

DEPARTMENT OF SOCIAL SERVICES

744 P Street, Sacramento, CA 95814

September 12, 1983



ALL-COUNTY INFORMATION NOTICE I-100-83

TO: ALL COUNTY WELFARE DIRECTORS

SUBJECT: DSS ORGANIZATIONAL CHANGES IN AFDC AND FOOD STAMP PROGRAM BRANCHES

REFERENCE:

The purpose of this letter is to inform you of recent organizational and personnel changes in the AFDC and Food Stamp Program Management Branches of the Welfare Program Operations Division. The former organizational structure consisting of operations, policy, and systems bureaus has been replaced by a structure of program development, corrective action, and policy implementation bureaus. The reorganization is part of the Department's effort to improve the overall management of the programs, emphasize error rate reduction, improve the quality of program supervision services to county welfare departments, and utilize resources more efficiently.

In addition to organization changes, there have been several rotational reassignments of management staff in the division. Steve Larsen, formerly chief of the AFDC Program Management Branch, is now chief of Food Stamps. Dennis Boyle, formerly branch chief of Adult and Foster Care Program Management Branch, is now chief of AFDC. Frank Allen is acting chief of Adults and Foster Care. Also, Kathy Lewis, formerly of Food Stamp Systems Bureau, and Alberta Hein, formerly of AFDC Policy Coordination Bureau, have exchanged positions.

The redesignation of the bureaus in Food Stamps is for consistency between branches and to reflect more accurately the present responsibilities of the bureaus. There has been no change in the functional responsibilities of the Food Stamp bureaus. Conversely, the changes in AFDC include a substantial realignment of responsibilities and personnel. These changes will have an impact on routine work interactions between counties and the AFDC Program Management Branch. Below are additional details on the changes in each branch. The changes in AFDC are explained in greater detail and include a guide as to whom to contact on various topics.

FOOD STAMPS

The three bureaus in the Food Stamp Program Management Branch have been redesignated as set forth below. Again, there have been no changes in the functional responsibilities of the bureaus.

The Food Stamp Policy Coordination Bureau is now the Policy Implementation Bureau. The bureau chief is George Christie, (916) 445-6907.

The Food Stamp Program Operations Bureau is now the Corrective Action Bureau. The bureau chief is Lynne Yoshimura, (916) 322-5475.

The Food Stamp Systems Bureau is now the Program Development Bureau. The bureau chief is Alberta Hein, (916) 445-9537.

AFDC

The new organizational structure of the AFDC Program Management Branch will allow it to focus greater attention on lowering California's error rate and will provide county program managers with direct access to AFDC policy staff. Direct access to policy staff should result in improved responsiveness to county questions and more effective channels for county input into regulations, forms, notices and other policy implementation instruments.

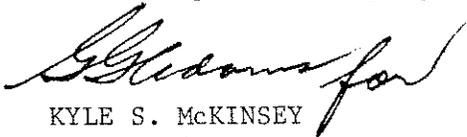
Attached is a chart of the new Branch structure, including the names of the bureau chiefs and supervisors, the major functional responsibilities, and the bureau phone numbers. The most immediate effect of the reorganization on daily program operations in counties will be that policy questions will go to the Policy Implementation Bureau. Since staff assignments in Policy Implementation are by policy area rather than by county, counties will no longer have an individual program management consultant as their single point of contact with the Branch. Policy questions will be routed to the appropriate consultant depending on the regulations area. The attached Policy Implementation Bureau assignment chart indicates which areas are assigned to each consultant.

County contact with the Corrective Action Bureau will center on information dissemination systems, corrective action planning, monitoring of plan implementation, and county performance monitoring. Contact will be through the regional supervisors. The boundary between the Northern and Southern regions is shown on the map which follows the organization charts.

