

**DSS ADMINISTRATIVE LETTER
FAMILY SUPPORT AND CHILD WELFARE SERVICES FSCWS-12-08**

TO: County Directors of Social Services

ATTENTION: Work First Administrators, Program Managers, and Supervisors

DATE: July 2, 2008

SUBJECT: Increase in Minimum Wage

EFFECTIVE DATE: July 24, 2008

Effective July 24, 2008, the state and federal minimum wage will increase to \$6.55 per hour.

The formula for determining the maximum number of hours for work experience or community service will change effective July 24, 2008. The new formula will be:

$$\begin{array}{l} \text{Work First Family Assistance payment (prior to sanction)} \\ \quad + \text{The Food and Nutrition Services allotment} \\ \hline \text{Total Work First and Food and Nutrition Services Benefits} \end{array}$$

Total WF and F&NS Benefits divided by \$6.55 = Maximum Hours for Work Experience or Community Services

Until July 24, 2008, continue to use the current minimum wage of \$6.15 an hour. See [Section 118](#) of the Work First Manual for further instructions on applying the FLSA requirements and the deeming process for Work Experience and Community Services.

In addition, the number of countable employment hours for a person who is self-employed is limited by the minimum wage. For a self-employed individual, calculate the maximum countable employment hours by dividing his/her monthly adjusted gross income by the minimum wage. Effective July 24, 2008, this calculation will use the new minimum wage of \$6.55. See [Section 118](#) of the Work First Manual from additional information on determining self-employment hours.

If you have questions, please contact your Work First Representative or Gretchen Williams at (919) 733-4622.

Sincerely,



Charisse S. Johnson, Chief
Family Support and Child Welfare Services

CJ: gbw

cc: Sherry Bradsher
Jo Ann Lamm
Sarah Barham
Hank Bowers
Family Support and Child Welfare Team Leaders
Children's Programs Representatives
Local Business Liaisons