

# EMPLOYMENT SERVICES OVERVIEW

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## HOUSE WELFARE REFORM COMMITTEE | 1.26.23

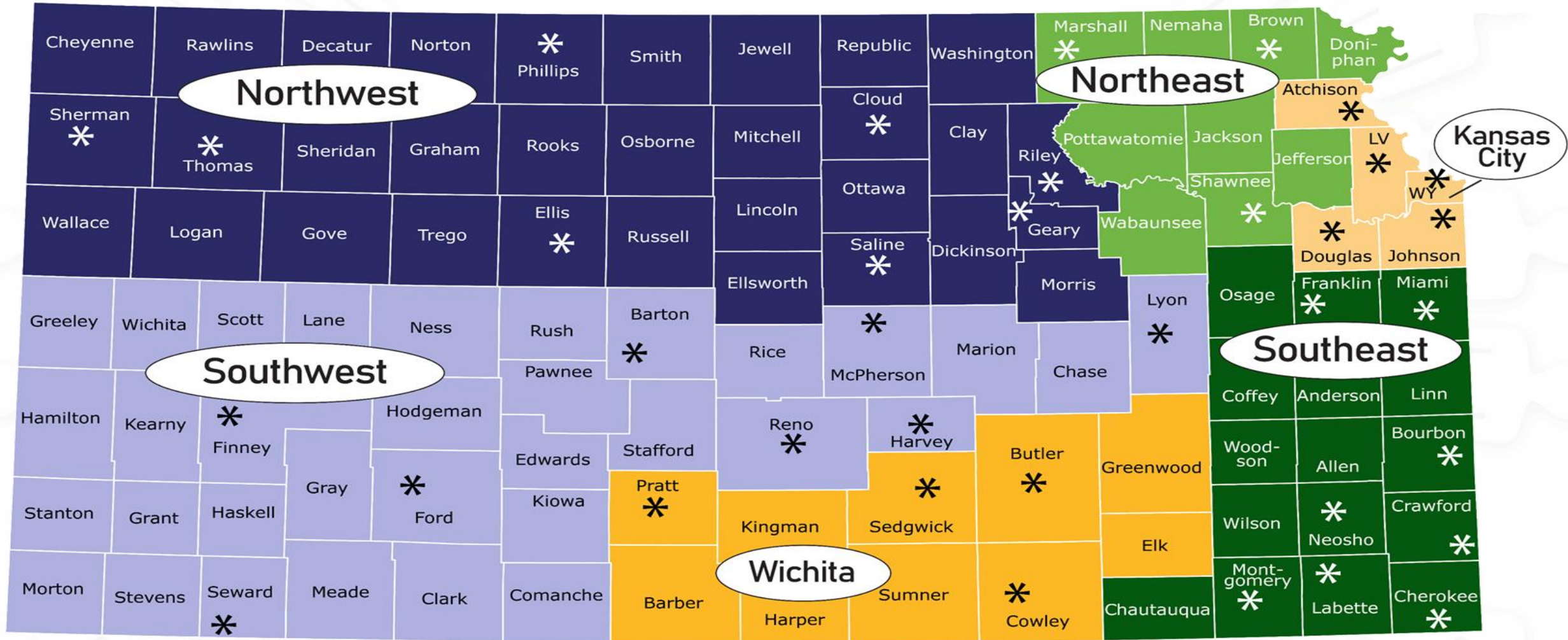
Eric Hunt – Director of Employment Services

Andy West – Asst. Director of Field Services

Lisa Strunk – Asst. Director SNAP Employment & Training

Daniel Lewien – Deputy Secretary of Operations

# DCF Regions



\* DCF Service Center

# EMPLOYMENT SERVICES

## PROGRAMS

### TANF WORK PROGRAMS

- Current Recipient of Temporary Assistance for Needy Families (TANF)

### SNAP EMPLOYMENT & TRAINING

- SNAP Recipient
- Mandatory for Able-bodied Adults without Dependents who aren't meeting work requirements

