through increased office visits and meetings at mutually agreed upon public or private location sites. All appointments will be made during times not to interfere with the individuals' job or activity. County office hours will continue to be flexible beyond normal operating hours, when it is necessary for individuals who need to visit county staff but have conflicting schedules during regular hours of operation. The county anticipates that these extra steps of outreach with noncompliant participants will greatly decrease the number of referrals to sanction. Instead, it is projected that many individuals will either have good cause reasons for being noncompliant, when they have the freedom and privacy to discuss their individual circumstances with county staff on their own ground and their own terms, without having to come into the county office for a formal appointment. For those individuals who are determined to not have good cause for being out of compliance, an appropriate and reasonable compliance plan will be written up at a mutually agreed upon public or private location site, at the county office, by telephone, or by mail, and agreed upon by both county staff and the noncompliant individual. While county staff will expand on personal contact and strive for greater flexibility in and away from the county office, in certain situations and with certain individuals this is not feasible or possibly not desired. With these individuals correspondence between the county staff and the individual shall be conducted by mail and telephone.

While it is the goal of the county to conduct outreach and intervene with a noncompliant individual prior to being referred to sanction, when this process breaks down and the individual is placed into sanction, all efforts will continue to contact the individual after the sanction has been enforced and the cash grant reduced. Office visits will be scheduled to meet with the individual during mutually agreed upon times, or at another mutually agreed upon public or private location site. However, if the scheduled visit is declined upon, efforts will continue in the more traditional ways of contact by telephone and mail. Monthly telephone calls will be made to the individual, and there will be written materials mailed out to the individual quarterly. These shall include a Request to Stop Their Sanction form (WTW 31) along with a county WTW brochure, an Exemption Request form (CW2186A), and a Good Cause Determination Guidelines form (WTW 26). These will provide them with additional information about the WTW program they might not have understood or realized was available to them as a participant enrolled in the program.

Since the county expects that up to 15% of these sanctioned individuals may have exemption or good cause criteria, they may be eligible to an automatic cure of the sanction by the county with exemption information or verification. Also, they may simply need to discuss their current situation with county staff to help them cure their sanction and then be deferred from further participation with good cause. With this in mind, the county will also mail out on a quarterly basis an Exemption Request form (CW2186A) and a Good Cause Determination Guidelines form (WTW 26). When there is any contact with the individual who remains in sanction, county staff shall again attempt personal contact by telephone or in person, and shall follow-up with mailing a Plan to Cure WTW Sanction form (WTW 29) to the individual explaining in detail what the individual would need to do in order to cure their sanction.

The county also anticipates that up to 20% of the sanctioned population may be in need of professional intervention, such as those with learning disabilities, health issues, mental health issues, drug and alcohol issues, legal issues, and domestic violence issues. Often it is also the individual's children who are in need of professional intervention and counseling services as well, in order for the individual to become fully engaged in a WTW activity. Again through increased communication, interaction, and expanded collaboration with other agencies, individuals with such personal issues shall be able and informed on how to cure their sanctions, receive appropriate professional intervention and evaluation of their personal issues, and eventually become ready to become engaged fully in the WTW program, and back on course to self-sufficiency.

#### **What are the anticipated effects and percentage of families affected monthly?**

Amador County currently has an average sanction rate of 20% for all families and 36% for 2-parent families from October 1, 2005 through September 30, 2006. Due to the anticipated success of outreach to the individuals in sanction through strategies listed above, it is projected over the next three years that the county will decrease its average all family sanctioned percentage rate by 12%, and will decrease its average 2-parent sanctioned percentage by 25%.

With an anticipated decrease of 12% for all families and a decrease of 25% for 2-parent families, it is projected that the county's average sanction rate will decrease to 8% for all families and decrease to 12% for 2-parent families over the next three years.

With the anticipation and projection of decreasing the sanction population over the next three years, with a further decrease expected for the long term, it is also anticipated that activity engagement will increase and that the federal WPR will increase as well.

**How will success be determined (quantitative and qualitative assessment of effects)?** If the county cannot identify the percentage increase to its WPR for an individual policy/strategy because of overlap with another policy/strategy, the WPR impact can be combined with other strategies in Section H below.

Please see impact of WPR in Section H

## **F. Other activities designed to increase the county's federal WPR?**

**Description of policy(ies) or strategy(ies) that will result in program improvement (identify whether this is a new policy/strategy, a current policy/strategy that will continue to be promoted, or an expansion of, or revision to, current policy/strategy).**

Amador County is currently expanding on increasing the frequency in WTW program flow, beginning with the Orientation and Appraisal components, and moving quickly into other activities, often beginning with the upfront Job Skills Workshop and on to unsubsidized employment or other WTW activities such as Work Experience, Vocational Training, Basic Education to name a few. All participants will remain fully engaged in one or more activities until becoming fully employed, and will have a minimum delay or 'float' period between activities due to the assignment of bridged and concurrent activities.

