



## Legislation Details (With Text)

**File #:** 15-1390 **Version:** 1

**Type:** Agenda Item **Status:** Approved

**File created:** 11/16/2015 **In control:** Board of Supervisors

**On agenda:** 2/23/2016 **Final action:** 2/23/2016

**Title:** Health and Human Services Agency, Social Services Division, recommending the Board:  
1) Adopt and authorize the Chair to sign Resolution 017-2016, which authorizes the Health and Human Services Agency Director, or designee, to execute California Work Opportunity and Responsibility to Kids (CalWORKs) Community Service/Work Experience Program Worksite boilerplate agreements; and  
2) Approve the use of the CalWORKs Community Service/Work Experience Program Worksite Agreement on an "as requested" basis in order to allow eligible CalWORKs participants with the opportunity to gain unpaid work experience to improve their employability in the open job market.

**FUNDING:** Federal and State Funding.

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** 1. A - Approved Contract Routing Sheet 2-23-16, 2. B - Resolution CalWORKs 2-23-16, 3. C - CalWORKs Agreement 2-23-16, 4. Executed Resolution 017-2016

Date	Ver.	Action By	Action	Result
2/23/2016	1	Board of Supervisors	Approved	Pass

Health and Human Services Agency, Social Services Division, recommending the Board:  
1) Adopt and authorize the Chair to sign Resolution **017-2016**, which authorizes the Health and Human Services Agency Director, or designee, to execute California Work Opportunity and Responsibility to Kids (CalWORKs) Community Service/Work Experience Program Worksite boilerplate agreements; and  
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**FUNDING:** Federal and State Funding.

### DEPARTMENT RECOMMENDATION

Health and Human Services Agency (HHSA) recommends adoption and approval of a resolution to authorize the HHSA Director, or designee, to execute California Work Opportunity and Responsibility to Kids (CalWORKs) Community Service/Work Experience Program Worksite boilerplate agreements with private sector entities. Adoption of the resolution and approval of the boilerplate agreements will permit HHSA to offer CalWORKs Community Service/Work Experience services, as required by Welfare and Institutions Code.

### DISCUSSION / BACKGROUND

HHSA determines participant eligibility for cash assistance through the statewide CalWORKs program. The Welfare-to-Work Employment Services program is the employment and training aspect of the CalWORKs program, which provides participants receiving cash assistance with a

comprehensive array of services designed to enable participants to achieve self-sufficiency. Welfare and Institutions Code outlines the services County Welfare Departments must offer, of which Community Service/Work Experience is included. Through unpaid training opportunities, the CalWORKs Community Service/Work Experience Program enables CalWORKs participants with little employment experience, to gain valuable work behaviors, skills, and experience necessary to enhance future employability. Participation in unpaid CalWORKs Community Service/Work Experience is limited to no more than twelve (12) months.

HHSA's Welfare-to-Work Employment Services program staff locate and facilitate community service/work experience training opportunities for eligible CalWORKs participants, while providing case management and supportive services to the participant during their placement. Workers' Compensation for the CalWORKs participant is covered through the California Department of Social Services and the CalWORKs participant does not receive any other benefits such as sick leave, vacation leave, health insurance, or an hourly wage. The CalWORKs participant is under general supervision by the private sector employer. The private sector employer shall consider the CalWORKs participant for any paid job openings occurring at the worksite. The goal of the Community Service/Work Experience is to obtain work experience that leads to unsubsidized employment.

It was determined that the language contained in the boilerplate agreement, last updated in 2010, was not consistent with County required standard language. As a result, the boilerplate agreement has been revised to include current standard language. In addition, County Counsel advised that a Resolution is required in order to delegate signature authority to the HHSA Director for this nonfinancial boilerplate agreement.

## **ALTERNATIVES**

Disapproval of this Resolution and the CalWORKs Community Services/Work Experience Program Worksite boilerplate will impact HHSA's ability to effectively serve CalWORKs participants with little or no employment experience, as well as diminish HHSA's ability to provide services pursuant to Welfare and Institutions Code. Approval of the CalWORKs Community Service/Work Experience Program Resolution and boilerplate agreement will ensure HHSA will be able to collaborate with private sector employers to provide CalWORKs participants with valuable employability skills.

If authority is not given to the HHSA Director or designee to execute these non-financial agreements, HHSA will be required to obtain the Chief Administrative Officer's signature, resulting in delays of providing employment services to Welfare-to-Work clients.

## **OTHER DEPARTMENT / AGENCY INVOLVEMENT**

County Counsel and Risk Management.

## **CAO RECOMMENDATION**

It is recommended that the Board approve this item.

## **FINANCIAL IMPACT**

There is no Net County Cost associated with this Agenda item. Sufficient appropriations were included in the fiscal year 2015-16 budget, and will be included in future budgets for the term of the Agreement.

### **CLERK OF THE BOARD FOLLOW UP ACTIONS**

1. Clerk of the Board to provide HHSA with a certified Minute Order approving the CalWORKs Community Service/Work Experience Program Resolution.
2. Clerk of the Board to provide HHSA with a certified Minute Order approving the CalWORKs Community Service/Work Experience Program boilerplate.
3. Clerk of the Board to provide HHSA with a certified copy of the adopted Resolution.

### **STRATEGIC PLAN COMPONENT**

Health and Human Services Agency Strategic Plan Project 3.2, "External/Community Collaboration," Objective 3.2.13, "Expand employer network."

### **CONTACT**

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