### GOALS

- Supplemental Nutrition Assistance Program (SNAP) Recipient
- Child in the Home or Pregnant Woman
- Age 18 or Older


# ECONOMIC & EMPLOYMENT SERVICES



Economic and Employment Services (EES) provides a variety of programs that can help families achieve self-sufficiency. These include:

- Cash assistance (Temporary Assistance for Needy Families)
- Food assistance (Supplemental Nutrition Assistance Program)
- Childcare assistance
- Employment assistance
- Energy assistance
- Emergency Water Assistance Program

Kansas Benefits Card Support

 1-800-831-5235

# EMPLOYMENT SERVICES

## KEY CONCEPTS

- All Clients have Strengths and Solutions
- Focus on Client Success
- Career Navigator should Empower the Client
- Leaving Welfare is a Process, Not a Single Event
- We must Respect and Value Cultural Differences
- Everyone can be Successful with Right Supports & Services



# EMPLOYMENT SERVICES

## OUTCOMES

- Help Clients find Path to Successful Careers
- Opportunities for Short-Term Education & Training
- Living Wage Employment with Advancement Opportunities
- Enhance Sense of Value to Client, Families, & Communities
- Provide Stability and Strengthen Families



# EMPLOYMENT SERVICES

## CAREER NAVIGATORS

- Provide Individualized, Strengths-Based Case Management
- Multiple Platforms to Assist Individuals
- Encourage Short-Term, Job-Driven Career Pathways
- Assist Participants to Obtain & Maintain Gainful Employment
- Provide Support Services Tailored to Meet Individual Needs



# EMPLOYMENT SERVICES

## DCF WORK PROGRAMS – Employments and Wages



**TANF Employment Services.** TANF cash assistance adults who are required to engage in work programs must participate 20-30 hours per week in order to continue receiving assistance. There were a total of 188 new employments from July 2022 – October 2022 (first 4 months of FY23) with an average wage of \$14.15 and 31.3 hours per week.

**Generating Opportunities to Attain Lifelong Success (GOALS) .** Goals is a voluntary program for adults in families who are receiving food assistance but not TANF cash assistance. The program piloted in 2016 - 2018 and was implemented statewide in 2019. There were a total of 46 new employments from July 2022 – October 2022 (first 4 months of FY23) with an average wage of \$13.95 and 31.9 hours per week.

**Food Assistance Employment & Training (FAE&T) or SNAP E&T.** Able bodied adults without dependents are required to work with FAE&T to meet employment goals and continue to receive SNAP. There were a total of 47 new employments from July 2022 – October 2022 (first 4 months of FY23) with an average wage of \$13.60 and 33.2 hours per week.



# TANF FUNDED PROGRAM

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TANF and GOALS Work Programs

# TANF WORK PROGRAMS

## REFERRAL PROCESS

- TANF Applicants who are Mandatory for Work Programs
  - Self-Assessment Form
  - Online Employment Services Orientation Tutorial
- Career Navigator (CN) Notified of TANF Approval for Household
- CN Engages Client through Initial Assessment Process
  - First Appointment and Substance Use Assessment
  - Community and Agency Referrals – As Needed
- Develop Self-Sufficiency Agreement with Client





Generating Opportunities to Attain Lifelong Success

## Is the SNAP Recipient Eligible for GOALS?

- Not Receiving TANF
- Responsible for a Child in the Home or Pregnant Woman
  - Child is under age 18 OR age 18 and attending High School
- Age 18 or Older





Generating Opportunities to Attain Lifelong Success



## Referral Process

- SNAP Application is Approved
- Eligibility Sends “GOALS – Opportunity Form”
- Potential Participant Contacts Career Navigator
- Career Navigator Reviews Program Criteria to Ensure Eligibility
  - Food Assistance Employment & Training (FAET) Block is Opened for Eligible GOALS Participants
- CN Engages Client through Initial Assessment Process
  - First Appointment and O\*Net Interest Profiler
  - Community and Agency Referrals – As Needed
- Develop Self-Sufficiency Agreement with Client

