Department of Public Social Services

Administrative Office: 4060 County Circle Drive, Riverside, CA 92503
(909) 358-3000 FAX: (909) 358-3036

Dennis J. Boyle, Director

Ronald G. Merrill
Deputy Director
Temporary Assistance
and Medi-Cal Division

Gerald R. Rose
Assistant Director
Child Protective Services

Richard "Dick" Tornero
Assistant Director
Administrative Services

December 24, 1997

Bruce Wagstaff, Deputy Director
California Department of Social Services
744 P Street
Sacramento, California 95814

Dear Mr. Wagstaff:

In a recent phone conversation with John Rodgers and me, Gordon Scott of your staff requested several clarifications regarding our recently submitted Riverside County CalWORKs County Plan. The requested clarification is provided here.

Page 2, "What are the up-front services?"

The up-front services referenced in the Executive Summary of the plan refer to lump sum diversion as required in AB 1542.

Element (a), "Do we have a Refugee Employment Services Plan?"

No. The limited number of refugees in Riverside County precludes the need for such a plan. Therefore, no coordination between this plan and the CalWORKs County Plan is necessary.

Element (b), "How have we coordinated with the local labor councils and the faith community in identifying jobs?"

The Riverside County Workforce Development Board has representatives from the labor community. We have briefed them on our plan and invited further comments or involvement as they deem appropriate.

Members of the faith community have been involved in the series of public forums we have had throughout the county and in the Welfare Reform Coalition. The Coalition, coordinated by Catholic Charities, hosted our November 13, 1997 Welfare Reform Summit.

Elements (e), (f), and (h) "Will we be using community service employment?"

We will not be using community service employment prior to expiration of the 18-month or 24-month time limit. The details of this activity will be developed through additional review within Riverside County Department of Public Social Services (DPSS) and as part of the public discussion process which will resume after the first of the year.

Element (g), "How will we ensure that parents can access the Resource and Referral agency?"

DPSS staff will identify the existence of the Resource and Referral agency through the provision of a descriptive brochure which will be made available to all CalWORKs applicants and recipients. Included will be a toll free number which they can use to contact Resource and Referral staff.

Element (i), "How will we provide training for domestic violence?"

We will provide extensive training for a subset of our staff who will be our resident experts able to provide guidance to all CalWORKs staff and we will provide more limited training to all CalWORKs public contact staff. The training will be provided by a combination of our DPSS trainers and staff from local domestic violence service agencies.

Element (j), "What are we going to do about local performance outcome measures?"

The first phase of developing local outcome performance measures took place at the November 13, 1997 Welfare Reform Summit. Further work on this issue will occur as part of a public discussion process which will resume after the first of the year. These outcome measures will, at a minimum, include state and federal performance outcome measures.

Element (m), "What services will be available to assist families in transitioning off aid?"

Transition assistance includes Welfare-to-Work Phase 2, Medi-Cal, and Food Stamps as described in the CalWORKs County Plan. Additional components

are child care and retention services. Retention services will evolve as a result of further review and discussion within DPSS as well as being part of the public discussion process which will resume after the first of the year.

Element (p), "On what basis will the case-by-case reduction below 32 hours per week occur?"

The general concept which will be applied is that such a reduction would allow the participant to more effectively and more quickly move from welfare dependence to self sufficiency through employment.

Element (q), "Have we coordinated with the federally recognized tribes?"

Our contact has been through the California Indian Manpower Consortium (CIMC). We were initially referred to CIMC by California Department of Social Services staff when we began our planning process. Upon contact with CIMC, we were told by CIMC staff that they represented the tribes in Riverside County, that we did not need to talk directly to the tribes, and that five of the tribes would be administering the Native Employment Works program. We are currently in the process of attempting to directly contact each of the tribes in Riverside County to pursue a more detailed discussion with each group.

I look forward to your quick review and certification of completeness of the previously submitted CalWORKs County Plan. If your staff have questions regarding this document or the Riverside County CalWORKs Program, please feel free to have them contact John Rodgers at 909-358-3016.

Sincerely,

Dennis J. Boyle, Director

cc: Curtis Howard, CDSS
Gordon Scott, CDSS
Frank Mecca, CWDA

FORMAL GRIEVANCE PROCEDURE

I. RESOLUTION OF DISPUTES

A. Whenever a GAIN participant alleges that any program requirement or assignment is in violation of the participant contract or is inconsistent with the GAIN program, the formal grievance procedure may be utilized. This procedure may not be utilized for disagreements stemming from assessments made to determine the employment service needs of the GAIN participant.

B. Prior to the filing of the formal grievance, the GAIN participant shall have participated in the conciliation process as described by MPP Section 42-781.

II. FILING FOR A FORMAL GRIEVANCE

Any individual wishing to utilize the formal grievance process, must file a formal grievance within ten (10) days of receipt of the Notice to Terminate Conciliation. The request for a formal grievance hearing must be made in writing and may be delivered to the Formal Grievance Agency or to any Department of Public Social Service office. In the event that the GAIN participant is unable to write and has no other provisions for filing a written request for formal grievance, the participant may request a formal grievance by telephoning the Department of Public Social Services, Administrative Hearings Unit, or the Riverside County Formal Grievance Agency. If the request is oral, the designated personnel shall prepare the required forms on behalf of the individual and obtain the individual's signature.

