



# Agenda

## FAMILY AND HUMAN SERVICES COMMITTEE

SPECIAL MEETING  
NOTE CHANGE IN DAY  
AND LOCATION!!

August 17, 2011  
11:00 A.M.

651 Pine Street, Room 108, Martinez

Supervisor Gayle B. Uilkema, District II, Chair  
Supervisor Federal D. Glover, District V, Vice Chair

### Agenda Items:

Items may be taken out of order based on the business of the day and preference of the Committee

1. Introductions
2. Public comment on any item under the jurisdiction of the Committee and not on this agenda (speakers may be limited to three minutes).

### DISCUSSION

3. Referral #20 – Public Service Portion of the CDBG – This is a follow up from the April 2011 meeting (Presenters: Bob Calkins and Brenda Kain)
4. Referral #104 – Review of the Subsidized Employment Program (Presenter: Wendy Therrian)

The next meeting of the Family and Human Services Committee is scheduled for September 12, 2011 at 11:00 a.m.

© The Family and Human Services Committee will provide reasonable accommodations for persons with disabilities planning to attend Committee meetings. Contact the staff person listed below at least 72 hours before the meeting.

☞ Any disclosable public records related to an open session item on a regular meeting agenda and distributed by the County to a majority of members of the Family and Human Services Committee less than 96 hours prior to that meeting are available for public inspection at 651 Pine Street, 10th floor, during normal business hours.

✉ Public comment may be submitted via electronic mail on agenda items at least one full work day prior to the published meeting time.

### For Additional Information Contact:

Dorothy Sansoe, Committee Staff  
Phone (925) 335-1009, Fax (925) 646-1353  
dsans@cao.cccounty.us

## Glossary of Acronyms, Abbreviations, and other Terms (in alphabetical order):

Contra Costa County has a policy of making limited use of acronyms, abbreviations, and industry-specific language in its Board of Supervisors meetings and written materials. Following is a list of commonly used language that may appear in oral presentations and written materials associated with Board meetings:

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<b>AB</b>	Assembly Bill	HCD	(State Dept of) Housing & Community Development
ABAG	Association of Bay Area Governments	HHS	Department of Health and Human Services
ACA	Assembly Constitutional Amendment	HIPAA	Health Insurance Portability and Accountability Act
ADA	Americans with Disabilities Act of 1990	HIV	Human Immunodeficiency Syndrome
AFSCME	American Federation of State County and Municipal Employees	HOV	High Occupancy Vehicle
AICP	American Institute of Certified Planners	HR	Human Resources
AIDS	Acquired Immunodeficiency Syndrome	HUD	United States Department of Housing and Urban Development
ALUC	Airport Land Use Commission	Inc.	Incorporated
AOD	Alcohol and Other Drugs	IOC	Internal Operations Committee
BAAQMD	Bay Area Air Quality Management District	ISO	Industrial Safety Ordinance
BART	Bay Area Rapid Transit District	JPA	Joint (exercise of) Powers Authority or Agreement
BCDC	Bay Conservation & Development Commission	Lamorinda	Lafayette-Moraga-Orinda Area
BGO	Better Government Ordinance	LAFCo	Local Agency Formation Commission
BOS	Board of Supervisors	LLC	Limited Liability Company
CALTRANS	California Department of Transportation	LLP	Limited Liability Partnership
CalWIN	California Works Information Network	Local 1	Public Employees Union Local 1
CalWORKS	California Work Opportunity and Responsibility to Kids	LVN	Licensed Vocational Nurse
CAER	Community Awareness Emergency Response	MAC	Municipal Advisory Council
CAO	County Administrative Officer or Office	MBE	Minority Business Enterprise
CCHP	Contra Costa Health Plan	M.D.	Medical Doctor
CCTA	Contra Costa Transportation Authority	M.F.T.	Marriage and Family Therapist
CDBG	Community Development Block Grant	MIS	Management Information System
CEQA	California Environmental Quality Act	MOE	Maintenance of Effort
CIO	Chief Information Officer	MOU	Memorandum of Understanding
COLA	Cost of living adjustment	MTC	Metropolitan Transportation Commission
ConFire	Contra Costa Consolidated Fire District	NACo	National Association of Counties
CPA	Certified Public Accountant	OB-GYN	Obstetrics and Gynecology
CPI	Consumer Price Index	O.D.	Doctor of Optometry
CSA	County Service Area	OES-EOC	Office of Emergency Services-Emergency Operations Center
CSAC	California State Association of Counties	OSHA	Occupational Safety and Health Administration
CTC	California Transportation Commission	Psy.D.	Doctor of Psychology
dba	doing business as	RDA	Redevelopment Agency
EBMUD	East Bay Municipal Utility District	RFI	Request For Information
EIR	Environmental Impact Report	RFP	Request For Proposal
EIS	Environmental Impact Statement	RFQ	Request For Qualifications
EMCC	Emergency Medical Care Committee	RN	Registered Nurse
EMS	Emergency Medical Services	SB	Senate Bill
EPSDT	State Early Periodic Screening, Diagnosis and treatment Program (Mental Health)	SBE	Small Business Enterprise
et al.	et ali (and others)	SWAT	Southwest Area Transportation Committee
FAA	Federal Aviation Administration	TRANSPAC	Transportation Partnership & Cooperation (Central)
FEMA	Federal Emergency Management Agency	TRANSPLAN	Transportation Planning Committee (East County)
F&HS	Family and Human Services Committee	TRE or TTE	Trustee
First 5	First Five Children and Families Commission (Proposition 10)	TWIC	Transportation, Water and Infrastructure Committee
FTE	Full Time Equivalent	VA	Department of Veterans Affairs
FY	Fiscal Year	vs.	versus (against)
GHAD	Geologic Hazard Abatement District	WAN	Wide Area Network
GIS	Geographic Information System	WBE	Women Business Enterprise
		WCCTAC	West Contra Costa Transportation Advisory Committee