# SNAP FUNDED PROGRAM

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SNAP EMPLOYMENT & TRAINING WORK PROGRAM

# SNAP

## ABLE BODIED ADULT WITHOUT DEPENDENTS – 2022 Sen. Sub. For H.B. 2448



Per 2022 Sen. Sub. For H.B. 2448, all Able-Bodied Adults without Dependents on the SNAP program must participate in SNAP Employment & Training as a condition of receiving food assistance if:

- The ABAWD client is aged 18 – 49; and
- The ABAWD client is not employed at least 30 hours a week.

The program went live on October 1<sup>st</sup>, 2022, after the USDA approved the State's plan. DCF has 15 career navigators for implementation and are collaborating with 5 community organizations for the program.

# SNAP

## ABLE-BODIED ADULTS WITHOUT DEPENDENTS (ABAWD)

- SNAP Recipients Ages 18 to 49
- No Dependent Children and Not Pregnant
- Federal Requirements: Only Receive SNAP for 3 Months within 36-Month Period unless:
  - Working at Least 20 Hours Per Week
  - Participating in Work or Training Program for 20 Hours



# MANDATORY SNAP EMPLOYMENT & TRAINING

- SNAP Recipient Ages 18 – 49
- Must be Able-Bodied Adult Without Dependents (ABAWD)
- Must be working 30 hours a week or participating in Mandatory E&T 30 hours per week
- Mandatory Program began Oct. 1, 2022





# MANDATORY SNAP EMPLOYMENT & TRAINING FEDERAL AWARD



- Administrative Funds 100% USDA Allocation - \$1,672,528
  - Includes funds allocated for 2023 & additional funds requested from USDA
- Participant Expenses 50% State Funds of \$435,882 & 50% Federal Funding of \$435,882 - Total \$871,764

## **Participation**

Mandatory E&T went into effect 10/1/2022

November 2022 – Averaged 504 clients per week

December 2022 – Averaged 520 clients per week

Sanctioned a total of 225 clients since mandatory program began

# MANDATORY SNAP EMPLOYMENT & TRAINING



## REFERRAL PROCESS

- SNAP Benefits Approved
- Eligibility Reviews ABAWD Time Limit Month List Page
  - Referral to E & T Required if Status is “Did Not Meet Work/Training Requirement”
  - Email with Client Name and KEES Case Number Sent to Appropriate Mailbox
- CN Engages Client through Initial Assessment Process
  - First Appointment
  - Community and Agency Referrals – As Needed
- Develop Self-Sufficiency Agreement with Client

# MANDATORY SNAP EMPLOYMENT & TRAINING



## SELF-SUFFICIENCY AGREEMENT

### Mandatory E & T Self-Sufficiency Agreement

Name: \_\_\_\_\_ Date: \_\_\_\_\_

Case Number: \_\_\_\_\_ ABAWD Months Used: \_\_\_\_\_

Steps \_\_\_\_\_ will take to reach the goal:

<i>Begin Date</i>	<i>Specific &amp; Measurable Action</i>	<i>Hours/Week</i>	<i>Due Date</i>
	I am responsible for attending all appointments scheduled with my Career Navigator and providers and for turning in verification I have met 120 hours of monthly participation by the 6th of the month.	N/A	For as long as I am participating with Employment Services.
	I am responsible for notifying my Career Navigator if any changes occur in my situation that may require an adjustment to this plan including but not limited to a change in employment.	N/A	
	I am responsible for		
	I am responsible for		
	I am responsible for		

# MANDATORY SNAP EMPLOYMENT & TRAINING

## E&T CONTRACTS



**Allied Health Career Training, Wichita** – Provide short-term in-person, hybrid and online short-term, in-demand, medical certification trainings. Most common E&T certifications are Certified Nursing Assistant, Certified Medication Aide and Phlebotomy.