III. NOTICE OF HEARING

A. Upon receipt of a request for a formal grievance, a Notice of Scheduled Hearing shall be mailed to the GAIN participant within five days. The Notice shall specify the date, time and place of the hearing, as well as the hearing procedures to be followed. Hearings shall be scheduled no earlier than ten days and not later than fifteen days following the mailing of the hearing notice.

B. The hearing officer may reschedule a hearing on the request of the individual, his or her representative or any other party involved in the hearing.

IV. FORMAL GRIEVANCE POLICIES

A. The testimony at the hearing shall be recorded.

B. The case records shall be available for inspection and copy by any party during, prior to or subsequent to the hearing upon request.

C. The hearing officer shall, if feasibile, resolve the dispute by conciliation at any time prior to the conclusion of the hearing.

V. HEARING OFFICER DECISIONS

A. The hearing officer may rule any of the following:

(1) The individual has failed or refused to participate without good cause, as specified in MPP 42-782.

(2) That good cause has been established in accordance with MPP 42-782 .

(3) The request for a formal grievance is dismissed because of any of the following:

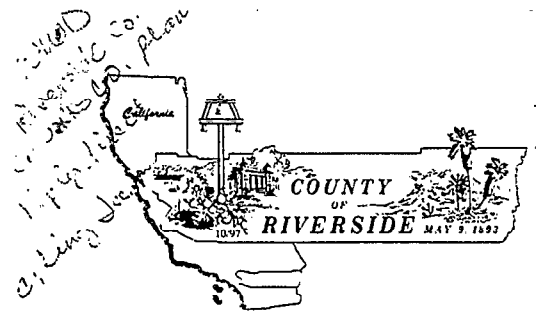
(a) The request for a formal grievance was not filed in a timely manner in accordance with Section II of this procedure and the GAIN participant did not have a verifiable, serious and compelling reason for his/her late request.

(b) The request for a formal grievance has been withdrawn in writing.

(c) The individual failed to appear at the hearing without good cause as specified in MPP 22-053.16.

(4) Such other rulings as are appropriate to the issues in question. However, the hearing officer may not rule on, nor consider the validity, nor constitutionality of any of the applicable laws.

B. Based on the entire record, including any evidence and oral testimony provided at the hearing, the hearing officer shall provide a written decision. Within five working days following the hearing, a copy of the decision stating the hearing officers findings and conclusions and the reasons therefor shall be mailed to the individual and his or her authorized representative, if any, and the Department of Public Social Services. Instructions for appealing an adverse decision or recommendation shall be attached to the individual's copy of the decision.



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Assistant Director
Child Protective Services

Richard "Dick" Tornero
Assistant Director
Administrative Services

December 3, 1997

Eloise Anderson, Director
California Department of Social Services
744 P Street
Sacramento, California 95814

Dear Ms. ~~Anderson~~ Eloise:

Enclosed is the Riverside County CalWORKs County Plan which is submitted pursuant to Section 10531 of the Welfare and Institutions Code as required by The Welfare to Work Act of 1997, AB 1542.

I look forward to your review and certification of completeness of this plan. If you, or your staff, have questions regarding this document or the Riverside County CalWORKs Program, please feel free to contact me (909-358-3005 or dboyle@co.riverside.ca.us) or John Rodgers of my staff (909-358-3016 or jrodgers@co.riverside.ca.us).

Sincerely,

Dennis J. Boyle
Director

cc: Curtis Howard, CDSS, MS 9-701
Frank Mecca, CWDA

Enclosure: Riverside County CalWORKs County Plan - 15 pages

RIVERSIDE COUNTY

CalWORKs County Plan

Submitted:

December 1997

Prepared by:

Riverside County Department of Public Social Services
Dennis J. Boyle, Director

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

The Welfare-to-Work Act of 1997 became law when Assembly Bill 1542 was signed by Governor Pete Wilson in August 1997. In response to federal welfare reform legislation, this new state law represents the most significant change in the welfare system since 1935.

As of January 1, 1998, the Aid to Families with Dependent Children (AFDC) and Greater Avenues for Independence (GAIN) programs cease to exist in California law and are replaced with the California Work Opportunity and Responsibility to Kids (CalWORKs) Program. As required by the Welfare-to-Work Act of 1997, Riverside County is submitting the attached CalWORKs County Plan to the California Department of Social Services for certification of completeness.

Riverside County's CalWORKs Program is focused on assisting families in moving from welfare dependence to self sufficiency through employment. While there are many important elements of the Riverside County CalWORKs Program, the focus of the program can be summarized in a brief description of its two phases.

Welfare-to-Work Phase 1 is focused on reducing welfare dependence by assisting parents in returning to the work force as quickly as possible in a job commensurate with their abilities. Phase 1 is the primary responsibility of the Riverside County Department of Public Social Services (RCDPSS) working in conjunction with the Riverside County Workforce Development Board (RCWDB) and many other collaborative partners. Phase 1 includes an emphasis on job search and job readiness assistance, identifying and overcoming barriers to employment, and the focused use of adult basic education and on-the-job training. The goal of Phase 1 is attachment to the labor force as quickly as possible.

