

## **REPORT ON FAMILY INVESTMENT PROGRAM HIRING AGREEMENTS**

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MARYLAND DEPARTMENT OF HUMAN SERVICES

*Completed pursuant to MSAR #7666 – Human Services Article §5–304 (c) (4) and  
MSAR #12076 – State Finance & Procurement Article § 13-224(d)*

November 1, 2023

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## REPORTS REQUIREMENT

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This report is hereby submitted in response to the following reporting requirements:

*On or before November 1 of each year and in consultation with the Maryland Association of Counties, the Secretary [of the Department of Human Services] shall report, subject to § 2-1246 of the State Government Article, to the Senate Finance Committee and the House Appropriations Committee of the General Assembly, on:*

- (i) the development of the local government hiring plan; and*
- (ii) the number of current and former recipients, children of current or former recipients, foster youth, and obligors hired and retained by local governments.*

*Source: Human Services Article §5–304 (c) (4)*

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*Each year, the Department [of Human Services] and any local departments that have entered into hiring agreements shall submit a report to the Board [of Public Works], the Joint Committee on Welfare Reform, and, subject to § 2-1246 of the State Government Article, the General Assembly on:*

- (1) the number of hiring agreements executed;*
- (2) the number of current and former FIP recipients, children of current or former recipients, foster youth, and obligors hired by an entity with which a hiring agreement was executed; and*
- (3) the effectiveness of each hiring agreement in obtaining employment for current and former FIP recipients, children of current or former recipients, foster youth, and obligors.*

*Source: State Finance & Procurement Article § 13-224(d)*

Additionally, this report is hereby submitted in response to the following reporting requirements:  
*DHS shall provide a report to the Board of Public Works no later than November 1 annually that summarizes the previous fiscal year's results, specifically reporting:*

- *For each eligible contract that the designated procurement units referred to that fiscal year:*
  - *Agency awarding contract;*
  - *Type of contract, e.g., construction, services, information-technology, maintenance;*
  - *Scope of work of contract;*
  - *Dollar value of contract;*
- *Which referrals of eligible contracts to resulted in hiring agreements, which did not result in hiring agreements, and any explanation for the latter;*
- *Number of persons offered employment through each hiring agreement.*

*Source: BPW Advisory 2011-1 Hiring Agreement*

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## BACKGROUND

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A hiring agreement, a companion to a state procurement contract, is an agreement between a contractor and the Department of Human Services (DHS) through which the parties agree to cooperatively identify and hire former and current Family Investment Program (FIP) recipients to fill job openings on the contractor's State procurement project. The hiring agreement statute, enacted into law in 1998, originally required the Board of Public Works (BPW) to "designate the types of procurement contracts that are eligible contracts" (eligible for hiring agreements). The Board subsequently approved an Action Agenda Item directing the Department of Budget & Management (DBM), Department of General Services (DGS), and Maryland Department of Transportation (MDOT) and the University System of Maryland to select eligible contracts for hiring agreements. The Board requires DHS to submit an annual report addressing hiring agreements for these State agencies combined.

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## TARGET POPULATION

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DHS, in partnership with other state agencies, encourages the use of hiring agreements as a mechanism for providing FIP recipients with employment opportunities with companies doing business with the state as vendors. The target population for this arrangement includes:

- Current Temporary Cash Assistance (TCA)\* recipients
- Children of current TCA recipients (14 and older)
- Former TCA recipients (less than or equal to 5 years)
- Children of former TCA \*recipients (14 and older)
- Foster Care Youth/Alumni (18-25 years old)
- Child Support Obligor

Note: TANF-Temporary Assistance to Needy Families and TCA-Temporary Cash Assistance will be used interchangeably throughout the report.

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## PARTNERSHIPS

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Based on the needs of the target population, DHS has leveraged partnerships with state agencies (including DBM, DGS, MDOT, and the Department of Information Technology (DoIT)).

