

Instructions

This document is “text protected.” That means that you can enter text only in the highlighted areas, which in most cases will appear as gray or blue boxes. It also means that you cannot change the layout, add pages to the document from other files, or search and replace text.

You can change the “view” of the document by zooming in or out.

To enter information, place the cursor inside a highlighted box and click once. As you type, the box will expand to include your entire text. You are able to edit or delete text, copy, cut, or paste text from one highlighted box to another.

On some pages, you will be instructed to select check boxes. To do this, place the cursor in the box and click.

The entire plan should be completed using the electronic County Plan document and be sent via e-mail. The following must be sent as separate documents in the same e-mail:

- Appendix A (signature page): Fill in the name of the county in the spaces indicated. Then print out the page so it can be signed by the appropriate officials. Scan it and send it via e-mail along with your plan or you may fax the page to 518-474-9452, attention Kristin Gleeson.
- Appendix H (Memorandum of Understanding Between the District Attorney’s Office and Child Protective Services): This must be sent as an electronic document with your Plan, or you may include a narrative on the page provided.

Note: Because the document is protected, you will not be able to use the direction (arrow) keys, the “Page Down” key, or the “Page Up” key to move around in the document. Use the slide bar on the right side of the document window.

If you need help working with the form, please contact Welfare Research Incorporated at 518-432-2363 or e-mail nwebber@welfaresearch.org.

County Child and Family Services Plan

January 1, 2012 – December 31, 2016

BROOME County

This Child and Family Services Plan contains county outcomes and strategies that respond to community needs. Specifically, the plan identifies Local Department of Social Services (districts) strategies in the areas of adoption, foster care, preventive, protective and other services for children, and protective and other services for adults. The plan also identifies Youth Bureau strategies for youth development and services for youth. In addition, it contains a description of public participation in the development of the Plan as well as estimates of expenditures and program information.

Arthur Johnson (607) 778-2600

Contact Person Phone

Commissioner, DSS ajohnson@co.broome.ny.us

Title Email

TABLE OF CONTENTS

	Page Number
Appendix A	1
Appendix B-1	2
Appendix B-2	4
Appendix B-3	6
Appendix B-4	7
Appendix B-5	9
Appendix B-6	10
Appendix C	11
Program Narrative	12
Appendix D	22
Appendix E	24
Appendix F	36
Appendix G	37
Appendix H	38
Appendix I	38 (N/A)
Appendix J	41
Appendix K	46
Appendix L	47
Appendix M	52
Appendix N	57
Appendix O	59 (N/A)
Appendix P	61
Appendix Q	62
Appendix R	65
Appendix S	67
Appendix T	70
Appendix U	70
Appendix V	72

APPENDIX B-1

List of Required Interagency Consultation – Protective Services for Adults

In the development of the Protective Services for Adults component of the Annual Implementation Report, Section 34-a (4) and Sections 473(2) (a) and (b) of the State Social Services Law requires that districts consult with other appropriate public, private and voluntary agencies in order to ensure maximum local understanding, coordination, and cooperative action in the provision of appropriate services to protective services clients. These include, but are not limited to: aging, health, mental health, legal and law enforcement agencies. List the interagency consultation in the chart provided below:

Agency Type	Agency Name	Dates or Frequency of Meetings*
Aging	Office for Aging	Monthly
Health		
Mental Health	Single Point of Entry	Weekly
Legal	County Law Department	Bi-weekly
Law Enforcement	District Attorney	Monthly
Other:	Family Violence Prevention Council -Full Council meeting -Executive Committee -Elder Abuse Prevention Committee -Multi-Disciplinary Case Review -Medical Issues Committee	Monthly

County Child and Family Services Plan

Agency Type	Agency Name	Dates or Frequency of Meetings*
	Southern Tier Financial Insitution	Quartely
	Aging Futures Project	Quartely
	Catholic Charities	Monthly

*List either dates of meetings or frequency (e.g., every third Wednesday of the month)

Detailed meeting information does not need to be included in the county plan, but districts are directed to maintain meeting agendas and/or minutes for a period of five years.

APPENDIX B-2

List of Required Interagency Consultation – Child Protective Services

In the development of the Child Protective Services component of the Annual Implementation Report, Section 34-a(4) and Section 423 of the State Social Services Law requires that districts consult with local law enforcement agencies, the family court, and appropriate public and voluntary agencies including the societies for the prevention of cruelty to children. The family court judge or designated representative must be involved when the family court is consulted. List the interagency consultation in the chart provided below.

Agency Type	Agency Name	Dates or Frequency of Meetings*
Law Enforcement	District Attorneys Office	Monthly
	Child Advocacy Center - case review -executive committee	Monthly
Family Court (judge or designee)	Family Court Attorney	Monthly
PINS Diversion lead agency		
Public/Private Agencies	Family Violence Prevention Council - Agency and School Liaison Committee -Medical Issue -Multi-Disciplinary Case Review Team -Full Council meetings -Executive Committee meetings	Monthly
	SOS Shelter for Domestic Violence	Monthly

County Child and Family Services Plan

	OCFS Regional Office	Quarterly
	OCFS Connections Project Staff	Bi-monthly
	Mandated reporter training for Broome Community College, Binghamton University, Upstate Medical, Southern Tier Independence Center, DayCare Association	Bi-monthly
	Child Fatality Review Team	Monthly
	Children's Home	Monthly

*List either dates of meetings or frequency (e.g., every third Wednesday of the month)

Detailed meeting information does not need to be included in the county plan, but districts are directed to maintain meeting agendas and/or minutes for a period of five years.

APPENDIX B-3

List of Required Interagency Consultation – Child Welfare Services

In the development of the Preventive, Foster Care, and Adoption Services for children component of the Annual Implementation Report, Section 34-a(4) and 409-d of the State Social Services Law requires that districts consult with other government agencies, authorized agencies, and other individuals and organizations concerned with the welfare of children residing in the district. List the interagency consultation in the chart provided below.

Agency Type	Agency Name	Dates or Frequency of Meetings*
Government Agencies	OCFS Syracuse Reg Office	Monthly
	OCFS Connections Project Staff	4X
	Broome Probation	6X
	Mental Health Dept	Monthly
	Health Dept	Monthly
Authorized Agencies	Children's Home of Wyoming	Monthly
	Kid's Peace, Inc	4X
Concerned Individuals/Groups		
	Family and Children's Society	Bi-weekly
	Catholic Social Services (FFT) (CCSI)(SPOA)	Weekly
	Court Appointed Special Advocates	Bi-Monthly
	Coordinated Children Services Initiative	Monthly

*List either dates of meetings or frequency (e.g., every third Wednesday of the month)

Detailed meeting information does not need to be included in the county plan, but districts are directed to maintain meeting agendas and/or minutes for a period of five years.

APPENDIX B-4

List of Required Interagency Consultation – Child Care Services

Section 34-a(4) and 409-d of the State Social Services Law requires that, in the development of the Preventive, Foster Care, and Adoption Services for children component of the Annual Implementation Report, districts must consult with other government agencies, authorized agencies, and other individuals and organizations concerned with the welfare of children residing in the district. List the interagency consultation in the chart provided below.

Agency Type	Agency Name	Dates or Frequency of Meetings*
Government Agencies	OCFS Regional Office Registrars Meeting	Monthly
	Broome CPS	On investigations of complaints
	Health Department Admin of Medication	Monthly
	Public Forums	4x/year
Other Public/Private/Voluntary Agencies	OFB Policy Council	Monthly
	Family Court Children's Center Advisory Group	Quarterly
Concerned Individuals/Groups	Early Childhood Coalition	Monthly
	Mothers and Babies Perinatal Network	Monthly
	School Age Day Care Providers	3x/year
	Technical Assistance Providers	As requested/Needed
Child Care Resource and Referral Agencies	Family Enrichment Network	Quarterly
	Provider Information	Monthly
	Southern Tier Organization of Professional Child Care Providers	2-3 Trainings

*List either dates of meetings or frequency (e.g., every third Wednesday of the month)

Detailed meeting information does not need to be included in the county plan, but districts are directed to maintain meeting agendas and/or minutes for a period of five years.

APPENDIX B-5*

List of Required Interagency Consultation – Runaway and Homeless Youth

List the interagency consultation in the chart provided below.

Agency Type	Agency Name
Department of Social Services	
RHYA Providers	Berkshire Farms-LIFE House
	Catholic Charities
Other Public, Private and/or Voluntary Agencies	Homeless Coalition of Broome County
	Homeless Coalition Awareness subcommittee
	RHY Committee

*This Appendix is required only if the county receives RHYA funding.

APPENDIX B-6

List of Required Interagency Consultation – Youth Development

List the interagency consultation in the chart provided below.

Agency Type	Agency Name	Dates or Frequency of Meetings*
Taskforce	Family Violence Prevention	Bi-Monthly
	Advancing Youth Development	4 Hours for basic course
	Juvenile Justice Taskforce	Bi-Monthly
Coalition	Building Brighter Futures	
	Adolescent Pregnancy Prevention Services Coalition	Monthly
	Early Childhood Coalition	Monthly
Youth Board	Youth Bureau Advisory Board	Monthly
	YB Planning Committee	Weekly or Monthly/As needed
	YB-Program Committee	Weekly or Monthly/As needed
Parent		
Youth		
Community Providers	Children and Youth Services Council	6X
	Youth Prevention Partnership-KYDS Coalition	Monthly
	SPOA	Weekly
Municipal Youth Board		Quarterly

*List either dates of meetings or frequency (e.g., every third Wednesday of the month)

Detailed meeting information does not need to be included in the county plan, but districts are directed to maintain meeting agendas and/or minutes for a period of five years.

APPENDIX C
List of Data Sources Used In Needs Assessment

Instructions: The list below contains common data sources often used in county planning. Please check all sources your county has used in the needs assessment performed for this plan. The list is not all-inclusive – if you have other sources of data, please indicate those as well.

Source	Check all used
1. NYS Touchstones Kids County Data Book	<input checked="" type="checkbox"/>
2. Kid’s Well-being Indicators Clearinghouse	<input checked="" type="checkbox"/>
3. Monitoring and Analysis Profiles	<input checked="" type="checkbox"/>
4. Child Care Review Service	<input checked="" type="checkbox"/>
5. U.S. Census Data	<input checked="" type="checkbox"/>
6. OCFS Data Warehouse Reports	<input checked="" type="checkbox"/>
7. OCFS CFSR Data Packets	<input checked="" type="checkbox"/>
8. Adult Services Automation Project (ASAP)	<input type="checkbox"/>
9. Quality Youth Development System (QYDS)	<input checked="" type="checkbox"/>
10. Child Trends Data Bank	<input type="checkbox"/>
11. Prevention Risk Indicator/Services Monitoring System-PRISMS (OASAS)	<input type="checkbox"/>
12. NYS Department of Health	<input checked="" type="checkbox"/>
13. Surveys	
a. Communities That Care	<input checked="" type="checkbox"/>
b. Search Institute Survey	<input checked="" type="checkbox"/>
c. TAP Survey	<input type="checkbox"/>
d. United Way (Compass Survey or other)	<input type="checkbox"/>
e. Other (specify)	<input checked="" type="checkbox"/>
14. YASI Data	<input checked="" type="checkbox"/>
Other Data Sources (specify)	
15. Broome County Youth Prevention Partnership Comprehensive Youth Development Plan for August 2000-2010.	<input checked="" type="checkbox"/>

16. Broome County Youth Bureau Program Landscape	<input checked="" type="checkbox"/>
17. New York State Education Data	<input checked="" type="checkbox"/>
18.	<input type="checkbox"/>

Child and Family Services Plan Program Narrative

I. Outcome Framework/Mission/Vision

1. If the district has one, please enter the district’s outcome framework, mission, and/or vision. (If your district does not have this, leave this area blank.)

DSS: To be an organization which promotes self-sufficiency and assures the protection of vulnerable individuals. We strive to have an organization which values the needs of our customers, the contributions of our staff, and the participation of our community. This vision shall be achieved through a culture which encourages continuous improvement.

Youth Bureau: Working together to promote and encourage the development of a comprehensive system of services, supports and opportunities for children and youth through planning, funding, coordination, evaluation, and advocacy.

2. Describe your district’s demographic, economic, and social characteristics.

According to 2010 census data, the total population is approximately 200,600, with a population density of 284 people per square mile. Census data reveals that 88% of the population is Caucasian, 4.8% African-American, 3.5% Asian, 3.4% Hispanic, and 2.5% reporting two or more races.

Broome County also has a higher elderly population at 16.4%, compared to the State average of 13.5%.