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### Schedule of Upcoming BOS Meetings

Sept 13

Sept 20

Sept 27



**CONTRA COSTA COUNTY  
DEPARTMENT OF CONSERVATION AND  
DEVELOPMENT**

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Martinez, CA 94553  
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***MEMORANDUM***

**DATE:** August 8, 2011

**TO:** Family and Human Services Committee  
Supervisor Gayle Uilkema, Chairperson  
Supervisor Federal Glover, Vice Chairperson

**FROM:** Brenda Kain, CDBG Project Manager

**SUBJECT:** FY 2011/12 CDBG Funding Recommendation  
Northern California Family Center (NCFC)

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**RECOMMENDATIONS**

1. **ACCEPT** NCFC's decision to withdraw its FY 2011/12 application for Community Development Block Grant (CDBG) funds.
2. **APPROVE** staff recommendation to reallocate \$8,400 in CDBG funds to Contra Costa County Health Services' Adult Interim Housing Program.
3. **DIRECT** staff to prepare a report on the Committee's actions to be considered by the Board of Supervisors at its meeting on September 13, 2011.

**BACKGROUND**

At the Family and Human Services Committee meeting on April 11, 2011, CDBG staff presented staff reports and funding recommendations for FY 2011/12. The staff report for the Northern California Family Center included information regarding the Subrecipient's consistent non-responsiveness to requests for documentation and tardiness in the submission of required program reports. The Committee supported staff's recommendation that the program's funding amount be reduced from \$10,000 to \$8,400 for the coming year. The Committee further stipulated that FY 2011/12 funding would be dependent upon all reports and demands remaining for the current funding cycle being submitted on time and with all required backup documentation.

The Subrecipient has been unable to meet the reporting requirements and has withdrawn its FY 2011/12 application for CDBG funds. Consequently, staff recommends that those funds be reallocated to the Adult Interim Housing Program to help mitigate the reduction in funding the program received for the coming year.

cc: Bob Calkins, CDBG Program Manager

Contra Costa County California  
**Employment & Human Services**

Joe Valentine, Director

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**MEMORANDUM**

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DATE: August 1, 2011

TO: Family and Human Services Committee cc: Dorothy Sansoe

FROM:  Wendy Therrian, EHSD Workforce Services Director

SUBJECT: Final Report on the PY 2010 Subsidized Employment Training (SET) Program

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**BACKGROUND**

On September 28, 2010, the Employment and Human Services Department (EHSD) presented the Board of Supervisors with an initial report on the success of the Subsidized Employment and Training (SET) program. The SET program was made possible through the federal American Recovery and Reinvestment Act (ARRA) Temporary Aid to Needy Families (TANF) Emergency Contingency Fund (ECF), and commenced operation in November 2009.