Welfare-to-Work Phase 2 is focused on reducing poverty by assisting parents in increasing their self sufficiency by acquiring a better job and a career. While RCDPSS will be very involved in Phase 2, innovative service delivery by various education and training providers for working parents is at the heart of this phase. These service providers include RCWDB, the four local Community Colleges, Riverside County Office of Education (RCOE), local school districts providing adult vocational training, and other public and private organizations.

Elements of Riverside County's CalWORKs Program which will support families in their progress toward self sufficiency include:

* providing applicants with up-front services to alleviate the need to come on aid;

* establishing more effective connections to the child support system;

* building on the success of the RCDPSS GAIN program;

* creating an easy access, single point of entry child care system;

* building a stronger support system to assist parents in overcoming barriers to employment;

* strengthening a wide range of collaborative relationships between RCDPSS and other public and private organizations providing supportive services, training and education, and retention services;

* ensuring that effective transition services, including continued connection to medical assistance programs, are provided; and,

* developing more effective linkages with the business community and economic development organizations to ensure that employment opportunities are made available.

Welfare reform in Riverside County is an evolutionary process. It does not end with the submission of this CalWORKs County Plan. Rather, this plan is the beginning of a welfare reform process which is based both on the past significant success achieved by the RCDPSS GAIN program and the ability to create new and innovative collaborative relationships among the many public and private organizations in Riverside County which will be involved in this process. With the assistance of an outside consultant, the possible roles for community based organizations in this evolutionary process will be examined in the coming months.

This plan is the spring board with which Riverside County will blaze a trail to a new and better system to assist families in moving from welfare dependence to self sufficiency through employment.

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

RCDPSS will work closely with other public and private agencies to provide case management, employment, supportive services, and limited training to CalWORKs participants using the principles described here for Welfare-to-Work Phase 1 and Welfare-to-Work Phase 2.

Welfare-to-Work Phase 1: Reducing Dependence on Welfare

Welfare-to-Work Phase 1 is focused on reducing welfare dependence by assisting parents in returning to the work force as quickly as possible in a job commensurate

with their abilities. Phase 1 is the primary responsibility of the RCDPSS working in conjunction with RCWDB and many other collaborative partners. Through the assistance of the RCDPSS GAIN program, most CalWORKs participants will have the opportunity to access the job market immediately with the skills and abilities they currently possess. GAIN will utilize Job Club, Job Search and the GOALS program to offer participants a significant edge by developing their core competencies and teaching them to productively market their talents to area employers. Where appropriate, RCDPSS GAIN case managers will collaborate with adult education and other providers to eliminate significant barriers to immediate employment.

Welfare-to-Work Phase 2: Developing Self-Sufficiency Through Employment

The goal of Welfare-to-Work Phase 2 is to help current or previous participants obtain better employment, and achieve self-sufficiency. After entry into the job market, CalWORKs participants will have the opportunity to access education and training providers to reinforce and expand core competencies, as well as upgrade educational or vocational skills. Significant funding has been allocated to RCWDB, the four local Community Colleges and adult education and ROP providers to support this effort. RCDPSS staff are currently discussing with these service providers the possibility of redesigning and enhancing current curricula to ensure that training and education for employed CalWORKs participants will: accommodate their work schedules; allow for open entry and open exit; and have relevance for both their existing job and future career goals.

The lead role for Welfare-to-Work Phase 2 will be assumed by an entity other than RCDPSS and perhaps by a joint committee. Organizations currently involved in planning Phase 2 include: RCWDB, Employment Development Department (EDD), RCOE, local school districts, the four local Community Colleges, private vocational training providers, Housing Authority of the County of Riverside (HACR), Riverside County Department of Community Action (RCDCA), other community-based organizations, local Chambers of Commerce, area churches, Riverside County Economic Development Agency (RCEDA), and private employers.

Supportive Services

RCDPSS has entered into tentative agreements with various partners to ensure efficient, cost-effective, customer-oriented delivery of supportive services. RCOE will share responsibility for child care administration with DPSS. Sunline Transit Agency, Riverside Transit Agency, the Riverside County Transportation Commission, and other local private and non-profit transit operators have been meeting to survey the transportation needs of the area's welfare recipients and to address those needs under current funding constraints. Mental health and substance abuse services for CalWORKs participants will be administered by

Riverside County Department of Mental Health (RCDMH) with some services possibly being provided by community based organizations.

Future Planning Efforts

As part of the evolutionary nature of welfare reform in Riverside County, RCDPSS will be working with other key stakeholders, including both public and private organizations, in various ways. These include, but are not limited to, creating work groups to examine issues such as domestic violence, mental health and substance abuse, and transportation in more depth and working with a consultant to assist in identifying effective ways for community based organizations to be involved in the CalWORKs system.

