

FY 2011-12 NBPB

Commonwealth of
Pennsylvania

Office of Children,
Youth and Families



**NEEDS BASED PLAN AND BUDGET
NARRATIVE TEMPLATE**

Budget Narrative Template

The following pages provide a template for counties to use to complete the narrative piece of the 2011-2012 Needs Based Plan and Budget. All narrative pieces should be included in this template; no additional narrative is necessary. Detailed instructions for completing each section are in the Needs Based Plan and Budget Bulletin, Instructions & Appendices.

The budget narrative is limited to a MAXIMUM of 50 pages, excluding charts, Special Grants Request Forms, and IL Documentation. All text must be in either 11-point Arial or 12-point Times New Roman font, and all margins (bottom, top, left, and right) must be 1 inch.

Note: On the following page, once the county inserts its name in the gray shaded text, headers throughout the document will automatically populate with the county name. Enter the county name by clicking on the gray shaded area and typing in the name.

FOREST COUNTY

Needs Based Plan and Budget FYs 2009/10, 2010/11, and 2011/12

Version Control	
Original Submission Date:	08/13/2010
Version 2 Submission Date:	
Version 3 Submission Date:	
Version 4 Submission Date:	

Section 2: NBPB Development

2-1: Executive Summary

- Submit an executive summary highlighting the major priorities, challenges, and successes identified by the county since its most recent NBPB submission. The summary should include any widespread trends or staffing challenges which affect the county, particularly those which impact all outcome indicators.

Forest County Children and Youth Services and the Forest County Juvenile Probation Department are extremely pleased to report that FY 2009-10 was hugely successful in many ways. The County enjoyed continued success in reducing the number of juveniles that spent time in substitute care. As observed on the Ongoing Services Chart 3.2a (pg18), Forest County has successfully and consistently reduced the total number of children in placement for the past 3 years. Only five (5) different youth spent time in care in FY 09-10 and the County began the fiscal year with four (4) of them already in placement. The days of care (DOC) required for placed youth was an astounding reduction from 1,574 DOC in FY 08-09 to only 488 DOC in FY 09-10. The County has averaged a need of 1,764 DOC per year, over the past six years. This average is being used as a practical planning need for the County for FY 10 -11 and FY 11-12. The County started FY 10-11 with no juveniles in care, dependent or delinquent. This is a huge and unparalleled accomplishment in Forest County. Not surprisingly, with the reduction in placements and total DOC required, the County's total expenditures for Forest County CYS and Juvenile Justice Services were the lowest since 2001-2002, more than \$ 200,000 less than actual expenditures in FY 08-09.

The County was honored to receive a congratulatory letter from Mr. Richard J. Gold, Deputy Secretary for Children, Youth and Families, regarding the County's placement reduction efforts and performance. This letter included the following excerpt from Mr. Gold's letter of June 9, 2010:

“ I applaud the efforts that you and all of your staff members have made in Forest County. The numbers truly speak for themselves. As of September 2006, Forest County had 10 children and youth in out-of-home care, and as of March 2010, the number has safely decreased to having no children in out-of-home care for a 100% decrease!!!! This is a remarkable achievement and the pinnacle of success....”

While the County remains cautiously optimistic that these trends will continue, both CYS and Probation can identify several cases that were very close to resulting in costly placements. In regards to planning and funding requests, the County would be remiss not to utilize all available trend data for the past six years, especially with the projection of potential placement costs. The County remains very committed to maintain recent levels of success, but recognizes that failing to financially plan for what has been the average need of the County over a period of several years, could result in the County not receiving sufficient state or federal funding for what may be the inevitable. Forest County, as with other small counties, is one large “family in crisis” away from experiencing a huge spike in the number of children that require placement due to unforeseen dependency issues such as abuse, neglect, and/or domestic violence. The same is true for potential delinquency placements, as well. Based on Forest County's recently certified budget for FY 10-11, one court ordered, sex-offender placement early in the fiscal year will result in Forest County overspending the approved residential/institutional allocation. The

County has appealed the matter due to this concern, as well as the reduction in the County's certified community-based allocation.

In terms of staff retention, Forest County CYS and Probation continue to be fortunate in maintaining dedicated and competent staff complements. Both Agencies recognize the vital importance of having a community and leaders that support and recognize the need of maintaining manageable caseloads to best serve families and "at-risk" children. While it seems there is an ever increasing demand of new initiatives and mandates on county operated juvenile justice and child welfare offices, the advantage of maintaining experienced and knowledgeable staff in these offices has never been more clear or necessary. Existing Forest County staff members remain committed to improving skills, acquiring new knowledge and enhancing overall efforts and abilities; all in the interest of ensuring that children are safe and appropriately cared for in Forest County. Additionally, County employees strive to improve the likelihood of Forest County families being successful and productive community members.

Forest County CYS was successful with plans to expand the existing Parent Educator position to become the Agency's Family Engagement Specialist. This position is responsible for the provision of Family Group Conferencing, also known as Family Group Decision Making. This evidence-based program will improve the abilities of Forest CYS and Probation to effectively empower involved families to address and hopefully resolve "at-risk" issues that could result in dependency and/or delinquency adjudications. Forest County continues to serve as a Phase Two - Permanency Practice Initiative (PPI) county and continues to incorporate PPI initiatives, including the provision of *Family Finding*, FGDM and expedited permanency reviews.

In FY 09-10, *Mars Home for Youth, Inc.* began providing Multi-Systemic Therapy (MST) services to "at-risk" youth involved with Forest County CYS and/or Probation. The Agency feels that this service has been very successful in assisting the County to avoid several placements over the past year. The Agency was pleased to learn that the County was approved for continued Evidence Based Program (EBP) funding for MST in FY 10-11.

Upon reviewing performance data, obtaining input and planning suggestions from consumers, providers and other key stakeholders, it is clear that Forest County is headed in the right direction, as far as the provision of child welfare and juvenile justice services. The performance of the County, particularly over the past two years, illustrates a huge and successful commitment to improving and ensuring the safety, timely permanence and overall well-being of Forest County youth and their families. Collaborative efforts of key stakeholders and agencies seem to be functioning at optimum levels.

2-2a. Collaboration

Entity	County Engagement
County Children and Youth Agency Staff	Consistently throughout the year, weekly staff meetings are held with all CYS staff, discussing cases, challenges, best practice, training needs and case specific action plans. Input is incorporated into Agency planning.
Juvenile Probation Staff	Forest CYS & Probation continue to maintain an excellent working relationship, one that facilitates active, ongoing coordination of efforts with shared cases. CYS attends quarterly Juvenile Crime Enforcement Coalition (JCEC) meetings and has worked closely with JPO staff regarding the development and implementation of several initiatives and projects, including the most recent Shared Case Responsibility (SCR) Bulletin.
Juvenile Court and Family Court Judges and Legal Counsel for Parties	Written requests for NBBP input were mailed in May, inviting assistance in planning via letters, e-mails, telephone and face-to-face contacts, as well as providing Public Hearing information. Two SCR (Shared Case Responsibility) meetings were held in June to discuss, develop and submit a implementation plan, as per bulletin 3130-10-01. The County also discusses Needs Based planning and priorities on an ongoing basis with Judges, the District Magistrate/Judge and Roundtable members.
Family Members and Youth, especially those who are or who have received services	In May, letters were sent to 25 different families served by Forest County CYS over the past 12 month, requesting public comment regarding planning, as well as completion of a Quality Assurance Survey.
Child, Parent, and Family Advocates	Written requests for NBBP input were mailed in May, inviting assistance in planning via letters, e-mails, telephone and face-to-face contacts, as well as providing Public Hearing information.
Mental Health and Mental Retardation service system	Written requests for NBBP input were mailed in May, inviting assistance in planning via letters, e-mails, telephone and face-to-face contacts, as well as providing Public Hearing information. The MH/MR Director has met with CYS, Probation and Judges on an ongoing basis re: Roundtable, PPI and SCR efforts.
Drug and Alcohol Service System	Written requests for NBBP input were mailed in May, inviting assistance in planning via letters, e-mails, telephone and face-to-face contacts, as well as providing Public Hearing information.

Entity	County Engagement
Early Intervention System	Written requests for NBBP input were mailed in May, inviting assistance in planning via letters, e-mails, telephone and face-to-face contacts, as well as providing Public Hearing information
Local Education System	Written requests for NBBP input were mailed in May, inviting assistance in planning via letters, e-mails, telephone and face-to-face contacts, as well as providing Public Hearing information. The Agency has been actively involved with school district personnel regarding the enhancement of truancy prevention efforts, Student Assistance Program and overall collaboration.
Community Organizations which provide support and services to children and families	Written requests for NBBP input were mailed in May, inviting assistance in planning via letters, e-mails, telephone and face-to-face contacts, as well as providing Public Hearing information.
Current Service Providers	Written requests for NBBP input were mailed in May, inviting assistance in planning via letters, e-mails, telephone and face-to-face contacts, as well as providing Public Hearing information.

2-2b. Data Collection Details

Resource	Data Collected	Date of Data
US Census Bureau	population; poverty statistics	2000-2009
US Dept. of Labor & Ind.	Unemployment statistics	2009-2010
HZA Data Package	AFCARS data	2003-2010
CY-28s	caseload & services provided	2009-2010
Internal Agency Reports	case data	2004-2010

2-3: Meeting Mandates

2-3a. PA Rules of Juvenile Court Procedure

- What steps are the county taking to address this mandate?

Forest County has created and implemented appropriate protocol and policy to ensure that resource parents/relatives are provided with the opportunity to report to the Court prior to Permanency review Hearings. The 37th Judicial District has designated the Court Administrator as the recipient of the progress report.

Forest County CYS and Probation have worked closely with the Court Administrator, 37th Judicial District Judges and the Administrative Office of Pennsylvania Courts (AOPC) to ensure compliance in this area. As noted in last year's plan, Forest County went live with CPCMS dependency modules in October 2008. The 37th District Judges have remained actively involved in AOPC Roundtable efforts on the county and state levels. Forest and Warren Counties (37th Judicial District) were approved as Phase Two Permanency Practice Initiative counties through the AOPC Federal Court Improvement Project of Pennsylvania. There have been no known county issues regarding compliance of this mandate.

2-3b. Truancy

- What steps are the county taking to address this mandate?

Over the past year, Forest County has created a new policy to explain and address truancy and at-risk of truancy cases/families, as a means of preventing dependency. Forest CYS has taken the lead in initiating efforts with the Forest Area School District (FASD), Probation and the District Magistrate/Judge. FASD is in the process of updating the district's Truancy Elimination Plan. CYS has requested the school's consideration with conducting a meeting prior to the onset of the 2010-2011 school year to better prepare and develop appropriate policy and coordination in these efforts. The Agency is hopeful that this coordinated effort will be reflected and consistent with student handbook information provided to all students and their families prior to the school year. Forest CYS has expressed the preference to receive "at-risk" truancy referrals as early as possible, prior to the matter resulting in referral to the District Magistrate/Judge.

2-3c. Quality Assurance Process

- What steps are the county taking to address this mandate?

The Agency's Administrative Officer (fiscal) serves as the Agency's eligibility worker and the CYS Administrator provides supervisory reviews of all files. The CYS Administrator also serves as the county's RMTS Coordinator and Observer. The State has conducted two IV-E Compliance Reviews of Forest County cases since the submission of last year's plan. Both reviews have found Forest CYS to be in complete compliance with eligibility and RMTS matters. The County will strive to maintain this level of compliance.

2-3d. Fostering Connections

- What steps are the county taking to address this mandate?

Forest County continues to progress toward ensuring compliance with the *Fostering Connections to Success and Increasing Adoptions Act of 2008*. Specifically, the county has, or is currently in the process of doing the following:

- Continuing to exercise due diligence to identify adult relatives as potential placement options, including the utilization of household member interviews, notification letters and the family search tools such as the *Accurint* system. Forest County has been successful in the effective utilization of available relatives to avoid placement beyond 30 day voluntary placement agreements (VPA). The Agency has developed the practice of implementing family conferencing prior to the need to remove the child, especially in non-crisis situations. This has already proven to be an effective means to empower families to take necessary steps to prevent removal.
- Plans to place siblings together unless absolutely impossible and/or determined to not be in the best interest of the children. This practice was already well established.
- Assure educational stability by attempting to make every effort to allow the child to attend his/her home school. The County is aware that a revised Educational Stability Bulletin is being prepared by OCYF to provide further guidance with this requirement. The Agency will include documentation within the child's permanency plan (CPP) as to efforts made to keep the child in the school district, including efforts to arrange for transportation. Additionally, every effort will be made to ensure that visits and other appointments will occur during non-school hours.
- As planned, Forest County CYS has included necessary language within existing and new adoption subsidy and SPLC agreements/annual re-determinations, assuring that all children of compulsory school age are enrolled and attending an acceptable school/educational program. Additionally, language will include the request to notify the Agency if and when that arrangement ceases.
- Forest County CYS has also included Federal Adoption Tax Credit information on determination and re-determination forms to ensure appropriate notification to adoptive parents.
- Forest County will utilize the CWTP/OCYF generated comprehensive Transition Plan template for youth prior to discharge in an attempt to improve success for transitioning youth that age out of care.

2-3e. Safety Assessment

- What steps are the county taking to address this mandate?

(In-Home)

Forest County is in compliance with this mandate, as the Casework Supervisor has been designated and serves as the County Lead. Training has been provided to all current staff and the Safety Assessment process is assured and used regularly, as the Agency utilizes the Child Accounting Profile System (CAPS). At the June PCYA 2010 meeting in Gettysburg, Forest County CYs volunteered to participate in the State's "Safety Evaluation Program", in an attempt to consider the feasibility of combining risk assessment and safety assessment efforts into one.

Forest County CYs has expanded the Safety Assessment process to include the development of "Prevention Plans" for all families and situations involved with CYs whose circumstances do not rise to the level of requiring an actual Safety Plan.

(Out of Home)

It is the County's understanding that County Safety Leads will be trained on "Out of Home Safety Assessments" in the latter part of 2010. Safety Leads are reportedly responsible for training direct service professionals by the end of FY 10-11. Forest County anticipates being in complete compliance with this mandate.

2-3f. Children & Family Services Act of 2006

- What steps are the county taking to address this mandate?

Forest County continues to be in compliance in this area, by ensuring that all placed youth, (dependent, delinquent and/or shared case responsibility cases) are visited at least monthly, centering discussion and treatment to meet the child and family. Forest County shall submit any visitation data to OCYF as requested. Forest County will fully cooperate with the CWTP in any way possible to enhance efforts in this area. Forest County has been selected to participate in the "Quality Visitation Mobile Technology Mobile Pilot" and has recently received one mobile notebook/tablet. The Agency has designated one County Caseworker III to utilize the tablet for visitation data. The County participated in the May 10th conference call, completed the mobile technology survey on May 19th and the Agency's Casework Supervisor and Caseworker attended the Mobile Technology Training in Franklin, PA on July 14th.

2-3g. Development Evaluation & Early Intervention Referral

- What steps are the county taking to address this mandate?

Forest County is in full compliance with this requirement, such that *Ages and Stages* efforts have been fully implemented for 0-3 year olds that are subjects of CPS investigations. Furthermore, the Agency has expanded efforts to include the best practice recommendation of the Department to include all children up to the age of five, that become involved with the Agency. All identified children are screened, referred if warranted and monitored as recommended. Administration has created policy and all pertinent evaluation and referral letters regarding this effort. The Agency has designated a County Caseworker III to participate and coordinate efforts in this process, as well as to collaborate in the three stage ASQ Screening Initiative efforts with the University of Pittsburgh, School of Social Work.

2-3h. CFSR Outcomes and Continuous Quality Improvement

- What steps will the county take to develop or enhance a continuous quality improvement process related to the CFSR outcomes and themes?

Youth and Family Engagement:

As planned, in January of 2010 the Agency expanded an existing Parent Educator position to become the Family Engagement Specialist. This staff person has completed Family Group Decision Making (FGDM) training and is responsible for coordinating Family Group Conferences (FGC) for identified cases. Previously, Forest CY5 contracted for this service through a local provider. Providing this service internally has resulted in the Agency utilizing the service more frequently and provides a higher quality of service. It also provides more of a strengths-based approach in dealing with CY5 involved families.

As noted in the past, the Agency has successfully used FGDM/FGC in several different ways, including a means of preventing placement with at-risk families, a means of expediting reunification with children already adjudicated and placed by CY5 and/or Probation, and as a means of preparing youth transitioning into adulthood. The latter has been effective in developing the child's life plan and identifying key connections that will assist with implementing and monitoring the plan.

Over the past two years, the Agency has also been successful in utilizing FGDM/FGC as a means to effectively enhance Voluntary Placement Agreements (VPA) with youth and their families. More specifically, families that are previously unknown to the Agency that surface in severe crisis, oftentimes insist that the child is out of control and/or is at risk of harm or harming others in the home. The Agency has entered into a VPA with the understanding that this could allow a "cooling off" period, as well as time to develop a safe reunification plan. Obviously, prior to actual removal, the Agency rules out all other options including; the feasibility and agreement to safely keep the child in the home and provide in-home prevention services, the need for assessment and possible hospitalization for acute mental health situations, as well as pursuing available relatives to care for the child until everyone feels more in control and safe. Once a VPA is signed, a family conference is scheduled to identify resources available to and within the family. The group develops a plan to safely return the child by addressing underlying issues with the child and family, prior to the expiration of the 30 day VPA. This process effectively assists with assuring safety, cooperation, accountability and hopefully permanence for the child and family.

Within the past year, efforts in this area also include the use of the Lexis Nexis' Accurant System, as a means to identify potential family resources to assist with the situation, as either a potential placement resource or a significant support to the family and/or child.

In 2009, Forest and Warren Counties (the 37th Judicial District) were accepted as Phase Two Permanency Practice Initiative (PPI) counties driven by the AOPC Federal Court Improvement Project of Pennsylvania. Clearly, the initiatives identified within this process are based on the importance and enhancement of family engagement practices.

Timely Permanence:

Within this section of last year's plan, Forest County reported that:

"no child entered care as a dependent child in FY 08-09. One delinquent sex offender was placed and four potential dependent youth entered placement for less than thirty days through Voluntary Placement Agreements (VPAs) with CYS." "The last 12 to 18 months have been the most successful that CYS has been in regards to timely reunification, placement stability and permanence, as no VPA child has had to return to care within the next twelve months."

In FY 09-10, Forest County continued to experience extraordinary success regarding placements and permanence, such that only one child entered care as a dependent within the entire fiscal year. This child was reunified at the first expedited Court Review, which occurred three months from adjudication. Furthermore, only one other child entered care by way of a VPA in the latter part of the fiscal year and was successfully reunified within 30 days, preventing the need to petition for dependency. The use of FGDM/FGC and Multi-Systemic Therapy (MST) services have played a key role in the Agency's success in this area.

Assessments :

Forest County CYS attempts to be thorough and holistic in assessments of safety, risk and overall needs. The County is in compliance with the Safety Assessment and Management Initiative, as well as Forest CYS workers have been cross-trained to assess other service needs such as; mental health, drug & alcohol and child development. Forest County's Parent Trainer position has also enhanced efforts in this area, as the Agency now utilizes The Nurturing Parenting Program. This curriculum offers a pre- and post- test to assess families needs and concentrates lessons on the actual needs of each individual parent and family.

Currently, three Forest County CYS staff members are certified Student Assistance Program (SAP) Liaisons and attend weekly SAP meetings in Forest Area Schools. The District is pursuing expansion of SAP to serve elementary students in the 2010-2011 school year. The Agency's involvement in this capacity provides another opportunity for enhanced awareness of issues that may exist with students and their families within the county. This group is responsible for ensuring that appropriate referrals are made for identified "at-risk" students.

The County feels that the utilization of Family Group Conferencing has and will continue to improve the Agency's ability to better assess underlying issues and needs of families served, as well as assist families to recognize and utilize existing resources within their own family unit and community.

Transition Planning and Preparing Youth for Adulthood

Over the eighteen months, Forest County has had several youth exit care and transition into adulthood. While results have been varied, the Agency has become better at assisting and preparing youth to progress and become productive members of society. The County recognizes that that some very significant milestones have been achieved by some of these transitioning youth; however, the Agency feels that room for improvement exists in this area. The County is committed to enhancing these efforts and ensuring that Agency staff and the Forest County Independent Living Program is best serving the needs of these youth. Family Group Conferences and the Child Welfare Training Program (CWTP) 90 Day Transition Plan will continue to be required and utilized for all youth, as a means to engage as many supports as possible, thereby increasing the likelihood of a successful transition for the youth.

Enhancing the Quality of Practice

The County feels that the quality of practice is consistently addressed and enhanced whenever possible. Existing administration and management staff have been in place for the past several years, all of whom insist that practice continually improves. Forest County has suffered very little retention issues over the past several years, resulting in a well trained and experienced staff complement. Caseloads are maintained at a 10-15 families per worker level, thereby allowing caseworkers to truly perform casework and to be actively and frequently involved with families. Very few referrals are ever “screened out” and several families remain open longer than necessary, if nothing more than for support and monitoring to increase the likelihood of success. Each case, intake and/or accepted, is reviewed at weekly staff meetings and weekly actions plans are developed for each case. The County is pleased to report that recent outcome data continues to be extremely good, as far as timely reunification, placement stability and decreasing the number of placements.

Consistently over the past several years, Title IV-E, fiscal, program inspections and audits have determined that Forest County CYF is performing very well in all areas. Administration feels that this is an area of particular strength in Forest County, but also recognizes that this is far easier to control, correct and/or achieve for small counties.

2-3i. Shared Case Responsibility

- What steps are the county taking to address this mandate?