Census data from 2000-2010 indicates Broome County has an increasing population of individuals living below the poverty level. In 2000, 12.8% of the population had an income below the poverty level. In 2010, 16.3% of the population has an income below the poverty level, compared to the State average of 14.2%. The average median household income for 2009 was: \$43, 065, compared to the State which was \$54,554. The Broome County median income for individuals and household income is lower than both NYS and the US, as is the proportion of individuals below poverty. African-Americans and Asians experience greater poverty than whites, and families with a female head of household experience greater poverty than married families. Both urban and rural areas within the county experience more poverty than suburban.

A key factor that has influenced low income children and youth in Broome County is crisis-motivated mobility. An analysis conducted in 2008 found that 35.6% of families receiving public assistance in 2004 were still receiving assistance within Broome County in 2007. Only 18% of these families (6.4% of the 2004 total) were still residing at the same address. Underlying the mobility problem is the issue of inadequate housing stock and absentee landlords.

Finally, many individuals, employers, and nonprofit agencies were affected by flooding in September 2011. Over 1, 0000 individuals receiving public assistance lived in the flooded areas and over 4,000 residences were affected further stressing the housing stock.

II. Planning Process

1. Describe the district's planning process and how that consultation informed your district's needs assessment, priorities, and outcomes.

The district held a Public Hearing on December 1, 2001 (see Appendix E) to obtain information. A notice was published in the newspapers and letters were sent to the agencies and community service providers requesting their input and inviting them to attend the Public Hearing. Staff from the Department of Social Services are involved in regular meetings with other county agencies regarding the service needs of families in the county.

The Department holds regular meetings with contract agencies to obtain feedback and also improve service delivery.

There are many reports that staff review on a regular basis. Staff use information obtained from Data Warehouse, Connections and the CFSR on a regular basis to improve casework practice.

The Regional Office conducted a Permanency Panel, SPA and CPS audit recently. The information gathered from these audits will be incorporated into the County Child and Family Services Plan. The Department meets regularly with our regional representative for information on the program improvement and to review complaints received from clients. The information gather at these meetings is used to strengthen program practices.

Because Broome County is not particularly affluent, and has some very rural areas it is necessary to collaborate on many endeavors. The Department of Social Services seeks input from other agencies and community partners on a regular basis.

The Youth Bureau sits on various committees, coalitions and boards. Key members of the community come together to share issues and information regarding youth and adults. These individuals also share solutions for overcoming issues and solving human service related problems within our community. Networking also occurs within these groups to support and encourage problem solving. These various meetings provide an opportunity for education, collaboration and improving practice and outcomes for families who are/have experienced social and/or health service related problems.

III. Self Assessment

1. Describe successes and achievements the district has experienced since the last plan update in each of the program areas listed below.

Child Protective Services

Since the last plan was written the CPS division has experienced a significant increase in overall number of intake reports being filed. In order to maintain appropriate caseloads staffing was increased (caseworkers and supervisors). The division has doubled in size since 2007. The division has decreased number of overdue investigations and

	<p>decreased overall caseload size. Staff have all been trained on Critical Thinking as well as Solution Focused Practice.</p>
Child Preventive Services	<p>The Department contracted out a significant number of preventive mandated cases to the Children's Home of Wyoming Conference. Additionally, the Department has combined caseloads of foster care, preventive services and CPS ongoing. The Department purchases preventive services from non-profit agencies in the community and from other county agencies. These services improve family functioning, prevent abuse and neglect and reduce the number of children in out of home placement.</p>
Foster Care	<p>The Department contracted with the Children's Home of Wyoming Conference to act as case planner for a portion of foster care cases. The division has decreased care days and decreased overall number of children in care. The division has participated in training related to case manager/case planner as well as numerous other trainings as appropriate including Critical Thinking.</p>
Adoption	<p>Homefinding and adoption services were contracted out to the Children's Home of Wyoming Conference. The Department maintains a case manager role in the adoption cases. In 2011 the Department finalized 53 adoptions.</p>
Detention	<p>In conjunction with the Juvenile Justice Task force the Department has worked with the Broome County Probation Department as well as Broome County's Family Court Judges to decreased number of children placed in detention. In 1999 Broome County added a detention coordinator position. This position works with the County attorneys and Family Court to manage the detention population, to facilitate and broker placements, monitor court dates and work towards shorter lengths of stay. The County continues to benefit position.</p>
Youth Development	<p>Adequate programs in place that are provided through the Youth Bureau-all of these programs contribute in various ways to the development of children physically, psychologically and emotionally.</p>
Runaway & Homeless Youth	<p>TTLP continues to be a strong force within Broome County. More and more youth have become aware of the services TTLP provides and the youth are willing to cooperate with the regulations in order to live in a TTLP home.</p>

Domestic Violence	Continued on-site liaison with SOS Shelter staff. Increased liaison staff.
Adult Protective Services	Undercare case management and financial management cases were contracted out to Catholic Charities of Broome County. The division has worked to be timely on all required reports on guardianship cases and has coordinated with District Attorney in prosecution of financial abuse crimes.
Child Care	In 2011 Broome County Daycare moved to electronic billing and payment system. The Department experienced significant success with this new system and plans to continue to increase the number of providers and centers using the system. The Department ceased to provide registrar and enrollment services. All workers in the daycare unit have completed fraud training and the unit actively works in conjunction with Broome County Security to identify, submit and investigate daycare fraud cases. The Department has experienced a significant decrease in daycare funding. Over the last two years the allocation given to Broome County for daycare has been reduced. Should this trend continue the Department will be limited in it's ability meet the demands of the County's working poor for daycare services. The daycare unit continues to work with Building Brighter Futures for Broome to attempt to continue to sustain and build an existing quality early education and preschool (0-5) full day program options. Building Brighter Futures for Broome and the Youth Bureau continue to work on improving the level of child care services available.

3. Noting the data and trends as identified in Appendix C; and the cumulative district consultations (Appendices B-1 to B-6), describe the underlying conditions or factors that influence your performance in meeting the needs of children, youth, adults and families (as applicable) in each of the following program areas:

Child Protective Services	All program areas have the potential to be impacted by budgetary constraints. The Department experienced a travel ban for a considerable length of time which limited staff's ability to attend out of county trainings and meetings. This effects the staff's ability to increase skills necessary to implement best practice. At the present time a hiring freeze has not be implimented, but has been discussed. This would have serious negative impact on caseload size, the number of overdue cases and staff's ability to provide quality services to our consumers.
---------------------------	---

	<p>In 2008 Child Protective Services experienced a dramatic increase in the number of SCR reports received. At that time the division was not equipped to handle the number of reports coming in. As a result the number of overdue cases skyrocketed. The division has worked diligently over the last 3 years to reduce overdue cases and maintain acceptable caseload levels. An increase in reports being received or a hiring freeze would likely result in another rise in overdue cases, increased caseload size and a decrease in the quality of investigation and service provided to the families served.</p> <p>The number of CPS reports received annually continues to rise with the exception of 2011. During the month of September the area experienced a catastrophic flood. During that month the number of intake reports received were significantly lower than the predicted trend. The result of these lower than expected numbers brought the annual numbers for 2011 down below 2010 by 28.</p>
Child Preventive Services	As stated above, budgetary issues could have a negative effect on the Department's ability to provide quality services to our consumers.
Foster Care	See above
Adoption	The Department will continue to work with the Children's Home of Wyoming Conference to develop and maintain foster and adoptive homes and will strive to find adoptive resources for all children freed for adoption as quickly as possible. However, as noted above, budgetary issues could affect these efforts.
Detention	The Department will continue to work with the probation department and family court to continue to reduce the number of children in detention. Broome County has had historically high numbers of children in detention as compared to other communities in NYS. The Department will continue to look at alternatives to detention such as electronic monitoring and is strongly advocating ending the practice of placing youths who have been truant into detention. The Youth Bureau will continue to look for data on school truancy.
Youth Development	Childhood obesity is on the rise, which will negatively impact the physical and mental

	development of our youth. Cutbacks of afterschool programming and other extra-curricular activities due to difficult financial times in schools will impact youth attachment to schools and education. Crisis-motivated mobility prevents the accumulation of social capital in low income neighborhoods.
Runaway & Homeless Youth	Very few local homes to shelter runaway and homeless youth. Funding for current homes, such as the Teen Transitional Living Program continues to be cut and is inadequate. Overall inadequate housing stock. Emergency shelter options for homeless families are limited.
Domestic Violence	
Adult Protective Services	Adult Protective Services has worked with the Family Violence Prevention Council to provide the community with trainings to raise awareness of adult abuse and neglect. Adult Protective Services continues to take advantage of Broome County's Multi-Disciplinary Care Review (MDCR) team to bring together service providers, community partners, and law enforcement better coordinate and provide services.
Child Care	Broome County has received a reduction in daycare funds over the past two years. If this trend continues it will directly effect the number of families the Department is able to assist with daycare. Additionally, the Department remains concerned about its lack of ability to rule out what we view as inappropriate care providers. More data is needed to fully measure the quality of current child care services. Child care is not always affordable and does not always meet the needs of clients.

IV. Priority Program Areas

From the Self Assessment in Section III, please identify the program areas that the district has determined to be priorities.

The mobility problem identified in Section I, impacts all aspects of child and family development. Research has shown that increased mobility results in decreased social capital, which can have an impact on parenting, civic engagement, child care, and youth development. Both Youth Development and Runaway and Homeless Youth funding streams will be critical to addressing these problems and their after effects.

V. Outcomes

1. Outcomes are based on the district’s performance as identified through the data and trends noted in the Self Assessment. Outcomes should be expressed as desired changes within each program area to address the underlying conditions or factors as noted in the

district’s self assessment. The outcomes must also be related to the use of OCFS funding, and/or required areas of services by the social services district and Youth Bureau. If the county receives RHYA funding, outcomes and strategies must be included and should address the coordination of available resources for runaway and homeless youth. Districts may incorporate outcomes from their Child and Family Services Review Program Improvement Plans. Districts are required to address at least two of the following State-determined adult service goals.

- a. Impaired adults who self-neglect or are abused, neglected, or exploited by others will be identified, have their living situation thoroughly investigated, and be protected.
- b. To pursue appropriate legal interventions to address situations where impaired adults are at risk of harm, are unable to make informed decisions, and are refusing necessary services.
- c. To utilize multi-disciplinary community resources to improve assessments as well as develop service plans which reduce risk and protect adults.
- d. To provide protective services in the least restrictive manner, respecting the adult’s rights to self-determination and decision-making.

List the district’s outcomes for each program area below:

Child Protective Services	CPS is looking to reduce recurrence rates from 9.8% to 6%.
Child Preventive Services	Preventive Services is looking to help families meet their service plan goals within 12 months.
Foster Care	Foster care services increase permanent exits within 2 years form 51% to 60%.
Adoption	Adoption services will increase permanent exits to adoption within 2 years from 1.4% to 5%.
Detention	Detention prevention services will reduce the percentage of cases referred to family court by 10%.
Youth Development	Reduction in crisis-motivated mobility of low income families. Increased number of youth participating in after-school and extra-curricular activities. Lower levels of childhood obesity. Children will be kindergarten ready at age 5.
Runaway & Homeless Youth	Reduction in family homelessness due to inadequate housing stock. Reduction in the number of runaway youth. Maintenance of appropriate safety net options for runaway youth.
Domestic Violence	
Adult Protective Services	Adult Protective Services will increase criminal prosecution of abuse/neglect of elders by 5%.
Child Care	To obtain more data about the services child care providers provide and the quality of the services and satisfaction with services. Child care will be

affordable, or offered at no charge when necessary. Child care will seek to meet the needs of all clients

- Identify quantifiable indicators (measures) of the desired changes in order to track progress.

Child Protective Services	Child Protective recurrence from 9.8% to 6%. Data Warehouse
Child Preventive Services	Cases closed within 12 months. Supervisory tracking report.
Foster Care	Permanent exits within 2 years 51% to 60%. Data warehouse
Adoption	Permanent exits to adoption within 2 years 1.4% to 5%. Data warehouse
Detention	Reduce petitions to family court. PINS data report.
Youth Development	Graduation rates, percentage of youth passing regents exams, mobility rates, opportunities for prosocial involvement in schools, childhood obesity rate, kindergarten readiness
Runaway & Homeless Youth	Number of units available for runaway and homeless youth, number of homeless families, number of runaway youth.
Domestic Violence	
Adult Protective Services	Increase prosecution of elder abuse by 5%. Supervisory tracking report.
Child Care	Number of children in quality childcare arrangements, number of children waitlisted for childcare, school readiness

VI. Strategies to Achieve Outcomes

- Describe strategies that will be implemented to achieve the identified outcomes, including those strategies that support your Child and Family Services PIP outcomes. Each strategy should include the timeframe for completion and a designation of what agency(ies) or department(s) is/are responsible for implementation. Explain how OCFS-administered funding supports achievement of outcomes. Strategies must be related to the achievement of outcomes. If the county receives RHYA state aid, the strategies must provide for the coordination of all available county resources for those populations.