(B) PARTNERSHIPS WITH THE PRIVATE SECTOR TO IDENTIFY JOBS

Through a series of collaborative efforts, RCDPSS GAIN staff have been successful in establishing strong relationships with private sector employers to: identify all jobs available to program participants; provide hiring assistance to employers; solicit continued guidance from area employers for reinforcement of job search principles taught by the GAIN program; and, assist, where appropriate, in economic development to increase the number of jobs available to program participants.

Through the efforts of RCDPSS GAIN job developers, thousands of participants have been hired by such large companies as UPS, Pepsi, Stater Brothers Markets, Frito-Lay, and many smaller businesses. In recent months, the number of job placements in the RCDPSS GAIN program has risen to 1,500 per month. This is twice what it was three years ago.

In the CalWORKs program, RCDPSS staff will continue to work extensively with employers and employer networks, including the local Chambers of Commerce, to identify and fill private sector jobs with qualified CalWORKs participants. RCDPSS will work to expand the group of local employers, called the Employer Panel, who visit Job Club classes to offer program participants tips for successful job hunting and to recruit for open positions with their companies. To further expand this involvement with employers, RCDPSS intends to create an ongoing opportunity for human resource managers among county employers to learn more about welfare reform and to provide feedback regarding how effectively RCDPSS is in meeting their employment needs.

RCDPSS staff will continue to strengthen collaborative relationships with a wide variety of organizations active in local economic and job development. These include, but are not limited to: RCEDA, EDD, RCWDB, The Employer Group, Inland Empire Economic Partnership, Coachella Valley Economic Partnership, the four

local Community Colleges, Inland Career Center, and the Southwest Riverside Manufacturer's Council.

(C) LOCAL LABOR MARKET NEEDS

Information regarding local labor market needs will be derived from economic and employment publications prepared by EDD and RCEDA.

RCDPSS staff will work with RCEDA staff and other local resources to use these source documents to complete further analysis regarding local economic trends and developments in various business sectors. These sectors include, but are not limited to manufacturing, distribution, export service, construction and housing, defense and aerospace, the local service sector and agriculture.

Efforts by Welfare-to-Work Phase 2 stakeholders to design program offerings focused on jobs available in the community will complement the labor market research efforts described above.

(D) WELFARE-TO-WORK ACTIVITIES

The welfare-to-work activities discussed in this section are allowed by the Welfare-to-Work Act of 1997. The Riverside County CalWORKs Program will use the following three welfare-to-work activities for all participants:

Unsubsidized employment
Job search and job readiness assistance
Self-employment

The Riverside County CalWORKs Program will use the following ten welfare-to-work activities in a more limited way on a case-by-case basis:

Work experience
On-the-job training
Adult basic education
Work study
Community service
Job skills training directly related to employment
Vocational education and training
Education directly related to employment
Supported work
Subsidized private sector employment

The Riverside County CalWORKs Program will not, at this time, use the following three welfare-to-work activities:

Subsidized public sector employment
Grant-based on-the-job training
Transitional employment

(E) SUBSTANCE ABUSE AND MENTAL HEALTH TREATMENT SERVICES

RCDPSS will coordinate the delivery of substance abuse and mental health treatment services with RCDMH based on a memorandum of understanding between the two organizations. While the specifics of the working relationship between the two organizations is still evolving, the services will include RCDMH staff on site in RCDPSS CalWORKs offices to provide consultation to CalWORKs staff and provide a point of entry into the substance abuse and mental health service delivery systems for CalWORKs participants.

The RCDPSS/RCDMH CalWORKs service delivery system will include assessment and evaluation, case management, treatment and rehabilitation, identification of dual diagnosis cases, employment counseling, and a method for identifying individuals with severe mental disabilities. Some of these services may be provided by community based organizations under contract with RCDMH. This service delivery system is designed to provide mental health and substance abuse services necessary to obtain and retain employment as stated in Welfare and Institutions Code sections 11325.7 and 11325.8. RCDPSS and RCDMH staff will work closely together in developing a welfare-to-work plan that will provide the necessary services to promote the employability of the CalWORKs participant.

(F) MENTAL HEALTH SERVICES AVAILABLE AFTER TIME LIMITS

In early 1998, RCDPSS will begin the process of determining the scope of services, including mental health services, which will be available to CalWORKs participants who exceed the 18 or 24 month time limit.

(G) CHILD CARE AND TRANSPORTATION SERVICES

Child Care

As of January 1, 1998, many child care programs in California, including all programs currently administered by RCDPSS, will be replaced by a new three-stage child care system. RCDPSS will provide Stage 1 child care services to families receiving CalWORKs temporary assistance. RCDPSS and RCOE, the child care alternative payment programs in Riverside County, have agreed that RCOE will

provide Stage 2 child care services. RCOE will also provide Stage 3 child care services except for child care related to the child protective services system.

In compliance with state law, a parent will be exempt from welfare-to-work requirements if they have a child less than six months of age for a first exemption and less than 12 weeks of age for a subsequent exemption. In both situations, exemptions can, on a case-by-case basis, be extended due to medical complications or unavailability of child care. For the first exemption, the extension can be up to 12 months; for subsequent exemptions, the extension can be for up to 6 months.