Upon release of the Shared Case Responsibility Bulletin on May 3, 2010, the Forest-Warren Local Roundtable discussed the matter at the May 27th meeting. The group recognized the need to reconvene with key stakeholders to further develop a localized implementation plan within the judicial district. On June 16th, Probation and CYF staff from both Warren and Forest Counties met with Judges. Preliminary plans were made and the counties dispersed to develop a more “county specific” implementation plan and team. Forest County’s Implementation Team consists of the CYF Administrator, the CYF Casework Supervisor, the Chief Probation Officer and Juvenile Probation Officer, the Agency’s Solicitor, the Guardian Ad Litem, the Forest County District Attorney and the Public Defender. The group met on June 29th and developed the SCR Implementation Plan that was submitted to Western Regional OCF on July 1st. The team feels that the County will be in compliance of the Bulletin by the required October 1, 2010 mandate.

2-3j. The Child Abuse Prevention and Treatment Act (CAPTA) – Guardian Ad Litem training

- What steps are the county taking to address this mandate?

Over the past few years, Forest County has made significant strides toward CAPTA compliance. The Agency has implemented Substance Exposed Infant policy and protocol, provided child protective service/mandated reporter training and awareness to local agencies and communities, implemented the Safety Assessment process (in-home), cooperated with Court Improvement Projects by participating in Roundtable efforts and becoming a Phase 2 county of the Permanency Practice Initiative (PPI). In January, upon approval from the Department, Forest County began using the Child Accounting Profile System (CAPS) as the automated child welfare system of the county. While Forest County maintained its own resource family home, the Agency was in compliance of Act 160 of 2004 by ensuring that criminal and child abuse clearances were obtained every two years for those individuals and household members. The Forest County CYS Administrator recently met with a Regional Citizen Review Panel member to discuss Forest County CYS practice and performance.

In regards to the Guardian Ad Litem training available, Forest County is fortunate in that the current GAL has served in this capacity for the past several years and formerly served as the Forest County District Attorney for many years. The GAL participates in Roundtable efforts and is an active member of the County SCR Implementation Team. If Forest County is faced with the need of attaining a new GAL in the future, the Agency will pursue appropriate and approved training regarding the representation of children.

2-3k. Chafee Foster Care Independence Program (CFCIP) - National Youth in Transition Database (NYTD) – Baseline Survey

- What steps are the county taking to prepare to address this mandate?

Prior to this Needs Based Bulletin, the Agency was unaware of this mandate, however Forest County anticipates easily achieving full compliance due to the few number of children in placement currently, as well as the number of children that have “aged out” in the past few years. The County has maintained data on “aged out” individuals for the past two years, in regards to employment/source of income to support self, permanent residence and established “life connection” with an appropriate resource.

Over the past year, the County has improved performance with ensuring that appropriate referrals are made for “aged out” individuals that choose to reside in other counties. This Administration also feels that existing programming and staff are better able to serve youth that remain in the area, as far as support, monitoring and general advocacy.

2-3l. Emergency and Disaster Planning

- What steps are the county taking to address this mandate?

Forest County’s Disaster Planning continues to be a work in progress. The County’s tenured Emergency Management Coordinator of the past several years retired and the County hired a new Coordinator within the past two years. In 2010, a part-time position was created to assist in these efforts. Within the past few months, Forest County was able to implement plans of becoming an “enhanced 911 emergency response” area.

In September of 2009, Forest CYS and other county programs participated in a “Tabletop Exercise for Forest County Continuity of Operations. This initiated each county office to develop an emergency checklist that included details such as locations of vital records and keys to file cabinets, alternate office site options, as well as an established chain of command regarding notification and emergency numbers. The Forest County Safety Committee, of which the CYS Administrator serves as Chair, coordinated efforts to provide a Pandemic Planning & H1N1 training for county program heads. This information was then disseminated to county employees within each department.

More recently, Forest County CYS staff participated in “Ready PA - Train the Trainer” training provided by the Penn State Cooperative Extension Office. Specifically, the training concentrated on pandemic and disaster preparedness for Pennsylvania’s special populations. All CYS staff attended the training and the intent is to have casework staff provide the training to families involved with the Agency. The curriculum consists of the development of family emergency plans, assessment of personal limitations and personal requirements, tips on the development of emergency survival kits, compiling medical information lists for each family member, and emergency planning for family pets. Staff were provided with flip charts, instructional DVDs, PowerPoint handouts, brochures and pertinent forms to carry out this initiative.

The Agency/County has included appropriate language requirements in contracts with service providers to ensure that appropriate planning exists and is maintained at facilities. The County has also submitted disaster response plans to the Department as requested.

2-3m. Time Limited Family Reunification (TLFR)

- What steps are the county taking to address this mandate?

Forest County CYS has elected not to participate in this initiative.

Section 3: General Indicators

3-1: County Information/Background

□ Population and poverty trends

U.S. Census Bureau data from 2000 indicates Forest County had a population of 4,946. In 2009, estimates list the County's population at 6,775, a significant increase of 37%. The estimated total population for Forest County peaked at 7,010 in 2006. This situation has been explained in previous plans submitted by the County, as the increase can be solely attributed to the opening of State Correctional Institution (SCI) Forest in 2004. The prison is currently at full capacity and houses over 2,200 prisoners. Considering this, the "outside" population within Forest County has actually decreased by several hundred since 2000 census data.

Forest County consists of 428 square miles of land and 3.3 square miles of water area. The County is extremely rural, averaging 12 persons per square mile, compared to the State's average of 274 per square mile. Data for 2008 suggests that 16.4% of Forest County's residents have an income below poverty level, compared to the State's average of 11.0%. Estimated median household income for 2008 was \$ 34,875 in Forest County compared to \$ 50,713 for the State. Forest County's per capita income of \$ 14,314 is listed as the lowest of the 67 counties, whereas the State's average was \$20,880.

PA Department of Labor & Industry data indicates that Forest County's unemployment rate steadily increased from 8.0% in May of 2009 to 8.9% in February 2010. In March and April 2010, that rate was at 9.0% but increased to 9.1% in May.

□ Issues in annual licensing review and/or the Quality Services Review

Forest County has had no annual licensing review or QSR issues. Furthermore, the county received the following comments from the last two annual licensing reviews:

Forest County's Licensing/Approval Inspection Summary from 10/27/08:

".. The agency was found to be in complete compliance with Act 160, as well as with the regulations 3130, 3350, 3490 and 3700, and Kinship Care Regulations. Not only were there no citations issued, the files reviewed were well organized and complete to the point that not a single "Clarification Request" was required. Attention to detail has become characteristic of this agency. Noteworthy findings of this inspection included a near immediate response time to all intakes, thorough safety assessments, and individualized, case specific Family Service Plans. Additionally, a high frequency (minimum of once weekly) of caseworker visits with their families is maintained."

Forest County's Licensing/Approval Inspection Summary from 12/03/09:

"...this agency has been characterized by thoroughness and attention to detail. Case files contained extensive, high-quality, narrative dictation. Judgment in case decision making was sound, and Service Plans were individualized. Response time was generally immediate, and at a level that exceeded expectations. Small manageable workloads are the norm, which has allowed caseworkers to expand on their routine duties and provide more impactful, direct assistance to their families..... For the second consecutive year, agency files were complete and organized to the point that not a single "Clarification Request" was required..."

❑ Other Changes or Important Trends

As with all other county child welfare agencies, Forest County has been, and continues to be, challenged by the ever changing and growing list of state initiatives and federal mandates. Over the past year, Forest County has engaged in the following efforts:

- ❖ Continued development/implementation of the Safety Assessment Plan & Process
- ❖ Enhancement of Forest County's Multi-Disciplinary Team (MDT)
- ❖ Phase Two of the AOPC "Permanency Practice Initiative" (PPI)
- ❖ Local Roundtable participation and efforts
- ❖ Master Client Index (MCI) planning
- ❖ Voter Registration mandates
- ❖ Utilization of the *Accurint* search system
- ❖ IV-E Quality Assurance Audits
- ❖ Annual Licensing and Inspection Review
- ❖ Implementation of the Child Accounting Profile System (CAPS)
- ❖ Mobile Technology (Tablet) Program
- ❖ Continued implementation of *Ages & Stages*
- ❖ Shared Case Responsibility (SCR) planning
- ❖ Improvement of truancy prevention programming within the County
- ❖ Continued implementation of "Fostering Connections"
- ❖ Forensic Interviewing Training for CYS staff and other MDT members (Sept 2010)
- ❖ Disaster Preparedness and Planning
- ❖ Citizen Review Panel discussions
- ❖ Family Group Decision Making Training for all CYS program staff (November 2009)
- ❖ Creating a Parent Educator/Family Engagement Specialist position (January 2010)
- ❖ Assumption of On-call Duties, currently shared by only 4 certified direct service workers
- ❖ Re-organizing the Independent Living Program with a new IL Coordinator
- ❖ Participating in the Safety Evaluation Process (Safety vs. Risk)
- ❖ Paternity Tracking System

These efforts continue to be addressed, in addition to the day-to-day operations and demands that are required of Forest County's small staff complement.

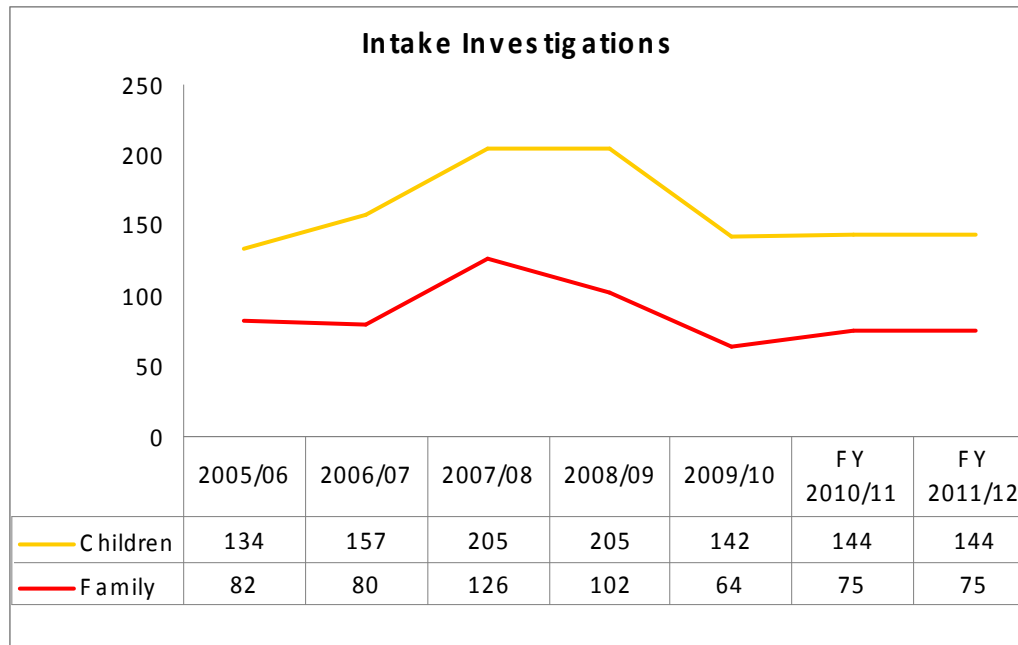
A significant trend worth noting in Forest County has been the unbelievable success in reducing the number of children in placement. Forest County began FY 09-10 with four youth in placement (3 dependent / 1 delinquent). Three of these individuals aged out of care within the year and one was reunified within a 30-day VPA. Unfortunately, this VPA child re-entered care due to incorrigibility issues, but was again re-unified at an expedited 3 month permanency review in November 2009. Only one other child spent time in care for FY 09-10 and this child was successfully reunified within a 30-day VPA. For 6 of the last 7 months of the fiscal year, Forest County CYS had no children in substitute care. Forest County Juvenile Probation enjoyed similar success, as only one delinquent placement existed for the year. This juvenile was released in the early part of April 2010.

In terms of Days of Care (DOC), Forest County has averaged a total of 1,764 DOC each year for the past six years. The County observed a significant reduction from 2,467 DOC in 07-08 to 1,574 in FY 08-09. Furthermore, Forest County reduced that total to a mere 488 DOC in FY 09-10. The County considers this to be a huge success that can be attributable to dedicated competent work by CYS and Juvenile Probation staff members, as well as evidenced based program services. However, the County recognizes how easily and quickly this good fortune

could change. In light of this, and in an attempt to be fiscally responsible and accountable to the County and State, Administration has compiled actual placement data for the past six years and determined averages to be utilized for projected needs. Furthermore, the County has reduced average DOC within each category by 10% to illustrate the County's commitment to continued reduction of placement numbers and DOC. This is a similar method that was utilized in last year's Needs Based Plan and Budget. Unfortunately, the Needs Based request for community based and institutional placement funding was significantly reduced by the State for FY 10-11, reducing the community-based request by 21% and institutional by 43% . The County has appealed this decision, as the projection process is reasonable and is based on the average needs, particularly days of care (DOC) needs of the County, over the past several years. Six year trend data is thorough and a "responsible" means of determining what funding the County anticipates needing for operation. Forest County assures the State that any allocated funding not needed will not be spent for the sake of spending. Current Administration has been in place for the past 9 years and every effort has always been made to be responsible, honest and dedicated, especially toward striving to making sound and fiscally accountable decisions.

3-2a. Intake Investigations

Insert the Intake Investigations Chart (Chart 1) and discuss any highlighted trends. Describe factors contributing to the trend. Discuss any important trends that may not be highlighted.



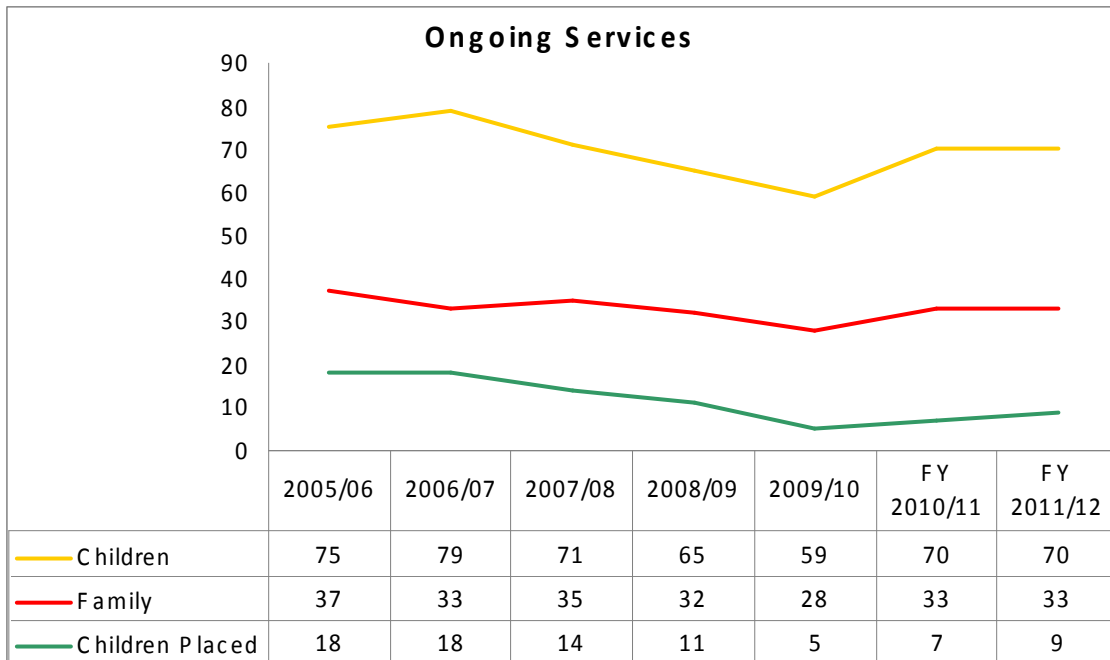
The “Intake Investigations” chart indicates a significant increase in the number of children and families served on FY 07-08 and 08-09. Administration noted in last year’s plan that these “numbers served” included families served through emergency HSDf assistance and centralized intake services. The CYS Administrator is the HSDf Coordinator for the County and CYS employees assist with HSDf requests. This service was not included for FY 09-10, resulting in a significant reduction of the children and families served numbers. In regards to centralized intake services, area providers are currently providing their own mental health and drug & alcohol intakes, so the number of centralized intakes provided by CYS in this capacity has reduced significantly. This has also contributed to the observed overall reduction. In terms of projections, the Agency feels that the numbers served for FY 05-06, FY 06-07 and FY 09-10 are a more accurate depiction of child welfare services provided; therefore the averages of those three years are presented as FY 10-11 and FY 11-12 projections.

The following CPS data exists for Forest County (county investigated only)

	Total CPS reports	Substantiated reports	Unfounded reports
2008	7 (4 sexual, 3 physical)	6 (4 sexual, 2 physical)	1 (physical)
2009	7 (2 sexual, 5 physical)	2 (physical)	5 (2 sexual, 3 physical)
2010 (as of 7/30/10)	6 (3 physical, 3 sexual)	3 (2 sexual, 1 physical)	3 (1 sexual, 2 physical)

3-2a. Ongoing Services

- Insert the Ongoing Services Chart (Chart 2) and discuss any highlighted trends. Describe factors contributing to the trend. Discuss any important trends that may not be highlighted.



While Forest County observed a slight decrease in FY 09-10 in terms of children and families served, the Agency does not feel that any significant changes are occurring. The average numbers of children and families served each year since FY 05-06, are being proposed as projections for FY 10-11 and FY 11-12.

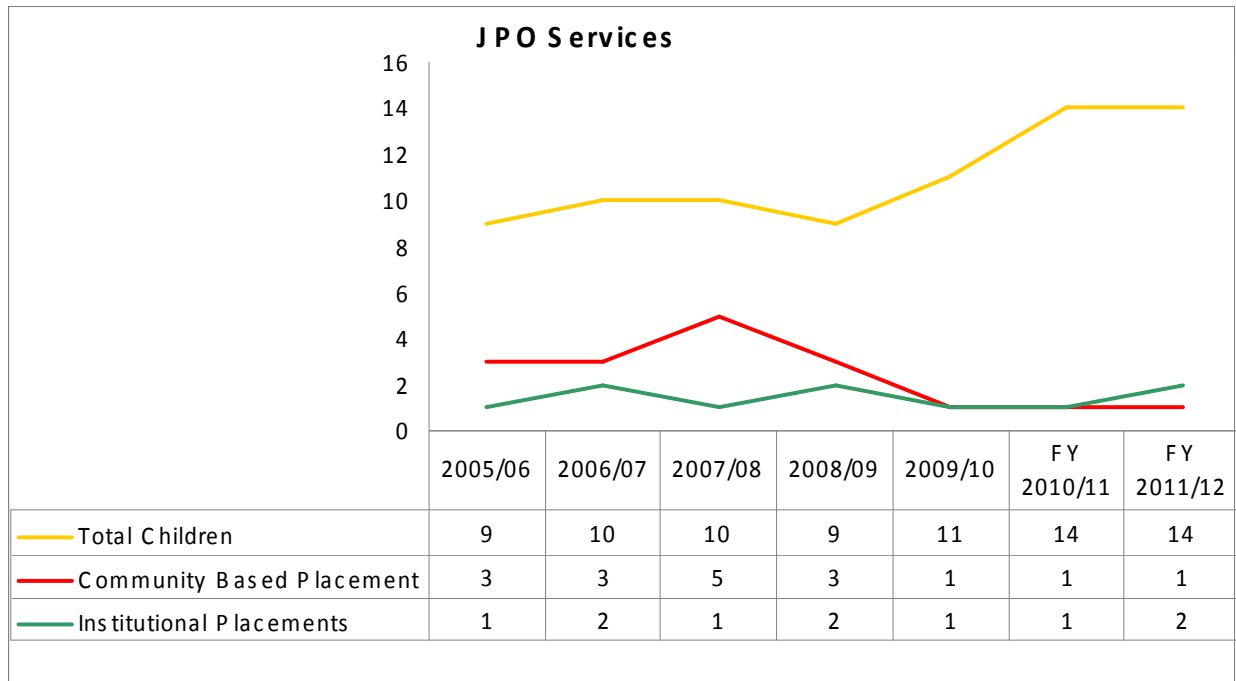
Forest County is elated to show a significant decrease in the number of children that spent time in placement in FY 09-10. The County began FY 09-10 with four children in care, one of which was reunified within a 30 day VPA , only to return to care within a short period. MST services and intensive aftercare services were unsuccessful in resolving incorrigibility issues with this teenager that had significant mental health issues. Eventually, this child was placed in a “medically necessary” RTF and custody was returned to the parent. Only one “new child” was placed in FY 09-10 and the child was successfully reunified within a 30 day VPA.

Forest County feels that quality casework, evidenced-based programming and sound decision making has resulted in a marked improvement in this area. The County is cautious to overstate efforts and success, as oftentimes placements are necessary with families that are completely unknown to the Agency and safety cannot be assured without removal. Initially, the County considered submitting the average number of placements over the past eight years (12.75 per year) as projections for FY 10-11 and FY 11-12. Fortunately, the County began FY 10-11 with 0 children in care, something that has never occurred. The County has averaged 7 children entering care (after day one) throughout the year for the past 6 years. The County feels that it needs to plan on 7 children entering care at some point within FY 10-11, one of which already occurred during the development of this plan. The Agency is projecting that 4 youth will “carry over” into FY 11-12 and 5 additional children will require removal throughout the year. While

these projections are an increase in total youth placed compared to FY 09-10, the County feels that the past year was an aberration and should not be assumed as a responsible or reasonable baseline. As easily as placement numbers were reduced, one or two cases involving a few siblings and/or one juvenile sex offender case can have devastating effects on the County. The County respectfully requests that the State recognize that projections for the next two years are still well below the 8 year average of 12.75 children in care per year, experienced by Forest County.

3-2a. JPO Services

- Insert the JPO Services Chart (Chart 3) and discuss any highlighted trends. Describe factors contributing to the trend. Discuss any important trends that may not be highlighted.



