

Placer County Human Services

EFFECTIVE DATE: 1/21/14	TITLE: Subsidized Employment Policy	PROGRAM ES
REVISION DATE:		

OVERVIEW

Background	<p>Subsidized employment is an Employment Services (ES) activity. One category of subsidized employment is provided through the AB 98 subsidized employment program. AB 98 was originally implemented on January 1, 2008. Effective March 24, 2011, SB 72 expanded the AB 98 subsidized employment program in order to encourage counties to establish or expand AB 98 subsidized employment programs to assist CalWORKs families with the goal of self-sufficiency.</p>
AB 98 Subsidized Employment	<p>Assembly Bill (AB) 98 Subsidized Employment & SB 72: Eligible populations for the AB 98 subsidized employment program are current CalWORKs recipients, individuals who cure their sanctions through participation in the AB 98 program, and individuals who have exceeded CalWORKs time limits and receive Safety Net benefits for their eligible children.</p> <p>AB 98 wage subsidies are limited to six months, unless the county determines a longer subsidy will benefit the employer and the participant. Placer County reviews extensions on a case by case basis.</p>
Referrals	<p>Participants may be referred to subsidized employment when they meet the following criteria:</p> <ul style="list-style-type: none"> • Currently receiving CalWORKs assistance or receive Safety Net benefits for their eligible children • Participating in ES and in good standing • Not currently working or looking for a better job with better pay (on a case-by-case basis with management approval) • Clear & realistic employment goal • No significant employment barriers • Updated resume • Interview ready (e.g. interview/communication skills, interview attire, etc.) • Has right to work documents • Transportation and child care prearranged
Orientation	<p>The participant will attend the Subsidized Employment Orientation; complete a WEX-30 and submit a current, targeted resume.</p> <p>When meeting with the participant to review the WEX-30, the Job Developer will assess the following:</p> <ul style="list-style-type: none"> • Position(s) desired, companies of interest, and recent job search history • Starting wage, minimum hours and maximum commute required to accept employment • Willingness and ability to market the program to employers • Need for resume updates, interview skills, networking or workshops to improve job search success • Entry-level skills and minimum qualifications for the position(s) desired <p>The Job Developer will then place the participant on the “active” list used to refer participants to interview for existing or potential job openings as they become available.</p> <p>Participants who find a job on their own will be referred to contact their ES Counselor to complete the WEX-30. The Job Developer will schedule an intake appointment with the participant to discuss the job opportunity and will schedule a time to meet with the employer to discuss the program and to sign all required documents.</p>

Employer Requirements	<p>Employers are subject to the following conditions before approved participation in the program:</p> <ul style="list-style-type: none">• The employer shall employ the Placer CalWORKs trainee as a regular member of employer's workforce, subject to the same terms and conditions of employment as other employees.• Employers must sign a subsidized wage reimbursement agreement and submit all required documentation stated in the agreement.• The employer may not be a member of the employee's immediate family.• Employers may not have had a layoff from the same or equivalent job within the last 120 days or reduced the workforce with the intention of filling a vacancy with a subsidized wage participant.• Wages must be at least minimum wage for a minimum of 20 hours per week.• Temporary hires may be approved on a case-by-case basis. <p>Wage reimbursement payments will be made directly to the employer after receiving the required invoice and supporting documentation.</p>
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