The SET program, made possible with all federal ARRA TANF ECF funds (and a required match) ran from November 2009 through September 2010. The program enabled EHSD to put CalWORKs recipients and other needy residents of our community to work in public agencies, non-profit organizations, and for-profit businesses. The purpose of the SET program was to boost the local economy, provide a community service and improve the employability of CalWORKs recipients and other unemployed and underemployed residents of Contra Costa County.

Following the September 28, 2010 report presented to the Board of Supervisors and with the receipt of additional information primarily related to unsubsidized placement and other positive outcomes achieved by SET participants, EHSD undertook a final wrap-up of the program. Because of limited resources and reporting capability, we were only able to obtain and verify unsubsidized job placements for CalWORKS SET recipients.

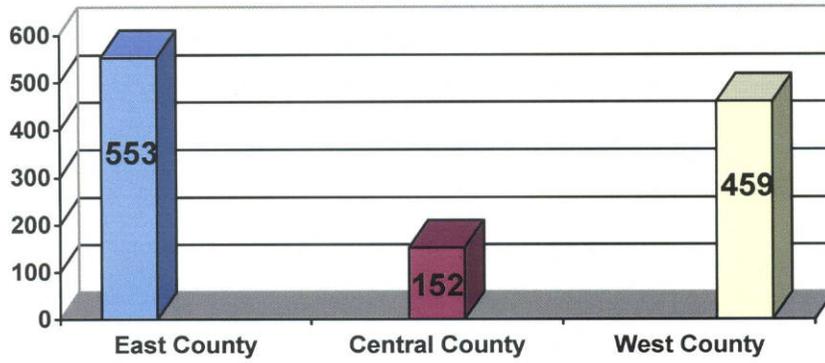
**OUTCOMES AND ACHIEVEMENTS**

The following reflect the key updated SET program outcomes as reported to the Board of Supervisors on September 28, 2010. As with the initial set of SET data reported to the Board, these outcomes exceed the planned performance goals as outlined for the program and reflect further enhanced outcomes as those initially reported.

- **Total Number of Participants:** 1,164 (801 Adults and 363 Youth)

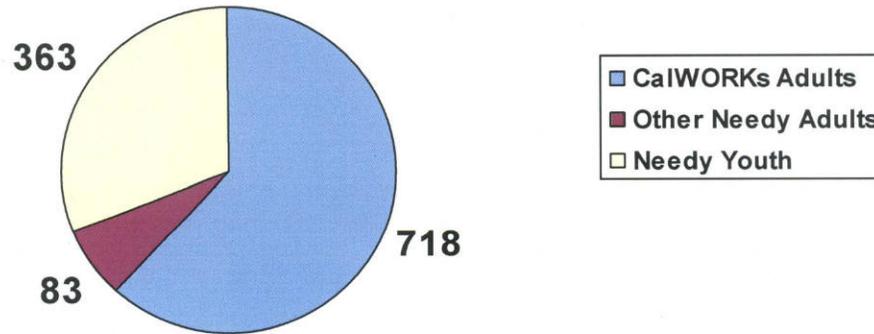
- *East*      553
- *Central*   152
- *West*      459

**Geographical Breakdown of Participants**



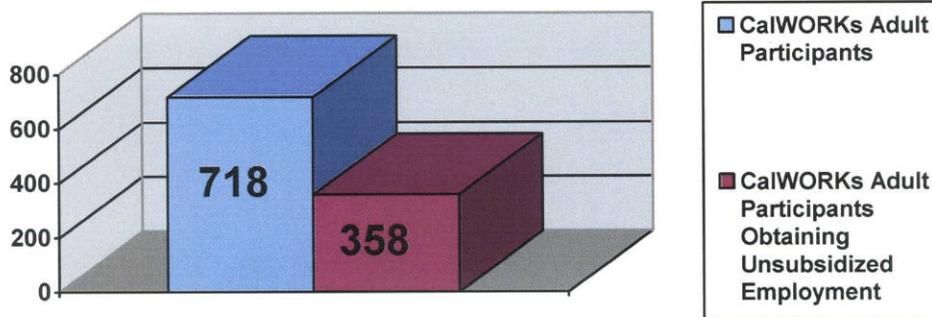
- **Type of SET Participants**

**SET Participants**



- Total Number of CalWORKs/SET Participants with Permanent Employment as a Result of the SET Program: 358

