

**County of San Diego, Health and Human Services Agency (HHSA)
Joint Special Notice**

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Changes to the Statewide Minimum Wage	CalWORKs SN 16-07 CalFresh SN 16-02 General Relief SN 16-02	1 of 2

Effective Date:

January 1, 2017

Background:

Employees in California are required to be paid the minimum wage as required by state law, with certain exceptions. Current California minimum wage is \$10.00 per hour.

Purpose:

To inform Eligibility and Employment Services staff of the increase in the statewide minimum wage and its impact on CalWORKs, CalFresh, General Relief (GR) Work Project assignment and credit, Welfare-to-Work (WTW), and CalFresh Employment and Training (E&T).

Policy:

The California minimum wage will increase to \$10.50 per hour effective January 1, 2017.

Income is reasonably anticipated when the worker determines it is reasonably certain that the recipient will receive a specified amount of income during any month of the payment period; this applies to both earned and unearned income.

Procedure:

CalWORKs and CalFresh Programs

Employed individuals are expected to report income reflecting the minimum wage increase beginning January 2017 Data Month (SAR 7) or February 2017 redetermination/recertification (RRR), and workers will evaluate the reported income for the upcoming payment period. If the worker is unable to obtain clarification, the SAR 7 or recertification will be considered incomplete until all needed information or verification is submitted.

If the customer reports a pay increase prior to January 1, 2017, worker must use current reporting regulations to determine when the change of income should be used in the budget. Additionally, the worker must clarify with the customer and request verification as necessary to determine if the income can be reasonably anticipated and budgeted in the upcoming payment period.

Welfare-To-Work

Employment Case Managers (ECMs) are required to perform the Simplified CalFresh Program (SCFP) Calculation to determine the maximum number of hours that a participant can be required to participate in a Work Experience (WEX) or Community Service Remote (CSR) assignment. Through December 31, 2016, ECMs are required to use the minimum wage amount of \$10.00 when completing such calculation.

CalFresh

For WINS, if verification provided does not include the hours worked, divide the Work-Eligible Individual's (WEI) wages by the sum of State minimum wage plus fifty cents (State Minimum Wage + \$0.50) to determine if they meet the hours requirement.

State and Federal Minimum wages are used in the following computations:

- CFAP Work Requirements
- Work Registration Requirements
- Voluntary Quit
- Student Eligibility Requirements
- WINS Eligibility

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- Employment and Training Work Requirement
- Employment and Training Exemption Criteria
- Determination of Workfare Hours

CalFresh Employment and Training (E&T)

For Employment and Training, the number of Workfare hours assigned each month is determined by dividing the household's CalFresh allotment by the Federal or State minimum wage, whichever is higher. Currently, the California minimum wage is higher.

General Relief

Effective with the February 1, 2014 GR changes, the Work Project assignments are determined by dividing the net grant by the federal or state minimum wage, whichever is higher. The credit for Work Project completed is determined by multiplying the hours worked by the current federal or state minimum wage, whichever is higher.

GR workers and CalFresh Employment and Training (E&T) Social Workers must use the new California Minimum Wage for Work Projects assigned for January 2017 and ongoing.

References:

ACIN I-67-16 (http://www.dss.cahwnet.gov/lettersnotices/EntRes/getinfo/acin/2016/I-67_16.pdf)
CPG 10-100.C

Sunset Date:

This policy will be reviewed for continuance on or by October 31, 2017

Approval for Release:



Rick Wanne, Director
Eligibility Operations