



BRYCE YOKOMIZO
Director

LISA NUÑEZ
Chief Deputy

County of Los Angeles
DEPARTMENT OF PUBLIC SOCIAL SERVICES

12860 CROSSROADS PARKWAY SOUTH • CITY OF INDUSTRY, CALIFORNIA 91746
Tel (562) 908-8400 • Fax (562) 908-0459



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April 6, 2006

TO: Each Supervisor

FROM: Bryce Yokomizo, Director 
Department of Public Social Services

Bruce Chernof, MD 
Acting Director and Chief Medical Officer
Department of Health Services

**SUBJECT: REPORT ON MARCH 7, 2006 BOARD MOTION REGARDING THE
CREATION OF A CUSTOMIZED TRAINING PROGRAM IN THE
MEDICAL FIELD FOR CalWORKs PARTICIPANTS**

On March 7, 2006, your Board instructed the Department of Public Social Services to work in concert with the Department of Health Services (DHS), the Los Angeles Community College District (LACCD), Los Angeles Unified School District (LAUSD) and the Los Angeles County Office of Education (LACOE) to:

1. Create a customized program in the medical field for CalWORKs participants that will lead to employment within the Department of Health Services; and
2. Provide a status report to the Board within 30 days on the feasibility of the program, funding sources, any barriers, and a possible implementation date.

This report provides a status on the discussions that have taken place to develop this training. DPSS convened a number of meetings with DHS, LACCD, LAUSD and LACOE to explore the possibility of providing training to CalWORKs participants that will lead to employment opportunities in DHS. The following is a summary of our plan of action for the proposed medical field training program.

Target Employment Opportunities

DHS identified 27 potential employment opportunities for CalWORKs participants in the medical field. The planning group selected three of these positions as the primary training focus due to the high vacancy rates identified by DHS, the length of training required for these positions, and the likelihood that some number of CalWORKs participants could qualify for these positions: 1) Nursing Attendant; 2) Pharmacy Technician; and 3) Hospital Custodian.

There are existing programs available to train participants to fill the Nursing Attendant vacancies. In addition, there are existing Pharmacy Technician programs through LAUSD, LACOE, and other Regional Occupation Centers & Programs (ROCPs) and adult education programs in the county. A customized training will be developed for the Hospital Custodian position by LAUSD.

Screening and Selection Process

Prior to selecting CalWORKs participants to enroll in a training class, DPSS will administer a screening process, based on criteria provided by DHS. The screening process will include, but may not be limited to the following factors:

- An assessment of the participant's reading and math levels;
- An evaluation of the participant's customer service skills;
- An assessment of the participant's ability to speak, read and understand English; and
- A criminal background clearance.

In addition, DHS may conduct interviews before participants are enrolled in a training class, and participants will be required to pass a physical exam. DHS' intent will be to hire those CalWORKs participants who are selected through this process and who complete the training class successfully, though any offer of employment will be contingent on the Civil Service hiring process.

Barriers

We have not identified any barriers at this time regarding implementation of this program.

Funding Sources

Adult Schools and Regional Occupational Centers and Programs in both LAUSD and in other school districts coordinated by LACOE will utilize their own funding resources to provide the identified training in the medical field. The Los Angeles Community College District will also provide training with its own funding resources for one or more of the identified occupations.

Each Supervisor
April 6, 2006
Page 3

Possible Implementation Date

Implementation is targeted for September 2006.

We appreciate the opportunity to work with our education partners on this project. This program will provide CalWORKs participants with the skills needed to secure self-sustaining employment, while providing DHS with trained employees for certain key hard-to-fill positions.

We will provide you with a follow-up report in August 2006.

BY:BC:dy

c: Chief Administrative Officer
County Counsel
Executive Officer, Board of Supervisors