This JPO Services chart illustrates that there has been a significant decrease in the total number of juveniles in community-based placement over the past two years. The number of institutional settings has remained consistent, as the county has seemed to have at least one juvenile sex-offender in placement at any given time over the past 5 years.

In light of the recently issued Shared Case Responsibility (SCR) bulletin, the County is projecting a slight increase in the total children served by Probation, funded through Needs Based funding (placement costs, SCR case management costs).

Forest County Probation has provided the following narrative to support the number of referrals and placements anticipated in Forest County for the next two fiscal years.

As in past years, the Forest County Juvenile Probation Department has received our referrals from three main categories: 1) juveniles who are residents of Forest County; 2) juveniles from other counties who offend in Forest County while on vacation; and 3) juveniles who have been placed at Cornell Abraxas I in Marienville, PA.

With all referrals, the Forest County Juvenile Probation uses the Balanced and Restorative Justice (BARJ) principles of community safety, accountability, competency development, and victim restoration to help aid in the development of a juvenile's treatment plan.

When looking at the first principle of community safety, the juvenile is always kept in the least restrictive setting that meets his/her needs. When a juvenile needs to be removed from his/her community setting, Forest County has and will continue to utilize the least restrictive placement

setting. Community-based placements are used as much as possible; however residential treatment facilities have been necessary for certain cases. We are anticipating that two delinquent juveniles for FY 10-11, and three delinquent juveniles for FY 11-12 will be placed at a juvenile treatment facility.

When a juvenile is placed, the Forest County Juvenile Probation Department and the Forest County Children and Youth Services continually work with the juveniles and their families to try and reunify them in less than twelve months. The Juvenile Probation Department attempts to place juveniles in a facility that is near their family's home, so that their parents are able to be actively involved in the treatment process. When a juvenile is placed, it is the goal of the Probation Department and the placement facility to provide treatment in all troubled aspects of the individual's life. This includes treatment for dependency issues, drug/alcohol issues, mental health issues, sexual victimization/offender issues, behavior issues and any other problem areas that have been identified. For every juvenile placed in a treatment facility, six month dispositional review hearings are held. During these six months, both the Juvenile Probation Department and Children and Youth Services work with the placement facility completing assessments and progress reports, anticipating the reunification of the juvenile. Along with the progress reports, an After-Care Probation Plan is developed. This plan is developed with the goal of reunification and focuses on the BARJ principles. It is using this after-care plan and BARJ principles that the Juvenile Probation Department monitors the process of the child's treatment and ability to be reunified with his family. In certain situations and cases where a juvenile is not reunified within 12 months the BARJ principles have not been met and we feel that if the child is released into the community it would be counterproductive for both the juvenile and society.

The Forest County Probation Department and Children and Youth Services also try to minimize the amount of placement settings a child is sent. In many instances this is just not possible in order to ensure the safety of the child. We have had instances where a juvenile was first placed into a shelter care facility to protect the juvenile and the community. The juvenile was then moved to a diagnostic unit to determine the least restrictive facility that could adequately meet the needs of the child. Once this facility was determined the juvenile was then again moved to that facility to begin treatment.

When looking at the second principle of accountability, the juvenile is always ordered to complete at least 40 hours of community service, pay all fines/costs and restitution, and write apology letters to the victims of their crime. They must take full responsibility for their actions that brought them into the Forest County Probation Department.

The biggest changes have occurred over the past year in the third principle of competency development within Forest County. Forest County is currently developing a shared case responsibility system/procedure to better help all agencies coordinate the care provided to both the juvenile and their family. The Forest County Probation Department and the Forest County Children and Youth Services have been working cooperatively to ensure the juveniles and their families develop the necessary competencies to keep them out of the juvenile system. There are several programs and learning tools now used to ensure these competencies are met. Children and Youth Services provide programs such as Family Group Conferencing, Parental Classes, and Independent Living. Mars Home for Youth provides any needed Multi-Systemic Therapy (MST). Deerfield Centers for Addictions Treatment provides any needed drug and alcohol needs. Warren/Forest Mental Health can assist and provide the families with their mental health and medicine management needs. Project Point of Light can provide outpatient counseling and therapy for sexual offender needs.

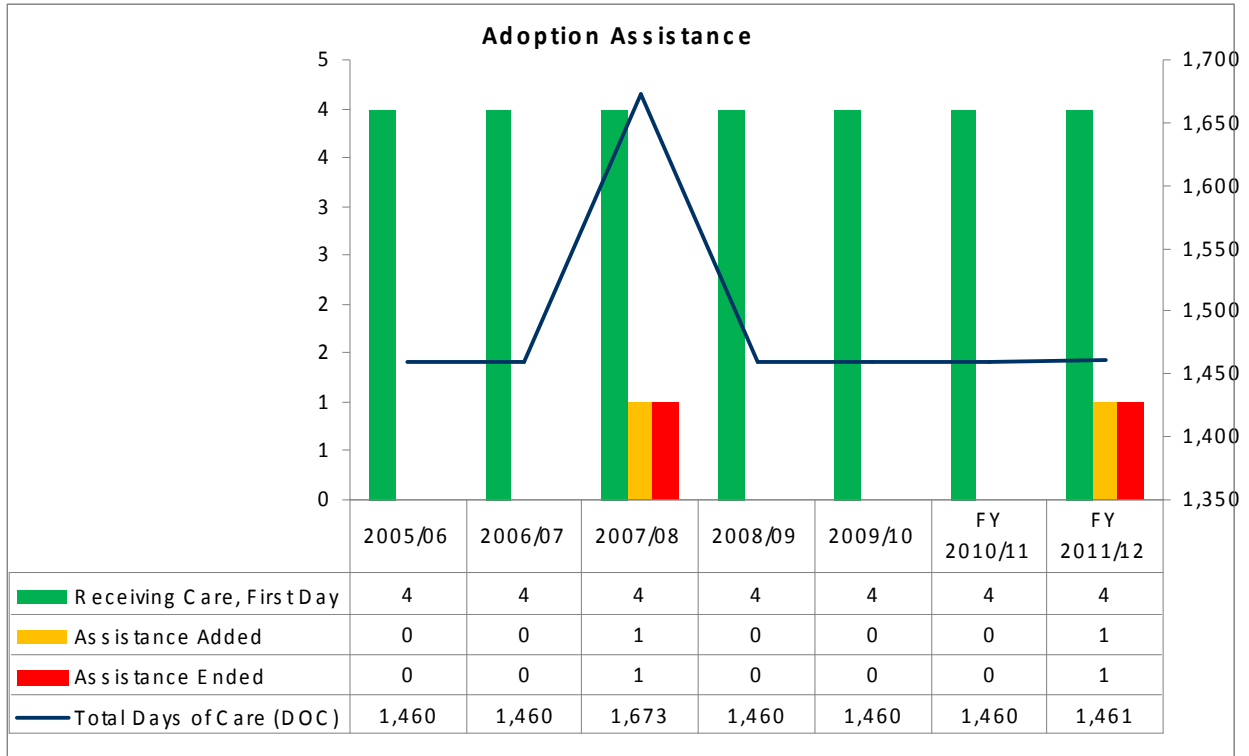
When looking at the last principle of victim restoration, the Forest County Probation Department has the juvenile write apology letters to all the victims of the crime, pay back all restitution, and attend any necessary Victim Impact Classes. During FY 09-10 the Probation Department was able to return \$7,073.62 to the victims of crimes committed in Forest County.

As stated above, the Forest County Probation Department is devoted to using the BARJ principles. Forest County has in the past and will continue to use the least restrictive setting for all juveniles which sometimes results in the use of both community-based and residential treatment facilities. All outside programs and treatment plans are used and developed with the intention of meeting the needs of the community, the juvenile, and his/her family.

FOREST COUNTY

3-2b. Adoption Assistance

- Insert the Adoption Assistance Chart (Chart 4) and discuss any highlighted trends. Describe factors contributing to the trend. Discuss any important trends that may not be highlighted.

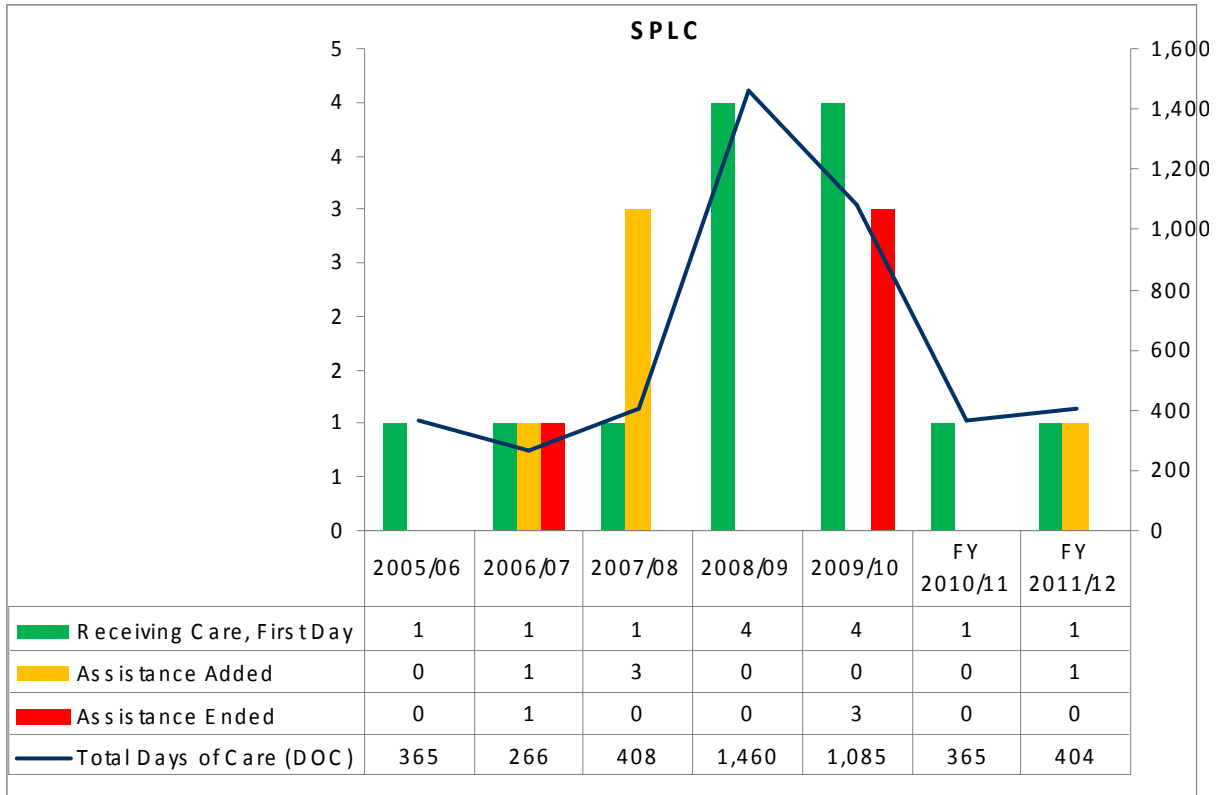


There is little to no change illustrated in this Adoption Assistance chart. The County is projecting that one adoption will end on June 2, 2012 and one will be added around the same time of year in FY 11-12. It is anticipated that this new adoption will be achieved within 24 months of removal.

FOREST COUNTY

3-2c. Subsidized Permanent Legal Custody (SPLC)

- Insert the SPLC Chart (Chart 5) and discuss any highlighted trends. Describe factors contributing to the trend. Discuss any important trends that may not be highlighted.

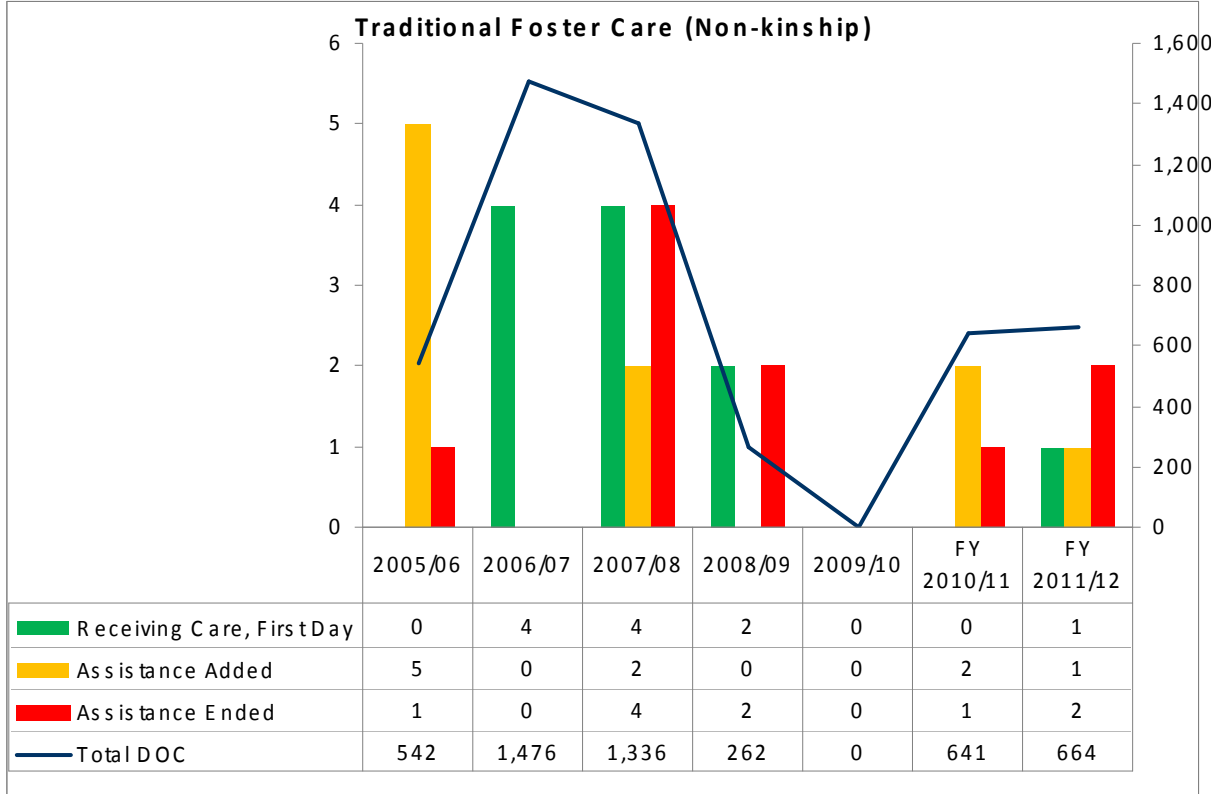


In the latter part FY 09-10, a former Forest County sibling group of three that achieved SPLC in FY 07-08, had to be removed from the care and control of their legal custodian. This event occurred in Jefferson County, the county that the family had resided in since the children's initial placement there in August of 2006. Jefferson County has assumed responsibility of this sibling group. The former legal custodian has informed Forest County CYC that she is not interested in reassuming the role as permanent legal custodian for the children. Forest County is projecting one SPLC to occur in the latter part of FY 11-12.

FOREST COUNTY

3-2d. Out-of-Home Placements: County Selected Indicator

- Insert charts related to out-of-home placements where trends are highlighted (Charts 6-13), and discuss the trend(s). Describe factors contributing to the trend. Discuss any important trends that may not be highlighted.

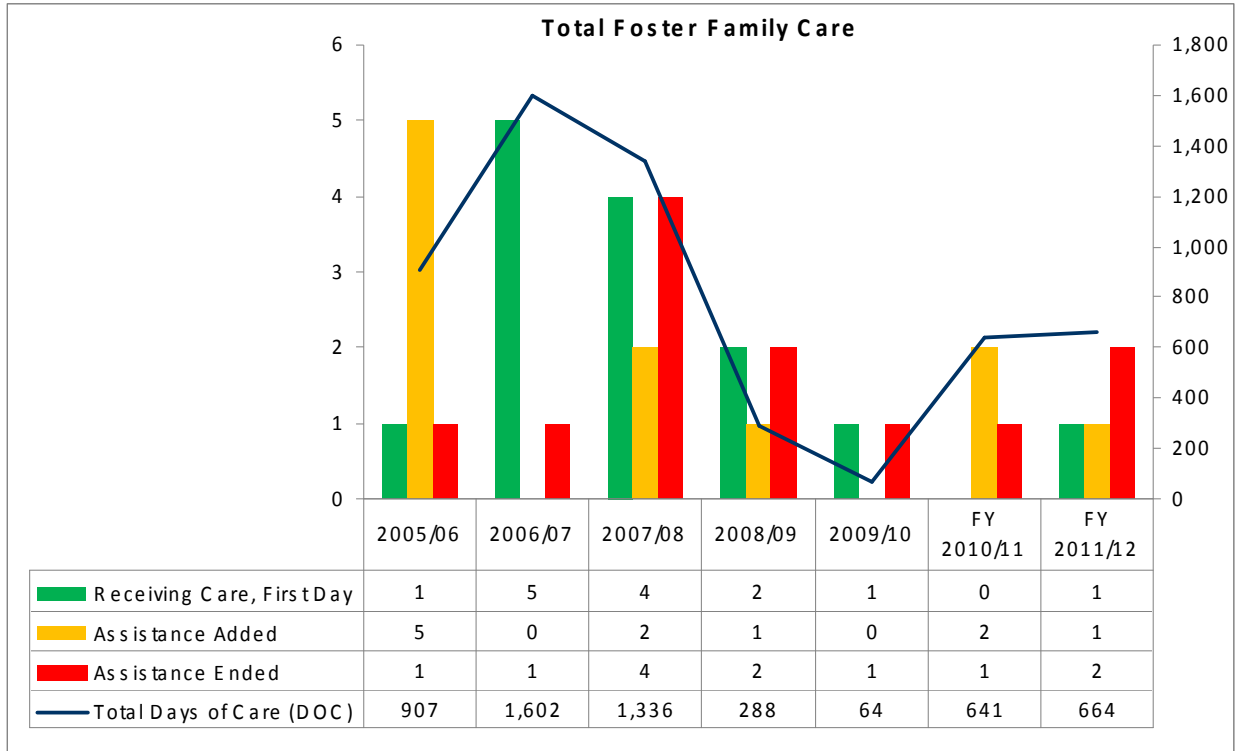


As previously noted, Forest County enjoyed unbelievable success in drastically reducing the number of children entering care, as well as Days of Care (DOC) in FY 09-10. The County cannot afford to assume that such success (and good fortune) will continue; therefore 6 year averages were determined, a 10% reduction of the averages was applied and provided as a basis for projected DOC for the next two fiscal years. The County feels that these projections are reasonable, responsible and likely to occur, based on the Agency's performance and costs over the past six years.

FOREST COUNTY

3-2d. Out-of-Home Placements: County Selected Indicator

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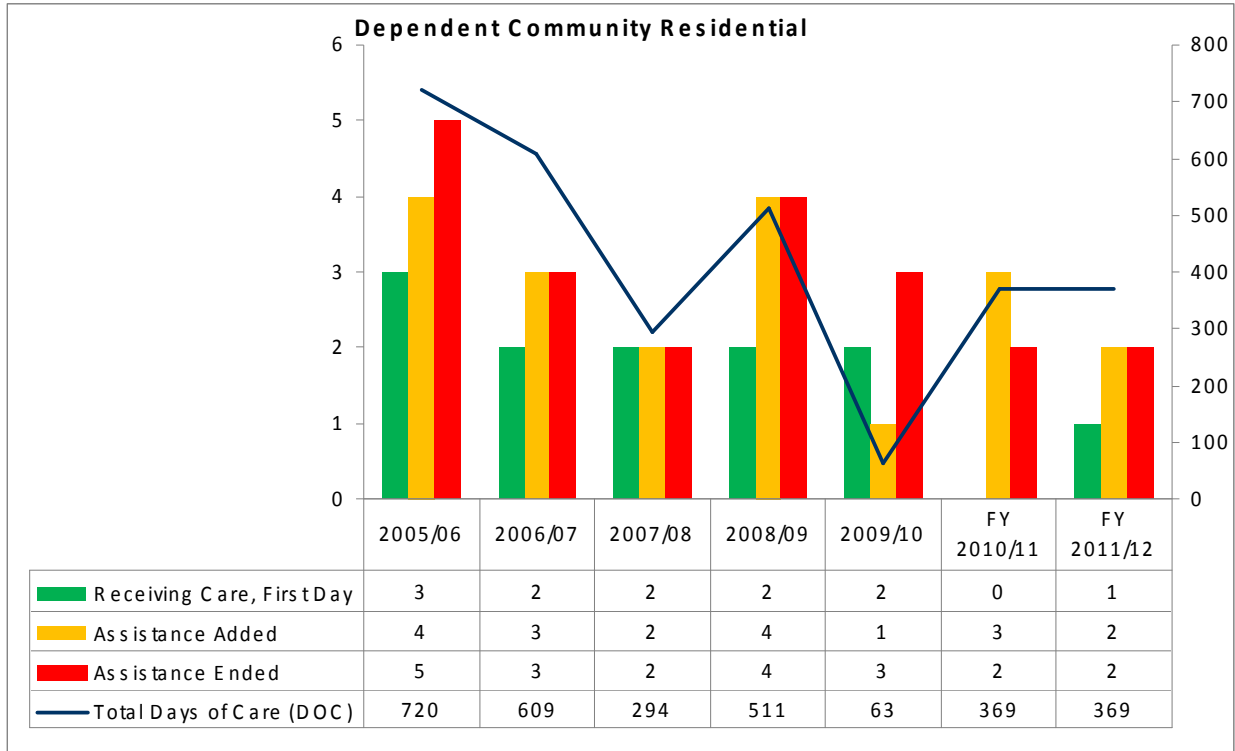


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FOREST COUNTY

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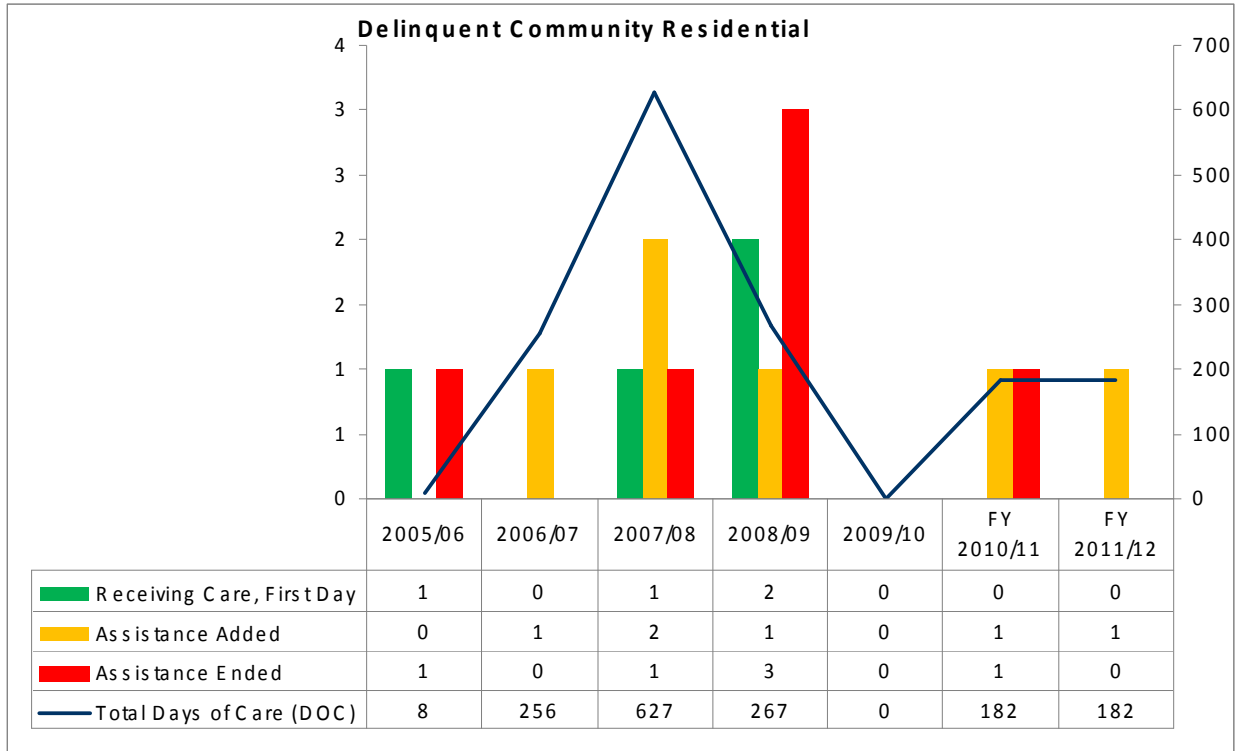
The chart above illustrates the significant success observed by Forest County CYC in terms of reducing the number of placed youth and DOC in community based residential placements.