Other new in-house job readiness and educational workshops are currently being re-designed and re-evaluated to offer immediate placement of those participants who have lost their jobs, or have become under employed, or their activity has simply ended. Some of the Job Readiness and Educational Workshop topics being considered for expansion and re-structuring are job retention, money management, people skills, interviewing skills, and career planning. These expanded workshop topics will be post assessment, short term activities that will venture deeper into the subject matter with more advanced information than those typically taught during an upfront Job Skills Workshop, and will last an average of one week. During the course facilitation of the Job Readiness and Educational Workshop, other elements of the WTW program will be inserted and revisited, with emphasis placed upon important themes of the program such as supportive services, multi-disciplinary team services approach, positive county staff and participant interaction, and employer/employee positive relationship models.

### **What are the anticipated effects and percentage of families affected monthly?**

The county understands the importance of reengaging participants who have been fired or laid off from their jobs, had their hours reduced, lost a second or third job, or simply have had their WTW plan come to an end. While waiting to be reengaged to another WTW activity or waiting for employment hours to increase, participants will have the option and availability to attend post assessment Job Readiness and Educational Workshop classes while waiting to be reengaged back fully into employment or into another long term WTW activity. The county anticipates that quick reengagement into short term Job Readiness and Educational Workshops while awaiting placement into other employment or other long term activities will increase the counties full engagement percentage in activities, and consequently will lead to a higher federal WPR.

The anticipated effects to participants enrolled in the WTW program will be increased feelings of independence and self-empowerment, with an insight into the reality of self-sufficiency that was never felt attainable in the past. The cumulative sum of all participants reaching independence and self-sufficiency will lead to the positive projected goals of the county reaching average full engagement of 70% and greater of all participants within the next three years, mostly in employment, and the increase of the county federal WPR of above 50% and 90% for all families and 2-parent families, respectably.

### **How will success be determined (quantitative or qualitative assessment of effects)?**

Please see impact of WPR in Section H

**G. Please provide a description of how the county will collaborate with local agencies, including, but not limited to, local workforce investment boards, community colleges, universities, adult schools and regional occupational centers/programs and regional occupational program that provide activities that meet federal work participation requirements and provide participants with skills that will help them achieve long-term self-sufficiency. For each individual agency, responses should include elements such as how information is shared or will be shared, ongoing or planned contracts, ongoing meetings established, etc.**

**Description of policy(ies) or strategy(ies) that will result in program improvement (identify whether this is a new policy/strategy, a current policy/strategy that will continue to be promoted, or an expansion of, or revision to, current policy/strategy).**

Amador County continues to maintain a strong collaboration with the local Workforce Investment Area (Mother Lode Job Training) with a current MOU in place, and its other partners collocated in the Job Connection Amador One-Stop Center. While county staff is no longer collocated at the Job Connection, the county continues to collaborate and coordinate services with the many agencies operating within and outside the physical walls of the Job Connection One-stop Center. Some of the other agencies along with Mother Lode Job Training which county staff continue to collaborate and coordinate services with through the umbrella of Job Connection Amador are the Employment Development Department, Regional Occupational Program, Child Care Resources, Economic Development Corporation, Community Action Agency, Department of Rehabilitation, Cosumnes River College, Green Thumb, Adult and Special Education, Library Literacy Program, Valley Mountain Regional Center, Women, Infants, and Children, as well as the many other county agencies of Mental Health, Drug and Alcohol, Public Health, First Five, Child Welfare Services, Probation, District Attorney, Victim Witness, and Public Authority who are system partners with the Job Connection Center as well.

County staff continues to meet weekly with Mother Lode Job Training staff and Employment Development Department staff at the Job Connection to discuss job and training issues, and also continue to attend other partner meetings such as the Workforce Investment Board, Social Services Transportation Committee, and the Child Care Council on an ongoing monthly and quarterly basis. The county plans on expanding its current collaborations and relationships with these various agencies, and plans on future outreach to other agencies within the near future.

One such proposed outreach will be to the educational and vocational training colleges and learning centers outside of the county, where it is anticipated that up to a 5% increase of participants could be referred over the next three years. While Amador County does not currently have a community college, and is limited in basic education and vocational learning centers, it has become apparent that basic education and training go hand in hand in aiding individuals who desire to progress from a job and into a career. Since advancement in the work place often requires additional education and training, the county has taken the position to be proactive, and to increase the collaboration, coordination, and recruiting of outside colleges and learning centers to bring their services and resources to Amador County. However, in the mean time, the county will continue to seek out educational and training services and resources outside of the county in adjacent counties, in order to continue and expand upon necessary education and training for our participants who then can continue to advance within the workplace.