Counties should contact the branch's bureaus on the subjects outlined below:

1. Policy Implementation - (916) 322-5330 - Verbal and written inquiries on questions regarding EAS regulations, forms, and notices of action.
2. Corrective Action - (916) 445-4458 - Inquiries regarding the RSDI, UI/DI, SSN, and DE 8720 information systems, Quality Control error rate data, corrective action plans, and corrective action management consultation services.
3. Program Development - (916) 322-5387 - Inquiries regarding state and federal legislation and litigation. Counties will not routinely be contacting Program Development except on questions related to the retro-active implementation of court cases and interim instructions on pending court cases.
4. Employment Programs - (916) 323-5206 - Inquiries regarding AFDC and Food Stamps work registration requirements, WIN SAU, work programs legislation, and other work programs policy issues.

As with any realignment of functional responsibilities, there will be inevitable unanticipated consequences which require further adjustments. I know we can depend on your cooperation during the transition period. I am confident that this restructuring will allow DSS and counties to structure working relationships which result in the more efficient and effective administration of the Food Stamp and AFDC programs.



KYLE S. MCKINSEY
Deputy Director

Attachments

cc: CWDA

AFDC PROGRAM
MANAGEMENT BRANCH

Dennis Boyle, Chief
(916) 445-8775

Corrective Action
Bureau
(916) 445-4458

Charles Marvin, Chief

David Feinberg, Supervisor
Southern Region

Peter Morales, Supervisor
Northern Region

Major Functions

- Statewide QC/Corrective Action
- County focused corrective action
- Verification Systems (RSDI, SSNs, etc.)
- Statewide Corrective Action Advisory Committee Liaison

Policy Implementation
Bureau
(916) 322-5330

David Mullins, Chief

Clyde Martinez, Supervisor

George Calderon, Supervisor

Fran Marshall, Supervisor

Major Functions

- Policy Consultation (telephone & written)
- Regulations development
- Forms development and recipient informing

Program Development
Bureau
(916) 322-5387

Kathy Lewis, Chief

Bill Walsh, Supervisor

Major Functions

- Policy development
- Legislative proposals
- Legislation analysis
- Litigation analysis

Employment Programs
Bureau
(916) 323-5206

Judy McGillivray, Chief

Bruce Wagstaff, Supervisor

Barry Smith, Supervisor

Major Functions

- AFDC & Food Stamps Employment related activities
- Policy development
- Policy consultation
- Legislative analysis

AFDC POLICY IMPLEMENTATION BUREAU
322-5330
Dave Mullins

Clyde Martinez
324-2656
DIVISIONS: 19, 20, 22, 40, 41

George Calderon
322-5341
DIVISIONS: 42, 43
TURNER CASE

Fran Marshall
324-2657
DIVISION: 44

Bobbie Holm
324-2014

Deprivation (41-400)
Unemployment (41-440)
EA-UP (41-500)
State Plan
Alternate: Puga

Henry Puga
324-2725

Confidentiality (19-000)
Fraud (20-000)
Misuse of Funds (20-100)
State Hearings (22-000)
Monthly Reporting (40-180)
Alternate: Schmidt

Bill Schmidt
445-1131

Application/Reception (40-100)
Immediate Need (40-120)
Inter/Intra Proc. Status Change (40-171, 185)
Intercounty Transfer (40-187)
Alternate: Holm

Jim Dunehew
324-2015

Responsible Relative (43-100)
Child Support (43-200)
Residence/Citizenship (43-400)
Alternate: Hing

Bob Hing
324-2661

Property (42-200)
Alternate: Dunehew

John Moneycutt
324-2663

Turner Consent Decree (Notice of Action System)
Alternate: RaGasa

Dennis RaGasa
324-2658

Age (42-100)
Institutional Status (42-500)
Alternate: Moneycutt

Barbara Cox
324-2660

Income (44-100)
Exempt Income (44-111)
Disregards (44-113)
In-kind Income (44-115)
Treatment of Income (44-130)
Alternate: Poletti

Loris Keller
324-2017

Aid Payments (44-300)
Budgeting (44-315)
Beginning Date of Aid (44-317)
Over/Underpayments (44-318)
Alternate: Cox

Kay Poletti
324-2009

FBU Composition (44-200)
Income Eligibility (44-201)
Special Needs (44-211)
Alternate: Keller