While the County will strive to utilize least restrictive placement venues for any children requiring substitute care, that County has applied the formally discussed formula of determining projected DOC for each placement category, determining an average for the past six years and then reducing each average DOC by 10% to determine projected DOC for the next two years. The County must use all available data to plan accordingly and responsibly, in case the unusual, recent success comes to an end.

FOREST COUNTY

3-2d. Out-of-Home Placements: County Selected Indicator

- Insert charts related to out-of-home placements where trends are highlighted (Charts 6-13), and discuss the trend(s). Describe factors contributing to the trend. Discuss any important trends that may not be highlighted.



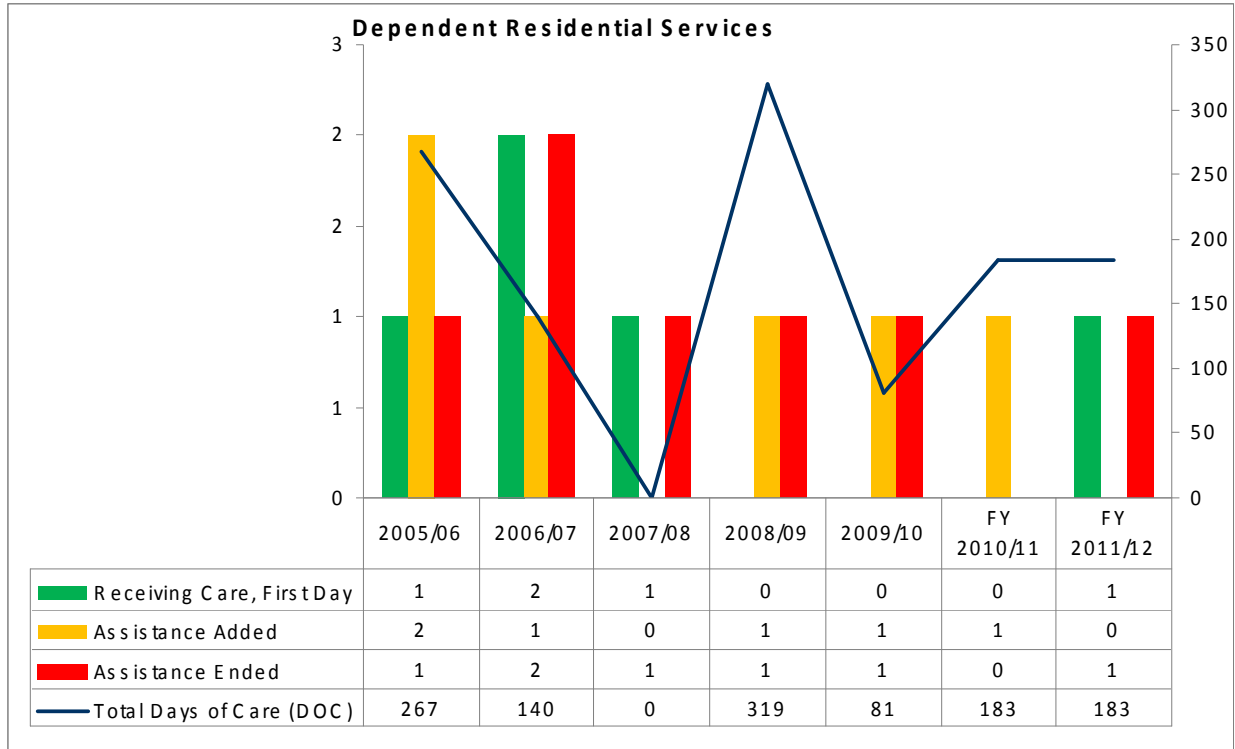
The chart above illustrates the significant success observed by Forest County Probation in terms of reducing the number of placed youth and DOC in community based residential placements.

While the County will strive to utilize least restrictive placement venues for any children requiring substitute care, that County has applied the formally discussed formula of determining projected DOC for each placement category, determining an average for the past six years and then reducing each average DOC by 10% to determine projected DOC for the next two years. The County must use all available data to plan accordingly and responsibly, in case the unusual, recent success comes to an end.

FOREST COUNTY

3-2d. Out-of-Home Placements: County Selected Indicator

- Insert charts related to out-of-home placements where trends are highlighted (Charts 6-13), and discuss the trend(s). Describe factors contributing to the trend. Discuss any important trends that may not be highlighted.



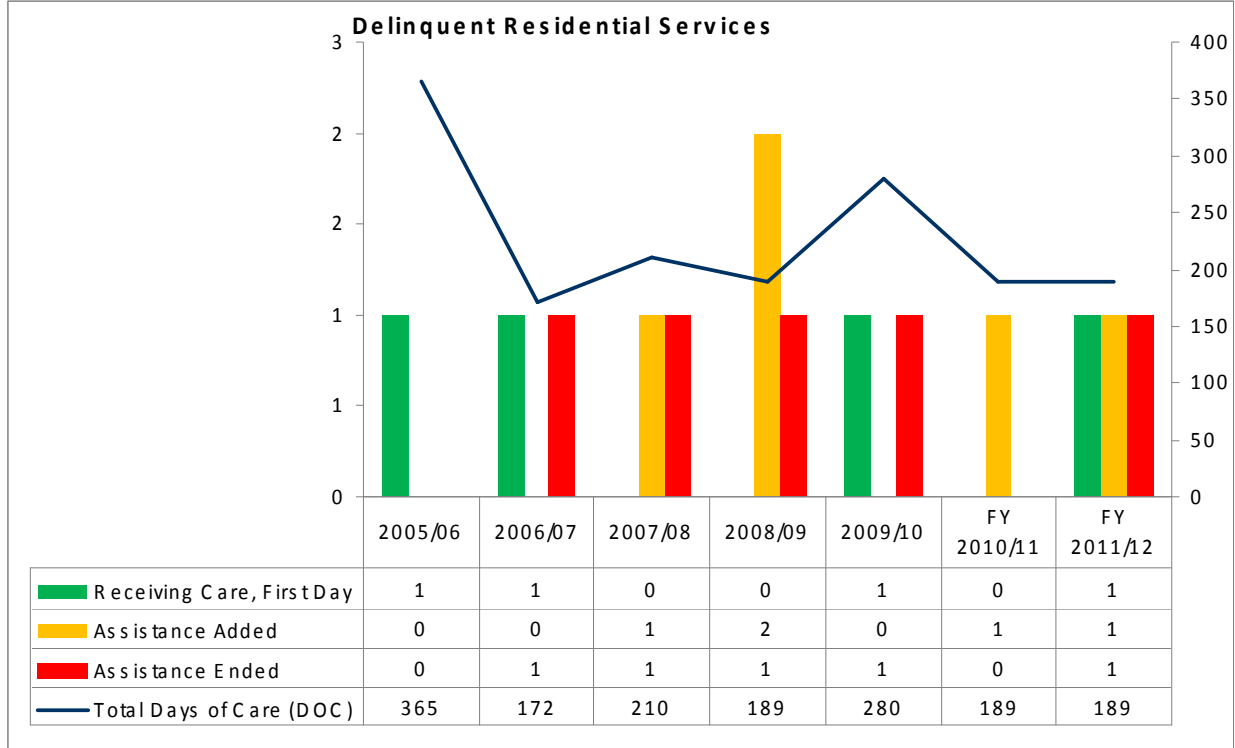
Over the past few years, Forest County CYF has not utilized residential settings (institution) except for medically necessary RTF placements. In FY 07/08 and FY 08/09, only one youth has accounted for all of the activity in this measure. In FY 09/10, one child had to be moved from a community based group home to be placed in a MA funded, medically necessary RTF that required minimal CYF funding (clothing, allowance, etc.).

In terms of projections, the Agency applied the six year DOC average for this particular placement setting, subtracted 10% to determine potentially needed DOC for FY10-11 and FY11-12. As stated previously, the County must make responsible projections and request reasonable funding participation from the State, in case that County's recent success comes to an end and placement trends return to normal.

FOREST COUNTY

3-2d. Out-of-Home Placements: County Selected Indicator

- Insert charts related to out-of-home placements where trends are highlighted (Charts 6-13), and discuss the trend(s). Describe factors contributing to the trend. Discuss any important trends that may not be highlighted.

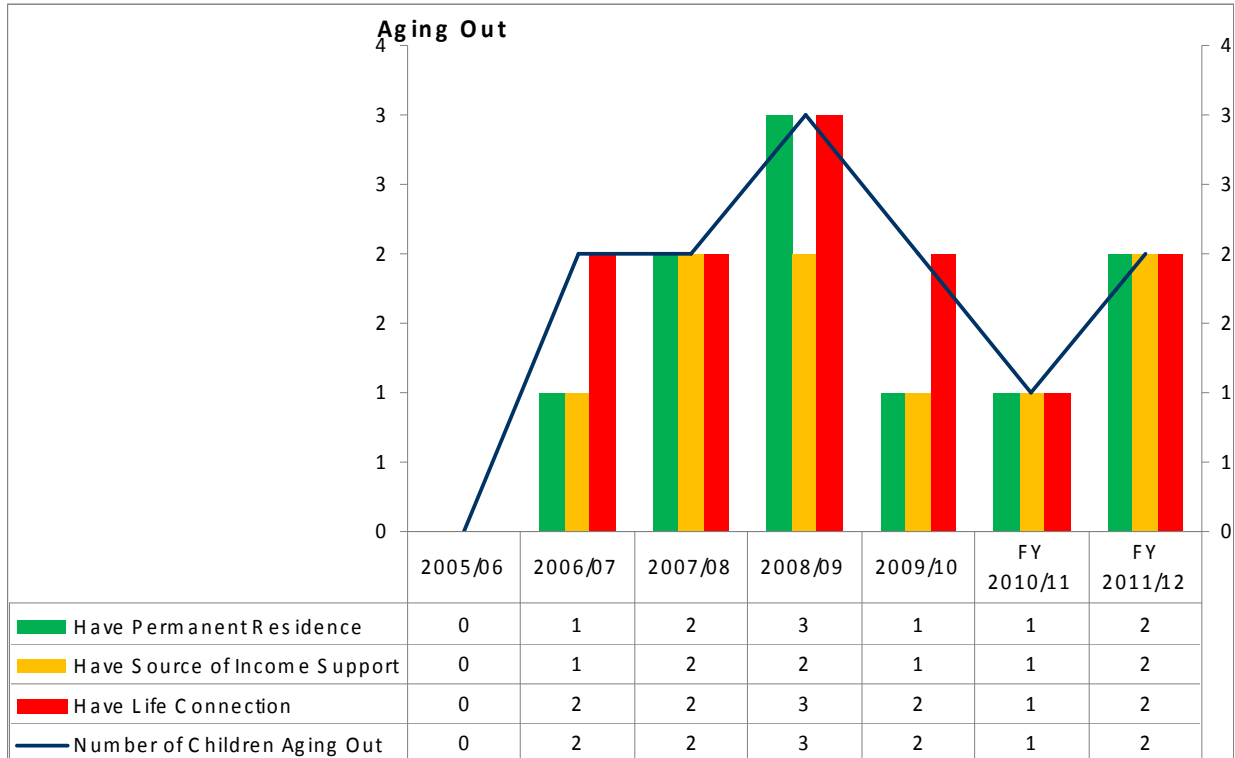


Forest County Juvenile Probation has consistently experienced the need of placement services for juvenile sex offenders over the past seven years. These institutional placement settings are very costly and are always Court ordered. For FY 10-11 and FY 11-12 projections, the County's six year average was determined, 10% DOC was deducted and applied.

FOREST COUNTY

3-2e. Aging Out

- Insert the Aging Out Chart (Chart 14). If the county does not have sufficient data to analyze trends, describe how the county plans to track this data in the future.



The Agency is not predicting any significant change with this population over the next two years. The County has recorded “permanent residence”, “source of income” and “life connection” information for “Aging Out” youth since 2008.

FOREST COUNTY

3-2f. General Indicators

3-2: General Indicators								
Type in PURPLE boxes only (blue for Excel 2007 users)								
County Number:		27	Class			8		
Forest County								
Copy Part 1 for Narrative insertion		Copy Part 2 for Narrative insertion		Print				
3-2a. Service Trends								
Indicator	FY 2005/06	FY 2006/07	FY 2007/08	FY 2008/09	FY 2009/10	Proj. FY 2010/11	FY 2011/12	2005-09 % Change
Intake Investigations								
Children	134	157	205	205	142	144	144	6.0%
Family	82	80	126	102	64	75	75	-22.0%
Ongoing Services								
Children	75	79	71	65	59	70	70	-21.3%
Family	37	33	35	32	28	33	33	-24.3%
Children Placed	18	18	14	11	5	7	9	-72.2%
JPO Services								
Total Children	9	10	10	9	11	14	14	22.2%
Community Based Placem.	3	3	5	3	1	1	1	-66.7%
Institutional Placements	1	2	1	2	1	1	2	0.0%
3-2b. Adoption Assistance								
Indicator	FY 2005/06	FY 2006/07	FY 2007/08	FY 2008/09	FY 2009/10	Proj. FY 2010/11	FY 2011/12	2005-09 % Change
Adoption Assistance								
Receiving Care, First Day	4	4	4	4	4	4	4	0.0%
Assistance Added	0	0	1	0	0	0	1	#DIV/0!
Assistance Ended	0	0	1	0	0	0	1	#DIV/0!
Total Days of Care (DOC)	1,460	1,460	1,673	1,460	1,460	1,460	1,461	0.0%
3-2c. SPLC								
Indicator	FY 2005/06	FY 2006/07	FY 2007/08	FY 2008/09	FY 2009/10	Proj. FY 2010/11	FY 2011/12	2005-09 % Change
SPLC								
Receiving Care, First Day	1	1	1	4	4	1	1	300.0%
Assistance Added	0	1	3	0	0	0	1	#DIV/0!
Assistance Ended	0	1	0	0	3	0	0	#DIV/0!
Total Days of Care (DOC)	365	266	408	1,460	1,085	365	404	197.3%

3-2d. Placement Data									
Indicator	FY 2005/06	FY 2006/07	FY 2007/08	FY 2008/09	FY 2009/10	Projected FY 2010/11	FY 2011/12	2005-09 % Change	
Traditional Foster (non-kin)									
Receiving Care, First Day	0	4	4	2	0	0	1	#DIV/0!	
Assistance Added	5	0	2	0	0	2	1	-100.0%	
Assistance Ended	1	0	4	2	0	1	2	-100.0%	
Total DOC	542	1,476	1,336	262	0	641	664	-100.0%	

FOREST COUNTY

Reimbursed Kinship Care									
Receiving Care, First Day	1	1	0	0	1	0	0	0.0%	
Assistance Added	0	0	0	1	0	0	0	#DIV/0!	
Assistance Ended	0	1	0	0	1	0	0	#DIV/0!	
Total Days of Care (DOC)	365	126	0	26	64	0	0	-82.5%	
Foster Family Care (Total of 2 above)									
Receiving Care, First Day	1	5	4	2	1	0	1	0.0%	
Assistance Added	5	0	2	1	0	2	1	-100.0%	
Assistance Ended	1	1	4	2	1	1	2	0.0%	
Total Days of Care (DOC)	907	1,602	1,336	288	64	641	664	-92.9%	
Non-reimbursed Kinship Care									
Receiving Care, First Day	0	0	0	0	0	0	0	#DIV/0!	
Assistance Added	0	0	0	0	0	0	0	#DIV/0!	
Assistance Ended	0	0	0	0	0	0	0	#DIV/0!	
Total Days of Care (DOC)	0	0	0	0	0	0	0	#DIV/0!	
Dependent Community Resid									
Receiving Care, First Day	3	2	2	2	2	0	1	-33.3%	
Assistance Added	4	3	2	4	1	3	2	-75.0%	
Assistance Ended	5	3	2	4	3	2	2	-40.0%	
Total Days of Care (DOC)	720	609	294	511	63	369	369	-91.3%	
Delinquent Community Resid									
Receiving Care, First Day	1	0	1	2	0	0	0	-100.0%	
Assistance Added	0	1	2	1	0	1	1	#DIV/0!	
Assistance Ended	1	0	1	3	0	1	0	-100.0%	
Total Days of Care (DOC)	8	256	627	267	0	182	182	-100.0%	
Juvenile Detention									
Receiving Care, First Day	0	0	0	0	0	0	0	#DIV/0!	
Assistance Added	0	1	0	0	0	0	0	#DIV/0!	
Assistance Ended	0	1	0	0	0	0	0	#DIV/0!	
Total Days of Care (DOC)	0	4	0	0	0	0	0	#DIV/0!	
Dependent Residential Services									
Receiving Care, First Day	1	2	1	0	0	0	1	-100.0%	
Assistance Added	2	1	0	1	1	1	0	-50.0%	
Assistance Ended	1	2	1	1	1	0	1	0.0%	
Total Days of Care (DOC)	267	140	0	319	81	183	183	-69.7%	
Delinquent Residential Services									
Receiving Care, First Day	1	1	0	0	1	0	1	0.0%	

FOREST COUNTY

Assistance Added	0	0	1	2	0	1	1	#DIV/0!
Assistance Ended	0	1	1	1	1	0	1	#DIV/0!
Total Days of Care (DOC)	365	172	210	189	280	189	189	-23.3%
3-2e. Aging Out Data								
	FY	FY	FY	FY	FY	Projected	FY	2005-09
Indicator	2005/06	2006/07	2007/08	2008/09	2009/10	FY	FY	%
						2010/11	2011/12	Change
Aging Out								
Number of Children								
Aging Out	0	2	2	3	2	1	2	#DIV/0!
Have Permanent								
Residence	0	1	2	3	1	1	2	#DIV/0!
Have Source of Income								
Support	0	1	2	2	1	1	2	#DIV/0!
Have Life Connection	0	2	2	3	2	1	2	#DIV/0!

Section 4: County Programs & Services

⇒ 4-1: Children/Families not Accepted for Service

- How does the county determine a child/family is not accepted for service?

Very few “requests for services” are ever not accepted for intake/assessment services in Forest County. As a rule, the Agency responds to nearly all calls, as a form of best practice. If a report is received without any specific allegation or legitimate concern with reasonable cause to believe something has occurred or someone is in danger, CYS explains the Agency’s perspective and the need for more information from the caller/reporter. Typically, Administration suggests that caseworkers use skills to explain to the identified family that the Agency just wishes to rule out any issues and dismiss the concern that anything inappropriate and/or unsafe is occurring. An advantage of living in such a small community is that most of the time, CYS is familiar with most families within the county, as well as a the family’s history of concerns and involvement with CYS and/or other agencies.

