

DEPARTMENT OF SOCIAL SERVICES
744 P Street, Sacramento, CA 95814



September 4, 1980

• ALL-COUNTY INFORMATION NOTICE 1-95-80

TO: ALL COUNTY WELFARE DIRECTORS

SUBJECT: PILOT COUNTY SELECTION

REFERENCE:

This letter is to provide information concerning the Statewide Public Assistance Network (SPAN) Pilot County Operations, the process for Pilot County Selection, and to solicit formal county interest in becoming a pilot county.

As you are aware, the Centralized Delivery System (CDS) Division is immediately responsible for the study, design, development and implementation of SPAN. Included in the concurrent study, design and development phases of the CDS SPAN schedule is the utilization of pilot operations to field test the SPAN system. Pilot operations will involve parallel operation of the SPAN system along with ongoing county operations. The SDSS is responsible for needed equipment and operational costs for the duplicate system.

The pilot operation is scheduled to begin by October 1, 1981 and continue through January 1, 1983. During this period of pilot operation, CDS and the county will be working hand-in-hand to incrementally develop the SPAN operation; i.e., development and testing of prototype operations in relation to equipment, applications and procedures. Preceding the period of pilot operation there will be period of time involving site preparation and related management arrangements.

As previously mentioned, included in this letter is the process we have developed for pilot county selection. The process is based on the steps and timetable outlined below. Further, the use of "county" refers to the selection and utilization of one or more counties as needed to ensure an adequate test of the system.

- County response by letter indicating interest in becoming a pilot county submitted to Joe Kelly, Deputy Director, CDS Division by October 3, 1980;
- CDS review and response to counties submitting a request to become a pilot county, to be completed by October 17, 1980;

- Four to six-week negotiation period to be concluded by November 28, 1980. These negotiations will involve concluding all needed understandings and arrangements with a potential pilot county; and
- Tentative pilot county selection by December 1, 1980 followed by finalization of selection by December 15, 1980. In this instance, finalized selection means firm commitment is made by CDS and pilot county.

To assist with achieving an objective as well as successful selection process, a set of selection criteria has been developed in conjunction with the CWDA Technical Advisory Committee. These criteria will be utilized by CDS throughout the selection process as a major tool for completing each step of the process. We have included a copy of the Criteria for Pilot County Selection for your information and use.

Considering the critical importance of the selection process to establishing the appropriate pilot operation, we urge you to contact me at (916) 322-7443 or Bob Whittaker, External Affairs Manager at (916) 323-3466 should you wish to discuss this matter further.

Sincerely,



JOSEPH A. KELLY
Deputy Director
Centralized Delivery
System Division

Enclosure

cc: All County Administrative Officers
CWDA

CRITERIA FOR PILOT COUNTY* SELECTION

1. Pilot county should maximize support for SPAN among other counties.
2. CAO, Board of Supervisors, Welfare Director, District Attorney and EDP Managers are strongly supportive.
3. County must volunteer.
4. SPAN should be assistive to county in meeting EDP needs.
5. County should have an organizationally and operationally stable environment (not undergoing major county or welfare department reorganization).
6. County EDP systems perform functions close to the functions the FSR has identified as SPAN functions.
7. County with staff technically able to utilize automation, and/or county with staff not possessing prior EDP experience.
8. County must have adequate space for necessary additional hardware and personnel.
9. County should be able to be utilized as a training center for other counties during implementation.
10. Local telecommunication service capacity is adequate to handle SPAN requirements.
11. County should have one or more district offices.
12. County must not have major federal compliance issues in SPAN-covered programs.
13. Size of county (in number of recipients) must be large enough to allow meaningful test.
14. County should be accessible to Sacramento in order to allow quick SPAN team access and/or county not readily accessible to assess operational problems unique to location and other affecting conditions.
15. County IV-D and Welfare have strong/close working relationship.
16. Pilot operations should provide an opportunity to test for a large enough volume of recipients to ensure all elements of the system are tested.

*County: As in the criteria list, refers to one or more counties as needed to assure an adequate pilot county operation.