Transportation

DPSS is coordinating closely with the Riverside County Transportation Commission, Riverside Transit Agency, Sunline Transit Agency, and other local private and non-profit transportation providers. This group will analyze the availability and effectiveness of various public transportation alternatives available to CalWORKs recipients. The possibility of creating an ongoing oversight group including representatives from transit agencies, employers, community based organizations, RCDPSS, and other pertinent organizations will be examined.

The analysis may include possible enhancement of existing public transit routes to assist CalWORKs participants in gaining increased access to employment and training centers throughout the county. In addition, in areas where public transit services are minimal or unavailable, the collaborative is exploring the possibilities of promoting the use of existing public transportation assistance programs such as rider incentives, rideshare, and vanpools, as well as development of innovative transportation alternatives, in order to promote welfare-to-work objectives.

CalWORKs participants assigned to participate in welfare-to-work activities will continue to be provided with transportation assistance in the form of bus tickets, bus passes, and cash payments if they own their own vehicles.

(H) COMMUNITY SERVICE PLAN

Planning for community service employment (CSE) activities has not yet occurred. At this time, RCDPSS will not include CSE as a welfare-to-work activity prior to the 18-month or 24-month time limit. Planning for CSE will begin in early 1998. RCDPSS will coordinate CSE development with other interested public and private organizations in the community.

(I) WORKING WITH VICTIMS OF DOMESTIC VIOLENCE

RCDPSS is in the process of developing domestic violence policies related to: (1) the use of exemptions and good cause for temporary delays in the welfare-to-work requirements; (2) the services to be provided to victims; (3) what training will be provided to which RCDPSS staff.

As of January 1, 1998, and until a more thorough review can be completed, the previous GAIN rules will be used for exemption and good cause determinations. RCDPSS will involve community experts and other interested public and private organizations in the discussions necessary to develop effective domestic violence policies for the Riverside County CalWORKs Program.

(J) PERFORMANCE OUTCOMES TO MEET LOCALLY ESTABLISHED OBJECTIVES

The development of the full range of performance outcome measures for the Riverside County CalWORKs Program is dependent upon the creation of statewide measures and discussions at the local level. While the primary performance outcome measure is the extent to which we are successful in assisting families in achieving self sufficiency through employment, RCDPSS is working with other Riverside County agencies, including RCWDB, local education and training providers, and community based organizations to identify local performance outcome measures which might be used to monitor the success of the Riverside County CalWORKs Program. Methods for gathering and analyzing pertinent data necessary to monitor these measures will be developed after the performance outcome measures are established.

The first phase of community involvement in developing performance outcome measures for the Riverside County CalWORKs Program occurred at the Welfare Reform Summit which took place on November 13, 1997.

(K) PUBLIC INPUT TO COUNTY PLAN

In conjunction with RCDCA and various community based organizations throughout Riverside County, a series of seven welfare reform public information forums were held throughout the County. From the first forum in May 1997 to the most recent in October 1997, each forum focused on the needs of the hosting community, with local community leaders facilitating the discussion. More forums are scheduled in the coming months.

During these forums, a representative from RCDPSS provided current information regarding federal, state, and local activities and a representative of RCDCA

provided information regarding how the community might organize to respond to welfare reform. Those in attendance had the opportunity to ask questions and state their concerns regarding the welfare reform process. At several forums, representatives from other agencies, such as the four local Community Colleges, Riverside County Health Services Agency, and RCOE were present to answer questions relating to the impact of welfare reform on their respective agencies.

The Inland Empire Welfare Reform Coalition was formed in 1996 and is a collaboration between private and public agencies, including RCDPSS and RCDCA, in Riverside and San Bernardino counties. The Coalition meets quarterly, with various subcommittees meeting more frequently. On November 13,1997, the Coalition sponsored a Welfare Reform Summit. A draft of each county's CalWORKs County Plan was shared at this summit and interested parties were given the opportunity to ask questions and offer feedback to welfare administrators from their respective counties. In addition, summit attendees were given the opportunity to discuss and provide input regarding local performance outcome measures for the Riverside County CalWORKs Program.

(L) SOURCE AND EXPENDITURES OF FUNDS

Attached is a summary of budget information related to the Riverside County CalWORKs program.

(M) ASSISTING FAMILIES TRANSITIONING OFF AID

Transition due to employment

Welfare-to-work participants who are successful in securing employment and/or leaving CalWORKs will be offered services geared toward job retention and career advancement. These services are part of Welfare-to-Work Phase 2, an effort to achieve complete independence from CalWORKs and move closer to independence from all other forms of government assistance. Those participants who work in unsubsidized employment for less than 32 hours per week will be assigned to concurrent welfare-to-work activities to meet the work participation requirement.

Welfare-to-Work Phase 2 services will be made available through a diverse group of public and private organizations. The lead role for Phase 2 will be assumed by an entity other than RCDPSS and perhaps by a joint committee. Groups involved in Phase 2 services may include RCDPSS, RCWDB, RCEDA, RCOE, local school districts, RCDPSS, HACR, the four local Community Colleges, private nonprofit training providers, local Chambers of Commerce, the faith community, and private employers.