In addition to the State Contractors, the Hiring Agreement Program (HAP) is also supported by local governments through an agreement with the Maryland Association of Counties (MACo).

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## PROGRAM DEVELOPMENT

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Since 2016, DHS has taken the following steps to improve outcomes of HAP:

- The DHS program manager facilitates the annual statewide presentation for the Senior

Procurement Advisory Group (SPAG) meeting that usually takes place in September. The purpose of our portion of the agenda is to address HAP goals, program monitoring, data reporting, tracking and recruitment of other agencies for procurement officers to support the HAP program. This meeting is hosted by the Department of General Services State Procurement Unit.

- Instituted a new tracking system to monitor and catalog all job announcements subject to HAP. In addition, a mandate for all Local Departments of Social Services (LDSS) to monitor and maintain a database of all applicants for HAP job orders.
- Successfully advocated for an extension of time to apply for positions available to FIP recipients from three business days to five business days, allowing more qualified applicants to take advantage of employment opportunities within state agencies and related contractors.
- Instituted a requirement for contractors to include their Federal Employment Identification Number on the Hiring Agreement Program contract clause to improve reporting accuracy.

Recent program enhancements include:

- Development of a monthly application tracking tool for the LDSS to monitor their numbers during the report cycle April (prior year) to March (current year).
- The creation of a monthly employment placement tool with one of the state monitoring systems to allow the LDSS to monitor their employment placements on a monthly basis. In addition, the tool breaks down the categories of: state agency, state contractor and local government placements.

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## OUTREACH

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DHS has worked with stakeholders to streamline internal job announcements to include important details in order to help eligible FIP recipients to more accurately determine if they are a good fit for a specific position. Additionally, Work Program staff at the LDSSs have connected with the Child Support Administration-CSA (non-custodial parents) and Social Services Administration SSA (foster youth/alumni) as well as current work program vendors that support the TANF E&T work programs in an effort to increase the visibility of stakeholders. These partnerships have helped to extend the reach of the program to targeted populations. Each LDSS office has identified HAP points of contact that receive and disseminate position announcements to program staff and customers. The LDSS contacts are in place to share hiring agreement opportunities with local partners that interact with the targeted populations. The HAP program has three new state agencies supporting our recruitment efforts with the Hiring Agreement Clause in state contractor agreements, Maryland Department of Health (MDH), Maryland Department of Labor (MD Labor)), and Department of Public Safety and Correctional Services (DPSCS).

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## REPORT CYCLE (APRIL 2022- MARCH 2023)

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During the current reporting cycle (April 2022 – March 2023), there were **87** active contracts impacted by HAP. These contracts resulted in **5,293** total job placements shown in Table 4. In addition, DHS has examined the retention rate, defined as individuals still employed in a subsequent quarter after initial job placement, for those placed through hiring agreements. The retention data, provided by the University of Baltimore Jacob France Institute, indicated that **46%** of FIP recipients who obtained employment through HAP were employed in the quarter following the time at which they were placed.

DHS maintains a cumulative database of **574** state contracts. All contracts were evaluated based on the following criteria to determine if they were subject to HAP requirements:

- Contract base value of \$200,000 or more;
- Contract term of two years or longer; and
- Contract with potential for employment during the life of the contract.

DHS extends a special note of appreciation for the **top three** employers in each category:

<b>State Contractors</b>
<a href="#">Broadway Services Inc.</a>
<a href="#">Goodwill Industries Of The Chesapeake</a>
<a href="#">Sheppard Pratt Health System</a>
<b>Local Government</b>
<a href="#">Scholars K-8</a>
<a href="#">Mayor’s Office City of Baltimore</a>
<a href="#">Academy of Health Science at Prince George’s Community College(PGCC)</a>
<b>State Agency</b>
<a href="#">Department of Human Services</a>
<a href="#">Maryland Department of Transportation</a>
<a href="#">University of Maryland at College Park</a>