**Breakthrough Episcopal Social Services, Wichita** – Teach Bridges Job Training Class. Five-week employer driven class that provides assistance with job search and interviewing skills, job retention skills, computer skills. Wichita area employers are involved in each class.

**Mid America Nursing & Allied Health, Kansas City Metro Area** – Provide short term medical certification courses such as Certified Nursing Assistant and Certified Medication Aide

**160 Driving Academy** – Wichita, Topeka & Kansas City Metro Area locations – Provide CDL training  
**MedCerts** – Statewide – Online, in-demand medical certification and computer certification training.

# ASSESSMENT

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TANF Work Programs, GOALS, and SNAP E&T

# EMPLOYMENT SERVICES

## INITIAL ASSESSMENT



STATE OF KANSAS DCF  
ECONOMIC & EMPLOYMENT SERVICES

10-21

### SELF-ASSESSMENT FORM

#### PERSONAL DATA

Name: \_\_\_\_\_ Age: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 Home Phone: \_\_\_\_\_ Message Phone: \_\_\_\_\_ Email Address: \_\_\_\_\_  
 How many people live in your household? \_\_\_\_\_ How many children? \_\_\_\_\_  
 Are you responsible for caring for a disabled person daily? Yes  No   
 Which of the following best describes your household?  
 Two Parent  Single Parent  16-19 Year Old Parent Without a GED or HS Diploma   
 What help do you think you could get from family and friends if you take classes, look for work or get a job?  
 \_\_\_\_\_  
 Do you work with other organizations such as HUD, Head Start, CASA, Department of Corrections, etc.? Yes  No   
 > If yes, which organizations? \_\_\_\_\_

#### WORK HISTORY

How many jobs have you had in the last 18 months? \_\_\_\_\_  
 Tell us about your last job, why you left, and what would have helped you keep the job.  
 \_\_\_\_\_  
 Have you done volunteer work or community services? Yes  No   
 Tell us about your volunteer work or community service.  
 \_\_\_\_\_  
 What kind of job would you like to have and why?  
 \_\_\_\_\_  
 You may need to relocate or commute to become employed. Tell us how you feel about that.  
 \_\_\_\_\_  
 Have you served in the military? Yes  No   
 Are you eligible for military benefits? Yes  No  If yes, have you applied? Yes  No

#### YOUR EDUCATION

What was the highest grade you completed in school? \_\_\_\_\_ Year? \_\_\_\_\_ Did you have an IEP? Yes  No   
 List any special classes you were in: \_\_\_\_\_  
 Tell us about any degrees or certifications you have: \_\_\_\_\_  
 Is this form easy for you to read? Yes  No  If not, tell us why.  
 \_\_\_\_\_

E-6

STATE OF KANSAS DCF  
ECONOMIC & EMPLOYMENT SERVICES

10-21

#### YOUR HEALTH

Do you have medical/mental health problems that could affect your working? Yes  No   
 > If yes, are you under a doctor's care? Yes  No   
 Do you or anyone in your home consume alcoholic beverages or non-prescribed drugs? Yes  No   
 Has a doctor ever told you to cut down or quit the use of alcohol or drugs? Yes  No   
 Could you pass an employer's drug screening today? Yes  No   
 Are you or your children currently being threatened, hurt, or harmed in any way by someone in your life? Yes  No   
*(Harm can include stalking or threatening to hurt you, your children, your pets, or other family or friends, pushing, grabbing, shoving, slapping, hitting, choking, or holding you down, constantly putting you down or telling you that you are worthless, any kind of unwanted sexual contact.)*  
 Could working, looking for work, or going to school put you or your children in danger of physical, emotional, or sexual abuse? Yes  No

