



**Contra  
Costa  
County**

To: Board of Supervisors

From: Kathy Gallagher, Employment & Human Services Director

Date: September 25, 2018

Subject: Clarify Board Order for Contra Costa Works (CCWORKS) Program

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**RECOMMENDATION(S):**

APPROVE clarification of Board action of June 26, 2018 (C.163), which authorized the Employment and Human Services Director, or designee, to enter into worksite agreements with employers participating in the Contra Costa Works (CCWORKS) Subsidized Employment Program to allow for reimbursement of not less than \$10.50 per hour and not to exceed \$20 per hour for those CalWORKs clients worksited with employers, and to change the total fund amount from 857,533 to a total fund amount of \$960,666, with no change in the term of July 1, 2018 through June 30, 2019.

**FISCAL IMPACT:**

The CalWORKs participant wage reimbursements are funded with \$960,666 of CalWORKs Single Allocation, which is 85% Federal and 15% State funds. CFDA #93.558

**BACKGROUND:**

As authorized by Assembly Bill AB 74, the Employment and Human Services Department (EHSD) has operated a subsidized employment program known as Contra Costa Works (CCWORKS) since 2011. Following the guidelines and funding options of AB 98, the

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

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Action of Board On: **09/25/2018** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

**VOTE OF SUPERVISORS**

AYE: John Gioia, District I  
Supervisor  
Candace Andersen, District II  
Supervisor  
Karen Mitchoff, District IV  
Supervisor

ABSENT: Diane Burgis, District III  
Supervisor  
Federal D. Glover, District V  
Supervisor

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: September 25, 2018

David Twa, County Administrator and Clerk of the Board of Supervisors

By: June McHuen, Deputy

Contact: Gina Chenoweth 8-4961

cc:

CCWORKS program has been designed very

### BACKGROUND: (CONT'D)

similarly to other programs operated in the Bay Area. CalWORKs participants are screened into the program and placed with local employers (for-profit, non-profit, and public agencies) who have the responsibility for payroll, associated taxes, and workers compensation for the CCWORKS program participant worksited within their organization.

The employers hire the eligible CCWORKS participants upfront and train the participants with the appropriate skills for the position in which they are placed. The participants receive a wage comparable to those workers performing the same or like duties at the worksite. A worksite agreement is executed for each participant that is placed at the employer's worksite. Under the CCWORKS program, EHSD will reimburse the employer no less than \$10.50 per hour and up to \$20 per hour for a minimum of 20 hours per week to a maximum of 40 hours per week (no overtime will be subsidized). Worksite contracts will not exceed six months.

Monthly reimbursement invoices are submitted by participating employers for each CCWORKS participant placed at their worksite. The invoices are reviewed by EHSD CCWORKS staff and submitted to the EHSD Fiscal Unit for payment.

This clarification corrects an administrative clerical error in the previously approved Board Order.

### CONSEQUENCE OF NEGATIVE ACTION:

Without approval, the CCWORKS program participants will have fewer employment opportunities and may continue reliance on public benefits. Without the change needed due to clerical error, funding amount would be incorrect and may compromise payments.