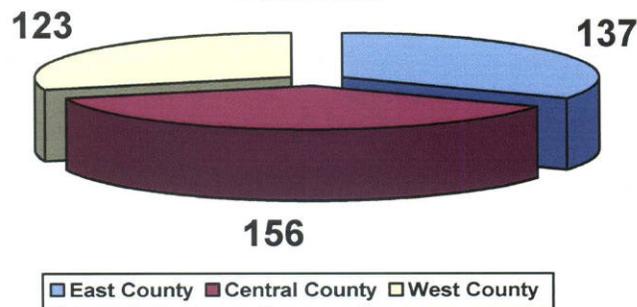
### SET Unsubsidized Employment Results



This is a 49% employment rate.

- Number of Worksites Engaged: 416
  - East 137
  - Central 156
  - West 123

### Geographical Breakdown of Engaged Worksites



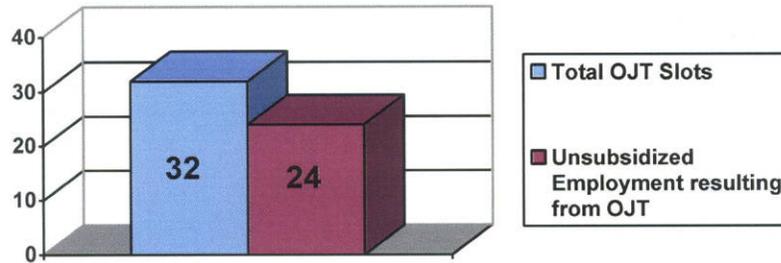
- Number of On the Job Training (OJT) Participants and Results:

This outcome was not previously reported as these participants were placed after the September 28, 2010 report was presented to the Board of Supervisors. We worked closely with the EASTBAYWorks One Stop Centers to utilize Workforce Investment Act (WIA) dollars to fund OJT slots for further training in promotional positions. OJT provides financial assistance to offset

training costs of new employees. OJT contracts reimburse companies up to 50% of an eligible employee's wages during their training period.

- Total OJT Participants 32
- OJT Participants than moved to Unsubsidized Employment 24

**OJT Transition Results**

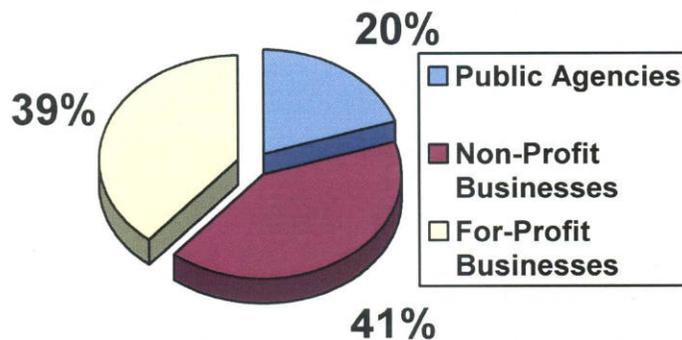


This post SET program achieved a **75% success rate**.