As far as the Agency accepting cases from intake, if any concerns are substantiated through the intake process, the Agency always recommends that the family be opened for supportive services. Through experience and extensive training, Agency employees have become very effective in convincing families to agree to receive ongoing service and support, as a means of ensuring the well-being of the children within the home. Regardless of becoming open case with CYS, Agency staff members are certain to inform families of additional services within the community that could be of assistance, based on the holistic assessment of the family’s situation and circumstances. Other referred services include community food banks and *Angel Food Ministries*, *Forest County Human Services Development Fund* programming, County Assistance Office, Warren Forest EOC, Mental Health and Drug & Alcohol service providers, housing assistance programs, area prevention programming (after school mentoring, Big Brother/Big Sister programming, Summer Day Camps), parenting class opportunities, etc.

Generally, Forest County is agreeable to keep families open for supportive services beyond what would be perceived as mandated. It has been an extreme exception that CYS has closed a case for any family that wished to remain open for supportive services.

FOREST COUNTY

➤ 4-2: New/Enhanced Programs

- Briefly explain requests for funding of new programs or enhancements to existing programs. The explanation must include why the county is seeking funding for the new/enhanced program and how it relates to needs identified in the county.

Forest County does not anticipate any new programs or enhancements to existing programs that would require any additional funding for the next two years. The County recognizes that due to the financial crisis currently experienced by the counties and the Commonwealth, the Department has urged counties to assume “maintenance mode” rather than create new programs that would require funding. The County is in agreement with this plan and current performance levels allow this to be an option.

- In the specific budget adjustment forms for new initiatives or services, identify cost savings and reduced rates, and provide evidence that the new program is less expensive or more effective than the current service.

Not applicable

- For enhanced programs, describe how the program is effective.

Not applicable

- For enhanced programs, discuss the expected level of program improvement, and describe how the program will reduce costs or the rate of future cost increases.

Not applicable

FOREST COUNTY

Section 5: Outcome Indicators

5-1a. Foster Care Population Flow
(See HZA Data Package)

On the following pages, paste up to three charts from the HZA data. Each chart should be pasted on a separate page.

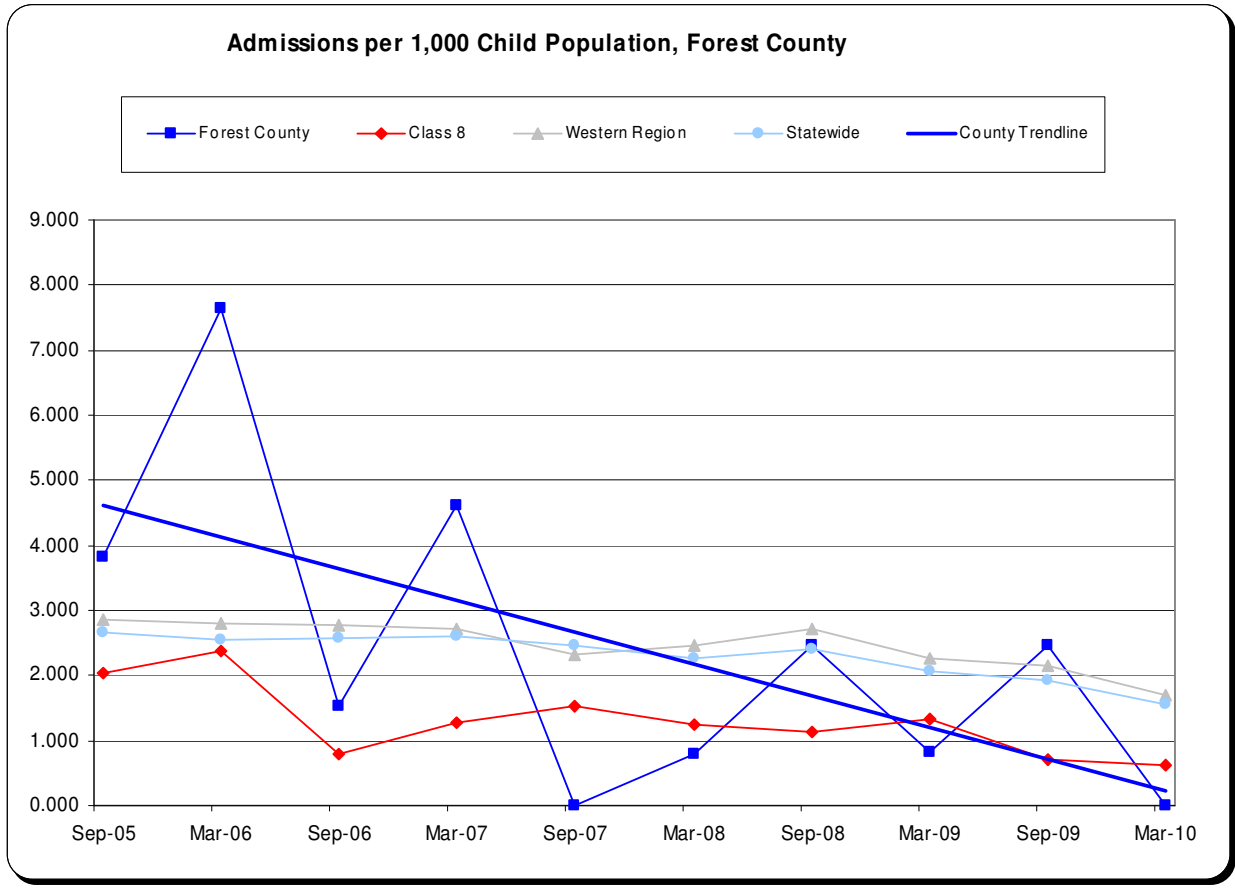
Measurement 1: Population Flow

		09/30/05	03/31/06	09/30/06	03/31/07	09/30/07	03/31/08	09/30/08	03/31/09	09/30/09	03/31/10
Forest	Admit During Pd	5	10	2	6	0	1	3	1	3	0
	Discharges During Pd	4	4	2	7	3	1	5	2	5	1
	In Care Last Day	4	10	10	9	6	6	4	3	1	0
	Total Served	8	14	12	15	9	7	9	5	5	1
	Total Child Population	1,308	1,308	1,298	1,298	1,262	1,262	1,225	1,225	1,225	1,225
	Admissions/1,000 Pop	3.823	7.645	1.541	4.622	0.000	0.792	2.449	0.816	2.449	0.000
	Discharges/1,000 Pop	3.058	3.058	1.541	5.393	2.377	0.792	4.082	1.633	4.082	0.816
	In Care/1,000 Popul.	3.058	7.645	7.704	6.934	4.754	4.754	3.265	2.449	0.816	0.000
	Served/1,000 Popul.	6.116	10.703	9.245	11.556	7.132	5.547	7.347	4.082	4.082	0.816
Class 8	Admit During Period	34	40	13	21	25	20	18	21	11	10
	Discharges During Pd	31	22	25	43	22	15	25	22	21	14
	In Care Last Day	57	75	63	41	44	48	42	41	31	27
	Total Served	86	96	86	82	66	62	65	63	50	40
	Total Child Population	16,794	16,794	16,541	16,541	16,225	16,225	15,847	15,847	15,847	15,847
	Admissions/1,000 Pop	2.025	2.382	0.786	1.270	1.541	1.233	1.136	1.325	0.694	0.631
	Discharges/1,000 Pop	1.846	1.310	1.511	2.600	1.356	0.924	1.578	1.388	1.325	0.883
	In Care/1,000 Popul.	3.394	4.466	3.809	2.479	2.712	2.958	2.650	2.587	1.956	1.704
	Served /1,000 Popul.	5.121	5.716	5.199	4.957	4.068	3.821	4.102	3.976	3.155	2.524
West Reg	Admit During Period	2,386	2,341	2,281	2,237	1,901	1,998	2,198	1,824	1,745	1,376
	Discharges During Pd	2,386	2,330	2,418	2,180	2,338	2,235	2,491	2,083	2,130	1,587
	In Care Last Day	5,861	5,897	5,789	5,847	5,406	5,176	4,883	4,619	4,245	4,034
	Total Served	7,976	7,972	7,984	7,838	7,592	7,231	7,172	6,555	6,220	5,544
	Total Child Population	837,026	837,026	826,200	826,200	815,790	815,790	807,041	807,041	807,041	807,041
	Admissions/1,000 Pop	2.851	2.797	2.761	2.708	2.330	2.449	2.724	2.260	2.162	1.705
	Discharges/1,000 Pop	2.851	2.784	2.927	2.639	2.866	2.740	3.087	2.581	2.639	1.966
	In Care/1,000 Popul.	7.002	7.045	7.007	7.077	6.627	6.345	6.050	5.723	5.260	4.999
	Served/1,000 Popul.	9.529	9.524	9.664	9.487	9.306	8.864	8.887	8.122	7.707	6.870
Statewide	Admit During Period	8,451	8,056	8,144	8,274	7,791	7,107	7,571	6,524	6,044	4,902
	Discharges During Pd	9,523	8,085	8,925	7,864	8,749	7,712	8,522	7,198	8,057	5,722
	In Care Last Day	22,258	22,242	21,500	21,910	20,935	20,356	19,385	18,684	16,740	15,920

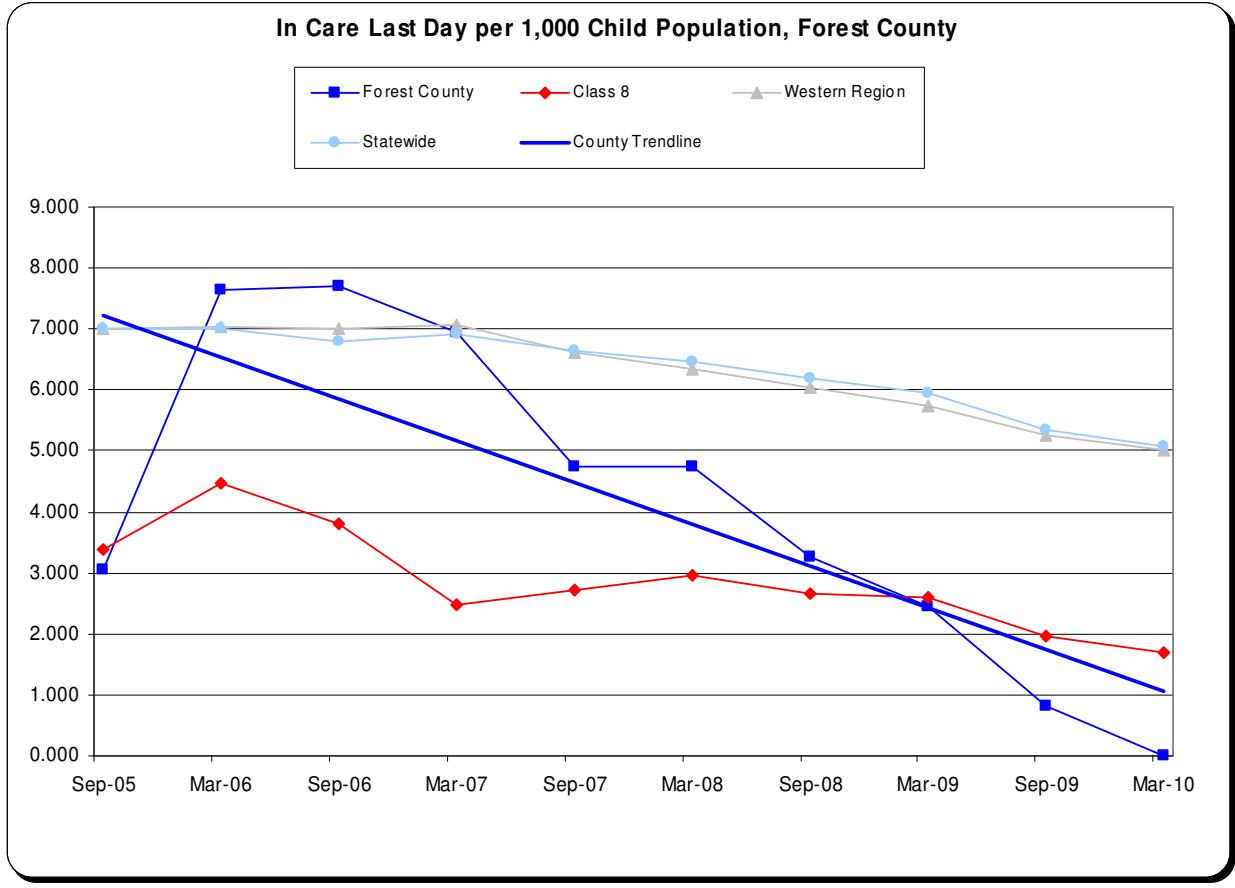
FOREST COUNTY

Total Served	30,709	29,371	29,434	28,859	28,773	27,202	26,980	25,069	23,900	21,146
Total Child Population	3,177,854	3,177,854	3,166,879	3,166,879	3,152,689	3,152,689	3,136,617	3,136,617	3,136,617	3,136,617
Admissions/1,000 Pop	2.659	2.535	2.572	2.613	2.471	2.254	2.414	2.080	1.927	1.563
Discharges/1,000 Pop	2.997	2.544	2.818	2.483	2.775	2.446	2.717	2.295	2.569	1.824
In Care/1,000 Populat	7.004	6.999	6.789	6.918	6.640	6.457	6.180	5.957	5.337	5.076
Served/1,000 Populat.	9.663	9.242	9.294	9.113	9.126	8.628	8.602	7.992	7.620	6.742

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- ❑ Is the overall trend in the number of children being served or in care in the county different than that in the state as a whole? In counties of the same class?

In review of Chart 5-1a and the graphs included in this section, county trend lines indicate a steady decrease in both the number of admissions per 1,000 child population and the number of children in care on the last day of the reporting period per 1,000 child population. While not as significant of a decrease over the past 10 reporting periods, data suggests that this trend is being observed by other class 8 size counties, western region counties and statewide.

- ❑ Please describe what demographic factors, if any, have contributed to changes in the number of children being served or in care.

The Agency does not feel that any particular demographic factors have contributed to the current trends experienced by the County

FOREST COUNTY

- ❑ Please describe what changes in agency priorities or programs, if any, have contributed to changes in the number of children served or in care and/or the rate at which children are discharged from care.

Forest County CYS attributes the declines in “the number of children entering care” and “the number of children remaining in care on the last day of the period” to the statewide focus on the provision of evidenced based programming and the “movement” of avoiding placement and/or expediting reunification, as much as possible. The County recognizes and insists that safety not be compromised in these efforts.

Specifically, Forest County has utilized several different tools in this effort, including the evidenced based programs; Family Group Decision Making (FGDM) and Multi-Systemic Therapy (MST). For the past several years, Forest County CYS has utilized 30-day Voluntary Placement Agreements (VPA), as a temporary means of providing incorrigible youth and their families with a “cooling off” period, as well as some time to develop an active plan on how to best pursue successful reunification. Typically, a 30-day VPA provides all concerned parties with ample time to assess needs and concerns, pursue needed in-home services and evidence-based program involvement. A child’s absence from the home for a few weeks also seems to be an effective means of experiencing how difficult it is for family members to be separated from each other.

Several years ago, the Agency developed and implemented an intensive Aftercare Program for youth that return home from placement. This program has been discussed in detail in previous plans, as it provides youth and their families with frequent CYS home visits and interventions to ensure that reunification efforts are being successful. On a few occasions, and more of an exception than the rule, “VPA youth” that are returned home without adjudication of dependency have had to be removed from the home again within the next year. It is important to note that this tool and practice are typically used with incorrigibility issues and not with cases involving child abuse, neglect or safety issues.

The Agency feels that “Fostering Connections” and “Permanency Practice Initiative” (PPI) efforts are likely to contribute to the favorable trends in the areas reducing the number of children entering and remaining in care.

- ❑ Are there any demographic shifts which impact the proportions of children in care (for example, are younger children making up a larger proportion of admissions than in years past)?

Forest County has not observed any significant demographic shifts in this area. Typically, Forest County youth that require removal are placed due to incorrigibility issues and not due to be victims of abuse or unsafe circumstances.

FOREST COUNTY

- How has the county adjusted staff ratios and/or resource allocations (both financial and staffing, including vacancies, hiring, turnover, etc.) in response to a change in the foster care population? Is the county's current resource allocation appropriate to address projected needs?

Forest County CYS currently has two vacant positions, one Caseworker III and one Therapeutic Activities Aide (TAA).

The current caseworkers (generic) maintain a caseload of 10-15 cases each, including intakes and cases accepted for services. The low number of total cases currently maintained by the Agency has facilitated the vacant caseworker position remaining vacant since mid-February 2010. The Agency does not anticipate needing to fill the position until the beginning FY 11-12. Typically, the TAA position provides service by working with placed youth and families, as well as families involved in the Aftercare Program upon reunification. The position has been helpful and necessary with the transportation needs of placement cases (medical appointments, visitation and IL meetings). This position also provides "in-home" services, such as homemaking, budgeting and other day to day functions. The Agency plans to fill the TAA position for six months of FY 10-11. The position has been vacant since the latter part of August 2009.

Current staff members have been trained in Family Group Decision Making and are scheduled to attend Forensic Interviewing in September 2010. All staff share involvement and serve as "point person" on various different initiatives such as "Ages & Stages" and Mobile Technology Pilot efforts. Manageable caseloads have enabled staff to have sufficient time to concentrate on improving and enhancing case management skills and knowledge.

The Agency's enhancement of the existing Parent Educator position to include family engagement efforts has also been productive in the past year. The Agency's ability to provide Family Group Conferences and individualized parenting programs has been effective and needed. The Agency is better able to educate and empower families and transitioning youth to recognize and resolve issues and barriers that pose a risk to their progress. All of these areas, as well as Forest County's ability to utilize evidenced based programs to families has certainly contributed to recent placement trends observed.

FOREST COUNTY

5-1b. Reunification Survival Analysis
(See HZA Data Package)

Measure 2: Reunification Survival Analysis

		09/30/03	03/31/04	09/30/04	03/31/05	09/30/05	03/31/06	09/30/06	03/31/07	09/30/07	03/31/08
Forest	Total First-Time Entries	6	2	1	2	4	9	0	3	0	1
	% Reunified w/in 30 Days	16.67%	0.00%	100.00%	50.00%	25.00%	22.22%	-	100.00%	-	100.00%
	% Reunified w/in 60 Days	16.67%	0.00%	100.00%	50.00%	25.00%	22.22%	-	100.00%	-	100.00%
	% Reunified w/in 6 Months	33.33%	50.00%	100.00%	100.00%	50.00%	33.33%	-	100.00%	-	100.00%
	% Reunified w/in 12 Months	100.00%	50.00%	100.00%	100.00%	50.00%	44.44%	-	100.00%	-	100.00%
	% Reunified w/in 24 Months	100.00%	50.00%	100.00%	100.00%	75.00%	44.44%	-	100.00%	-	100.00%
Class 8	Total First-Time Entries	12	10	20	19	28	28	4	14	22	16
	% Reunified w/in 30 Days	8.33%	0.00%	20.00%	10.53%	10.71%	21.43%	0.00%	35.71%	18.18%	12.50%
	% Reunified w/in 60 Days	8.33%	0.00%	25.00%	21.05%	14.29%	25.00%	0.00%	42.86%	18.18%	12.50%
	% Reunified w/in 6 Months	25.00%	50.00%	40.00%	68.42%	32.14%	42.86%	50.00%	50.00%	27.27%	31.25%
	% Reunified w/in 12 Months	75.00%	50.00%	55.00%	68.42%	39.29%	67.86%	75.00%	50.00%	40.91%	43.75%
	% Reunified w/in 24 Months	83.33%	60.00%	70.00%	73.68%	60.71%	67.86%	75.00%	64.29%	54.55%	50.00%
Western	Total First-Time Entries	1,447	1,381	1,479	1,464	1,444	1,384	1,444	1,397	1,170	1,213
	% Reunified w/in 30 Days	17.48%	16.94%	17.65%	12.64%	15.79%	17.05%	18.42%	16.32%	14.62%	17.07%
	% Reunified w/in 60 Days	25.85%	24.91%	26.91%	18.17%	21.75%	26.08%	26.32%	25.13%	27.69%	26.22%
	% Reunified w/in 6 Months	39.67%	38.16%	38.95%	33.33%	37.74%	38.58%	39.54%	39.01%	44.87%	40.89%
	% Reunified w/in 12 Months	53.63%	53.22%	52.13%	48.91%	52.35%	53.83%	53.46%	53.47%	58.97%	55.89%
	% Reunified w/in 24 Months	65.58%	64.30%	63.15%	61.34%	62.53%	65.03%	66.14%	64.64%	71.03%	65.79%
State	Total First-Time Entries	5,234	5,137	5,151	4,989	4,996	4,732	4,962	5,069	4,758	4,234
	% Reunified w/in 30 Days	16.55%	15.98%	16.04%	14.79%	15.85%	14.73%	15.86%	15.68%	15.13%	15.04%
	% Reunified w/in 60 Days	23.54%	23.22%	24.40%	21.41%	22.00%	20.79%	22.41%	21.40%	22.55%	21.59%
	% Reunified w/in 6 Months	37.12%	35.86%	36.30%	35.10%	34.63%	33.71%	34.30%	33.58%	35.35%	35.38%
	% Reunified w/in 12 Months	49.41%	49.27%	48.98%	48.71%	47.68%	47.91%	47.46%	47.72%	47.81%	49.15%
	% Reunified w/in 24 Months	62.29%	61.85%	61.91%	60.91%	59.21%	60.48%	59.75%	59.22%	61.31%	62.12%

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Is the county's performance in each measure improving or declining over time? Please describe briefly any significant trends in the data. What policies or practices explain the trends?

As observed in Chart 5-1b, Forest County has performed perfectly in the last four reporting periods in this measure. A few problematic cases prior to those identified periods, resulted in significantly different and less favorable statistics. These cases have been discussed and analyzed in detail within the past few Needs Based plans submitted by Forest County.

- If there are fewer reunifications within 12 months of the child's removal, what is happening to those children? Are they returning home later or eventually being discharged in some other way?

