February 22, 2007

DEAR COUNTY DIRECTOR OF SOCIAL SERVICES

ATTENTION: WORK FIRST PROGRAM MANAGERS AND SUPERVISORS

SUBJECT: WORK FIRST CASELOAD AND STAFFING SURVEY

The Division is requesting your assistance in conducting a Work First Caseload Survey for the Calendar Year 2006. As we prepare for the development of a training system for Work First, we find the need to collect this information for Work First training planning purposes.

It is very important that each county respond once by accurately completing the survey in a timely manner. The most efficient process would be to gather the information by using the attached hard copy prior to entering the information online. Once the data is compiled, the results will be posted.

The following is a link to which each county can submit their answers (once) online no later than March 31, 2007.

http://www.ncdhhs.gov/dss/training/workfirst.htm

Thanks for your participation in this important endeavor. For additional information, you may contact your Work First Representative or Gretchen Williams at (919) 733-4622. Mrs. Williams email address is Gretchen_Williams@ncmail.net.

Sincerely,

Esther T. High, Acting Chief
Family Support and Child Welfare Services Section

Attachment

CC: Sherry Brasher
    Jo Ann Lamm
    Sarah Barham
    Children’s Program Representatives
    Work First Representatives
    Family Support and Child Welfare Services Team Leaders
    Local Business Liaisons

FSCWS-14-07

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