#### YOUR FINANCES

What other income do you have that could help you? \_\_\_\_\_  
 Are you in danger of eviction? Yes  No  Are you in danger of utility shut off? Yes  No   
 What bills or debt do you owe? \_\_\_\_\_  
 Other: \_\_\_\_\_

#### YOUR STRENGTHS

What are your strengths and special talents?  
 \_\_\_\_\_  
 What help do you need to get started towards the goal of supporting yourself and your family?  
 Child Care  Transportation Assistance  Obtaining Child Support   
 Education or Training  Drug or Alcohol Counseling  Help with Domestic Violence   
 Work Experience  Work Clothing or Tools  Need Recertification   
 Need a Phone or Internet  Need a Driver's License  Other  \_\_\_\_\_

Upon approval of TANF, you will be required to complete an interview with a Career Navigator. Please check the box below for how you would like to complete this interview.  
 In person at your local DCF office.  
 Microsoft TEAMS – Please provide a valid email address for the invitation: \_\_\_\_\_  
 Telephone – Please provide a valid phone number: \_\_\_\_\_

The above information is correct to the best of my knowledge. Failure to complete this form could result in your application for TANF cash benefits being denied.

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_  
 Social Security Number: XXX-XX-\_\_\_\_\_

E-6

# EMPLOYMENT SERVICES

## INITIAL ASSESSMENT

Review Program  
Requirements

Assess for  
Domestic  
Violence  
Concerns

Strengths &  
Weaknesses

Education

Work Experience

Limitations

Needed  
Documents

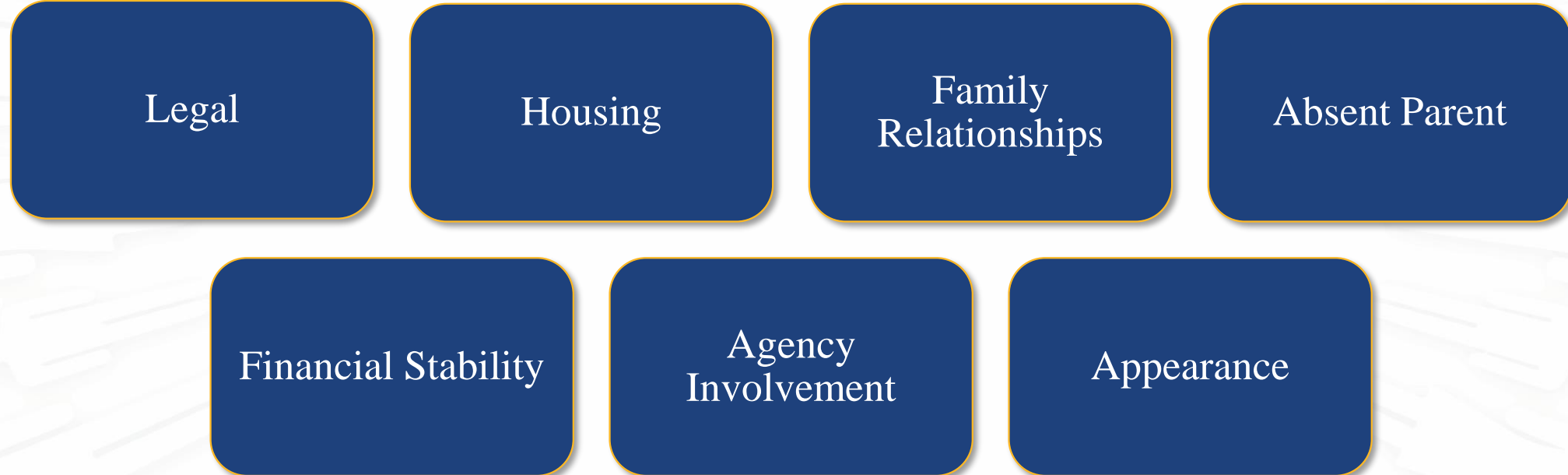
Transportation

Child Care

Clothing

# EMPLOYMENT SERVICES

## INITIAL ASSESSMENT





# EMPLOYMENT SERVICES

## INITIAL ASSESSMENT/ IMMEDIATE NEEDS



Evaluate Client's Support  
Network



Review Employment  
Services Support Services



Refer to Appropriate  
agencies

# EMPLOYMENT SERVICES

Solutions Recovery Care Coordinators and Domestic Violence/Sexual Assault Referrals