**Table 1 – State Contractor Job Placements by Target Group (#7667)**

<b>Group</b>	<b>Placements In Current Quarter</b>	<b>Retention In First Post Quarter</b>	<b>Percentage 1st Quarter Retention</b>
Current TCA recipients	287	164	57%
Children of Current TCA recipients	18	2	11%
Former TCA recipients	858	498	58%
Children of former TCA recipients	151	73	48%
Child Support Obligors	3	0	0%
Foster Care Youth 18-25	38	16	42%
<b>Total</b>	<b>1,355</b>	<b>753</b>	<b>56%</b>

**Table 2 – Local Government Job Placements by Target Group (#7666)**

<b>Group</b>	<b>Placements In Current Quarter</b>	<b>Retention In First Post Quarter</b>	<b>Percentage 1st Quarter Retention</b>
Current TCA recipients	479	273	57%
Children of Current TCA recipients	467	31	7%
Former TCA recipients	1,324	836	63%
Children of former TCA recipients	908	154	17%
Child Support Obligors	11	6	55%
Foster Care Youth 18-25	123	22	18%
<b>Total</b>	<b>3,312</b>	<b>1,322</b>	<b>40%</b>

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**Table 3 – State Agencies Job Placements by Target Group (#7667)**

<b>Group</b>	<b>Placements In Current Quarter</b>	<b>Retention In First Post Quarter</b>	<b>Percentage 1st Quarter Retention</b>
Current TCA recipients	115	80	70%
Children of Current TCA recipients	20	8	40%
Former TCA recipients	382	237	62%
Children of former TCA recipients	91	43	47%
Child Support Obligors	3	2	67%
Foster Care Youth 18-25	15	5	33%
<b>Total</b>	<b>626</b>	<b>375</b>	<b>60%</b>

**Table 4 - 1st Quarter Retention of Target Group Placements (#7667)**

<b>Group</b>	<b>Placements In Current Quarter</b>	<b>Retention In First Post Quarter</b>	<b>Percentage 1st Quarter Retention</b>
State Contractors	1,355	753	56%
Local Government	3,312	1,322	40%
State Agencies	626	375	60%
<b>Total</b>	<b>5,293</b>	<b>2,450</b>	<b>46%</b>

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<b>Table 5 Prior Year Comparison Outcomes Report Cycle 2022 vs. 2023</b>			
<b>Group</b>	<b>2022</b>	<b>2023</b>	<b>Percentage % Increase/Decrease</b>
State Contractors	1,861	<b>1,355</b>	-37%
Local Government	2,277	<b>3,312</b>	<b>31%</b>
State Agencies	344	<b>626</b>	<b>45%</b>
<b>Total</b>	<b>4,482</b>	<b>5,293</b>	<b>15%</b>

<b>BPW Advisory 2011-1_DHS_Annual Local Government Hiring Plan</b>	
<b>Table 6 State Contractor Report Cycle April 2022 - March 2023</b>	
<b>Legend</b>	
<b>DGS</b>	Department of General Services
<b>DHS</b>	Department of Human Services (Includes the following: CSA-Child Support Administration, SSA-Social Services Administration, FIA-Family Investment Administration, LDSS-Local Department of Social Services offices)
<b>DJS</b>	Department of Juvenile Services
<b>MDOT</b>	Maryland Department of Transportation (Includes the following: MDTA Maryland Transportation Authority, MTA-Maryland Transit Administration, MVA Motor Vehicle Administration)
<b>MDH</b>	Maryland Department of Health
<b>MD Labor</b>	Maryland Department of Labor
<b>DPSCS</b>	Department of Public Safety and Correctional Services