While a family is receiving temporary financial assistance through the CalWORKs program, they are automatically eligible for Medi-Cal and may be eligible for Food Stamp benefits. When a family transitions off the CalWORKs program, they lose their automatic eligibility for Medi-Cal even though there is no lifetime limit on eligibility for Medi-Cal benefits. Because we recognize that not all jobs acquired by these families will have health insurance, RCDPSS transition services will include assistance to the family in maintaining their eligibility not only for Food Stamps but also for Medi-Cal and other pertinent medical assistance programs.

Transition due to time limits

Alternatives regarding what services will be provided to families as they exhaust their CalWORKs time limits will be examined at a later date. A wide array of public and private organizations will be involved in this discussion.

Prevention

RCDPSS will be working with various other stakeholders to develop prevention systems to assist families in avoiding the need to begin receiving aid.

(N) JOB CREATION

Job Creation investment Fund

RCEDA has applied for an allocation from the Job Creation Investment Fund, in accordance with Chapter 1.12 of part 6.7 of Division 3 of Title 2 of the Government Code. Planning for use of these funds is underway.

Enterprise Zones

There are currently two federal enterprise zones located in Riverside County: the Agua Mansa Enterprise Zone in western Riverside County and the Coachella Valley Enterprise Zone in the eastern Riverside County. Economic development partners from five jurisdictions collaborate to market these enterprise zones to businesses worldwide.

Other Collaborative Efforts

RCDPSS will work with RCEDA and other collaborative partners to develop additional efforts designed to facilitate job creation in Riverside County. RCEDA administers the Workforce Development Center, a one-stop business facility housing several agencies providing service to both small and large employers. Currently, the Riverside facility houses the following organizations: RCWDB,

RCEDA, Riverside County Culinary Academy, EDD, Small Business Development Center, Employer Resource Center, Experience Unlimited, Veteran Services, Hire-A-Youth, and GAIN.

(O) OTHER ELEMENTS

At this time, Riverside County will not pursue any of the demonstration projects described in Assembly Bill 1542. However, RCDPSS plans to work closely with other key stakeholders in Riverside County, including community based organizations, to develop innovative new approaches in efforts to assist families in moving from welfare dependence to self sufficiency through employment.

(P) COMPLIANCE WITH REQUIREMENTS OF CalWORKs

Riverside County will require adults in single-parent families, who are not otherwise exempt from the welfare-to-work requirements, to participate in welfare-to-work activities a minimum of 32 hours per week effective January 1, 1998. This requirement may be reduced on a case-by-case basis down to the statutory minimum.

(Q) INTERACTION WITH AMERICAN INDIAN TRIBES

RCDPSS staff have met with representatives of local Indian tribes and the California Indian Manpower Consortium (CIMC) regarding the CalWORKs requirements. No Indian tribes in Riverside County have expressed a desire to administer the delivery of the temporary financial assistance. Five Indian tribes (Cabazon, Cahuilla, Morongo, Santa Rosa Reservation, and Torres Martinez) in Riverside County have chosen to administer welfare-to-work services through the Native Employment Works (NEW) Program. CIMC has committed to working closely with RCDPSS in implementing the NEW Program. Staff from RCDPSS, local Indian tribes, and CIMC will continue discussions to ensure effective coordination regarding Riverside County's implementation of the CalWORKs temporary assistance rules.

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.

Dennis J. Boyle, Director
Riverside County
Department of Public Social Services

Robert A. Buster, Chairman
Riverside County
Board of Supervisors

ATTEST:
GERALD A. MALONEY, Clerk
By: _____ DEPUTY

EACH DOCUMENT TO WHICH THIS CERTIFICATE IS ATTACHED IS CERTIFIED TO BE A FULL, TRUE AND CORRECT COPY OF THE ORIGINAL ON FILE AND OF RECORD IN MY OFFICE.

Dated: DECEMBER 2, 1997

GERALD A. MALONEY
Clerk of the Board of Supervisors
County of Riverside, California

By: _____, Deputy

12-2-97 3.23

County Plan Budget
1997/98 State Fiscal year

Section 1

	Total	FCS	State General Fund	County Funds *	Other **
Food Stamp Administration (For County MOE Purposes)	22,151,174	11,075,587	7,752,911	1,136,522	0

* When combined with food stamp administration, the total level of estimated county funds for CalWORKs administration and services should meet the requirement of Section 15204.4 of the W&I Code which specifies that counties expend an amount for these programs that, when combined with the amount expended for the administration of the food stamp program, equals or exceeds the amount expended for corresponding activities in 1996/97.

** If other sources of funding are being made available for an activity, please identify on a separate page.

County Plan Budget
1997/98 State Fiscal year

Section 2

Note: The following categories are for information purposes only and are not an indicator of specific claiming categories.