- Solutions Recovery Care Coordinator (TANF)
  - Clients that are screened and qualify for drug and alcohol services will be referred to either Heartland Regional Alcohol and Drug Assessment Center (RADAC) or the Substance Abuse Center of Kansas (SACK).
  - CN works with the client and SRCC case manager to monitor the client's participation in their SRCC plan and provide support services as needed.
- Domestic Violence/Sexual Assault (DV/SA)
  - Clients who indicate a DV/SA situation will be referred to a local DV/SA agency for further screening.
  - For those that qualify for DV/SA services, CN will work with the DV/SA case manager to determine client's ability to participate in employment readiness activities.

# EMPLOYMENT SERVICES

## CONTRACTED COMMUNITY PROVIDERS WITH EMPLOYMENT SERVICES

- 12 Customized Placement Providers around the State of Kansas
  - Those referred will find employment within 120 days.
  - 80% of those that become employed will reach 10-day benchmark
  - 70% of those that become employed will meet the 45-day benchmark
- 11 Providers who provide other types of services
  - Direct skill training
  - Learning disability and psychological assessments
  - Bridges Workshops
  - Adult Education, GED, ESL classes.

# EMPLOYMENT SERVICES

## CONTRACTED COMMUNITY PROVIDERS WITH EMPLOYMENT SERVICES

- Costs per month vary but average between \$45K to \$65K
- Number of participants involved with a provider is between 80-100 per month.
- Cost per person averages around \$600 per month.
- Majority of participants have been TANF recipients

# CASE MANAGEMENT

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TANF Work Programs, GOALS, and SNAP E&T

# EMPLOYMENT SERVICES

## GOAL SETTING



Short Term Goals



Long Term Goals

# EMPLOYMENT SERVICES

## GOAL SETTING

### TANF Self-Sufficiency Agreement

Name: \_\_\_\_\_ Date: \_\_\_\_\_

Case Number: \_\_\_\_\_ TANF Months Remaining: \_\_\_\_\_

Steps \_\_\_\_\_ will take to reach the goal:

Begin Date	Specific & Measurable Action	Hours Per Week	Due Date
	I am responsible for attending all appointments scheduled with my Career Navigator and with the providers I have been referred to.	N/A	For as long as I am receiving TANF.
	I am responsible for pursuing medical coverage and keeping the coverage once it is approved.	N/A	
	I am responsible for notifying my Career Navigator if any changes occur in my situation that may require an adjustment to this plan including but not limited to a change in employment.	N/A	
	I am responsible for		
	I am responsible for		
	I am responsible for		

How DCF will support My Plan:

Specific & Measurable Action	Due Date
Career Navigator will	
Career Navigator will	
Career Navigator will	

I have been part of the decision making and understand that the above agreement requires my participation and cooperation. I have received a copy of this agreement and understand my rights and responsibilities as well as those of DCF.

I understand if I choose not to follow through with this plan and do not provide good cause, I have made the choice to receive a penalty which will close or reduce my benefits.

Client Signature: \_\_\_\_\_  
 Client Phone Number: \_\_\_\_\_  
 Client Email: \_\_\_\_\_  
 Career Navigator Signature: \_\_\_\_\_  
 Career Navigator Phone Number: \_\_\_\_\_  
 Career Navigator Email: \_\_\_\_\_

Next Appointment Date:  
 Date: \_\_\_\_\_  
 Time: \_\_\_\_\_  
 Appointment Reminder By:  
 Email.....   
 Phone Call.....   
 Text.....

