



**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 Expanded (CCCWORKS) Program

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**RECOMMENDATION(S):**

APPROVE clarification of Board action of June 26, 2018 (C.165), which authorized the Employment and Human Services Director, or designee, to continue the reimbursement of employers participating in the Expanded 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 \$960,666 to a total fund amount of \$857,533 with no change in the term of July 1, 2018 through June 30, 2019.

**FISCAL IMPACT:**

Wage reimbursements for CalWORKs participants in the Expanded Employment program are funded with \$857,533 of Expanded Subsidized Employment Allocation, which is 96% Federal and 4% State funds. CFDA #93.558

**BACKGROUND:**

Following the guidelines and funding options of AB 98 and building upon the success of previous Subsidized Employment and Training (SET) programs operated under the

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☒ 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:

American Recovery and Reimbursement Act (ARRA), the Expanded CCWORKS program has been designed very similarly to other

### BACKGROUND: (CONT'D)

programs operated in the Bay Area. CalWORKs participants will be screened into the program and placed with local employers (for-profit, non-profit, and public agencies) who will have the responsibility for (under contractual/financial worksite agreements) the payroll, associated taxes, and workers compensation for each Expanded CCWORKS program participant approved and worksited within their organization.

The employers will hire the eligible CalWORKs participants in the Expanded CCWORKS program upfront and will train the participants to appropriate skills for the position in which they are placed. Expanded CCWORKS participants will receive a wage comparable to those workers performing the same or like duties at the worksite.

The worksite agreement will be signed with the employer for each participant that is placed at the employer's worksite. Under the Expanded CCWORKS program, EHSD will reimburse no less than \$10.50 per hour and not to exceed \$20 per hour (due to the anticipated increase in minimum wage) for a minimum of 20 hours per week to a maximum of 40 hours per week. No overtime will be subsidized. The individual contracts with each employer will state the reimbursement process and those reimbursements will be paid on the contractual timeline of six months.

Monthly reimbursement invoices will be submitted by participating employers for each client employed through the Expanded CCWORKS program. The invoices will be 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 Expanded CCWORKS program participants will have fewer employment opportunities and will continue reliance on public benefits. Without the change needed due to clerical error, funding amount would be incorrect and may compromise payments.