Child Protective Services	Implementation of Solution Focused Practice
Child Preventive Services	Family lead service plans
Foster Care	Implementation of concurrent planning
Adoption	The Children's Home of Wyoming Conference and the Department will work collaboratively to expedite

	finalaized adoptions
Detention	Continue to assess and access community services to reduce the need for placement.
Youth Development	Work with local housing and community development agencies to address the problem of crisis-motivated mobility in order to increase social capital in low income communities. Additionally, we will continue to partner with the KYDS Coalition and local school districts to ensure that youth have after-school opportunities for involvement. We will work to ensure that youth will have sufficient mental health services, health care, and nutrition services available and these will be barrier free. Schools will continue to educate students about bullying and the negative impact it has on each child's life and how it compromises the safety and well being of the school, students and faculty.
Runaway & Homeless Youth	Work with programs such as Berkshire and TTLP to ensure state and federal funding is consistently in place. A new 5 year grant cycle is about to begin to obtain federal funding. Continue to inspect homes to ensure they provide children, youth and families with healthy, safe and thriving environments. Youth admitted to runaway and homeless youth programs will be provided with case management and independent living skills training to help prepare them for self-sufficiency. Work with local housing organizations to ensure that adequate and affordable housing is available to all families.
Domestic Violence	
Adult Protective Services	Continue monthly meetings with the District Attorney
Child Care	Partner with Building Brighter Futures for Broome and local school districts to increase data collection concerning childcare quality/availability, and school readiness.

VII. Plan Monitoring

1. Describe the methods and the processes that will be used by the district to verify and monitor the implementation of the Child and Family Services Plan and the achievement of outcomes.

The child and family services plan will be monitored through ongoing meetings with stakeholders and by reviewing data. Information obtained through data warehouse and supervisory reports will allow the department the ability to monitor its progress toward identified outcomes. The plan will be shared periodically with staff at staff meetings.

During staff meetings and supervision supervisory staff will discuss what is working and what needs to be revised.

The Youth Bureau will continue to conduct site visits with contract agencies to ensure programs are running appropriately and as documented. The Youth Bureau will continue to advocate for youth by attending holding monthly board meetings to learn best practices to meet the needs of our youth. The Youth Bureau will continue to attend various coalitions and committee meetings with other agencies to gain knowledge of issues youth are facing. The Youth Bureau will continue to closely monitor and inspect host homes through Berkshire and the Teen Transitional Living Program available through Catholic Charities.

The Youth Bureau, in partnership with the Center for Applied Community Research and Development at Binghamton University, will pilot the Results Scorecard system to monitor youth development efforts at the program/organization and community levels. The Youth Bureau Advisory Board Planning Committee will meet monthly to monitor data collection, fill in data gaps, and analyze results.

VIII. Financing Process

1. Describe the financing for the district's services.
 - a. Include general information about the types of funds used (e.g. federal, State, local, TANF, or innovative funding approaches). Include new uses of TANF or Flexible Funds for Family Services for program services. Include any innovative approaches to funding or new uses of funds to support the service delivery system.

Funding allocations and priorities are determined through several department planning processes; eligibility standards, inventory of services and distribution of state funds, application process and request for proposal, review process, approval process, and evaluation of funded programs.

- b. If purchase of service agreements are used, describe the criteria and procedures used by the district for selecting providers for all child welfare, adult protective, and non-residential domestic violence purchase of services (e.g. RFP process, news releases on availability of funds, sister agencies panel).

The Department utilizes the purchase of service agreements based on budgeted available funds. Each service provider is required to meet the application approval criteria defined by the rules and regulations.

2. Describe how purchase service contracts will be monitored.
 - a. Describe procedures that will be used to ensure that the services being purchased are effective in meeting the outcomes as outlined in the contract and your plan. Include the frequency of monitoring, tools that will be used, and who will be involved.

The Department contracts with a program analyst who monitors all our contracts.

APPENDIX D

Relationship Between County Outcomes and Title IV-B Federal Goals

List each district outcome that supports or relates to achievement of the federal goals identified below. Many of your outcomes are listed under your Child and Family Services Review PIP, and should be included here.

Title IV-B of the Social Security Act, Subpart I

Goal 1: Families, including nuclear, extended, and adoptive families, will be strengthened and supported in raising and nurturing their children; in maintaining their children's connections to their heritage; and in planning their children's future.

Outcomes:

This agency currently has several cases in which KinGap practices are involved. The Department will continue to screen cases and encourage extended family members to become placement or other resources for children in accordance with KinGap guidelines.

The Department uses several purchase of service programs to support and strengthen families including families in crisis. These services may range from parenting education and support to in home family assessments/counseling and additional mental health services.

Goal 2: Children who are removed from their birth families will be afforded stability, continuity, and an environment that supports all aspects of their development.

Outcomes:

The Department contracts with the Children's Home of Wyoming to provide comprehensive foster care services (regular, special and therapeutic) for a portion of the active foster care cases.

Currently this agency has numerous cases in which children have been placed with relatives to afford stability and continuity with their birth families and attending heritage which supports concurrent planning practices.

Goal 3: Victims of family violence, both child and adult, will be afforded the safety and support necessary to achieve self-sufficiency (adult) and/or to promote their continued growth and development (child).

Outcomes:

Both Child Protective Services staff and Family Services staff will continue to work with OCFS regional office with regard to critical thinking practices and solution focused practices.

Additionally, all staff in CPS are trained on domestic violence issues and staff in both program areas work with the out stationed workers from the SOS Shelter. The staff from the SOS shelter provide support, counseling and safety planning services for our consumers.

Goal 4: Adolescents in foster care and pregnant, parenting, and at-risk teens in receipt of public assistance will develop the social, educational, and vocational skills necessary for self-sufficiency.

Outcomes:

Currently, two senior caseworkers are assigned to work exclusively with adolescents with a goal of independent living.

Goal 5: Native American families, including nuclear, extended, and adoptive families, will be strengthened and supported in raising and nurturing their children; in maintaining their children's connections to their heritage; and in planning their children's future.

Outcomes:

Broome seldom has cases that involve Native American families. When needed staff contact appropriate officials related to the relevant tribe.

APPENDIX E
Public Hearing Requirements

Complete the form below to provide information on the required elements of the public hearing.

Date Public Hearing held: 12/1/11 (at least 15 days prior to submittal of Plan)

Date Public Notice published: 11/14/11 (at least 15 days in advance of Public Hearing)

Name of Newspaper: Press and Sun Bulletin

Number of Attendees: 54

Areas represented at the Public Hearing:

- | | | |
|--|--|--|
| <input checked="" type="checkbox"/> Health | <input checked="" type="checkbox"/> Legal | <input checked="" type="checkbox"/> Child Care |
| <input checked="" type="checkbox"/> Adolescents | <input checked="" type="checkbox"/> Mental Health | <input checked="" type="checkbox"/> Law Enforcement |
| <input checked="" type="checkbox"/> Aging | <input checked="" type="checkbox"/> General Public | |
| <input checked="" type="checkbox"/> Other:
Education/
Employment | <input checked="" type="checkbox"/> Other:
Domestic Violence
Housing | <input checked="" type="checkbox"/> Other:
Disabilities |

Issues identified at the Public Hearing:

The Public Hearing for the 2012 Child & Family Services Plan was held on December 1, 2011 at the Broome County Library "Exhibit Room" . The date and time of the Forum was published in Binghamton Press and Sun Bulletin. Notices were sent out electronically by the Youth Bureau and the Department of Social Services to the member agencies of the Children and Youth Services Council, as well as the Family Violence Prevention Council and the Youth Bureau Advisory Board and all were invited to participate. Fifty four persons were involved with the forum and many of the agencies that the Department of Social Services contracts with for service provision were present.

The Community Forum was a collaboration between the Department of Social Services and the Youth Bureau. Pamela Mischen, director of the Center for Applied Community Research & Development at Binghamton University, who is a member of the Planning Committee of the Broome County Youth Bureau Advisory Board, welcomed the attendees. She also facilitated an opening summary of the Touchstones Framework and the goals and objectives that this plan will focus on. After the general summary, the participants were invited to give feedback at six stations each focusing on one of the following touchstone areas: COMMUNITY, EDUCATION, ECONOMIC SECURITY, HEALTH, CIVIC ENGAGEMENT and FAMILY. There was an additional category emphasis to make sure that Protective Services for Adults were included in each segment as this plan additionally addresses these services.

Each topic are was facilitated by an "expert" presenter who lead a discussion on the touchstone area. Participants were asked to identify additional areas where information can be found for data in our community, resources (programs) that exist in our community that strive to fulfill the objectives of the goals spelled out and needs or next steps. A compilation of the feedback from each group is as follows:

2011 PUBLIC FORUM FEEDBACK

I. Touchstone – ECONOMIC SECURITY:

- Pockets of poverty: sub-standard housing that is affordable / accessible.
- Check most recent data
- NYSDOL UI rates – Christian Harris reg res & statistics
- o Lined to literacy and drop-out rates
- Re-entry data
- BCC data – first time students literacy / remedial
- Job readiness for graduating high school seniors who are not going to college
- Re-entry services promote employment / building relationships with employers to promote employment of formerly incarcerated
- College prep classes for GED recent graduates
- Funding assistance for child care so families can afford to work or go to school. Many families fall into a gap where they do not qualify for DSS subsidy or Head Start.

II. Touchstone - EDUCATION:

Goal: Children will leave school prepared to live, learn and work in the a community as contributing member of society.

Missing Data:

- Early reading first
- UPK / Head Start
- Early Head Start
- Number of quality preschool / early education centers (Quality Stars) for age 0 through 5
- Community assessment (FEN)
- Incoming K Data - SHARE Project
- Clear understanding of 0-5 program funding
- Number of children unable to be served through early intervention / CPSE due to lack of available services / funding.

Next Steps:

- Continue to sustain and build a existing quality Early Educ. / preschool (0-5) full day program options
- To identify and implement an incoming K screen for social / emotional readiness
- Create a continuity between OCFS and Public Ed
- Promote and support Parent Education 0-21.

Objective 2: Students will meet or exceed high standards for academic performance and demonstrate knowledge and skills required for lifelong learning.

Missing Data:

- Career interests from current high school students
- Percentage of students who need remediation at BCC
- Success of New Visions Program
- Current understanding of students internal motivation/work ethic/willingness to do versus entitlement
- Current 'value' of education

Next Steps:

- Create additional public information opportunities on current diploma expectations and opportunities /common core career readiness
- Emphasize importance of school attendance and engagement with parents/families
- Provide additional opportunities for students to participate in the 'trades'
- Look into existing successful programs that address student/family work ethic

Objective 3: Students will be educated in a safe, supportive, drug free and nurturing environment.

Missing Data:

- Search Institute's Asset Development data.
- What are school's doing to promote home-school connections (beyond one-time events).

Next Step:

- Professional education on substance, physical, and sexual abuse to identify student issues.

Objective 4: Students will stay in school until successful completion.

Missing Data:

- Liberty Partnership data
- Truancy data to include PINS filed due to non-attendance in school
- Attendance / discipline data (schools)
- Number of 21 year olds and older currently in community that have completed high school

Next Step:

- Expansion of Liberty Partnerships to other districts...focusing on one to one trusting relationship with adults.
- Offer BOCES job preparation at an earlier age. Some youth need a hands-on approach and not a book approach.

III. Touchstone: HEALTH

General Health:

Goals:

- Access to sexual abuse treatment without labeling or routing family to mental health system if not warranted.
- Widespread school based training for children and youth – stress management, building support systems, breaking down taboos and stereotypes.
- Early Intervention Service Coordinators, CSE and CPSE Chairs referring to OPWDD home and community based waiver for Medicaid service coordination.
- Cross systems/multi-systemic coordination
- Access to preventive DSS services needs to be responsive
- Treatment needed for childhood obesity/nutrition access/intensive behavioral treatment.