# EMPLOYMENT SERVICES

## INDIVIDUALIZED SELF-SUFFICIENCY AGREEMENT



- Employment
- On-The-Job Training
- Technical Education or Training
- Job Readiness / Job Search
- Domestic Violence Services
- Drug and Alcohol Services
- Vocational Rehabilitation Services





# EMPLOYMENT SERVICES

## CASE MANAGEMENT



# EMPLOYMENT SERVICES

## SUPPORT SERVICE ACTIVITY



# TANF WORK PROGRAMS

## SUPPORT SERVICES AVAILABLE

- Transportation Assistance
- Child Care Assistance
- Education and Job Skills Training
- Relocation Assistance
- Personal Care Items
- One-Time Emergency Payments
- Special Services
- Work Incentive & Retention Payments
- Transitional Services for 12 Months



# TANF WORK PROGRAMS

## TANF SUPPORT SERVICES EXPENDITURES – FY22

- Average monthly expenditures \$197,499
  - Average monthly number of adults – 2,031
  - Average monthly cost per person - \$97.27
- 
- Transportation related items – 40%
  - Job Search and Job readiness – 35%
  - Client Services, Education, Training, and Counseling, Employment – 25%



# TANF WORK PROGRAMS

## TANF EMPLOYMENTS (DATA FROM OCTOBER 2022)

- Number of new employments: 71
- Average wage: \$14.48 dollars per hour
- Average hours: 29.73 hours per week



- Total number of clients on TANF in an Employment Activity: 405
  - \$50 Work Incentive Program

# GOALS Work Programs

## SUPPORT SERVICES AVAILABLE

- All Payments Direct to Vendor
- No Transportation Funds
- Child Care Assistance
- Education and Job Skills Training
- Personal Care Items
- One-Time Emergency Payments
- Job Retention Services



# GOALS Work Programs

## GOALS SUPPORT SERVICES EXPENDITURES – FY22

- Average monthly expenditures \$48,171
- Average number of adults – 495
- Average cost per person - \$97.41



Work clothing, educational supports and car insurance/repair are the top 3 categories that we see the most requests for.

# GOALS WORK PROGRAMS

## GOALS EMPLOYMENTS (DATA FROM OCTOBER 2022)

- Number of new employments: 13
- Average wage: \$14.96 dollars per hour
- Average hours: 30.15 hours per week



- Total number of clients in GOALS in an Employment Activity: 152



# MANDATORY SNAP EMPLOYMENT AND TRAINING

## SUPPORT SERVICES AVAILABLE

- Transportation Assistance
- Education and Job Skills Training
- Personal Care Items
- One-Time Emergency Payments
- Special Services
- Child Care Assistance in Rare Circumstances
- Transitional Services – 90 Days After Employment Begins



# MANDATORY SNAP EMPLOYMENT AND TRAINING



## MANDATORY E&T EMPLOYMENT FOR OCTOBER 2022

- Number of new employments: 13
- Average wage: \$15.18 dollars per hour
- Average hours: 36.25 hours per week
- Total number of Mandatory E&T clients in an Employment Activity: 56

# TRANSITIONAL SERVICES

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# TRANSITIONAL SERVICES

## TANF

- Available for 12 Months after Most TANF Closures
- Continued Case Management and Ongoing Support
- All Support Services still Available

## GOALS

- GOALS does not offer Transitional Services

## SNAP Employment and Training

- 90 Days after Employment

# SUCCESS STORIES

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# MANDATORY SNAP EMPLOYMENT & TRAINING



DE began working with his E&T Career Navigator October 31. He was already applying for jobs and she assisted him with a list of job leads. On Nov. 28, he started a manufacturing job working 40 hours a week and earning \$30 an hour.

After starting his new position, he learned that the company he was working for would be permanently closing in December. He immediately began looking for a new job.

He was offered and accepted a new position with an electrical company working full-time and earning \$30 an hour.

