

PERFORMANCE MEASUREMENT COUNTIES

Advisory Meeting

August 4, 1999 @ 10:00 A.M.

Human Resources Building

1325 J Street, Room 1519

Sacramento, California

SUMMARY

1. Welcome-Joeana Carpenter welcomed all the representatives. Lois was on vacation and in her absence Joeana conducted the meeting.
2. Agenda Review-Joeana Carpenter asked for any additional agenda items. Pam Neely wanted to discuss edits. This item was added to the agenda.
3. Summary Review-Joeana Carpenter asked for changes to the previous meeting summary. Two changes were identified and Hector will change the June summary to reflect the changes.
4. Work Participation Rates-Joeana Carpenter shared the great news that California had met all the work participation rates for all categories. A letter from Sharon Fuji had been received indicating California's revised rates. Joeana thanked all the counties and state staff that participated in the data reconciliation process which allowed California's rates to improve and meet federal targets.
5. Data Builders presentation-Jay Wilmer provided an update on placing the QDS software on the Internet. Jay reminded the representatives how the data will be stored and moved from the counties to the state. A note was made that later in the meeting Richard Trujillo would be discussing the minimum hardware requirements in order for counties to access the Internet.
6. Publications-Joeana Carpenter handed out copies of the FFY 1998 Characteristics Survey Report on TANF findings for California. This publication has also been placed on the Taskforce web site.
7. Data Clean up Report-Hector Hernandez reported that his staff had just received the second quarter information from Joeana's unit and were in the process of distributing the documents to all the counties. He thanked everyone for the first quarter effort and the results that were achieved as a result of the FFY 1998 effort. The second quarter for FFY 1999 must be completed by the counties no later than August 31, 1999.
8. Disposition Report-Hector Hernandez stated that his staff would release a disposition report for FFY 1998 by the end of the week. He stated he wanted comments on the format and that he plans to release a monthly disposition report.
9. Field Operations Report—Tom Benson reported that it appears that the final Food Stamp error rate for FFY 1998 will be 12.52 % which will cause a \$6.4 million federal sanction for California. Tom handed out a draft on the projected error rate. The FNS may allow California to use the sanction for reinvestment purposes. Also, the county CAPS are due to FOB September 1, 1999. DOB is preparing an ACIN where counties will be encouraged to conduct a secondary review of cases. Other states have noted that "another set of eyes" reviewing the work has helped reduce errors and has been successful. Tom also reported that FNS is going to change the QC error threshold from its current figure to \$25. Effective October 1999. ESP evaluations will be completed by the FOB. A "LEAVERS" survey for TANF clients that go off the program for more than 2 quarters is also being conducted by the FOB.

10. Version 21-Richard Trujillo reported that the version was mailed out on August 3 to the PMC counties. This version contains the 297 edit fix and the transmittal detailing all the other changes in this version are included in the software.
11. County Specific Participation Rates-Frank Andersen reported that a letter to the welfare directors is expected shortly that will cover the agreement. Frank also reported he met with the CWDA workgroup on the proposed sampling changes. Counties will report on the 2 parent rate of which a 3000 case sample will be required.
12. Partially Exempt persons/credit for working at home-Richard Trujillo shared information he received from the CalWORKs Employment section. He shared an example to demonstrate this area. The example involves a person attending college that cannot attend all the classes. In effect, what this does is not fulfill the total hours requirement. The person must make up the hours in another activity. The college hours would be counted along with the augmented hours. Working at home can be counted, but there must be a determination of whether the work is employment or self-employed.
13. County Workload-Richard Trujillo indicated that preliminary estimates on the workload as a result of the new QDS CalWORKs data collection requirements show less hours to complete a case review than the current requirements. However, a time/workload study will be conducted to measure actual times to conduct a review. The time study would begin sometime after October of this year.
14. TANF/Food Stamps survey and definitions-Frank Andersen distributed the TANF survey and definitions. The PMC were encouraged to review and send any comments, suggestions, clarifications or additions to the definitions to Warren Ghens. Gerry Greer recommended that the edits be checked against the definitions. Richard Trujillo said that this was an excellent idea and that he would send Gerry the edits for his review. Gerry agreed that he would review the edits and definitions and provide input to Richard by August 9.
15. Training Update-Richard Trujillo reported that the state would pay for the training and the travel for 3 persons from each county. The training will be held in Sacramento. Some counties indicated that they wanted to send more than 3 staff and they would incur the cost. Richard responded that space at the training center and the rooms that were available to accommodate all staff was the main reason to limit attendance to 3 staff. Richard will send out a memo asking for the names and social security numbers of the 3 persons who the state will pay for.
16. Requirements for personal computers-Richard Trujillo shared the letter that went to all county welfare directors advising them that the PMC counties require computers with certain specifications in order to accomplish data collection and which the CDSS will support. The letter describes suggested minimum specifications. County representatives were encouraged to share the memo with their supervisor and information technology staff.
17. Penalties and Sanctions-Richard Trujillo
18. Edits- Pam Neely provided Richard Trujillo some TANF edits that she wanted clarified. Richard will review the list and provide Pam a response.
16. Next Meeting-September 8, 1999