Next Steps – Get Data:

- Get information from adult CASA (Barb Travis)
- Mental Health from CAIRS or SPOA for benchmark (OMH license programs by County)
- National Institute of Mental Health statistics regarding sexual abuse / child abuse (breakdown adult on child vs. child on child).
- SAMHSA-STIC-CDPA: numbers of people self-directing personal care.
- NYS Dept. of Health – community health indicators (pregnancy, lead poisoning, tooth decay data)
 - o Check with Lourdes Hospital dental screening data
 - o Local hospital data – electronic medical records – lead screening (primary care providers)
- MERTS data (Medicaid data by county – breakdowns by diagnosis, ethnic groups, etc.).
- Mothers & Babies Perinatal data
- Childhood obesity data (tied into mental health, bullying, etc).
- STAP
- Planned Parenthood
- More information on developmentally disabled children and need for services.

For Physical and Emotional Health:

Goals:

- Improved integration of physical and mental health
- Community nutrition education – offered at various sites throughout the county (Make it affordable, fresh food accessible and appealing/simple recipes
- What is the significance of 6 month breastfeeding as opposed to 3 months (the least recommended) we have data on moms up to 3 months from Healthy Families Lourdes PACT)?
- Children need to be referred for services under OPWDD home and community based waiver sooner.
- Prevention/intervention for childhood obesity – look at early childhood programs where children spend the majority of their days – both centers and family childcare programs. NAPSACC self-assessment tool could be administered for baseline assessment and used to improve nutrition in these programs.

Next Steps – Get Data:

- High risk birth clinic
- Current data on teen suicide and bullying
- Obesity for 3-10 year old population
- Mothers & Babies Perinatal Network pregnancy and birth outcomes
- Recognition of links between child sexual abuse and poor outcomes in early adulthood

Goals:

- Access to sexual abuse treatment without labeling or routing family to mental health system if not warranted.
- Widespread school based training for children and youth – stress management, building support systems, breaking down taboos and stereotypes.
- Early Intervention Service Coordinators, CSE and CPSE Chairs referring to OPWDD home and community based waiver for Medicaid service coordination.
- Cross systems/multi-systemic coordination
- Access to preventive DSS services needs to be responsive
- Treatment needed for childhood obesity/nutrition access/intensive behavioral treatment.

Next Steps – Get Data:

- Get information from adult CASA (Barb Travis)
- Mental Health from CAIRS or SPOA for benchmark (OMH license programs by County)
- National Institute of Mental Health statistics regarding sexual abuse / child abuse (breakdown adult on child vs. child on child).
- SAMHSA-STIC-CDPA: numbers of people self-directing personal care.
- NYS Dept. of Health – community health indicators (pregnancy, lead poisoning, tooth decay data)
 - o Check with Lourdes Hospital dental screening data
 - o Local hospital data – electronic medical records – lead screening (primary care providers)
- MERTS data (Medicaid data by county – breakdowns by diagnosis, ethnic groups, etc.).
- Mothers & Babies Perinatal data
- Childhood obesity data (tied into mental health, bullying, etc).
- STAP
- Planned Parenthood
- More information on developmentally disabled children and need for services.

For Physical and Emotional Health:

Goals:

- Improved integration of physical and mental health
- Community nutrition education – offered at various sites throughout the county (Make it affordable, fresh food accessible and appealing/simple recipes
- What is the significance of 6 month breastfeeding as opposed to 3 months (the least recommended) we have data on moms up to 3 months from Healthy Families Lourdes PACT)?
- Children need to be referred for services under OPWDD home and community based waiver sooner.
- Prevention/intervention for childhood obesity – look at early childhood programs where children spend the majority of their days – both centers and family childcare programs. NAPSACC self-assessment tool could be administered for baseline assessment and used to improve nutrition in these programs.

Next Steps – Get Data:

- High risk birth clinic
- Current data on teen suicide and bullying
- Obesity for 3-10 year old population
- Mothers & Babies Perinatal Network pregnancy and birth outcomes
- Recognition of links between child sexual abuse and poor outcomes in early adulthood

- Improved and increased mental health services for the 15 – 21 year old age group
- Increased number psychiatrists that accept Medicaid
- Support for early childhood, intervention for social and emotional skill building and support through school age programs during out of school time
- Services for people (parents and children) with dual diagnosis (DD/MH).

IV. Touchstone: CIVIC ENGAGEMENT

Children and youth demonstrate positive Civic Engagement as law abiding, contributing members of families, schools and community.

Goals:

- Assume personal responsibility
- Demonstrate ethical behavior and civic values
- Understand and respect people who are different
- Participate in family and community activities
- Have positive peer interactions
- Make constructive use of leisure time
- Delay parenthood until adulthood
- Refrain from violence and other illegal behavior

Notes: Important link between early education and the development of understanding of value of each individual and acceptance of similarities and differences. Positive social communication skills grow and develop with support of school setting and engagement with community.

Objectives:

- Family support, school, public safety integration/collaboration at re-entry from service provision.
- Secure funding for preventive programming/service.
- Increased collaboration /partnership with the private sector (corporate) related to civic engagement goals.
- Reach out to Chamber of Commerce
- Provide opportunities for mentorship and positive youth/adult relationships
- City project (community improvement through youth)
- Citizen U at CCE / Liberty Partnerships (best practice examples)
- Start earlier
- Mentoring/positive peer interaction re: family structure / Youth Development
 - o CCSI parent partner model (best practice)
 - o Compeer adult/youth, adult/adult model (best practice)
- Lack of opportunities for pro-social youth program/initiatives – rural vs. urban differences important/critical.
- Significant need for job training for youth – job retention support.
- Importance of providing substantive respectful opportunity for youth voice / celebrate youth as resources

Good examples:

- Free Radicals program
- Youth media projects
- Identity center (The Cube)

- Adequate/appropriate housing for Juvenile Delinquents (related to proposed change in legislation to increase age from 16 to 18 years of age to be in Juvenile Justice System instead of adult system).
- Increased need for independent living situations for older youth population. (urban vs. rural distinctions). Related services: educational support / substance abuse services / mental health services.
- Lack of services for youth with behavior problems and no mental health diagnosis (family issues).
- Community service options for JD's (neighborhood based – for all youth models)
Example: Youth Court
- Issue of bullying and negative peer interactions
National models via SAMSA
Canadian model – McMasters University for peer model
SHARE Project - OLWEUS- bully prevention community model
- Issue of increase in violence/assaults committed by girls/females (CVAC has some data)
Peer to peer support groups
Interagency collaboration/coordination
- Establishment and enforcement about critical community standards which provide for developmentally appropriate neighborhood/community for youth i.e. housing, pollution, health.
- Youth civic groups – need to be more youth friendly – take advantage of gifts of the youth.
- AYD being lost (statewide)
- Foundation for Civic Engagement skills begins and is enhanced at early childhood.
- Service providers need longer term follow-up protocols/procedures with youth (check in follow-up) not necessarily as intensive as primary service/relationship (expand time for positive support/interaction with youth).
- Service innovation – just starting mentoring via community service projects (MHA Compeer).

V. Touchstone: FAMILY

Goal: Families will provide safe, stable and nurturing environments.

Objective 1: Parents / caregivers will provide children with positive relationships

Resources:

- Lourdes Youth Services
- Families together Program
- CASA Program

There are still too many children living in unsafe situations: more intervention is needed for them.

Needs:

- Early access to intervention services.
- Easier access to preventative services
- Mandate / insist on opening a services case for people who receive several founded state reports in a short period of time.
- Increased opportunities for parent education programs
- Funding for Kinship programming.

Objective 2: Parents caregivers will possess and practice adequate child rearing skills.

Resources:

- Lourdes Youth Services
- Head Start – family advocates home visiting
- Conscious Discipline
- PAL Center Programming STEP
- MHC – parenting classes – anger management
- CHPS program – through DSS
- JD / PINS respite program at Children’s Home
- Family spacing
- Preventive programs / residential parent parts to program.
- Early Childhood Direction Center / Parent Training Daycare
- Families First
- Practice, practice, practice (opportunities to practice learned content)

Needs:

- Respite for parents (especially Kinship families).
- Kinship care services funding critical for helping families raise relatives.

Objective 3: Parents / caregivers will be literate.

Resources:

- Life skills through Mothers & Babies Perinatal Network
- GED programs through:
 - o FEN
 - o BOCES
 - o Schools
 - o English as a Second Language
 - o Civic Association
 - o Literacy Volunteers
- Day habilitation without walls

Data Source: FEN community assessment (annual)
Community Foundation survey results

Needs:

- No childcare barrier to literacy programs.
- Parents with special needs / parents services cut
- EvenStart program funding cut:
- Increase availability for Health literacy for families (prevention services, nutrition skills, physical activities).
- Get books into homes.

Objective 4: Parents / caregivers will be and are involved in their children’s learning.

Resources:

- Binghamton City School District and Lourdes PACT
- Family Resource Centers
- Head Starts
- Fatherhood group (FEN)
- BBFFB

- Lourdes FAST
- SHARE Project

Needs:

- School age and higher needs more attention.
- Education transitions between education levels 9th e.g.
- Parents with learning disabilities need support in learning parenting skills.
- Access and funding to quality early childhood environments. Child care tuition falls to the family if they are not eligible for DSS or Head Start. Funding restrictions also limits the family's opportunity to choose their child's learning environment.

Objective 5: Parents / caregiver will have knowledge and ability to access support services for children.

Resources:

- Viewing family as national priority
- Support of parenting e.g. extended families
- 211
- Lourdes Youth Services
- Childcare providers could be utilized as a resource for education/support in parenting.
- Family Resource Center – educational programs e.g. visiting program

Needs:

- DSS/CASA work together for child's benefit
- Kinship family support
- Get into social media resources for family support services.

Objective 6: Parents / caregiver will provide children with household free from abuse.

Resources:

- Healthy Families Broome data
- Healthy Families NY data
- Family Violence Prevention Council

Needs:

- Proper / good adequate safe housing
- Risk factor of single mother (parents) moving through multiple relationships creates high risk for child abuse.
- Treatment for sexually aggressive youth. Traditional fee for service therapy does not cover therapy unless there is a mental health diagnosis.
- Termination of Parental Right's should be completed in more timely manner.
- Professional information / education on computer cell phone etc. "pornography".
- Why teen pregnancy rates continue to be high (emotional needs?) should this be a target category?
- Subset of parents who are abuse survivors trying to raise children by single parenting, for whom traditional parenting programs don't work (need to be creative with new programming).

Data: National Institute of Mental Health - child on child / sexual abuse or other sexual abuse data.

Objective 7: Parents / caregivers will provide children with household free from alcohol and substance abuse.

Need:

- Increased access to substance abuse treatment for adolescents and their families.
- Break down of silos between mental health and substance abuse (i.e. OMH, OMSAS, OPWDD).
- Streamline process for receiving treatment – long waiting lists deter people from receiving treatment. Offer increased services.

‘Other’:

- School situations of child abuse no reportable to SCR – police unwilling to get involved – left to school’s discretion that may not have neutral view of situation!
- Issues around: 16-18 year old JD’s (housing, mental health drug & alcohol resources)

Adult Protective Services Comments:

Needs:

- Increase pool of available resources for personal care services for vulnerable adults! (Income neutral).
- Safe housing for vulnerable adults

VI. Touchstone - COMMUNITY:

Goal 1: Community will provide children youth and families with healthy, safe, and thriving environments.

1. Community will be economically sound.
2. Adequate transportation will be available.
3. Adequate housing will be available
4. Environment will be free from pollutants
5. Neighborhoods will be crime free

Goal 2: Community will provide children, youth, and their families with opportunities to help them meet their needs for physical, social, moral, and emotional growth.

1. Community will make available and accessible formal and informal services.
2. Community will provide opportunities for youth to make positive contributions to community life and to practice skill development.
3. Adults in the community will provide youth with good role models and opportunities for positive adult interactions.

Notes:

- All of them are interconnected – difficult to focus on one.
- Impact of gas drilling will be significant – economically and environmentally.
- Job creation – how are we training the workforce – identify existing skill set and identify appropriate companies to attract.
- Need a regional economic approach – cannot afford provincial approach.
- Better coordination of services could reduce duplication and free up funds for new programming.
- Better connection with college and students – both civic engagement and industry (BCC & BU Centers for Civic Engagement – CIC 2020). A lot of partnership exists between BU and the community but most are unaware.
- Accessibility of services – location and eligibility for services

- Adequate housing – safe, clean, affordable
- Local history of environmental problems: lead paint exposure
- Need to hold parents accountable.
- PINS/JD services are not producing intended results – need to do more with parents.
- Need to find a way to work with families to provide support around non-safety issues (school attendance/truancy, etc.).
- Concerns over transportation accessibility / handicap accessibility (changes in public transportation: 30 minutes – 45 minutes in between buses, reduction in evening and weekend hours after January 1).
- How do we make the best use of resources – more cross-planning within the County?
- How to respond to cuts in funding.