**Table 6 State Contractors Report Cycle April 2022 - March 2023**

	<b>State Contractors</b>	<b>Agency</b>	<b>Contract Type</b>	<b>Contract Value</b>
<b>1</b>	A.S.B. 2 Enterprises Incorporated	DGS	Janitorial Services	\$254,360
<b>2</b>	Abraham Healthcare Services, Incorporated	DHS	Human Services	\$7,956,595
<b>3</b>	Absolute Care, LLC	DHS	Human Services	\$7,956,595
<b>4</b>	Academy Express, LLC	MDOT	Transportation Services	\$13,451,250
<b>5</b>	Access Nursing Services of MD Incorporated	DHS	Human Services	\$8,009,930
<b>6</b>	Acclaim USA Incorporated	DGS	Janitorial Services	\$263,100
<b>7</b>	Adonai Health Care Services Incorporated	DHS	Human Services	\$6,975,725
<b>8</b>	Advance Fire Protection Systems	MDOT	Maintenance Services	\$1,335,000
<b>9</b>	Adventist HealthCare, Incorporated	DHS	Human Services	\$8,147,912
<b>10</b>	Adventist HealthCare, Incorporated	DHS	Human Services	\$8,147,912
<b>11</b>	Alexander Security Consultants	DGS	Security Services	\$229,607
<b>12</b>	Allegany County Human Resource	DHS	Maryland Energy Assistance Program (MEAP) and the Electric Universal Service Program (EUSP)	\$1,501,007
<b>13</b>	Ambrose Young In-Home Non Medical Services LLC	DHS	Human Services	\$7,956,595
<b>14</b>	Arrow Child & Family Ministries	DHS	Child Placement Agency Services	\$2,696,608
<b>15</b>	Associated Catholic Charities	DHS	Services	\$2,772,472
<b>16</b>	Atosk Healthcare Services Incorporated	DHS	Human Services	\$7,355,075
<b>17</b>	Bayside Total Cleaning Solutions	MDOT	Janitorial Services	\$55,296
<b>18</b>	Blessing Home Healthcare	DHS	Human Services	\$881,180
<b>19</b>	Board of Child Care Annual	DHS	Human Services	\$852,625
<b>20</b>	Broadway Services Incorporated	DGS	Janitorial Services	\$4,039,798

21	Brook Lane Health Services	DHS	Human Services	\$6,559,988
22	BTI Security	DGS	Guard & Security Services	\$446,443
23	Building Families for Children	DHS	Human Services	\$9,086,952
24	Capital Home Care Incorporated	DHS	Human Services	\$13,130,115
25	Center for Social Change, Incorporated	DHS	Resource Services	\$2,047,565
26	Changing Lives at Home Incorporated	DHS	Human Services	\$1,892,740
27	Charles County Nursing	DHS	Human Services	\$273,570
28	Chesapeake Strategies Group Incorporated	DGS	Guard & Security Services	\$325,380
29	Children's Home Incorporated, DBA SanMar	DHS	Human Services	\$252,000
30	Clean Harbors Environmental	MDOT	Hazmat removal Services	\$540,000
31	Comfort Home Care LLC	DHS	Human Services	\$1,816,545
32	Community Options Incorporated	DHS	Human Services	\$394,263
33	Crown Hills Enterprises Incorporated	DHS	Human Services	\$7,591,460
34	CSI Corporation of DC	DGS	Guard & Security Services	\$432,400
35	Defensor Security, LLC	DGS	Security Services	\$280,260
36	EQ & Associates LLC DBA Always Best Care	DHS	To provide in home aid services to individuals with a functional disability.	\$7,355,075.00
37	Family Services Incorporated	DHS	Human Services	\$5,445,638
38	Garrett County Community Action Committee, Inc.	DHS	Maryland Energy Assistance Program (MEAP) and the Electric Universal Service Program (EUSP)	\$1,134,408
39	Gold Line Incorporated	MDOT	Transportation	\$5,619,900
40	Goodwill Industries of The Chesapeake	DHS	Human Services	\$1,388,319
41	Hearts and Homes for Youth,	DHS	Services	\$1,862,332