	Total	TANF/State Gen Fund	CCDBG	Title XIX	County Funds *	Other **
Total CalWORKs Admin & Services Items (A) through (D)	55,458,803	48,413,966	1,307,863	1,060,881	4,676,093	0
(A) TOTAL CalWORKs Single Allocation Items (1) through (7)	47,440,436	41,456,480	1,307,863	0	4,676,093	0
(1) Benefit Administration	18,949,262	15,245,469	0	0	3,703,793	0
(2) Program Integrity (Fraud)	2,992,803	2,992,803	0	0	0	0
(3) Staff development/Retraining	3,081,310	3,081,310	0	0	0	0
(4) Welfare-to-Work Activities	18,356,198	17,383,898	0	0	972,300	0
(5) Cal Learn	1,302,484	1,302,484	0	0	0	0
(6) Child Care - 1st half of 1997/98	2,758,379	1,450,516	1,307,863	0	0	0
(7) Other Activities ***	0	0	0	0	0	0
(B) Child Care - 2nd half of 1997/98	5,896,605	5,896,605	0	0	0	0
(C) Mental Health Treatment	785,838	392,919	0	392,919	0	0
(D) Substance Abuse Treatment	1,335,924	667,962	0	667,962	0	0

* When combined with food stamp administration, the total level of estimated county funds for CalWORKs administration and services should meet the requirement of Section 15204.4 of the W&I Code which specifies that counties expend an amount for these programs that, when combined with the amount expended for the administration of the food stamp program, equals or exceeds the amount expended for corresponding activities in 1996/97.

** If other sources of funding are being made available for an activity, please identify on a separate page.

*** Please identify "other activities" on a separate page.

Please Note: County funds are estimated pending notification of actual MOE figures from CDSS. Riverside County intends to meet the full required MOE amount.

SUBMITTAL TO THE BOARD OF SUPERVISORS
COUNTY OF RIVERSIDE, STATE OF CALIFORNIA

FROM: DEPT. OF PUBLIC SOCIAL SERVICES **SUBMITTAL DATE:** 11-20-97

SUBJECT: CalWORKS COUNTY PLAN

RECOMMENDED MOTION: That the Board of Supervisors authorize the Chair to sign the attached CalWORKs County Plan and direct the Director of the Department of Public Social Services to transmit it to the California Department of Social Services.

Douglas W. Boren, Interim Chief Probation Officer

Kenneth B. Cohen, Agency Director, HSA

Bradley J. Hudson, Executive Director, EDA

Gabriel Rodriguez, Executive Director

Lois J. Carson, Director, Community Action Agency

William H. Densmore, Director, Veterans Services

Lu Molberg, Director, Office on Aging

for John J. Ryan, Director, Mental Health

Ron W. Komers, Asst. County Executive Officer
Human Resources Director, Personnel Dept.

Dennis J. Boyle, Director, DPSS

(CONTINUED/ 5 pages total)

FINANCIAL DATA:

CURRENT YEAR COST	N/A	ANNUAL COST	N/A
NET COUNTY COST	N/A	IN CURRENT YEAR BUDGET:	N/A
		BUDGET ADJUSTMENT: N/A	FOR FY: N/A

SOURCE OF FUNDS: N/A

C.A.O. RECOMMENDATION:

Administrative Officer Signature

Deb please file in Riverside County plan original Document

Prev. Agn. ref. None **Dist.** All **AGENDA NO.**

FORM 11 (Rev. 7/93)

BACKGROUND:

Federal Welfare Reform

Federal welfare reform was signed into law in August 1996. Among other changes, federal welfare reform: eliminated the Aid to Families with Dependent Children (AFDC) and Job Opportunity and Basic Skills (JOBS) program in federal law and replaced them with the Temporary Assistance for Needy Families (TANF) program; significantly increased state flexibility; established a 60-month lifetime limit for TANF benefits; and, created work participation rates with fiscal sanctions to states not meeting those rates.

State Welfare Reform

In August 1997, California's response to federal welfare reform, Assembly Bill 1542, was signed into law. Among other changes, California's version of welfare reform:

- eliminates the Greater Avenues for Independence (GAIN) program, which is based on the federal JOBS program, and the AFDC program in State law and replaces them with the California Work Opportunity and Responsibility for Kids (CalWORKs) program;
- increases local flexibility;
- establishes a 60-month lifetime limit on CalWORKs benefits for parents;
- establishes a community service employment requirement after 18 or 24 months;
- establishes a community service work requirement for all CalWORKs parents not otherwise exempt from welfare-to-work requirements;
- significantly modifies the child care service delivery system and increases county flexibility;
- allows county welfare departments to provide CalWORKs welfare-to-work services for up to 12 months after the end of temporary financial assistance;
- requires counties to sustain a proscribed fiscal maintenance of effort;
- requires that counties share in 50% of any federal sanction applied to the state if the county contributed to the state being sanctioned for not meeting federal requirements including work participation rates;
- provides for 75% of any qualifying temporary assistance payment savings to be passed on to the county generating the savings;
- requires counties to submit a CalWORKs County Plan no later than January 10, 1998.

CalWORKs County Plan

In the past, we have been required to either ask direction or seek permission from the California Department of Social Services (CDSS) for any change to the AFDC or GAIN programs. Beginning January 1, 1998, with the start of the Riverside County CalWORKs Program, we have much greater local flexibility in program design and implementation.