What's Working?

- County support for new initiatives
- More opportunities for public forums to discuss community issues / partnerships forming between service providers
- SHARE / BU / BCC initiatives i.e. Center for Civic Engagement and CIC 2020
- KYDS Coalition
- Children & Youth Services Council
- CCSI II
- AAIF
- Bridges to Health Waiver Program
- PAL Centers
- Schools
- Youth Bureau programs
- Compeer Youth mentoring

What Can We Do Better?

- Early childhood teachers are not paid a livable wage.
- Funding for quality child care
- Subsidy assistance for child care should be available for families enrolled in college.
- Child care subsidies need to be reimbursed based on slots, not actual hours child attends.
- Gang involvement / drug use is much greater than people think.
- More financial and political support for positive youth development programs.
- County wide summer employment and/or career internships for high school youth – not just for low income youth.
- Coordinate services
- More services in rural areas / satellite sites.
- Enhance partnerships between service providers.
- Accessibility
- Community based support services for people with dual diagnosis DD./MTT)
- Cooperative efforts / collaboration
- Engage schools.
- Better check system on ‘follow through ‘ with services once-referred out
- Increase mental health services for all ages.
- More rural coordination for youth.

What Data Do We Collect?

- Need housing studies more than just vacancy rates
- Mental health services needed and provided to children under five
- Consumer satisfaction with services receiving from agencies – seek constituent input to improve services.
- Alcohol and drug use.
- Cost of child care for families (no community funding).
- Early childhood teacher salaries.
- Prevention needs assessment (KYDS)
- Teen pregnancies
- Birth outcomes
- PSYKES data
- Medical data
- Mental Health Program data
- Number of ethnicities and languages within demographic location
- Data gathered in past (TAP 1993, '96, '99, and '02) on abuse, suicide, violence, volunteer activity, peer relationships, etc). Perhaps we need a tool to collect currently missing local data.

What Data Do We Need?

- Gang numbers
- Numbers of families that lose child care subsidy therefore interrupting child's stable learning environment.
- How to measure quality child care? Quality stars?
- Actual cost of quality child care
- Mental Health
- Teen suicide and drug addictions
- School truancy and attendance rates
- Measuring youth achievements
- Rural youth and mental illness accessing services

APPENDIX F
Program Matrix

Each district will enter their Program Information into the Welfare Management System (WMS). Instructions for completing this process are located in the Plan Guidance Document. Answer the questions below related to the information you entered into the WMS system.

1. Are there changes to the services your county intends to provide during the County Planning cycle?

No Yes

2. If there are changes to the services, please indicate what those changes are.

APPENDIX G
Technical Assistance Needs

In the space below, describe technical assistance or training, if any, requested by the district to implement this plan. Please be as specific as possible.

The Department will continue to seek training and consultation related to Critical Thinking. Family Services will be seeking training in risk and safety assessment to increase those skills. Also, we will continue to seek the technical assistance as it relates to improved use of ever changing technology enhancements.

APPENDIX H

Memorandum of Understanding
Between the District Attorney's Office and Child Protective Services

Chapter 156 of the Laws of 2000 (the Abandoned Infant Protection Act) went into effect in July 2000, and was **amended effective August 30, 2010**. This law is intended to prevent infants from being abandoned in an unsafe manner that could result in physical harm to them. Please send an electronic copy of your signed MOU with your County Plan or include a narrative summary of the cooperative procedures to be followed by both parties in the investigation of incidents of child abuse and maltreatment, consistent with their respective obligations for the investigation or prosecution of such incidents, or as otherwise required by law.

- Copy of active MOU is being sent with the County Plan.
- Active MOU is not attached, but a narrative summary is provided below.

Narrative Summary:

The Memorandum of Understanding between the Broome County Department of Social Services (BCDSS) Child Protective Unit and the Broome County District Attorney (BCDA) office outlines the roles and responsibilities of each in the investigations of child abuse and maltreatment. BCDSS will notify the BCDA's office of reports regarding the death of a child, severe physical abuse and sexual abuse. BCDSS will provide copies of all records from those cases. During an investigation of child abuse and/or maltreatment, BCDA's office authorizes BCDSS to contact appropriate police agencies and arrange for a joint investigation when indicated. BCDA's office will advise BCDSS when a subject of an SCR report has been charged in an accusatory instrument with committing a crime related to a report of abuse or maltreatment and will further notify BCDSS of any investigatory or court action taken on a case under investigation or which has been indicated.

To protect the health and safety of infants, the United Health Services Hospitals and Lourdes Hospital are to be designated as safe havens for abandoned infants. The mothers, with anonymity, of the abandon infants, will not be prosecuted by the Broome County District Attorney if the infants are left with any person at these locations.

APPENDIX I
2012 Estimates of Persons to Be Served

Required only if the district does not seek a waiver, as noted on Appendix A

Type of Care/Service	Total*	Children	Adults
Adoption			
Child Care			
Domestic Violence			
Family Planning			
Preventive Child Mandated			
Preventive Child Non-Mandated			
Child Protective Services			
Child Protective Services Investigation			
Unmarried Parents			
Preventive – Adults			
Protective Services Adults – Services			
Protective Services Adults – Investigation			
Social Group Services Senior Citizens			
Education			
Employment			
Health Related			
Home Management			
Homemaker			
Housekeeper/Chore			
Housing Improvement			
Information and Referral			
Transportation			

*Total equals children plus adults

County Child and Family Services Plan

Type of Care/Service — Foster Care	Total	Non JD/PINS Child	OCFS JD/PINS Child	DSS JD/PINS Child
Institutions				
Group Homes/Residences				
Agency Operated Boarding Homes				
Family Foster Care				
Unduplicated Count of All Children in Care				

Type of Care/Service – Adult	Total	Adults
Residential Placement Services		

APPENDIX J

Non-Residential Domestic Violence Services (Complete a Copy for Each Program)

In accordance with the Domestic Violence Prevention Act and subsequent budget provisions, districts are required to provide non-residential services to victims of domestic violence, either directly or through a purchase of service agreement. Whether provided directly or through a purchase of service, each program must be approved through the Child and Family Services Plan process. Non-residential domestic violence programs must comply with 18 NYCRR Part 462. Please provide the information required below.

County: Broome

Phone Number: (607) 778-2649

County Contact Person: Karen Schultze
karen.schultze@dfa.state.ny.us

E-mail Address:

SECTION A

Program Closure

Complete this section if an approved non-residential domestic violence program “closed” during the previous year.

Name of program:

Date closed:

Reason for closing:

SECTION B

Complete this section for each program that provides non-residential domestic violence services in the district.

To promote accuracy through the review and approval process, OCFS recommends that this section be completed by the non-residential DV program.

Agency Name: SOS Shelter, Inc.

Business Address: PO Box 393, Endicott, NY 13761

Contact Person: PO Box 393, Endicott, NY 13761

Telephone Number: (607) 748- 748

E-mail Address: rebecca@sosshelter.org

Program Requirements

1. Seventy percent of the clientele served must consist of victims of domestic violence and their children. This program is intended to be a separate and distinct program offering specialized services for victims of domestic violence.

Describe how the program is separate and distinct and how it fits into the overall agency.

The SOS Shelter, Inc. serves only victims of domestic violence. Therefore, 100% of the clientele and the services provided to them are related to domestic violence.

- Services must be provided regardless of financial eligibility; services must be provided in a manner that addresses special needs, including physically handicapped, hearing impaired, and non-English speaking; and services must address the ethnic compositions of the community served.

Describe the eligibility criteria for clients of the non-residential domestic violence program and how special needs populations are accommodated.

The eligibility criteria is that those receiving services from the SOS Shelter, Inc. are victims of domestic violence. Every reasonable accommodation is made to serve those with special needs. Non-residential clients that have physical handicaps can access the primary site via a ramp. While the site always had a ramp, a new one funded with Community Development Block Grant money was installed this year. Offices on the first floor of the building are accessible to clients who are unable to use stairs to second floor offices. Interpreters are engaged for people with hearing impairments or non-English speaking clients.

- There must be evidence that the program is needed, based on the number of persons to be served and evidence that the indicators used are realistic.

Provide an estimate of the number of victims of domestic violence needing non-residential services and description of the indicator/data used to determine that estimate.

Service Needs & Delivery 2011

MONTH	#1	#2	#3	#3a	#4	#4a	#4b	#4c	#4d	#4e	#4f	#4g	#4h	#4i	#4j	#4k	#4l	#4m	#4n	#4o	#4p	#4q	#4r	#5
January	28	104	55	187	187	147	21	23	29	4	44	5	6	204	237	117	1	21	158	96	10	233	77	1433
February	16	25	63	185	104	159	20	14	12	17	86	2	5	229	338	109	4	45	143	30	7	232	81	1533
March	40	20	108	198	168	377	27	9	36	3	228	2	5	399	554	207	0	134	252	188	21	392	162	2996
April	27	12	102	237	141	156	29	43	21	4	59	13	7	192	265	110	1	38	170	124	10	302	116	1660
May	26	11	152	297	189	285	31	42	12	15	130	13	15	277	526	163	5	61	166	160	15	210	107	2233
June	29	27	163	382	219	239	37	52	16	5	103	7	22	290	373	146	2	97	188	332	16	217	70	2212
July	22	16	101	161	139	186	15	35	34	8	61	13	13	212	271	119	3	86	267	228	22	255	104	1932
August	30	18	43	216	91	285	40	60	25	9	89	7	22	283	497	182	7	89	234	153	1	253	68	2304
September	17	8	81	107	106	184	29	70	7	2	67	4	17	202	239	98	2	58	151	120	12	134	48	1444
October	20	9	73	220	102	140	32	48	10	13	54	5	13	186	234	128	5	54	114	93	10	160	58	1357
November	18	4	60	131	82	163	28	49	10	4	47	4	6	218	296	107	3	51	130	134	8	142	60	1460
December																								
Total YTD	273	254	1001	2321	1528	2321	309	445	212	84	968	75	131	2692	3830	1486	33	734	1973	1658	132	2530	951	20564

#1 - New cases opened.
 #2 - Total # of old cases serviced that are unduplicated from previous months in this calendar year.
 #3 - New Callers that were serviced by phone.
 #3a -Total # of cases served. All cases include #1, #2, & #3 and cases duplicated from previous months in this calendar year.
 #4 - Total # of unduplicated cases (#1, #2, and #3 added).
DIRECT SERVICES
 #4a - Court Information #4g - Police Accomp., Advocacy, Escort Info #4k - Individual counsel, Group counsel (eff. 5/1/05)
 #4b - Court Accompaniment #4h - Prosecutor Accomp., Advocacy #4l - Records Retrieval
 #4c - Court Advocacy #4i - Social Service Advocacy, Accomp., Info., Transportation, #4m - Referrals, Comp Claims, CVB Info, All Transportation
 #4d - Petitions CPS Reports, Application Assistance #4n - Follow-up
 #4e - Lawyer Accomp., Legal Counsel Adv. #4j - Other: Relocation, Advocacy, Assist (includes housing info, ss adv / inf #5 - Total Direct & Phone Services (Columns #4a - #4q)
 #4f - Legal Information emerg assist, fin adv., accomp., immigration info., transportation) other info)
PHONE SERVICES
 #4o - Information/Referral #4q - Follow-up
 #4p - Advocacy #4r - Counseling
Individual Counseling: Number of individuals: 24 Number of sessions:30

- Where are the non-residential domestic violence services provided?

Describe the type of location (e.g.at the business office, at the school, etc.). The specific should not be included and should not be identifiable from the information provided.

County Child and Family Services Plan

Non-residential services are primarily provided at a site that houses both the non-residential and administrative staff. Under separate grants, services are also provided at county offices and another community agency site.

5. Explain how the location(s) where the non-residential domestic violence services are provided to ensure the safety of the persons receiving services and the confidentiality of their identities. Do not provide the location addresses.

The primary site is a secure building that is kept locked and monitored with a CCTV system. Access is limited to those who have a legitimate reason to enter the building. Clients are generally seen by appointment and meet with staff in private offices.