Not applicable

- Are children being reunified more quickly, or more slowly, than in past years? Does the timeliness of the reunifications reflect the changing needs of families in the county? Among children reunified in less than 30 days, were the services provided sufficiently to alleviate the concerns that led to the child's removal? What services could have prevented removal of children who were reunified within 30 days?

In Forest County, children are being reunified more quickly than in past years. As previously mentioned, the Agency feels that this is occurring due to the effective use of VPAs, implemented with Intensive Aftercare services and evidence based programs in place upon reunification. Administration also feels the experience and skills of existing staff members have contributed to this success.

In regards to children reunified within 30 days, these VPA cases are typically ones that CYS has not been involved with prior to the crisis situation that warranted immediate removal. Every year, Forest County experiences a number of families that move to the area from the Pittsburgh, Ohio and neighboring counties. Oftentimes, these are families that have very little structure and/or stability within the home, which results in a frustrated and desperate crisis call to the Agency that a teenager is "out of control" and the parent(s) is unable to ensure appropriate care or control of the child. A VPA allows the Agency to assess the situation by looking at the families history of involvement with other child welfare agencies, behavioral health providers and/or juvenile probation offices. If circumstances exist that all concerned parties are agreeable to needed behavioral health services, CYS involvement and evidence based programming efforts (FGDM, MST), the feasibility of reunification within the VPA period is pursued. If any safety concerns or a lack of commitment or cooperation exists, the Agency files a petition for dependency to be considered

- How does the county's data compare to other counties of the same county class size? To the statewide data?

As indicated, Forest County performed perfectly in this measure over the past 4 reporting periods of Chart 5-1b.

FOREST COUNTY

- If the county's performance exceeds comparable county and/or statewide performance, what policies or practices does the county believe have contributed to this result? What actions is the county taking to maintain or improve its performance?

Forest County recognizes that dealing with so few families and children in placement has resulted in these favorable trends. The County supports the practice of maintaining manageable caseloads. Current administration and supervisory staff have very high expectations and standards, as far as caseworker involvement and case management practice. The Agency insists that a great deal of time, effort and resources be devoted to each case. The County continues to be very fortunate in that staff retention issues have been very successful, resulting in a team of very dedicated and experienced individuals. Forest County suspects that similar practice, policy and levels of commitment exist elsewhere, but smaller counties are better equipped to implement and maintain such levels.

- Are there certain populations which are disproportionately represented in this measure? What actions is the county taking to address that population's needs?

Over the past several years, the populations that pose the biggest challenges to expeditious reunification have been older youth with mental health issues. At the time of this plan, no such individuals are in care, however the Agency is hopeful that enhanced IL efforts, transitional planning and the use of PPI tools (FGDM, Family Finding, expedited permanency reviews) will improve overall performance with this population.

FOREST COUNTY

5-1c. Adoption Rate, 17 Months
(See HZA Data Package)

Measure 3: Adoption

		2005 31-Mar	2005 30-Sep	2006 31-Mar	2006 30-Sep	2007 31-Mar	2007 30-Sep	2008 31-Mar	2008 30-Sep	2009 31-Mar	2009 30-Sep
Forest	Total in Care 17+ Months	0	0	1	0	0	0	0	1	2	0
	Adopted by End of Year	0	0	0	0	0	0	0	0	0	0
	Percent	-	-	0.00%	-	-	-	-	0.00%	0.00%	-
Class 8	Total in Care 17+ Months	13	10	9	15	18	6	6	8	10	6
	Adopted by End of Year	5	2	0	8	13	0	0	4	3	0
	Percent	38.46%	20.00%	0.00%	53.33%	72.22%	0.00%	0.00%	50.00%	30.00%	0.00%
West Reg.	Total in Care 17+ Months	1,498	1,509	1,486	1,551	1,544	1,534	1,449	1,427	1,337	1,227
	Adopted by End of Year	323	308	311	313	331	352	374	404	377	318
	Percent	21.56%	20.41%	20.93%	20.18%	21.44%	22.95%	25.81%	28.31%	28.20%	25.92%
Statewide	Total in Care 17+ Months	7,112	7,019	6,684	6,759	6,484	6,466	6,153	6,258	5,890	5,716
	Adopted by End of Year	1,331	1,201	1,118	1,142	1,184	1,149	1,182	1,358	1,367	1,374
	Percent	18.71%	17.11%	16.73%	16.90%	18.26%	17.77%	19.21%	21.70%	23.21%	24.04%

FOREST COUNTY

- ❑ Is the county's performance in each measure improving or declining over time? Please describe briefly any significant trends in the data. What policies or practices explain the trends?

Forest County does not feel that Chart 5-1c is an accurate depiction of the County's ability to achieve timely adoptions for youth that are appropriate for that permanency option. The youth identified within this chart were older youth that adoption was not an option that either individual wanted. One individual was remaining in care on her own volition as she pursued graduation from high school. The second individual remained in a kinship foster home, as the Court determined that reunification was not feasible, nor was termination of parental rights. The child had been in substitute care facility for significant, ongoing mental health issues for an extended period prior to be "stepped down" to a kinship foster home.

Forest County's history of adoptions, while few and far between, have been very successful in the sense of being achieved in a timely manner. The County has had two adoptions since 2002, the first was achieved in 21 months and the second was within 17 months of removal.

- ❑ Do current policies of the agency or courts serve affect the timeliness of adoptions? Do the delays tend to occur between removal and TPR, between TPR and pre-adoptive placement, or between pre-adoptive placement and finalization?

The Agency feels that current practices and protocol are appropriate to achieve timely adoptions, as indicated by the two adoptions that have occurred over the past several years.

- ❑ Which group of children represent the largest proportion/share of children for whom performance is below the national standard? What actions is the county taking to address that population's needs?

As stated earlier within this sections, the most difficult population to deal with in regards to achieving timely permanence, including adoption, is older teens with mental health issues that require out of home care. Typically, these youth maintain relationships with family, but are unable to return to the home in a timely manner, due to a lack of structure within the home or lack of appropriate behavioral health services that can be provided in the home. Assisting the child and family to stabilize, progress well and plan for transitioning out of care prior to "aging out" becomes the priority and focus.

FOREST COUNTY

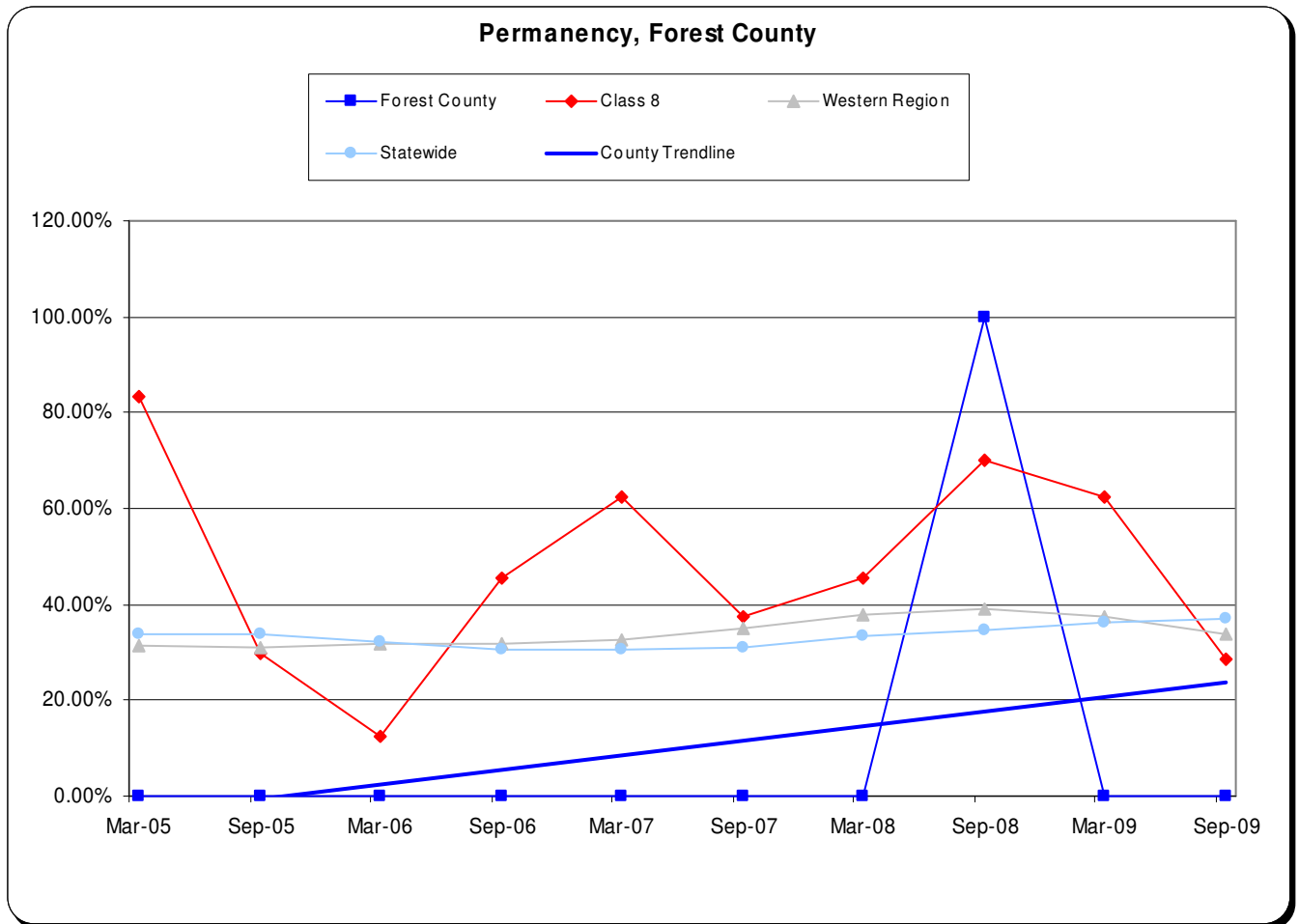
5-1d. Permanency, 24 Months
(See HZA Data Package)

Measure 4: Permanency for Children in Care for Long Periods

Forest County
Class 8
Western Region

		2005	2005	2006	2006	2007	2007	2008	2008	2009	2009
		31-Mar	30-Sep	31-Mar	30-Sep	31-Mar	30-Sep	31-Mar	30-Sep	31-Mar	30-Sep
Forest County	Total in Care 24+ Months	0	0	0	0	0	0	0	3	1	1
	Discharges to Permanent Home	0	0	0	0	0	0	0	3	0	0
	Percent	-	-	-	-	-	-	-	100.00%	0.00%	0.00%
Class 8	Total in Care 24+ Months	6	10	8	11	16	8	11	10	8	7
	Discharges to Permanent Home	5	3	1	5	10	3	5	7	5	2
	Percent	83.33%	30.00%	12.50%	45.45%	62.50%	37.50%	45.45%	70.00%	62.50%	28.57%
Western Region	Total in Care 24+ Months	1,611	1,696	1,723	1,803	1,780	1,876	1,819	1,732	1,610	1,542
	Discharges to Permanent Home	505	525	547	576	579	656	690	675	602	520
	Percent	31.35%	30.96%	31.75%	31.95%	32.53%	34.97%	37.93%	38.97%	37.39%	33.72%
Statewide	Total in Care 24+ Months	8,150	7,943	7,470	7,420	6,994	6,999	6,791	6,666	6,385	6,327
	Discharges to Permanent Home	2,762	2,702	2,413	2,279	2,134	2,175	2,277	2,320	2,302	2,334
	Percent	33.89%	34.02%	32.30%	30.71%	30.51%	31.08%	33.53%	34.80%	36.05%	36.89%

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- ❑ Is the county's performance in each measure improving or declining over time? Please describe briefly any significant trends in the data. What policies or practices explain the trends?

While the County's trend line suggests improvement in this area, it is important to note that it is very unusual for any child to remain in care for an extended period of time in Forest County. A sibling group of three accounts for the data in the Sept 2008 column of Chart 5-1d. The circumstances that resulted in the sibling group remaining in care was very convoluted and have been explained in previous Needs Based submissions. This situation is an absolute exception, rather than the norm in Forest, as well any other county within the Commonwealth. Any other youth in care for more than 24 months without achieving permanency has achieved "another planned permanent living arrangement" and has elected to remain in the care and custody of Forest County CYS, as he/she pursues graduation from high school. These youth have "aged out" of care on his/her own volition and were served well while in care.

- ❑ Which group of children represent the largest proportion/share of children in care more than 24 months? What are the most frequent permanency goals for these children? What are the most frequent actual discharge destinations for these children?

Most typically, these are older youth that choose to remain in care as they pursue high school graduation after turning 18 years of age. These youth typically remain in a substitute care setting that they have become comfortable with that is considered to be least restrictive but most conducive to his/her needs. This setting varies from a foster home, IL house to a medically necessary RTF. These youth typically have families that they maintain relationships with, but are unable to return home, as determined by the Agency, the Court and the family.

- ❑ What steps is the county taking to achieve permanency for these children? What are the barriers to achieving permanency?

Forest County will continue to utilize Family Group Conferencing/Family Group Decision Making, Family Finding, Transitional IL Plans and active supportive services from the caseworker and IL worker to pursue the most feasible permanency plan for this population.

FOREST COUNTY

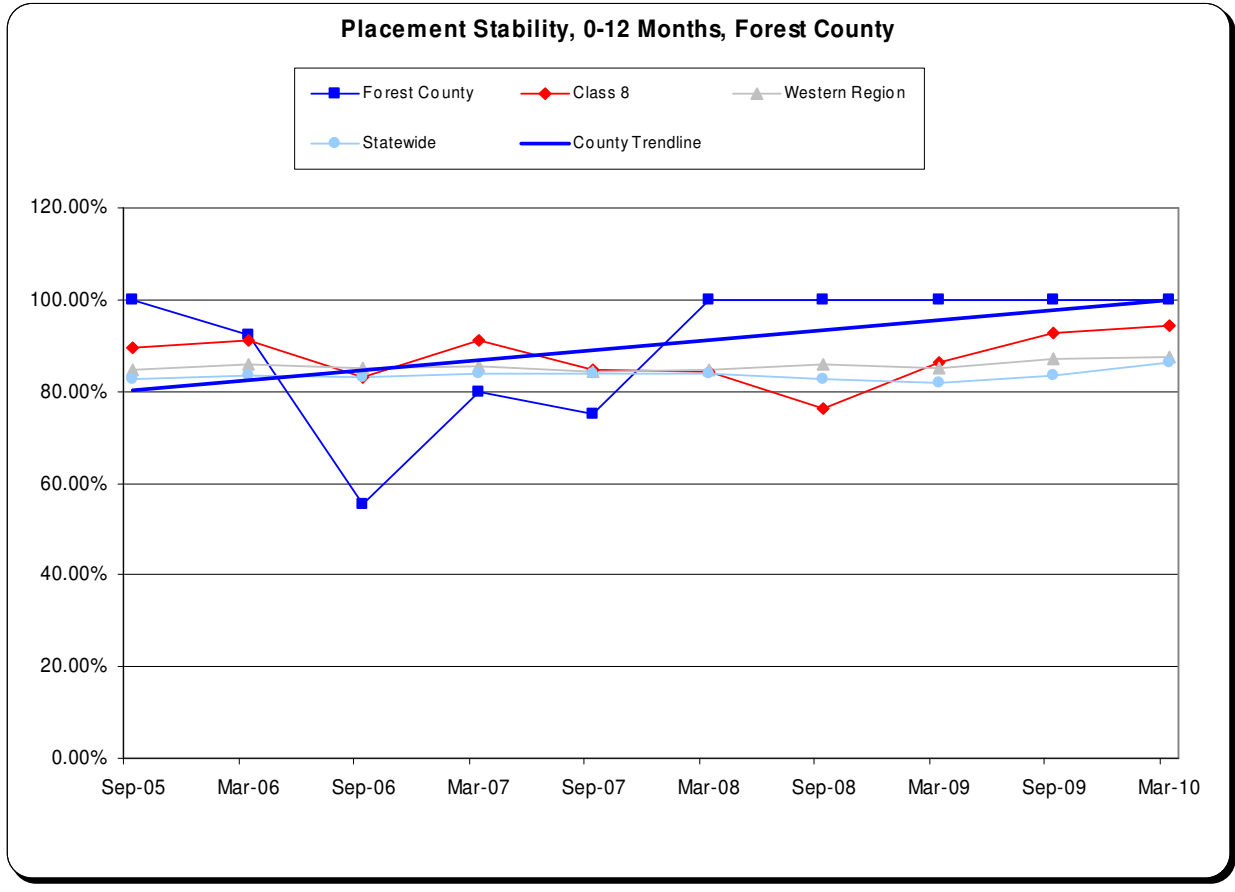
5-2a. Placement Stability, Less than 12 Months (CFSR Measure 4.1)
(See HZA Data Package)

Measure 5: Placement Stability

Forest County
Class 8
Western Region

		2005 30-Sep	2006 31-Mar	2006 30-Sep	2007 31-Mar	2007 30-Sep	2008 31-Mar	2008 30-Sep	2009 31-Mar	2009 30-Sep	2010 31-Mar
Forest County	Placement Stability, 0-12 Months	100.00%	92.31%	55.56%	80.00%	75.00%	100.00%	100.00%	100.00%	100.00%	100.00%
	Placement Stability, 12-24 Months	0.00%	-	100.00%	33.33%	20.00%	66.67%	0.00%	-	100.00%	-
	Placement Stability, 24+ Months	-	0.00%	-	-	-	0.00%	0.00%	0.00%	0.00%	-
Class 8	Placement Stability, 0-12 Months	89.47%	91.04%	82.93%	91.18%	84.62%	84.21%	76.32%	86.11%	92.86%	94.12%
	Placement Stability, 12-24 Months	36.84%	80.00%	65.52%	55.17%	50.00%	90.00%	82.35%	80.00%	50.00%	72.73%
	Placement Stability, 24+ Months	58.33%	0.00%	33.33%	40.00%	33.33%	33.33%	0.00%	25.00%	50.00%	53.85%
Western Region	Placement Stability, 0-12 Months	84.65%	85.70%	85.28%	85.44%	84.27%	84.63%	85.85%	85.23%	86.91%	87.65%
	Placement Stability, 12-24 Months	63.31%	65.81%	65.35%	67.35%	67.11%	68.51%	66.42%	65.81%	65.13%	64.39%
	Placement Stability, 24+ Months	34.57%	36.83%	38.85%	41.60%	43.62%	44.29%	44.18%	45.43%	44.74%	45.31%
Statewide	Placement Stability, 0-12 Months	82.74%	83.37%	83.03%	83.84%	83.92%	83.88%	82.82%	82.05%	83.62%	86.45%
	Placement Stability, 12-24 Months	64.11%	64.65%	65.00%	65.48%	66.63%	67.98%	66.59%	64.59%	62.10%	63.24%
	Placement Stability, 24+ Months	39.55%	39.74%	38.98%	39.19%	39.74%	40.47%	41.52%	41.69%	41.02%	40.05%

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- ❑ Is the county’s performance in each measure improving or declining over time? Please describe briefly any significant trends in the data. What policies or practices explain the trends?

Chart 5-2a and the Placement Stability (0-12 mos.) graph suggest that Forest County has performed well and shown improvement in this measure. The County feels that current providers utilized by CYS and Probation are able to appropriately meet the needs of placed youth

- ❑ How does the county’s data compare to other counties of the same size? To the statewide data?

Forest County has consistently performed better than class 8, regional and statewide averages in this measure over the past five reporting periods

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- ❑ If the county's performance exceeds comparable county and/or statewide performance, what policies or practices does the county believe have contributed to this result? What actions is the county taking to maintain or improve its performance?

The County attributes the few number of placements and the abilities of the placement facilities used, to the success in this area. CYS and JPO workers have very few juveniles in care, allowing each youth to receive a great deal of attention from county staff. This has been successful with ensuring that placement facilities are providing the necessary care, treatment and monitoring of Forest County youth. Displaced youth receive frequent visits and maintain close contact with his/her CYS worker and/or Juvenile Probation Officer. Issues and concerns are addressed and typically resolved quickly to avoid disruptions of placement.

- ❑ When compared to class and state performance on each of the measures, at what point does placement stability tend to break down– the first, second, or third year? What is the county doing differently than the class, region, or rest of the state?