• Worksite by Type

- Non-Profit 41%
- For-Profit 39%
- Public Agencies 20%

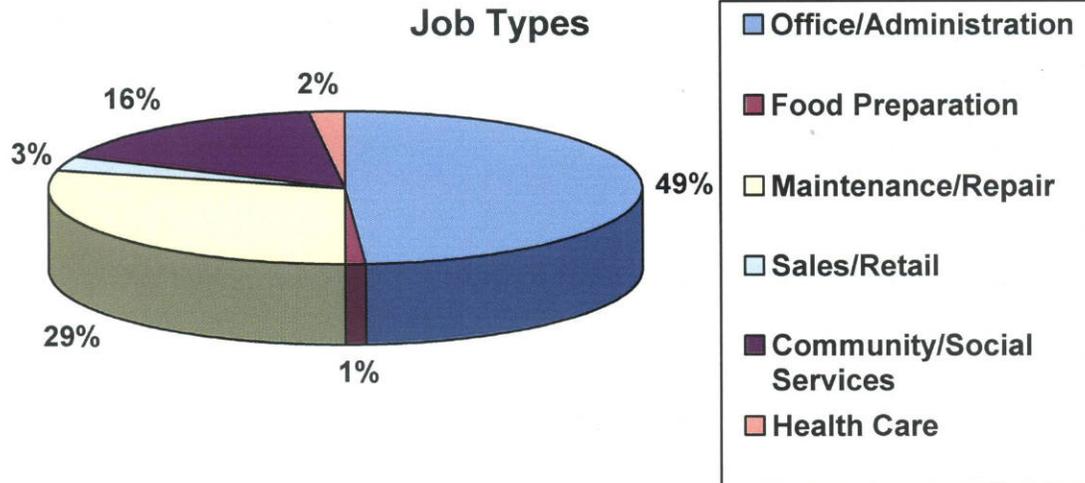
**Worksite Type**



• Type of Jobs

- Office/Administrative Support 49%
- Maintenance/Repair 29%
- Community Social Services 16%

- Sales/Retail 3%
- Health Care 2%
- Food Preparation 1%



- **Money into the Community**

Every dollar spent generates approximately \$1.17 in the community and as a result, the \$5.5 million dollars earned by SET participants generated \$6.5 in Contra Costa County. This contributed to much needed economic growth in our county.

- **Wages Paid and Hours of Participation**

***Adults:***

- Hourly wage: \$11.64
- Weekly hours of participation: 10 to 40 hours
- Average duration of participation: Six months

***Youth:***

- Hourly wage: \$ 8.25
- Weekly hours of participation: 20 hours
- Average duration of participation: 120 hours with 12 hours of classroom instruction in job readiness skills

- **Total Wages Paid**

The following total wage expenditures cover the 10 month duration of the program from November 2009 through September 2010:

- Wages paid to CalWORKs and other needy adults: \$4,954,705
- Wages paid to CalWORKs and other needy youth: \$601,210
- Total wages paid for SET: \$5,555,915

- **Employer/Business and SET Client Feedback**

Businesses, organizations and participants alike reported their experience with SET as meaningful.

The employer community reported value in developing a positive working relationship with the county and often times expressed their willingness to continue partnering with the county when in need of employment services. It was commonly conveyed that employers wished the program could be continued.

The participants shared that their experience in the SET program was valuable and consistent with their expectations of the program.

The SET program achieved considerable success supporting the idea that subsidized employment (SE) is an extremely effective way to engage both clients and employers in direct work/employment activities leading to unsubsidized, gainful employment and economic generation.

## **PRESENT SITUATION**

The reports of counties' success with SE throughout the State following the end of the federal ARRA TANF ECF SE funding in September 2010 prompted further exploration on how subsidized employment could continue to be funded and reinstated. As a result, Senate Bill (SB) 72 was passed which allows counties greater flexibility in leveraging state funds to subsidize the wages of the participants.

As are most other counties with the recent passage of SB 72, EHSD is currently reviewing, determining, and awaiting clarification on the administrative, program, and operational requirements of SB 72. Meanwhile, we are undertaking preliminary program development and employer/business outreach efforts for the expected initiation of a new SE program funded via SB 72.

Some of the known requirements of SB 72 will make for a starkly different subsidized employment program as that operated under ARRA TANF ECF SET program. SB 72 will only allow CalWORKs recipients who are not already employed to be served and subsidized wages cannot exceed the maximum CalWORKs grant amount.

As part of EHSD's review and in order to determine the size, structure, and scope of the program most specifically the number of participants that can be served, we are also analyzing our anticipated PY 2011 allocation and projected expenditures based on the most recent State budget adoption. Once this information is determined, further detailed planning will continue with an expected target start date for the new subsidized employment program in October 2011.

Also to be taken into account in our planning and program development efforts is CDSS's continued clarification on SB 72. In the meantime, we do expect the new SE program to be much different from the SET program in that the funding is very limited thereby limiting the number of slots and clients to be served making for a much smaller SE program.

As planning continues for the new subsidized employment program, we anticipate continued dialogue and input from employers and other workforce development partner agencies and will continue to explore other possible funding opportunities and partnerships to expand the number of CalWORKs clients and employers to be served.