He began his new position, Jan 3. He is excited about the opportunity and will be traveling around the country to train for his new position.

# MANDATORY SNAP EMPLOYMENT & TRAINING



Emmanuel started working with the mandatory E&T program on October 6. During his first call with his career navigator, his career navigator let him know that Salina had several hiring events coming up. He sent him information for events at Tony's Pizza (Schwan's), Great Plains Manufacturing and Stryten Manufacturing. When Emmanuel met with his career navigator on October 24, he reported that he attended the Stryten hiring event and was hired. He was scheduled to attend orientation the next day. His career navigator was able to assist Emmanuel with work clothing and transportation to get to his new job.

After orientation, Emmanuel called his career navigator and let him know that he needed cut resistant steel toed boots. E&T was able to assist him with purchasing work boots.

Emmanuel is now working 40 hours a week at \$19.21 an hour. His food assistance is closing due to his income and he will continue to receive retention services until Jan. 22.

# COMMUNITY ENGAGEMENT AND PARTNERSHIPS

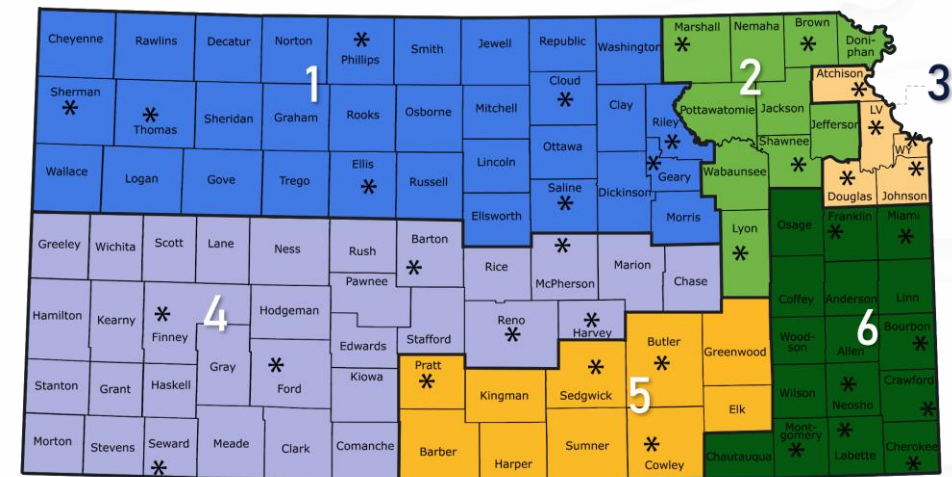
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# EMPLOYMENT SERVICES

## COMMUNITY ENGAGEMENT COORDINATORS

- Outreach to Employers
  - Identify Workforce Demands & Needed Skills
  - Connect with Potential Labor Force
- Involvement in Community Events
  - Job & Resource Fairs
  - Economic Development Opportunities
  - Community Coalitions
- Coordinate In-House Hiring Events and Job Fairs
  - Emphasis on DCF Clients



\* DCF Service Center

# EMPLOYMENT SERVICES

## EXAMPLES OF PARTNERSHIPS ACROSS KANSAS

- Workforce Centers
  - Assist in resume building, job search, employer connections
- Community Colleges & Tech Colleges
  - Focus on high demand skill such as welding, CDL, nursing tracks
- Workforce Alliance – Wichita
  - Focus on Justice involved individuals, partnering with local employers
- Bridges and Partners 4 Success
  - Intensive 4 to 6 week training courses focused on job readiness and employer participation

# EMPLOYMENT SERVICES

## Program Directors

**Eric Hunt**

Director of Employment  
Services

**Andy West**

Assistant Director of ES  
Field Services

**Becki Travis**

Assistant Director of ES  
Collaboration &  
Development

**Lisa Strunk**

Assistant Director of ES  
SNAP Employment &  
Training

# QUESTIONS?

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