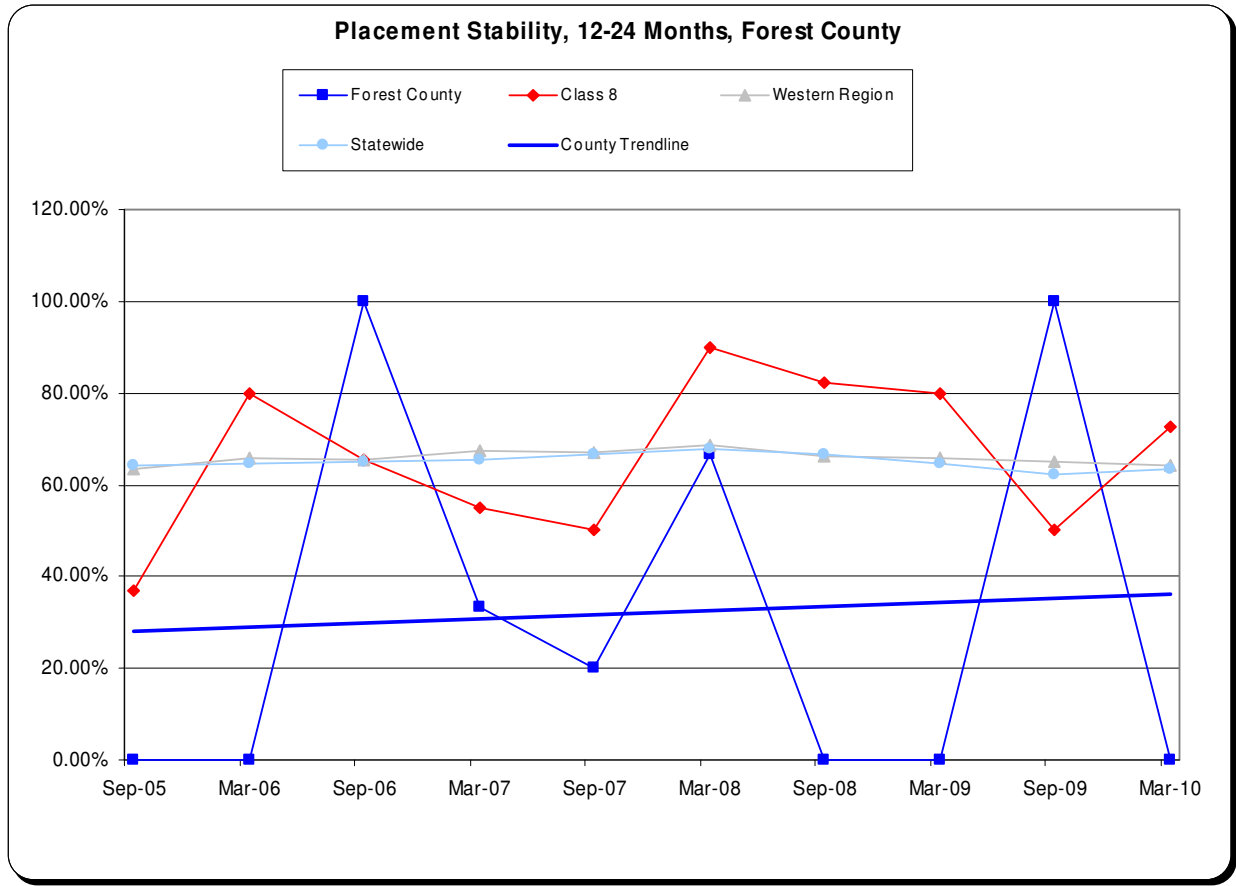
In Forest County, if a child has remained in care for longer than 12 months, it typically means that mental health issues have warranted additional treatment that has resulted in an extended placement episode. When an individual is placed in shelter and transitioned into the community based setting of the facility, if a psychiatric or psychological evaluation results in the recommendation of a RTF and the managed care organization deems the placement as medically necessary, the youth immediately transitions to the next placement facility. There is no intention that the youth would remain in the more restrictive setting, but it is oftentimes likely that the youth's progress will result in a step-down recommendation, once the RTF is no longer medically necessary. This process then results in the child spending time in at least three different settings within 12-24 months.

- ❑ Describe the relationship between actions taken in the first 24-72 hours of a child's removal and the on placement stability? How often does the child's first placement become the placement in which the child remains while in care? What steps is the county taking to increase that proportion?

Typically, youth removed from Forest County homes are placed in a foster home that would be willing to commit to a long term arrangement for a child or a community-based residential facility that can provide shelter care for the youth and allow him/her to transition into the facility's community based residential program, if necessary. The providers currently utilized by Forest County have performed well in providing the necessary and appropriate care/treatment of placed youth. The situation only becomes complicated if the youth has committed a sexual offense that requires court-ordered treatment, or if it is later determined that the youth's mental health issues require more intensive treatment, such as those that must be met within a RTF setting.

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5-2b. Placement Stability, 12 to 24 Months (CFSR Measure 4.2)
(See HZA Data Package)



- Is the county's performance in each measure improving or declining over time? Please describe briefly any significant trends in the data. What policies or practices explain the trends?

Based on the Placement Stability 12-24 month graph, it appears that Forest County is improving in this measure. Forest CYs and JPO recognize the importance of this measure. This has been reflected in the choice of providers utilized by Forest County over the past few years. Area providers have come to recognize the expectations of Forest County, as far as selecting facilities that can meet all of the needs of placed youth, rather than simply providing crisis care until another provider can be located that can better meet the needs of the youth.

- How does the county's data compare to other counties of the same size? To the statewide data?

The graph suggests that while Forest County has been sporadic in this measure over the past ten reporting periods, Forest County has not always performed as well as other class 8 or western region counties or the state. The County suspects that this may be attributed to the lack of providers in the geographic area of Forest County. While the County attempts to keep youth as close to home as possible, the closest facilities have not always been the best

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equipped to meet all of the needs of the youth. Forest County CYS and JPO have experienced a number of youth that have required a change in placement due to medical necessity or extreme disruptive behavior. Due to having so few number of youth that have actually required placement, these occurrences have resulted in very poor statistics at times.

- ❑ If the county's performance lags behind comparable county and/or statewide performance, what factors does the county believe have contributed to this result? What actions is the county taking to improve its performance?

The County will continue to assess the appropriateness of area providers, in regards to each facility meeting the needs of Forest County placed youth.

- ❑ When compared to class and state performance on each of the measures, at what point does placement stability tend to break down– the first, second, or third year? What is the county doing differently than the class, region, or rest of the state?

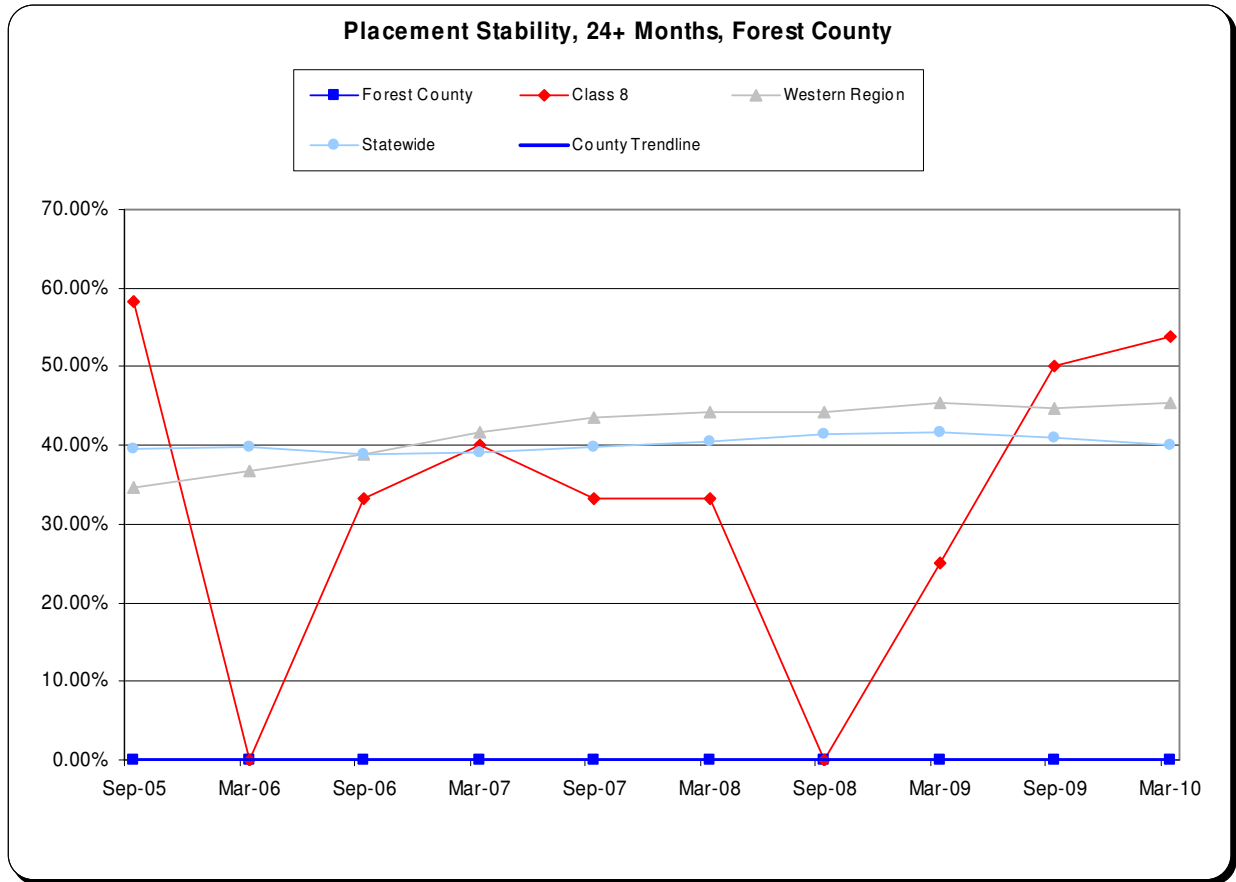
Discussed previously (see Placement Stability : 0-12 months narrative)

- ❑ Describe the relationship between actions taken in the first 24-72 hours of a child's removal and the on placement stability? How often does the child's first placement become the placement in which the child remains while in care? What steps is the county taking to increase that proportion?

Discussed previously (see Placement Stability : 0-12 months narrative)

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5-2c. Placement Stability, More than 24 Months (CFSR Measure 4.3)
 (See HZA Data Package)



□ Is the county's performance in each measure improving or declining over time? Please describe briefly any significant trends in the data. What policies or practices explain the trends?

As stated previously, it is very unusual that any individual would remain in care for more than 24 months. While the Placement Stability 24+ chart suggests no improvement or positive data for this measure, the County finds the chart a bit misleading, as only three different cases contribute data for this measure, over the past 8 periods measured. All three cases have been extremely unusual for Forest County, in that the cases were not resolved before the youth had been in care for more than 24 months. These cases have been noted and explained fully, in previous plans.

One case, a sibling group of three, is the only one that the County feels could have been resolved with more stability. Unfortunately, within the first six months of placement, the children had to be moved between three different foster homes, due to behavioral difficulties of the young children. The family/case was completely unknown to the Agency, as a indigent family had relocated from Ohio to an uninhabitable family camp in Forest County. The demands of caring for this displaced young sibling group proved to be too much for two foster homes resulting as instability in this measure. While the children remained in care in the third foster home for the remainder of their placement episode, which eventually resulted in a SPLC

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arrangement with the foster parent, placement instability had already occurred for these young children within the first 6 months of the placement episode. As far as the sibling group remaining in care for such a long period of time, unsuccessful Interstate Compact requests, incarceration of a parent, mental health issues of the other parent and a bonding assessment that recommended that parental rights not be terminated, resulted in an extraordinarily long placement episode. The process took 27 months to achieve SPLC.

The only other two cases that can be included as data for this measure of being in care for 24 months or more, involve older youth with significant mental health issues that resulted in extended stays in RTFs and Court recommendations that reunification was not an option. The one individual voluntarily remained in care, as she continued her pursuit of a high school diploma. The second case involved the youth being stepped down to a kinship foster care arrangement, upon exiting a medically necessary RTF placement. Both cases had more than three moves due to running away from foster homes and medically necessary mental health placements. The Agency does not feel that the number of placement settings could be reduced to two or fewer in either of these cases, given the amount of time that each child had to remain in care and the significant mental health issues that existed in both cases.

- How does the county's data compare to other counties of the same size? To the statewide data?

Based on the graph, it appears that Forest County is not performing as well as similarly sized counties, counties within the western region or as well as the statewide average.

- If the county's performance lags behind comparable county and/or statewide performance, what factors does the county believe have contributed to this result? What actions is the county taking to improve its performance?

As explained within this section, the county does not feel that current practice or protocol has resulted in poor performance in this area. Extenuating circumstances existed with all three cases that resulted in any qualifying 24+ month data in this measure. Other than older youth with ongoing and significant mental health issues that also require CYS to maintain dependency, the Agency sees reason why any youth would remain in care for more than 24 months. In cases of older youth with qualifying mental health issues, the County feels that it is unlikely that two or fewer placement settings could be used for the entire episode of care.

- When compared to class and state performance on each of the measures, at what point does placement stability tend to break down– the first, second, or third year? What is the county doing differently than the class, region, or rest of the state?

Discussed previously (see Placement Stability : 0-12 months narrative)

- Describe the relationship between actions taken in the first 24-72 hours of a child's removal and the on placement stability? How often does the child's first placement become the placement in which the child remains while in care? What steps is the county taking to increase that proportion?

Discussed previously (see Placement Stability : 0-12 months narrative)

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☛ 5-3a. Prevention Services

- ☐ Briefly describe prevention programs, including services to be provided and what will be prevented (i.e., child abuse, child neglect, truancy, delinquency).

Internally, Forest County attempts to provide prevention programming in the form of parent education, behavioral modification, coping skills, child development screening, mentoring and teaching transitional living skills.

Within the past year, Forest County upgraded the existing parent trainer position (Caseworker II) to become the Family Engagement Specialist (Caseworker III). The major addition in duties included the provision of Family Group Conferences (FGDM) to families involved with Forest CYS and/or Probation. For the past several years, Forest County had contracted for the service, but the Agency decided to expand the use of the program and had all frontline staff attend FGDM training in November or 2009. The Agency has also expanded the resources utilized by the Parent Educator, by purchasing several new “intervention strategies and lesson plans” from The Nurturing Parenting Program, by Stephen J. Bavolek, Ph.D. This program consists of several different evidenced-based courses designed to treat and prevent child abuse and neglect. In early June, staff members were also trained on the use of this program. The design of the program includes pre- and post- tests designed to evaluate abilities and to focus interventions on the areas that illustrate a need for improvement, based on the pre-test results. It is a very comprehensive program that has been well received by staff and clientele.

As noted in last year’s plan, Administration has recognized for the past several years that the efforts being made by CYS caseworkers regarding the improvement of parenting skills seemed to be falling short of what could be accomplished by a position that specialized in these services exclusively. The Agency had acquired several resources over the year, but oftentimes when families were provided resources without “hands on” advocacy to ensure application and implementation occurred, results seemed short-lived. The creation of the Parent Educator position in FY 08-09 allowed sufficient time to individualize, advocate and implement efforts. That year, the Agency purchased evidenced based curricula, the Active Parenting series by Michael H. Popkin, PhD. Three different “classes” were purchased, all consisting of workbooks, DVDs and leader’s guides. One class is specifically for parenting 1-4 years olds, the second is for parenting 5-12 year olds and the third is geared toward the effective parenting of teens. Forest County also purchased After the Storm by Jack Arbuthnot, Ph.D. and Donald A Gordon, Ph. D. This class is developed to work with families that are coping with divorce. Forest County CYS continues to serve court-ordered divorced parents to ensure that parents understand the risk of placing and using children in the middle of the parents’ custody battles. Forest County caseworkers also provide families with a copy of the behavioral modification and discipline guide, The Parent’s Guide published by Stephen B. McCarney. This tool provides detailed pages on recommended ways to handle specific behavioral problems.

In Forest County, the family of every newborn can receive a “Cherish Your Child” Baby Basket from the Agency. Each consists of a laundry basket filled with needed baby items such as diapers, bottles, bottle cleaners, bibs, baby shampoo, baby powder, clothing and a baby blanket made by community members. Additionally, each basket provides child development information, a CD to help soothe babies and parents, basic parenting tips and tools, and service brochures from pertinent agencies within the community. Several different Agency staff members share the duties of receiving and maintaining referrals and donated items, as well as constructing and delivering each basket. Supportive services are discussed with families and if any concerns are observed, the situation is reported to the Casework Supervisor.

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In regards to life skills, the Agency has expanded the provision of traditional (Chaffee) IL services to additional youth in the community that are considered “at risk” of dependency and/or unprepared for transitioning into adulthood. The “community youth” are referred to the IL Program by guidance counselors, Juvenile Probation and/or CYS caseworkers. In some cases, families that have received services from CYS may be closed, only to have a child in the home remain open with the IL program for support and assistance.

As noted in last year’s plan, Forest County has worked closely with and contracted for the prevention programming of *Focus on Forest’s Future, Inc.* (FFF). This Agency began as Forest County’s FSSR initiative and eventually expanded through various CTC, PCCD, SHIP and CTF efforts. Operations were performed under the auspices of Forest County / Forest County CYS. A “special grant pick-up” in FY 03-04 was approved to fill the void of the FSSR funding loss. A few years later, FFF evolved into a private, non-profit agency. CYS program-funded FFF’s prevention programming within the county until becoming a fee-for-service arrangement in FY 07-08. This arrangement was based on programming being provided to consumers that were referred and being actively served by Forest County CYS. In FY 07-08, funding was reduced from \$20,000 to \$10,000 per year. FFF provided and/or coordinated three different programs in Forest County; “Youth and Family Adventures” (YFA), “The After School Mentoring Program” and the “Summer Day Camp”. All of these programs have been discussed in previous Needs Based efforts and will continue to be provided in the next two years. Forest County CYS elected to pursue Promising Practices Grant funding for YFA in FY 09-10. The provider of the program is Big Brothers/Big Sisters of Venango, Forest and Clarion Counties. Forest County CYS applied for \$20,000 through the Promising Practices grant process for FY 09-10 and was awarded \$10,000 through this special fund. Unfortunately, BB/BS was unable to establish a class in FY 09-10, so the first year of PaPP funding was completely unspent. BB/BS had indicated that efforts will be increased and hopefully more successful in FY10-11, reporting a need for \$20,000 to provide the program to both sides of the county in the year. On July 23, 2010, Forest County CYS received the certified allocation for FY 10-11 from the State, indicating that all PaPP funding was removed to support the YFA program.

The provision of the FFF and BB/BS programs is designed to decrease dependency by reducing incorrigibility and truancy, preventing child abuse/neglect and improving academic performance.

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☞ 5-3b. Previously Introduced Outcomes

- ❑ For each outcome introduced by the county in past budgets, describe the activities, programs, or services implemented in order to achieve the outcome and results.

In the County's Needs Based Plans for the last three years, the agency selected and addressed the following CFSR outcomes and goals:

CFSR Safety Goal #2:

Children are safely maintained in their own homes whenever possible and appropriate

CFSR Permanency Goal #1:

Children have permanency and stability in their living situations.

CFSR Well-Being Goal #1:

Families have enhanced capacity to provide for their children's needs

CFSR Safety Goal #2:

Children are safely maintained in their own homes whenever possible and appropriate

Forest County feels that efforts in this area have been very successful, as exhibited through several indicators. There were no child deaths in Forest County and the County has continued to avoid any recurrence of abuse with county investigated families since FY 01/02. The county successfully reduced the number of children that spent time in substitute care in FY 09-10 to only five children, four of which began the fiscal year in care. Forest County CYS finished the last seven months of FY 09-10 with only one child spending less than 30 days in care, by way of a Voluntary Placement Agreement (VPA). This child was reunified within the 30 day VPA to intensive, in-home aftercare services from the Agency, as well as MST services through *Mars Home for Youth, Inc.* Forest County Juvenile Probation experienced similar success by only having one youth spend time in care as a delinquent for the entire year. This youth was discharged in early April 2010.

Over the past six years, Forest County has averaged a total of 1,764 days of care (DOC). The County successfully reduced the DOC from 2,467 in FY 07-08 to 1,574 in FY 08-09. This had been the lowest DOC total since FY 04-05. In FY 09-10, Forest County successfully reduced the total to a mere 488 days of care.

The County feels that effective use of VPAs, the use of FGDM, MST, improving over all case practice through experience, training, as well as competent supervision have been beneficial and productive in this effort. The CYS Aftercare Policy provides intensive monitoring and case management with families that have been reunified. The Agency feels that this has been effective in reducing the number of re-entries and successfully transitioning youth back into the home.

A few years ago, Agency staff were cross trained to perform centralized intake duties for Forest County children. While mental health and drug/alcohol intakes are now primarily provided by the providers of service, the history of cross-training continues to best serve the needs of families served by CYS, in terms of caseworkers possessing the skills to recognize and assess the need for other categorical services, as well as a familiarity with the referral process.

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CYS employees also assist with ensuring that families attend scheduled behavioral health appointments, providing transportation if needed, thereby reducing the amount of unused psychiatric time due to “no shows”. Additionally, placed children being reunified with their families are set up for services prior to being released from the facility, as CYS workers assist with assuring transitional services, prior to release. CYS workers work closely with the outpatient therapist, the psychiatric nurse and psychiatrist, regarding recommendations, obtaining needed blood work results, medical tests and recommendations to the family, etc. The current process works very well in serving the needs of Forest County children and their families and is certainly in line with the vision of Integrated Children’s Services planning.

Forest County CYS feels that the support of the County to maintain the current number of caseworkers is extremely significant and effective in achieving the performance levels and services identified within this plan. Caseworkers maintain manageable caseloads of between 10-15 cases, including intakes and families accepted for services. While schedules can quickly become hectic, existing staff levels have been appropriate with ensuring immediate responses to requests for services and emergencies, as well as the ongoing needs and monitoring of existing cases.

Permanency Goal #1: Children have permanency and stability in their living situations.

In consideration of the County’s progress with this outcome, the County refers to the recent success in reducing the number of children requiring removal over the past few years, as well as reducing the total days of care needed for youth that have been removed. Clearly youth are safely remaining in the homes of their families and/or being reunified more quickly than in past years. Of Forest County’s 5 youth that spent time in care in FY 09-10, one child re-entered care within 12 months due to her incorrigibility and mental health issues that resulted in a RTF placement. Custody of the child was returned to the mother within 3 months of removal, but this qualifies as Forest County’s first dependent “re-entry” since FY 05-06. Placement Stability within 0-12 months continues to indicate 100% stability since October 1st of 2007. Three unusual cases have resulted in far less favorable stability statistics for youth that had remained in care for more that 24 months.

Of the 5 youth (dependent & delinquent) that spent time in care for FY 09-10;

- Two were reunified within 30 days of removal, one of which re-entered for 3 months
- Two aged out
- One delinquent completed court ordered sex offenders treatment

Of the 15 dependent or VPA placements that have occurred since 9/30/06, 13 have been reunified or returned for a trail home visit within 12 months. Furthermore, 13 of the 15 were in two or fewer placements during the placement episode.

Forest County suggests that performance has improved in this area and is likely to improve further by the increased use of family engagement practices and other efforts through the Permanency Practice Initiative. The use of MST is also likely to have a positive effect in this measure.