6. All of the **core services** listed in 18 NYCRR 462.4 must be provided directly by the program, as defined in the regulations, and must be provided in a timely manner. For each of the core services listed below, include:
 - a. Days and hours the service is available

Core Service	Days/hours	How	Where	Specific Details
Hotline	7 days a week, 24 hours a day	Operated by shelter staff	Shelter site	The established hotline number rings into the shelter which is staffed around the clock. Technology includes caller ID and call forwarding so that calls can be forwarded to the administration building if lines at the shelter are busy.
Information & Referral	M-F, 8:30 am – 4:30 pm	Advocacy staff	Primary non-residential site	Also provided via the hotline. Providing information about community options & services & requested referrals to same
Advocacy	M-F, 8:30 am – 4:30 pm	Advocacy Staff	Primary non-residential site, courts, law enforcement depts., DSS	Accompaniment, Phone contact with third parties on behalf of client, Assistance w/ identifying & gathering any necessary documents, Legal information, petition preparation
Counseling	M-F, 8:30 am – 4:30 pm	Advocacy staff & shelter staff	Primary non-residential site	Individual counseling is provided.
Community Education Community Education Cont'd	Flexible/as requested	Appropriate staff member	Varied sites, as requested	Methods include oral presentations, use of written materials, power point, films/DVDs. Target audiences include professionals who may encounter clients for whom domestic violence is an issue; the general public; at risk populations; community service organizations; religious and civic groups. Presentations will contain information regarding the dynamics of domestic violence, myths, statistics, and community services. Presentations can be tailored to meet specific audience needs.

--	--	--	--	--

b. How the service is provided

see above

c. Where the service is provided, when the service is provided at a location other than the program location (i.e., accompanying the client to court)

see above

d. Details specific to this program other than program location.

see above

Telephone Hotline Assistance

Include hotline operation hours and detail the methods currently being used for the operation of the hotline service (e.g. coverage, staff responsibility, any technology used).

see above

Information and referral

see above

Advocacy

Describe all types offered, including accompaniment.

see above

Counseling

Describe all types offered, including individual and group.

see above

Community Education and Outreach

Describe methods used, target audience, and messages conveyed. If there is more than one domestic violence provider in the community, describe how the outreach activities are coordinated.

see above

Optional Services (e.g., support groups, children’s services, translation services, etc.)

see above

7. Each program must employ both a qualified director and a sufficient number of staff who are *responsible for providing core and optional services*.

List each of the staff/volunteer positions responsible for providing non-residential services including title, responsibilities and qualifications.

- **Do not** give names
- Resumes **are not** required

County Child and Family Services Plan

Title	Responsibilities	Qualifications
Manager of Advocacy Services	Staff supervision & development; case management; referral identification.	Bachelor's or Master's degree in relevant field; knowledge of dynamics of domestic violence; knowledge of criminal and family justice systems & law enforcement; experience in staff supervision; case management experience.
Case Advocate	Intake & direct work with victims; accompaniment to appointments related to domestic violence; counseling; legal research.	2 year paralegal degree or equivalent experience; knowledge of dynamics of domestic violence; knowledge of legal system & social service delivery system.
Police Liaison Police Liaison Cont'd	Intake & direct work with victims; accompaniment to appointments related to domestic violence; counseling; legal research.	2 year paralegal degree or equivalent experience; knowledge of dynamics of domestic violence; knowledge of legal system & social service delivery system.
Manager of Shelter Services	Staff supervision & development; case management; hotline staffing; counseling; referral identification; reporting & data maintenance	Bachelor's or Master's degree in relevant field; experience in staff supervision; knowledge of dynamics of domestic violence; knowledge of ethics, counseling practices, case management; familiarity with social services delivery system.

APPENDIX K
Child Care Administration

Describe how your local district is organized to administer the child care program, including any functions that are subcontracted to an outside agency.

1. Identify the unit that has primary responsibility for the administration of child care for:

Public Assistance Families: Services Daycare Unit

Transitioning Families: Same

Income Eligible Families: Same

Title XX: Same

2. Provide the following information on the use of New York State Child Care Block Grant (NYSCCBG) Funds.

FFY 2009-2010 Rollover funds (available from the NYSCCBG ceiling report in the claiming system):	\$801,374.00
Estimate FFY 2010-11 Rollover Funds	\$405,764.00
Estimate of Flexible Funds for Families (FFS) for child care subsidies.....	\$0.00
NYSCBG Allocation 2011-12	\$4,198,682.00
Estimate of Local Share	\$518,534.00
Total Estimated NYSCCCBG Amount	\$4,883,748.00
a. Subsidy	\$3,647,652.00
b. Other program costs excluding subsidy	\$846,695.00
c. Administrative costs	\$389,401.00

Does your district have a contract or formal agreement with another organization to perform any of the following functions?

Function	Organization	Amount of Contract
<input type="checkbox"/> Eligibility screening		
<input type="checkbox"/> Determining if legally-exempt providers meet State-approved additional standards		
<input type="checkbox"/> Assistance in locating care		
<input type="checkbox"/> Child Care Information Systems		
<input type="checkbox"/> Other		

Optional Categories	Option	Limitations
Income Standard when child care services are needed for the child’s caretaker to actively seek employment for a period up to six months.	<input type="checkbox"/> No	supported job search with documentation of active employment seeking. Maximum of 6 weeks in a 12 month period.
6. PA families where a sanctioned parent is participating in unsubsidized employment, earning wages at a level equal to or greater than the minimum amount under law.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Parent must be employed

<p>7. Families with income up to 200% of the State Income Standard when child care services are needed for the child’s caretaker to participate in:</p>	<p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p>	<p><i>Parent must be under age 21</i></p>
<p>a) a public or private educational facility providing a standard high school curriculum offered by or approved by the local school district</p>	<p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p>	<p>Parent under 21; if over 21 participating in Welfare to Work and GED is part of their Welfare to Work plan</p>
<p>b) an education program that prepares an individual to obtain a NYS High School equivalency diploma</p>	<p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p>	<p>Family must receive temporary assistance and education is part of their Welfare to Work Plan.</p>
<p>c) a program providing basic remedial education in the areas of reading, writing, mathematics, and oral communications for individuals functioning below the ninth month of the eighth grade level</p>	<p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p>	<p>Caretaker is a temporary assistance recipient and this is part of their Welfare to Work plan.</p>
<p>d) a program providing literacy training designed to help individuals improve their ability to read and write</p>	<p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p>	<p>Same as above</p>
<p>e) English as a second language (ESL) instructional program designed to develop skills in listening, speaking, reading, and writing the English language for individuals whose primary language is other than English</p>	<p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p>	<p>Same as above</p>
<p>f) a two-year full-time degree granting program at a community college, a two-year college, or an undergraduate college with a specific vocational goal leading to an associate degree or certificate of completion</p>	<p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p>	<p>Same as above</p>
<p>g) a training program, which has a specific occupational goal and is conducted by an institution other than a college or university that is licensed or approved by the State Education Department</p>	<p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p>	<p>Same as above</p>
<p>h) a prevocational skill training program such as a basic education and literacy training program</p>	<p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p>	<p>Same as above</p>
<p>i) a demonstration project designed for vocational training or other project approved by the Department of Labor</p>	<p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p>	<p>Parent must be enrolled and attending up to 40 hours per week in accordance with their Welfare to Work plan. Caretaker receives</p>
<p>Note: The parent/caretaker must complete the selected programs listed under number seven within 30 consecutive calendar months. The parent/caretaker</p>		

cannot enroll in more than one program.		temporary assistance. Note: Welfare to Work plans are updated every 6 months at recertification.
8. PA recipients and low-income families with incomes up to 200% of the State Income Standard who are satisfactorily participating in a two-year program other than one with a specific vocational sequence (leading to an associate’s degree or certificate of completion and that is reasonably expected to lead to an improvement in the parent/caretaker’s earning capacity) as long as the parent(s) or caretaker is also working at least 17½ hours per week. The parent/caretaker must demonstrate his or her ability to successfully complete the course of study.	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
9. PA recipients and low-income families with incomes up to 200% of the State Income Standard who are satisfactorily participating in a two-year college or university program (other than one with a specific vocational sequence) leading to an associate’s degree or a certificate of completion that is reasonably expected to lead to an improvement in the parent/caretaker’s earning capacity as long as the parent(s) or caretaker is also working at least 17½ hours per week. The parent/caretaker must demonstrate his or her ability to successfully complete the course of study.	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
10. PA recipients and low-income families with incomes up to 200% of the State Income Standard who are satisfactorily participating in a four-year college or university program leading to a bachelor’s degree and that is reasonably expected to lead to an improvement in the parent/caretaker’s earning capacity as long as the parent(s) or caretaker is also working at least 17½ hours per week. The parent/caretaker must demonstrate his or her ability to successfully complete the course of study.	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
11. Families with incomes up to the 200% of the State Income Standard when child care services are needed for the child’s caretaker to participate in a program to train workers in an employment field that currently is or is likely to be in demand in the future, if the caretaker documents that he or she is	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	

<p>a dislocated worker and is currently registered in such a program, provided that child care services are only used for the portion of the day the caretaker is able to document is directly related to the caretaker engaging in such a program.</p>		
---	--	--

APPENDIX M

Reasonable Distance, Very Low Income, Family Share, Case Closing and Openings, Recertification Period, Fraud and Abuse Control Activities (Required)

Reasonable Distance

Define “reasonable distance” based on community standards for determining accessible child care.

The following defines “reasonable distance”: Recipients who must travel 60 minutes or more to access child care will not be required to comply with work requirements.

Describe any steps/consultations made to arrive at your definition: Continuing previous defined standards as developed by an agency wide work group.

Very Low Income

Define “very low income” as it is used in determining priorities for child care benefits.

“Very Low Income” is defined as 50% of the State Income Standard.

Family Share

“Family share” is the weekly amount paid towards the costs of the child care services by the child’s parent or caretaker. In establishing family share, your district must select a percentage from 10% to 35% to use in calculating the family share and justify this percentage decision. The weekly family share of child care costs is calculated by applying the family share percentage against the amount of the family’s annual gross income that is in excess of the State Income Standard divided by 52.

Family Share Percentage selected by the county 35%.

Describe the district’s justification for the family share percentage selected: Based on State mandates%

Note: The percentage selected here must match the percentage selected in Title XX Program Matrix in WMS.

Case Closings

The district must describe below how priority is given to federally mandated priorities and describe local priorities. If all NYSCCBG funds are committed, the district will discontinue funding to those families that have lower priorities in order to serve families with higher priorities. Describe below how districts will select cases to be closed in the event that there are insufficient or no funds available.

1. Identification of local priorities in addition to the required federal priorities (select one).
 - The district has identified local priorities in addition to the required federal priorities (Complete Section 2)
 - The district has not identified local priorities in addition to the required federal priorities (Complete Section 3).
2. Describe how priority is given to federally mandated priorities and describe local priorities. If all NYSCCBG funds are committed, the district will discontinue funding to those families that have lower priorities in order to serve families with higher priorities.

Describe in the space below how the district will select cases to be closed in the event that there are insufficient or no funds available.

a. The district will select cases to be closed based ONLY on income.

No.

Yes. Check 1 or 2 below.

1) The district will close cases from the highest income to lowest income.

2) The district will close cases based on income bands. Describe the income bands, beginning at 200% of the State Income Standard and ending at 100% of the State Income Standard:

Cases with the highest income will be closed first, initially reducing the income level to 175% of the State Income Standards (SIS), then to 150% of SIS, for all families not on temporary assistance. If there are still insufficient funds, the income level would then be reduced to 125% of SIS, followed by a reduction of 100% OF SIS if necessary.

b. The district will select cases to be closed based ONLY on categories of families.

No.

Yes. List the categories in the order that they will be closed, including the optional categories selected in Appendix L:

c. The district will select cases to be closed based on a combination of income and family category.

No.

Yes. List the categories and income groupings in the order that they will be closed:

d. The district will select cases to be closed on a basis other than the options listed above.

No.

Yes. Describe how the district will select cases to be closed in the event that there are insufficient funds to maintain the district's current case load:

e. The last cases to be closed will be those that fall under federal priorities. Identify how your district will prioritize federal priorities. Cases that are ranked 1 will be closed last.

Very low income Rank 1 Rank 2

Families that have a child with special needs Rank 1 Rank 2

3. If all NYSCCBG funds are committed, case closings for families that are not eligible under a child care guarantee and are not a federally mandated priority must be based on the length of time in receipt of services. The length of time used to close cases may be

based either on the shortest or longest time the family has received child care services, but must be consistent for all families.

- a. Identify how the district will prioritize federal priorities. Cases that are ranked 1 will be closed last.

Very low income Rank 1 Rank 2

Families that have a child with special needs Rank 1 Rank 2

The district will close cases based on the federal priorities and the amount of time the family has been receiving child care services.

Shortest time receiving child care services

Longest time receiving child care services

- b. The district will establish a waiting list for families whose cases were closed because our county did not have sufficient funds to maintain our current caseload.

No.

