

LEGISLATIVE DIGEST

[Administrative Code-Reporting on Community Jobs Program]

Ordinance amending the San Francisco Administrative Code by adding Section 20.32 to require the Human Services Agency and Department of Human Resources to periodically report to the Board of Supervisors and the Mayor on the Community Jobs Program's success in preparing program participants for employment and placing them in jobs.

Existing Law

Currently there is no legal requirement that the Human Services Agency or Department of Human Resources periodically report to the Board of Supervisors or Mayor on the Community Jobs Program.

Amendments to Current Law

Under the proposed ordinance, the Human Services Agency ("HAS") and the Department of Human Resources ("DHR") must report to the Board of Supervisors biannually, on February 1 and on August 1, the following information on the Community Jobs Program:

1. The number of participants enrolled in the CJP.
2. The number of participants who completed the CJP, including the employment component.
3. HSA's budget, including the source of funds, for the CJP, and actual expenditures.
4. The worksite, job title, job duties and rate of pay for each CJP participant placed in a job while in the CJP.
5. The number of individuals who have secured temporary and/or permanent unsubsidized employment within one month, three months, and six months of completing CJP.
6. The employer, job title and rate of pay for each CJP participant who has secured unsubsidized temporary and/or permanent employment within one month, three months, and six months of completing CJP.
7. The City jobs for which the minimum qualifications have been revised to eliminate unnecessary barriers and allow for CJP graduates to be eligible for more entry-level City jobs.
8. A compilation of the current job classifications within the Pathways to City Employment Program and the job classifications added to the Pathways to City Employment Program

within the reporting period. If no job classifications have been added, the report shall include an explanation of why no job classifications have been added to the Pathways to City Employment Program and efforts being made to add additional job classifications to the Pathways to City Employment Program.

9. The number of participants in the Pathways to City Employment Program who are graduates of the CJP, along with the position and rate of pay of each graduate in the Pathways to City Employment Program. The report also shall include the number of CJP graduates who applied for a job within the Pathways to City Employment Program, any achievements within the Pathways to City Employment Program and future goals of the Program.

10. A description of all efforts being made to expand the CJP from six months to one year, in order to allow for the one year's work experience required by many City entry-level jobs.

11. The total cost spent on each CJP participant during the reporting period.

12. All efforts made to allow CJP participants to advance to the two subsequent tiers of subsidized employment within the Jobs Now program and goals for the future to allow for such an expansion.

Background Information

The Community Jobs Program (CJP) is an on-the-job training program funded by the Human Services Agency that places program participants in non-public sector community service jobs in non-profit agencies. The CJP's goal is to provide job training and paid work experience to clients of the CaWORKs program, and until recently, the Personal Assisted Employment Services (PAES) program, to aid them in transitioning from welfare to work.

The purpose of this ordinance is to monitor and track the results of the CJP as a training program by tracking the success of CJP in expanding job opportunities for program participants and the success of participants in obtaining jobs in available entry-level City jobs and in the public and private sectors.