**What are the anticipated effects and percentage of families affected monthly?**

It is anticipated that participants enrolled in the WTW program will benefit from an increased multi-disciplinary team approach between the various county agencies and the many partners collaborating under the One-Stop system of the Job Connection Amador. With the One-Stop concept of having many services and resources available under one umbrella, and other services very close by, WTW participants need to worry less about the issues of transportation and child care, and are able to concentrate on the various services they are seeking where many levels of assistance are immediately available from many different agencies and organizations. The county anticipates that the more services and resources that can be provided to participants within a One-Stop environment will lead to more participants receiving the assistance they need to become fully employed, and will have an ongoing multi-disciplinary support system available to them at all times when they need support in job placement, job retention, and job advancement. The end results for the county WTW program will be an increase in working individuals meeting the goals of full engagement, leading to increased WPR, and to self-sufficient families making their positive contributions to the community.

**How will success be determined (quantitative and qualitative assessment of effects)?** If the county cannot identify the percentage increase to its WPR for an individual policy/strategy because of overlap with another policy/strategy, the WPR impact can be combined with other strategies in Section H below.

Please see impact of WPR in Section H

### 3) Plan to measure quarterly progress

Please describe how the county will measure the extent to which cumulative policies or strategies in the Plan addendum are successful, and how the county will measure progress on a quarterly basis (for example, participation rate of a specific population, sanction rate, orientation show rate, etc.). In addition, include the projected cumulative impact the county's policies or strategies will likely have on the county's federal work participation rate for each year for the next three years (for example, current rate of X will be increased to Y).

#### H. Plan to measure quarterly progress

##### Measures of quarterly progress:

Amador County will continue to use the many established state reports in measuring progress on a quarterly basis, including the WTW 25 and WTW 25A Monthly Activity reports (statistical and detailed reports), the WTW 30 (EII Lite) TANF Work Participation Rate report (statistical and detailed reports), Income Eligibility Verification System (IEVS) report, Medi-Cal Eligibility Data System (MEDS) File reports, and other state sources used to calculate and measure future county Pay for Performance (P4P) data. The county will also continue to utilize state SAWS and WTW system application monthly reports such as Alerts, Case Management Journal, Participant Report by Activity, Plan Status Report, Universal Engagement Pending, Activity Actual Hours vs. Planned Hours, Case Comments and Caseload reports. Along with the monthly review of such reports by county staff, there are many various county developed activity and status Class List reports that are reviewed monthly by county staff, which includes Job Skills Workshop, Orientation, Appraisal, Assessment, Employment and Core/Non-Core Activities, Adult Education and Vocational Training, Good Cause, Noncompliance, and Sanction Class List reports. Alerts and Universal Engagement Date (UED) reports are monitored weekly to assist county staff in early detection of information that may affect program participation and/or activity engagement and UED expiration dates.

The county also uses many county forms used in the tracking and verification of activity variables such as actual weekly activity hours, daily attendance, monthly progress, supportive services initial request/follow-up, and job search contact forms, to name a few. The county is currently in the process of expanding and revising its various tracking forms, especially in the areas of weekly hours, noncompliance, universal core activity engagement, and sanction reengagement of participants.

### Projected impact on county's federal WPR:

Amador County anticipates a projected increase of 9% for all families WPR and a 22% increase for 2-parent WPR households for each fiscal year for the next three years. With the current average WPR at 25% for the fiscal year 10/01/05-09/30/06, it is therefore projected that the following all family and 2-parent WPR's will increase as follows for the next three fiscal years.

Fiscal Year	All Families HH	2-Parent HH
2006-2007	34%	47%
2007-2008	43%	69%
2008-2009	52%	91%

### 4) Funding

Describe how the county has spent and plans to utilize single allocation and other funding for the county's CalWORKs program. This section will help explain to county and State stakeholders how increased funding will be used.

Program Component	Fiscal Year 2005-06 Actual Expenditures	Fiscal Year 2006-07 Budgeted Amount	Description of how additional funding provided in Fiscal Year 2006-07 will be used
CalWORKs Eligibility Administration	224,574.00	233,316.00	No Additional Funding Expected
WTW Employment Services	376,919.00	467,091.00	No Additional Funding Expected
CalWORKs Child Care	196,777.00	198,000.00	Contracted-Additional Funding Used For Stage I Child Care
Cal-Learn	16,349.00	16,953.00	No Additional Funding Expected
CalWORKs Funded Mental Health Services	24,370.00	24,714.00	Contracted- No Additional Funding Expected
CalWORKs Funded Substance Abuse Services	40,826.00	40,376.00	Contracted- No Additional Funding Expected
Other			
Other			