



North Carolina Department of Health and Human Services
Division of Social Services

Economic Independence Section • 325 North Salisbury Street
2408 Mail Service Center • Raleigh, North Carolina 27699-2408
Courier # 56-20-25

Michael F. Easley, Governor
Carmen Hooker Odom, Secretary

Sherry S. Bradsher, Director
(919) 733-3055

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 on line. Once the data is compiled, the results will be posted.

The following is a link to which each county can submit their answers (**once**) **on line** 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,

A handwritten signature in cursive script that reads "Esther T. High".

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