Yes. Describe how these cases will be selected to be reopened if funds become available:

Cases will be opened in the reverse order of the closing criteria

Case Openings

Describe below how priority is given to federally mandated priorities and how the district will select cases to be opened in the event that insufficient funds are available.

1. The first cases to be opened will be those that fall under the federal priorities.

Identify how your district will prioritize federal priorities. Cases that are ranked 1 will be opened first.

Very low income Rank 1 Rank 2

Families that have a child with special needs Rank 1 Rank 2

2. The district will select cases to be opened based ONLY on income.

No.

Yes. Check 1 or 2 below.

1) The district will close cases from the highest income to lowest income.

2) The district will close cases based on income bands. Describe the income bands, beginning at 200% of the State Income Standard and ending at 100% of the State Income Standard:

175, 150, 125, 100

3. The district will select cases to be opened based ONLY on category.

No.

Yes. List the categories in the order that they will be opened, including the optional categories selected in Appendix L:

4. The district will select cases to be opened based on a combination of income and category of family.
- No.
- Yes. List the categories and income groupings in the order that they will be opened:
5. The district selects cases to be opened on a basis other than the options listed above.
- No.
- Yes. Describe how the district will select cases to be opened in the event that there are not sufficient funds to open all eligible families:
- Cases will be opened in the reverse order of the closing criteria.
6. The district will establish a waiting list when there are not sufficient funds to open all eligible cases.
- No.
- Yes. Describe how these cases will be selected to be opened when funds become available:
- See above

The district's recertification period is every six months twelve months

Fraud and Abuse Control Activities

Describe below the criteria the district will use to determine which child care subsidy applications suggest a higher than acceptable risk for fraudulent or erroneous child care subsidy payment in addition to procedures for referring such applications to the district's front-end detection system.

The Daycare Unit will use the attached form (attachment #1) to refer the application to the Case Integrity Unit for their investigation and follow-up. Cases will be referred to the fraud unit when the application is not filled out correctly/fully, when inconsistent information is provided, when there is a history of fraud, when information is provided to the agency that suggests fraud.

Describe the sampling methodology used to determine which cases will require verification of an applicant's or recipient's continued need for child care, including, as applicable, verification of participation in employment, education, or other required activities.

Each recipient of Child Care Subsidy must recertify every 6 months. Proof of employment (4 weeks of recent pay stubs), education, or other required activities as may be described in their Welfare to Work plan must be furnished at that time.

Describe the sampling methodology used to determine which providers of subsidized child care services will be reviewed for the purpose of comparing the child care provider's attendance forms for children receiving subsidized child care services with any Child and Adult Care Food Program inspection forms to verify that child care was actually provided on the days listed on the attendance forms.

The Department will contact Family Enrichment Network, the agency which administers CACFP in Broome County on a quarterly basis to obtain the CACFP inspection checklist. The CACFP will be compared to provider attendance information for the randomly chosen time period. Total cases reviewed per year will be 75% of participating providers.

The daycare unit will conduct Random Audit Inspections on legally exempt providers using the attached audit inspection form (attachment #2). If fraud is found or suspected a referral to the case integrity unit will be made using this form.

APPENDIX N
District Options (Required)

Districts have some flexibility to administer their child care subsidy programs to meet local needs. Check which options that your district wishes to include in your county plan. Complete the attached appendices for any area(s) checked.

1. The district has chosen to establish funding set-asides for NYSCCBG (complete Appendix O).
2. The district is using Title XX funds for the provision of child care services (complete Appendix P).
3. The district has chosen to establish additional local standards for child care providers (complete Appendix Q).
4. The district has chosen to make payments to child care providers for absences (complete Appendix R).
5. The district has chosen to make payments to child care providers for program closures (complete Appendix S).
6. The district has chosen to pay for transportation to and from a child care provider (complete Appendix T).
7. The district has chosen to pay up to 15% higher than the applicable market rates for regulated child care services that have been accredited by a nationally recognized child care organization (complete Appendix T).
8. The district has chosen to pay up to 15% higher than the applicable market rates for non-traditional hours (complete Appendix T).
9. The district has chosen to pay up to 75% of the enhanced market rate for legally-exempt family and in-home child care providers who have completed 10 hours of training, which has been verified by the Legally-Exempt Caregiver Enrollment Agency (complete Appendix T).
10. The district has chosen to pay for child care services while a caretaker who works the second or third shift sleeps (complete Appendix T).
11. The district has chosen to make payments to child care providers who provide child care services, which exceed 24 consecutive hours (complete Appendix T).
12. The district has chosen to include 18-, 19- or 20-year-olds in the Child Care Services Unit (complete Appendix U)
13. The district is seeking a waiver from one or more regulatory provisions. Such waivers are limited to those regulatory standards that are not specifically included in law (complete Appendix U).
14. The district has chosen to pay for breaks in activity for low income families (non public assistance families). Complete Appendix U.

15. The district has chosen to use local equivalent forms such as, but not limited to, child care application, client notification, and/or enrollment forms (attach copies of the local equivalent forms your district uses).

Any previous approvals for local equivalent forms will not be carried forward into this county plan. Therefore, any local equivalent forms a district wishes to establish or renew must be included in this plan and will be subject to review and approval by OCFS.

APPENDIX O
Funding Set-Asides (Optional)

Total NYSCCBG Block Grant Amount, Including Local Funds

Category:	\$

Total Set-Asides.....\$

Describe for each category the rationale behind specific set-aside amounts from the NYSCCBG (e.g., estimated number of children).

Category:
Description:

Category:
Description:

Category:
Description:

Category:
Description:

The following amounts are set aside for specific priorities from the Title XX block grant:

Category:	\$
Category:	\$
Category:	\$

Total Set-Asides (Title XX).....\$

Describe for each category the rationale behind specific amounts set aside from of the Title XX block grant (e.g., estimated number of children).

Category:

Description:

Category:

Description:

Category:

Description:

Category:

Description:

APPENDIX P
Title XX Child Care (Optional)

Enter projected total Title XX expenditures for the plan's duration:\$ 25,000.00

Indicate the financial eligibility limits (percentage of State Income Standard) your district will apply based on family size. Maximum reimbursable limits are 275% for a family of one or two, 255% for a family of three, and 225% for a family of four or more. Districts that are utilizing Title XX funds *only* for child protective and/or preventive child care services must not enter financial eligibility limits as these services are offered without regard to income.

Family Size: (2) % (3) % (4) %

Programmatic Eligibility for Income Eligible Families (Check all that apply.)

- Title XX: employment education/training
 seeking employment illness/incapacity
 homelessness domestic violence
 emergency situation of short duration
 participating in an approved substance abuse treatment program

Does the district apply any limitations to the programmatic eligibility criteria?

- Yes No

(See Technical Assistance #1 for information on limiting eligibility.)

If yes, describe eligibility criteria:

Does the district prioritize certain eligible families for Title XX funding?

- Yes No

If yes, describe which families will receive priority:

Does the district use Title XX funds for child care for open child protective services cases?

- Yes No

Does the district use Title XX funds for child care for open child preventive services cases?

- Yes No

APPENDIX Q

Additional Local Standards for Child Care Providers (Optional)

The district may propose local standards in addition to the State standards for legally-exempt providers who will receive child care subsidies. This appendix must be completed for **each** additional standard that the district wishes to implement.

1. Check or describe in the space provided below the additional local standards that will be required of child care providers/programs.

- Verification that the provider has given the parent/caretaker complete and accurate information regarding any report of child abuse or maltreatment in which they are named as an indicated subject
- Local criminal background check
- Requirement that providers that care for subsidized children for 30 or more hours a week participate in the Child and Adult Food Care Program (CACFP)
- Site visits by the local district
- Other (please describe):

2. Check below the type of child care program to which the additional standard will apply and indicate the roles of the persons to whom it will apply in cases where the standard is person-specific.

- Legally-exempt family child care program. Check all that apply.
 - Provider Provider's Employee Provider's Volunteer

- Provider's household member age 18 or older

- Legally-exempt in-home child care program. Check all that apply.
 - Provider Provider's Employee Provider's Volunteer

- Legally-exempt group providers not operating under the auspices of another government agency. Check all that apply.
 - Provider Provider's Employee Provider's Volunteer

- Legally-exempt group providers operating under the auspices of another government or tribal agency. Check all that apply.
 - Provider Provider's Employee Provider's Volunteer

3. Districts are responsible for implementation of the additional local standard unless they have a formal agreement or contract with another organization. Check the organization that will be responsible for the implementation of the additional local standard.

- Local social services staff

Provide the name of the unit and contact person: John Choynowsky - Day Care Unit Supervisor

Contracted agency

Provide the name of the agency and contact person:

4. Are there any costs associated with the additional standard?

Yes No

Note: Costs associated with the additional standard cannot be passed on to the provider.

5. Describe the steps for evaluating whether the additional local standard has been met.

When the legally exempt in home child care provider and the legally exempt family child care provider and the legally exempt family child care provider's household members 18 years of age and older have signed the release which allows our Department to conduct a local child welfare database check, our designated Department staff will check the local child welfare database for indicated reports of child abuse or maltreatment. The results of the local child welfare database check will be given to the Day Care Unit Staff for appropriate action as described in the reponse to item 1 above.

If the local child welfare database check reveals an indicated child protective report the Day Care Unit staff will follow the procedures outlined below in #7.

6. Indicate how frequently reviews of the additional standard will be conducted. Check all that apply.

Legally-Exempt Programs:

Initial enrollment During the 12-month enrollment period
 Re-enrollment Other

7. In the space below, described the procedures the district will use to notify the Legally-Exempt Caregiver Enrollment Agency (EA) as to whether the legally-exempt provider is in compliance with the additional local standards. Districts must notify the EA within 25 days from the date they received the referral from the EA. (Districts need to describe this procedure only if the additional local standard is applied to legally-exempt child care providers.)

Providers of legally exempt in-home child care and providers of legally exempt family child care and all of the legally exempt family child care providers household members 18 years of age and older will be asked to sign a release of information wich will allow our Department to conduct a child welfare database check. The release will inform the legally exempt-in home and family child care providers and the legally exempt family child care provider's household members 18 years of age and older that the district will complete a review of their local child welfare database to determine if the legally exempt in-home provider or the legally exempt family child care provider and the legally exempt family child care provider's household members 18 years of age and older that are subject of an indicated child protective report.

The releases will be included in the enrollment package. The enrollment agency will return the signed releases to our Department. The enrollment agency will notify our Department immediately if the release has not been signed and the additional standard will not apply to that individuals that did not sign the release. The local welfare data base check will only be done at initial enrollment.

If a legally exempt in-home child care provider or the legally exempt family child care provider and / or the legally exempt family child care provider's household member(s) 18 years of age and older refuse to sign the release which would allow the Department to conduct a local child welfare data base check, our Department will inform the parent/caretaker of the refusal so that they can consider the refusal when they make a decision to select the provider. In these situations, parents will be reminded of their rights to choose another provider and will be given information about how to locate other providers.

When a local child welfare database check reveals that a legally exempt in-home provider or a legally exempt family provider and/or the legally exempt family child care provider's household member(s) 18 years of age and older are the indicated subject of a child abuse or maltreatment report the provider will be required to submit to our Department a written statement providing information concerning the indicated report(s). This statement must be signed by the parent or caretaker acknowledging receipt of this information and confirming the parent/caretaker's wish to use this child care provider.

If the information regarding the indicated child protective report does not correlate with the information obtained from the local child welfare database check, our Department will notify the parent/caretaker and provider that the provider has 10 days to clarify any discrepancies in the information submitted, and submit information showing why the district information is inaccurate. If the provider does not take this action within 10 days, the district will notify the enrollment agency that the additional standard has not been met.

If the information regarding the indicated child protective report correlates with the information obtained from the local child welfare database check, there are no other health or safety concerns, and the parent/caretaker still chooses to use the provider the district will notify the enrollment agency that the additional standard has been met. In some cases, our district will need to inform the parent that the parent's decision to place their child in the care of this provider would place their child at risk. As mandated reporters, our district is legally obligated to make a report of suspected child abuse or maltreatment if placing the child in the care of a provider would place the child in imminent danger of impairment and the parent/caretaker nevertheless places the child in the provider's care. Parents will be informed of their right to choose and alternative provider and be given information about how to locate other providers.

8. Describe the justification for the additional standard in the space below.

This additional standard will allow us to help parents/guardians keep children safe while in a child care setting.

APPENDIX R
Payment to Child Care Providers for Absences (Optional)

The following providers are eligible for payment for absences (check all that are eligible):

- Day Care Center Legally-Exempt Group
 Group Family Day Care School Age Child Care
 Family Day Care

Our county will only pay for absences to providers with which the district has a contract or letter of intent.