Increased flexibility begins with the requirements for submission of the CalWORKs County Plan. CDSS authority relative to the plan is limited to certification of completeness. The measure of completeness is based on the limited language in AB 1542 and some additional direction provided by CDSS. The attached Riverside County CalWORKs County Plan satisfies both the statutory and regulatory requirements for certification of completeness.

CDSS has encouraged county welfare departments to provide in the plan only that level of detail necessary for them to certify the plan is complete. Detail beyond that level regarding the Riverside County CalWORKs Program is not included in the attached document in order to avoid having to submit a revised plan to CDSS as details of the program evolve in the coming months. To the extent there are changes which need to be reported as addendums or modifications to the CalWORKs County Plan, DPSS will bring those to you for review and approval prior to submission to CDSS. DPSS will also identify for you any major CalWORKs policy issues which arise in the future.

Riverside County CalWORKs Program

January 1 is the beginning, not the end, of welfare reform in Riverside County. DPSS will continue to work closely with many public and private organizations to examine future change in the system. For example, in the coming months, DPSS will be coordinating a series of meetings with a mix of private and public organizations designed to elicit further input regarding issues including, but not limited to: domestic violence, transportation, performance outcome measures, and community service employment. In addition, DPSS will be bringing in a consultant to assist in determining how community based organizations can best be a part of the CalWORKs system. These efforts, coupled with research and evaluation mechanisms which will be implemented by DPSS from the start of the Riverside County CalWORKs Program, will assist in identifying evolutionary changes in the program.

To provide a broader context for your review of the attached document, a brief overview of the Riverside County CalWORKs Program is presented here. The vision represented by this design has evolved from a review of the federal and state law, discussions with other county welfare departments, examination of the success of the DPSS GAIN program, and discussions with representatives from a wide array of public and private organizations with whom DPSS will be collaborating.

Program Focus: The Riverside County CalWORKs Program is based on a work first concept of focusing on assisting families in achieving self sufficiency through employment.

Initial Contact: DPSS is working to recraft the initial contact with potential CalWORKs customers to focus first on returning to employment, second on engaging any absent parents in supporting their children, and lastly on determining the family's eligibility for cash assistance. Staff from DPSS, Workforce Development Board, and District Attorney Family Support will be involved in this process.

A key ingredient is the statutory requirement that we provide a program to divert families from needing cash assistance. If a family is eligible, we can provide a small diversion payment if it is likely to result in employment. Alternatives being considered include immediate employment and brief training from the Workforce Development Board which results in employment. Accepting diversion will not preclude a family from being eligible for other benefits such as Food Stamps or Medi-Cal.

Welfare-to-Work Phase 1: This is focused on reducing welfare dependence by assisting CalWORKs parents in returning to the work force as quickly as possible in a job commensurate with their abilities. Phase 1 is the primary responsibility of DPSS working in conjunction with the Workforce Development Board and other collaborative partners. Phase 1 includes an emphasis on job search and job readiness assistance, identifying and overcoming barriers to employment, and the focused use of adult basic education and on-the-job training. The goal of Phase 1 is attachment to the labor force as quickly as possible.

Welfare-to-Work Phase 2: This is focused on reducing poverty by assisting CalWORKs parents in increasing their self sufficiency by acquiring a better job and a career. While DPSS will be very involved in Phase 2, innovative service delivery by various education and training providers for working parents is at the heart of this phase. These service providers include the Workforce Development Board, all four local Community Colleges, Riverside County Office of Education, local school districts providing adult vocational training, and other public and private organizations.

Supportive Services: This CalWORKs effort can not be successful, and the success can not be sustained, unless we design an adequate supportive services system for families while they are receiving temporary assistance, while they are transitioning off of temporary assistance, and after they become self sufficient. Such a system includes, but is not limited to, child care, transportation, medical assistance, mental health, and substance abuse services.

DPSS has received state, national, and international acclaim for the success of its GAIN program based on a work first philosophy. The Riverside County CalWORKs Program builds on this successful approach and makes use of the new flexibility, tools, and resources in California's CalWORKs legislation to create a program which can be successful in meeting the needs of the community and its neediest families as well as take the County once again to the forefront in the evolution of effective social welfare policy.

FISCAL IMPACT:

The County General Fund costs for the CalWORKs program are fixed by statute at a maintenance of effort level equal to County expenditures for corresponding activities during FY 96/97. While there is an infusion of additional State and Federal funds for CalWORKs, the funds arrive with no County match requirement.

While it is, as yet, unclear exactly how either mechanism will work, there exists the possibility of fiscal sanctions and incentives to the County as a result of CalWORKs. If California fails to meet the work participation requirements proscribed in federal law and Riverside County contributes to that failure, we could be liable for a multi-million dollar sanction each year. However, if Riverside County is successful in assisting families in attaining self sufficiency through employment and the amount we spend on CalWORKs cash grants goes down, we could be eligible for a multi-million dollar incentive each year. The statute requires that any incentive funds be spent on the CalWORKs service population.

ATTACHMENTS: CalWORKS County Plan - 13 pages
CONCUR/EXECUTE: None