- Yes No

Base period (check one) 3 months 6 months

Number of absences allowed during base period:

Period	Routine Limits (# of days)	Extenuating Circumstances (# of days)	Total Number of Absences Allowed (# of days)
In a month	12	3	15
Base period	12	8	20

List reasons for absences for which the district will allow payment:

Child is ill. Child's parent or sibling is ill.

List any limitations on the above providers' eligibility for payment for absences:

The provider must be licensed or registered and have a signed letter of agreement with DSS.

The provider must charge non-subsidized parents for absences and submit documentation of such to the Day Care Unit.

The provider must notify the Day Care Unit if a child has been absent for two days (consecutive or not) within the calendar month. The provider and Day Care Staff will attempt to contact the parent to determine the reason for the absence. Any subsequent payments in the month will be made only in circumstances of legitimate reasons for the absence.

Payment will only be made for days on which the parent is scheduled to work or attend an approved program.

Payment will not be made for days when the day care provider is not open.

Payment will not be made after the provider of the parent terminates the placement.

Payment will not be made for times when the parent is on vacation.

Legally-exempt family and in-home providers are not eligible to receive payment.

Note: Legally-exempt family child care and in-home child care providers are **not** eligible to receive payment for absences.

APPENDIX S

Payment to Child Care Providers for Program Closures (Optional)

The following providers are eligible for payment for program closures:

- Day Care Center Legally-Exempt Group
- Group Family Day Care School Age Child Care
- Family Day Care

The county will only pay for program closures to providers with which the district has a contract or letter of intent.

- Yes No

Enter the number of days allowed for program closures (maximum allowable time for program closures is five days).

List the allowable program closures for which the county will provide payment.

Note: Legally-exempt family child care and in-home child car providers are **not** allowed to be reimbursed for program closures.

APPENDIX T

Transportation, Differential Payment Rates, Enhanced Market Rate for Legally-Exempt and In-Home Providers, and Sleep (Optional)

Transportation

Describe any circumstances and limitations your county will use to reimburse for transportation. Include what type of transportation will be reimbursed (public vs. private) and how much your county will pay (per mile or trip). Note that if the county is paying for transportation, the Program Matrix in WMS should reflect this choice.

n/a

Differential Payment Rates

Indicate the percentage above the market rate your county has chosen.

- Accredited programs may receive a differential payment up to 0% above market rate.
- Care during non-traditional hours may be paid up to 0% above market rate.
- Limitations to the above differentials:

n/a

Payments may not exceed 15% above market rate. However, if your district wishes to establish a payment rate that is more than 15% above the applicable market rate, describe below why the 15% maximum is insufficient to provide access within the district to accredited programs and/or care provided during non-traditional hours.

n/a

Enhanced Market Rate for Legally-Exempt Family and In-Home Child Care Providers

Indicate if the district is electing to establish a payment rate that is in excess of the enhanced market rate for legally-exempt family and in-home child care providers who have annually completed 10 or more hours of training and the training has been verified by the legally-exempt caregiver enrollment agency.

- No.
- Yes. Our market rate will not exceed 75% of the child care market rate established for registered family day care.

Sleep

The following describes the standards that will be used in evaluating whether or not to pay for child care services while a parent or caretaker that works a second or third shift sleeps, as well as any limitations pertaining to payment:

Child care may be provided while a parent or caretaker, who works third shift (night shift), sleeps for children who are not in school and for children 9 years old or younger during non school days, when not other responsible adult is available, up to 5 hours maximum.

Parents or caretakers who use an in home provider are required to provide documentation that they are paying minimum wage and any other applicable benefit.

Indicate the number of hours allowed by your district (maximum number of hours allowed is eight).

5 hours and 59 minutes

APPENDIX U

**Child Care Exceeding 24 Hours, Child Care Services Unit, Waivers,
and Breaks in Activities (Optional)**

Child Care Exceeding 24 Hours

Child Care services may exceed 24 consecutive hours when such services are provided on a short-term emergency basis or in other situations where the caretaker’s approved activity necessitates care for 24 hours on a limited basis. Check below under what circumstances the county will pay for child care exceeding 24 hours.

- On a short-term or emergency basis
- The caretaker’s approved activity necessitates care for 24 hours on a limited basis

Describe any limitations for payment of child care services that exceed 24 consecutive hours.

Child Care Services Unit (CCSU)

Indicate below if your county will include 18-, 19-, or 20-year-olds in the CCSU, which is used in determining family size and countable family income.

The district will include the following in the CCSU (check all that apply).

- 18-year-olds
- 19-year-olds
- 20-year-olds

OR

The district will only include the following in the CCSU when it will benefit the family (check all that apply)

- 18-year-olds
- 19-year-olds
- 20-year-olds

Describe the criteria your district will use to determine whether or not 18-, 19-, or 20-year olds are included in the CCSU.

Waivers

Districts have the authority to request a waiver of any regulatory provision that is non-statutory. Describe and justify why your county is requesting a waiver.

Breaks in Activities

Districts may pay for child care services for low income families during breaks in activities either for a period not to exceed two weeks or for a period not to exceed four weeks when child care arrangements would otherwise be lost and the subsequent activity is expected to begin within that period. Indicate below if your county will make such payments (check one).

- Two weeks
- Four weeks

Districts may provide child care services while the caretaker is waiting to enter an approved activity or employment or on a break between approved activities. The following low income

families are eligible for child care services during a break in activities (check any that are eligible):

- Entering an activity
- Waiting for employment
- On a break between activities

PINS Diversion Services Protocol	Responsible Agency(ies)	Brief Description of How Provided
<p>1. Provides an immediate response to youth and families in crisis (includes 24 hours a day response capability)</p>	<p> <input type="checkbox"/> Probation <input type="checkbox"/> LDSS <input checked="" type="checkbox"/> Both <input type="checkbox"/> Other (name) </p>	<p>Probation provides phone and walk-in intake services to screen cases for PINS criteria and respond to families in crisis. If family is in crisis, the family is offered PINS Intake Intervention services through BC Mental Health's Families First program. If there is a mental health emergency, family is advised to contact CPEP (Comprehensive Psychiatric Emergency Program) at Binghamton General Hospital. If the child is a runaway the family is instructed to file a Missing Person report with the local police agency. During non-business hours LDSS on-call fields emergency calls and refers families to appropriate emergency services and instructs them to call Probation on the next business day.</p>
<p>2. Determines the need for residential respite services and need for alternatives to detention</p>	<p> <input checked="" type="checkbox"/> Probation <input type="checkbox"/> LDSS <input type="checkbox"/> Both <input type="checkbox"/> Other (name) </p>	<p>Respite provided through The Children's Home, Adolescent Crisis Residence @ GBHC, and Berkshire Farms RHY host homes. Mental Health Juvenile Justice administers DAASP (Detention Alternative After School Program) a 5 day per week program which can accommodate up to 10 youth who have been adjudicated as a JD or PINS or who have been court ordered into the program pending the outcome of their court case.</p>

PINS Diversion Services Protocol	Responsible Agency(ies)	Brief Description of How Provided
<p>3. Serves as intake agency – accepts referral for PINS diversion services, conducts initial conferencing, and makes PIN eligibility determinations</p>	<p><input checked="" type="checkbox"/> Probation <input type="checkbox"/> LDSS <input type="checkbox"/> Both <input type="checkbox"/> Other (name)</p>	<p>PINS Intake Officer makes initial eligibility determination and schedules parent complaints for parent orientation meeting. If parent chooses to proceed with a complaint the case is assigned to a PO and scheduled for an initial conference. School complaints are assigned to PO's by school district. Probation officers conduct initial conference with complainant (and parents) and potential respondent.</p>
<p>4. Conducts assessment of needs, strengths, and risk for continuing with PIN behavior Name of assessment instrument used: YASI</p>	<p><input checked="" type="checkbox"/> Probation <input type="checkbox"/> LDSS <input type="checkbox"/> Both <input type="checkbox"/> Other (name)</p>	<p>Probation officer meets with youth and parent to complete YASI assessment to determine levels of risk and protective factors.</p>
<p>5. Works with youth and family to develop case plan</p>	<p><input checked="" type="checkbox"/> Probation <input type="checkbox"/> LDSS <input type="checkbox"/> Both <input type="checkbox"/> Other (name)</p>	<p>Based on strengths and needs, PO, youth, and parents identify those areas which need work and develop goals and outcomes.</p>
<p>6. Determines service providers and makes referrals</p>	<p><input checked="" type="checkbox"/> Probation <input type="checkbox"/> LDSS <input type="checkbox"/> Both <input type="checkbox"/> Other (name)</p>	<p>Probation officer suggests services which could address the identified needs and with the families' cooperation makes the appropriate referrals.</p>
<p>7. Makes case closing determination</p>	<p><input checked="" type="checkbox"/> Probation <input type="checkbox"/> LDSS <input type="checkbox"/> Both <input type="checkbox"/> Other (name)</p>	<p>Probation officer determines if there has been improvement in the identified risk areas. If there has been improvement the case is closed without further action. If there is no improvement, PO determines if there is reason to petition family court based on severity of risk and age of youth.</p>

4. PINS Diversion Services Plan

a. Development of PINS Diversion Services Plan and MOU

- i. Planning activities – Briefly describe all PINS Diversion Services Planning activities the county has engaged in related to this current plan.

- 1.) JJTF (Juvenile Justice Task Force) meets bi-monthly to discuss issues pertaining to PINS and JD services, planning, detention, program development, and barriers.
 - 2.) Periodic meetings with the Deputy County Executive and key agencies focusing on use of detention and placement of PINS
- ii. List stakeholder and service agency involvement in planning.
Deputy County Executive, Family Court Judge, Youth Bureau Director, County Attorney, Probation, LDSS, Mental Health Juvenile Justice, Detention Coordinator, Catholic Charities, The Children's Home.
- b. Please define the PINS Diversion population in your county. Specifically, please provide the following:
 - i. Number of PINS Diversion referrals filed by parents: 77 (2011)
 - ii. Number of PINS Diversion referrals by schools: 29 (2011)
 - iii. Number of PINS Diversion referrals other sources: 1 (2011)
 - iv. Number of PINS Diversion cases closed as Successfully Diverted: 84 (includes carryovers from 2010)
 - v. Number of PINS Diversion cases closed as Unsuccessful and Referred to Petition: 28 (including carryovers from 2010)
5. Identify any **aggregate** needs assessment conclusions and/or priorities regarding the PINS Diversion Population that have been developed as part of the planning process.
- Increase the use of respite services
- Decrease the use of detention
- Maximize use of preventive services
- Increase communication between Probation and LDSS to assess if there are services unused prior to petitioning the youth to court
- Identify case with Child Welfare issues and confer with LDSS to see if a neglect petition would be more appropriate
- Minimize number of out of home placements for youth
6. Please identify the intended outcomes to be achieved for the PINS Diversion population. For each outcome:
- a. In the first column, identify quantifiable and verifiable outcomes of the desired change in conditions or behaviors for the PINS Diversion population.
 - b. In the second column, identify the specific raw number or percentage change indicator sought for that outcome.
 - c. In the third column, **describe the strategies** to be implemented to achieve the identified indicator and outcome. Each strategy should include the timeframe for completion, and a designation of who is responsible for implementation.

Outcome (For PINS Diversion Population)	Indicator (Expressed as a raw number or % change)	Strategy/Plan to achieve (Who, what, and when)
The number of youth immediately referred to court for run away behavior will decrease	Reduce runaway petitions from 56% of runaway complaints to 40%	<ol style="list-style-type: none"> 1. Probation officers will make attempts to contact youth and and try to meet with them. 2. Probation officers will offer respite services to avert court action. 3. Parents will sign applications immediately in runaway cases and LDSS will process them immediately so that respite is an option. 4. The Children's Home will develop information to give to youth about respite services.
Cases with identified child welfare issues will be referred to LDSS.	Reduce # of Neglect cases referred for PINS.	<ol style="list-style-type: none"> 1. Any case where the parent is referred by LDSS will be reviewed with the caseworker's supervisor and/or the deputy commissioner prior to opening. 2. Any case presented at the Interagency Assessment Team with apparent child welfare issues will be subsequently reviewed with LDSS legal to see if a neglect petition should be pursued.
Resolve PINS complaints without court action	Reduce % of cases referred to petition by 10%. Increase % of cases referred back from court for diversion services by 100%.	<ol style="list-style-type: none"> 1. PO will present case to the Interagency Assessment Team to explore additional approaches or services. 2. PO will conference with county attorney to consider referring appropriate cases back for diversion services.