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Well-Being Goal #1:

Families have enhanced capacity to provide for their children's needs

Forest County CYS and Probation feel that now more than ever, that families are better equipped to provide for the needs of their children. The County has attempted to implement best practice recommendations of the State in regards early childhood development screening (Ages & Stages), safety assessment compliance and the provision of evidenced based programming, specifically MST and FGDM services. The County believes that MST services has contributed to the County's success of reducing placements in FY 09-10.

By avoiding staff retention problems, both Agencies are able to employ frontline and supervisory staff that exhibit competence, confidence and considerable family engagement skills. The County has shown its commitment to reducing the number of children that enter care, as well as reducing the total days of care that placed youth must spend away from their homes and families. It is important to note that the County does not feel that safety has ever been compromised in the pursuit of these outcomes. Forest CYS has enhanced a caseworker position to specifically address and educate parents on how to safely and appropriately raise their children. This position is also designed to serve as the FGDM Coordinator for Forest County child welfare and juvenile justice families.

Clearly, over the past few years, there has been a shift in the way that Forest County approaches and deals with "at-risk" youth and their families. In-home and prevention based services have proven to be far more effective that the former "quick to place" mentality and approach. Placement facilities that are utilized appear to be better equipped and more adaptive to meet the needs of the youth and demands of the placing county. More attention and effort is now given to transitioning youth back home and/or into the community, as he/she ages out. In Forest County, cross trained staff are better able to assess, assist and refer families to appropriate resources within the community. Forest County feels that maintaining appropriate caseloads for CYS and JPO workers is also important in pursuit of this goal, as it is believed that the more intensively involved casework staff can be with their families, the higher the success rate of ensuring that children are safe and families are obtaining and more importantly, utilizing needed services.

It is through all of these efforts and improvements that the Agency feels that Forest County families have more opportunities to be empowered, resourceful and motivated to provide for the needs of their child.

- Describe whether the county will continue its efforts to improve outcomes, or if the county has analyzed needs and chosen to address different outcomes.

Forest County will continue to concentrate on the selected outcomes, as they remain appropriate and broad enough to include key performance indicators such as re-entries, placement stability, and timely reunification. These are measures that Forest County feels are extremely important to improve and maintain appropriate levels.

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- ❑ Discuss whether the outcome has been achieved, and reasons for that status. Provide specifics on the activities, programs, or services that affect the targeted outcome (county provided and/or purchased).

CFSR Safety Goal #2:

Children are safely maintained in their own homes whenever possible and appropriate

The County is reluctant to say that this outcome has been achieved, as it seems to be an ongoing process, one of which holds many challenges in the years ahead. Forest County does feel that efforts have been successful, due to the reasons stated, including reduced number of placements, increased number/rate of reunifications within 12 months and lack of child deaths or recurrence of abuse cases.

CFSR Permanency Goal #1:

Children have permanency and stability in their living situations.

While Forest County is pleased with progress in this area, work remains regarding the County achieving 100% placement stability for all cases, regardless of the length of time a child spends in care. The County also feels that improvements will be made in stability within homes of CYS families, due to family engagement efforts, such as *Family Finding* and use of the *Accurint* search tool, increased use of FGDM and the use of MST services. The continued provision of quality casework and parent education will also assist in this ongoing endeavor. While success in this area may not always be measurable, the goal is achievable on many different levels.

CFSR Well-Being Goal #1:

Families have enhanced capacity to provide for their children's needs

For the reasons stated earlier within this section, the County feels that significant success has been made in this area, but ongoing efforts and improvements are needed.

- ❑ For continuing or newly targeted outcomes for FY 2009-10:
 - ❑ Identify specific activities [planned] and services to improve the outcomes.
 - ❑ Provide timeframes for measured improvement.
 - ❑ Describe the process for data collection/measurement.

In an attempt to improve the performance with all three of the outcomes identified:

As stated in last year's plan, Forest County recognizes the importance of reducing placements and expeditiously achieving permanency for those youth that do require removal. Placement stability and avoiding re-entry continues to be priorities of the County. In an effort to expedite permanency, ensure stability and safety, as well as enhancing families' capacity to provide for needs; Forest County is committed to the increased use of kinship foster homes, whenever possible. The County will continue to enhance efforts to assist youth transitioning from care. The County will continue to ensure that all transitioning youth are followed and assisted with securing gainful employment or other source of income, maintain appropriate housing and have established "life connections". The County anticipates 100% achievement in this endeavor.

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The Agency will continue to provide centralized intake duties, as needed, and maintain a working knowledge and effective collaboration with area providers and agencies. Administration will continue to monitor the success in these areas on an ongoing basis and communicate concerns and/or accomplishments with staff periodically. Forest County CYS stands by last year's projection of maintaining 100% placement stability (0-12 months) for dependent youth over the next several AFCARS periods, as well as maintaining 100% reunification rate within 12 months of removal of first time dependent (& VPA) entries.

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5-4a. Family Engagement in Case Planning

- Assess performance to determine if improvement in this area is needed in the county, describe previous efforts which the county believes have had a positive impact, and any new initiatives to improve this area.

As discussed previously in Sect 2-3h, Forest County feels that providing FGDM internally has provided a higher quality of service, as can be utilized more often. For years, the Agency has attempted to improve family engagement efforts in the development of case planning tools. Utilizing Family Group Conferencing has enhanced these efforts through empowerment, accountability and better use of available resources. This service also serves transitioning youth well, as far as planning for his/her future, as they prepare to exit care. The Agency recognizes the importance of assisting youth and families to identify supports and connections for youth, as the exit care and enter into adulthood.

5-4b. Youth Involvement in Case Planning

- Assess performance to determine if improvement in this area is needed in the county, describe previous efforts which the county believes have had a positive impact, and any new initiatives to improve this area.

Forest County CYs feels that the Agency is improving in this area, partially as a result of PPI Phase 2 efforts. As previously mentioned, all Forest County CYs caseworkers and program supervisory staff have been trained in the FGDM process within the past year. The Agency's Parent Trainer/Family Engagement Specialist now serves as the Family Group Conference Coordinator and Facilitator. This process is being applied to transitioning youth involved in the Forest County IL Program as a means of engaging and advocating for youth in transition planning.

Forest County CYs continues to maintain an excellent working relationship with the Guardian Ad Litem and CASA Executive Director. The Agency expects and encourages the child's voice to be heard at court hearings and service plan meetings. The Agency consistently considers and communicates the child's concerns with CASA, the Guardian Ad Litem and the Court.

5-4c. Transition Planning & Preparation

- Assess performance to determine if improvement in this area is needed in the county, describe previous efforts which the county believes have had a positive impact, and any new initiatives to improve this area.

Previously discussed in Section 2-3h

5-4d. Implementation of Concurrent Planning

- Assess performance to determine if improvement in this area is needed in the county, describe previous efforts which the county believes have had a positive impact, and any new initiatives to improve this area.

The reduced to non-existent placement activity of FY 09-10 did not offer much opportunity to improve upon this area, but the County continues to recognize the importance of concurrent planning as early as possible in placement episodes. Manageable caseloads and actively

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involved supervisory staff ensure that attention to detail and concurrent planning is considered throughout every step of the process. PPI efforts are also successful in this area, as Family Finding and Family Group Decision Making oftentimes provide additional resources to families in an effort to facilitate reunification or by presenting additional placement/permanency options for displaced youth. The Agency is committed to improve upon concurrent planning as early as possible for youth that enter care.

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Section 6: Administration

6-1b. Employee Benefit Detail

- Submit a detailed description of the county's employee benefit package for FY 2010-11. Include a description of each benefit included in the package and the methodology for calculating benefit costs.

09-10 info- update for 10-11

1.) Pay:

A comprehensive pay scale exists for all positions. Both non-exempt and exempt positions exist within Forest County CYS. Caseworkers and support staff are considered non-exempt; the casework supervisor, administrative officer and administrator positions are exempt. As of May 1, 2009, Forest County implemented an internal on-call system. Four certified direct service employees currently rotate being "on-call" for one week at a time. The employee receives a flat rate of \$125.50 for the week. If a holiday is included within the week, the employee receives an additional \$8.00 for the holiday. If responses are required during on-call, the employee receives a flat rate of \$30 for each response, regardless of the time spent on the response. Non-exempt employees are provided with the ability to "flex" time spent on-call throughout the week, if the scheduled allows it, otherwise, the non-exempt employee receives "comp time" at a rate of 1.5 of the time actually spent. Comp time is expected to be used in a reasonable amount of time.

All positions are set up within an 8 "step" format. Step increases are based on merit. Once employees attain the 8th step and have completed 8 years of service, a \$30 per year "service reward" is provided to the employee at the end of the year. As an example, a ten-year employee would receive a \$300 bonus in December of that year and a twenty-year employee would receive \$600.

On or around January 1st of each year, all county employees are eligible to receive an annual county pay increase ranging from 0-4%, based on the financial status of the county budget. This is similar to a cost of living adjustment (COLA) that other counties may receive, and the entire pay scale chart changes to reflect the percentage increase.

2.) Worker's Compensation:

All employees contribute to worker's compensation at a rate determined by County Commissioners Association of Pennsylvania (CCAP). WC rates vary

- 2007- 1.10% of employee's salary
- 2008- 1.03%
- 2009- 1.03%
- 2010- 0.94% salary of caseworkers, supervisor, administrator
.51% salary of clerk typist and administrative officer

3.) Unemployment Compensation is applicable to only the first \$8,000 paid and the rate varies, also communicated to the county through CCAP

- 2007- 3.28 %
- 2008- 3.19%
- 2009- 3.13%
- 2010- 3.74%

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- 4.) Social Security has been fixed at 7.65%
- 5.) Retirement is handled through the Pennsylvania Municipal Retirement System (PMRS). Employees must contribute 7% into the system and the county provides “match” at a rate that is determined by PMRS. The Forest County Chief Clerk has reported that this rate can fluctuate but has been 8.22% for the past several years. Each employee is charged a \$20 fee annually for PMRS membership.
- 6.) Forest County employees are eligible to participate in pre-tax AFLAC supplemental insurance program.
- 7.) Life Insurance is provided for employees @ cost of \$2.90 monthly / \$34.80 annually.
- 8.) Health Insurance: The County provides 100% of the cost for employee health insurance coverage and 75% of the employee’s family coverage costs. Dental and optical coverage is also available. If a county employee chooses to be covered under the health insurance of a spouse, thereby not participating in the county coverage, the employee is eligible to receive \$941.50 annually from the county, intended to be applied toward the cost of health coverage carried by the spouse of the employee.

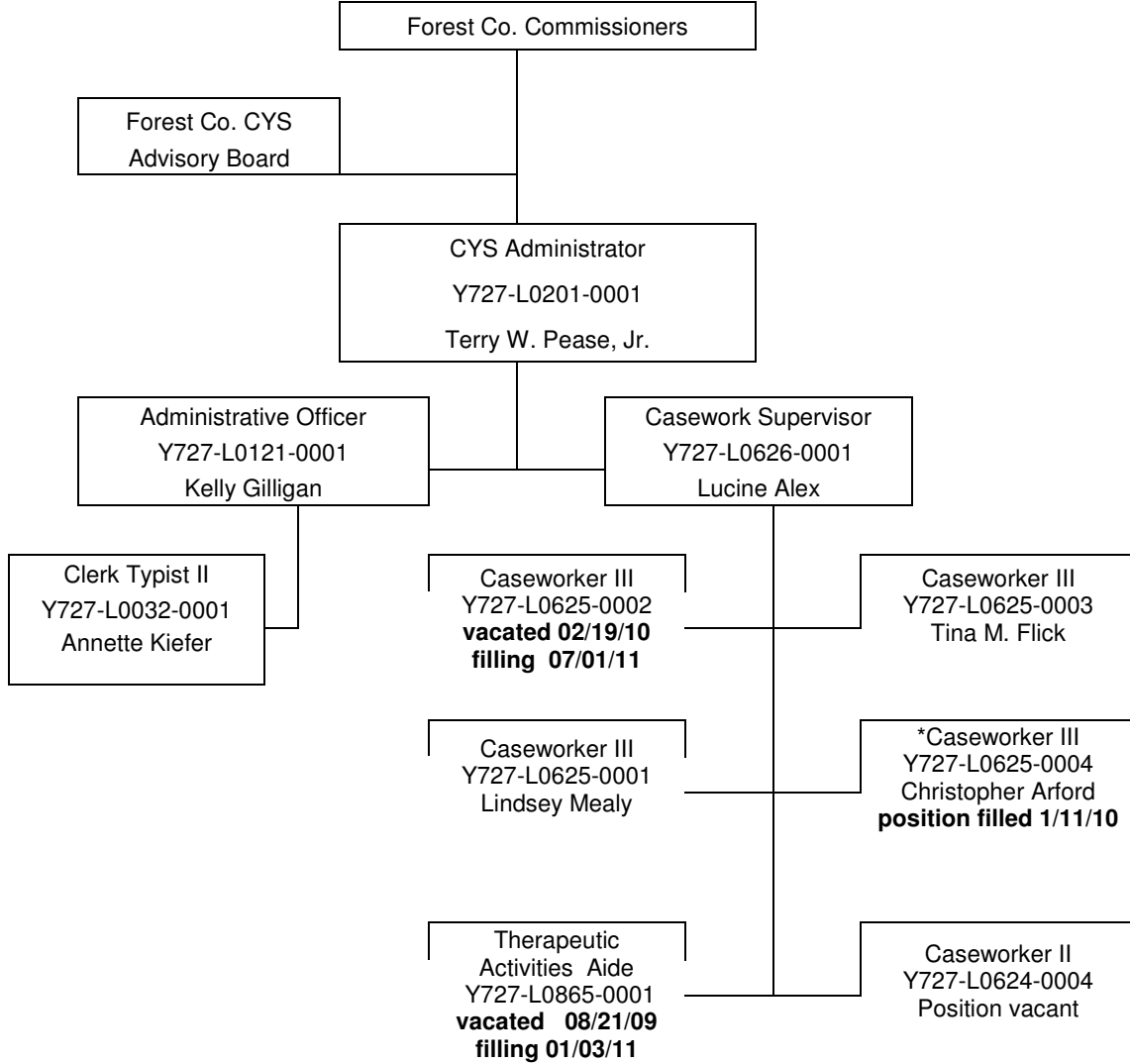
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6-1d. Organizational Changes

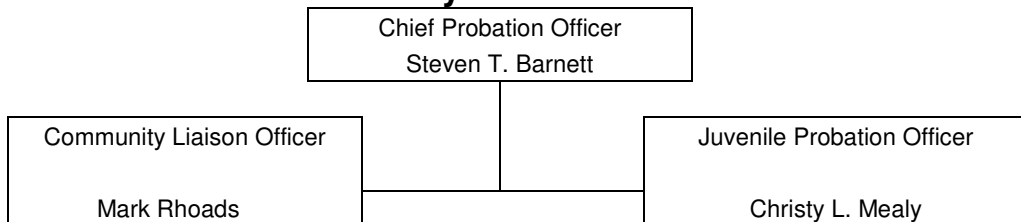
- Note any changes to the county's organizational chart.

Forest County Children & Youth Services

Effective 8/15/10



Forest County Juvenile Probation



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6-1e. Staff Evaluations

- Describe the method for evaluating staff effectiveness.

Forest County CYS evaluates staff's effectiveness through a variety of ways. Each week, all CYS staff members meet to review all active cases and intakes, as well as "good of the order" business, such as scheduling parenting classes and training efforts. Each caseworker is responsible for reporting caseload progress and challenges. Every week, the Clerk Typist records an *Action Plan* for each family, identifying tasks to be completed and the person(s) responsible for completing each task. The Casework Supervisor copies the action plan and provides a copy to each person involved in the case. The following week, the action plan is reviewed for completion and attention is then focused to efforts for the next week. This practice has been an extremely effective tool in prioritizing efforts and monitoring caseworker productivity.

As of FY 09-10, the Casework Supervisor has developed several checklists and maintains these lists for all cases "open at intake", cases "accepted for service", Family Group Conferences and cases that receive parent education/advocacy from the Agency's Parent Educator/Family Engagement Specialist. The Supervisor reviews the checklists on an ongoing basis with each worker involved, until the case is closed. The completed checklist is included in the case file at the time of closure. This practice ensures that caseworkers remain current with required paperwork and focus attention appropriately. An advantage of operating within such a small office, caseworkers are provided with a great deal of one-on-one time with supervisory staff. The Casework Supervisor frequently accompanies casework staff on home visits to monitor progress and receive input from families. On most intakes and/or more serious cases, several staff members discuss options and pertinent procedures and development of safety plans. More than one worker typically responds to most intakes, with one worker being identified as the lead worker.

The CYS Administrator and/or the Casework Supervisor attend all Court proceedings, as well as review all Court documents and correspondence. Problematic areas of performance are addressed and training is considered to resolve any issues. Performance evaluations are completed annually with informal evaluations occurring more frequently. Through these internal practices, the Agency feels that casework staff progress and efficacy is closely monitored and evaluated.

6-1f. Contract Monitoring & Evaluation

- Note the employee/unit which oversees county contracts. Describe the evaluation process.

The CYS Administrator, Administrative Officer and Clerk Typist manage the service contracts for Forest County. Efforts have been drastically increased and improved with establishing approved rates and incorporating correct contract language requirements. Internal checklists have been amended to reflect recent changes and the Administrative Officer has taken the lead in these efforts. Forest County has participated in the Northwest Contract Workgroup Western to ensure accuracy and reduce redundancy in these efforts. The Administrative Officer is serving as "County Lead" for two local providers.

Due to the low number of placements that Forest County has within any given year, the County anticipates no significant challenges in continuing to monitor and evaluate the effectiveness of providers. Forest County is dedicated to quickly recognizing and addressing any provider

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issues that may occur, due to the limited number of providers available to Forest County within a reasonable distance. Forest County Probation is also very active with ensuring the appropriateness of services provided to Forest County delinquents. The Chief Probation Officer and Juvenile Officer have recently visited two local providers that the County anticipates utilizing.

6-1g. Largest Providers Contract Review

Review the Schedule of Existing Purchased Services and identify the four largest providers (regardless of whether it is a CCYA or JPO provider) as follows:

- Two largest providers of In-Home Services. Include contact information.

Provider Name	Provider Address & Phone	Provider Contact Name	# of Children Served FY 09-10	Total \$ Amount of Services
1: Mars Home for Youth, Inc <i>for</i> Multi-Systemic Therapy (EBP)	521 Route 228 Mars, PA 16046 (724)625-3141	Steven T. Green Director of Comm. Based Programs	7 children	\$ 20,540 (316 days@ \$65/day)
2: Beacon Light Behavioral Health Services, Inc. (Children’s Center for Treatment and Education) <i>for</i> Family Group Dec. Making (EBP)	800 East Main St. Bradford, PA 16701 (814)362-5250	James Wiseman COO	1 child	\$ 850 (34 hrs @ \$25/hr)

- Largest provider of Community Based Placement services. Include contact information.

Provider Name	Provider Address & Phone	Provider Contact Name	# of Children Served FY 09-10	Total \$ Amount of Services
1: Pathways Adolescent Center	370 Seneca St. Oil City, PA 16301 (814)678-0093	J.D Stanley Program Director	2 Emerg. Shelter 1 Community Resid 1 IL House	\$ 8,375

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- The largest provider of Institutional Placement services (excluding Youth Development Center and Juvenile Detention Center placements) . Include contact information.

Provider Name	Provider Address & Phone	Provider Contact Name	# of Children Served FY 09-10	Total \$ Amount of Services
1: Perseus House, Inc.	1511 Peach St. Erie, PA 16501 (814)480-5938	Lynette Scully Admissions Director	1	\$ 71,229.20

Briefly summarize the services provided by these entities, the expected outcomes of those services, and how provider performance is monitored.

In-Home Services

Mars Home for Youth, Inc. – provides MST services to Forest, Clarion and Venango Counties. Forest County utilizes the service for qualifying youth (non-MA and for MA prior to CCBH approval) as a means of preventing placement and/or expediting the timely reunification of youth that have been removed from their home. This service has been extremely effective and is believed to have played a major role in Forest County’s recent success of reducing placements in FY 09-10.

Beacon Light Behavioral Health Services, Inc.- provided FGDM to Forest County youth and families in the first 6 months of FY 09-10. The program was utilized as a means preparing a child in placement for transitioning into adulthood, concentrating on the establishment of life connections and a viable plan to exit care successfully. Forest County CYS began providing this service internally, as of January 2010.

Community-based Placement

Pathways Adolescent Center has become Forest County’s preferred provider of community based residential services. In terms of availability, cooperation and case management, Pathways has performed very well. Pathways staff regularly testify at review hearings, provide detailed reports and progress of residents and collaborate well with CYS and JPO staff. Pathways provides shelter care and residential services for both males and females. Independent Living Houses are also available to youth on campus. Pathways recognizes the expectations of the Agency, in regards to placement stability, timely reunification, transition planning and the importance of maintaining family connections. Pathways provides a structured, safe environment for dependent and delinquent youth, as well as necessary counseling (MH and ATOD) and medical care. There have been no issues with this provider.

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Institutional

Perseus House in Erie County was the most utilized institutional placement by Forest County. *Perseus House* provides shelter and residential services to perpetrators of sexual assault related crimes. Services include individual, group and family counseling regarding relapse prevention, victim's awareness issues, anger and coping skills, as well as psychiatric services and medication monitoring. This facility also recognizes the importance and effectiveness of placement stability, timely reunification, transition planning and the importance of maintaining family connections.

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6-3a. Evidence Based Programs

Pertinent Submission Information

This subsection of the Narrative Template is for Special Grant Initiatives (SGI): Evidence-Based Programs (EBP), Pennsylvania Promising Practices (PaPP), Housing and Alternatives to Truancy (ATP) programs. Please review Appendix 9 of the FY 2011-12 NBPB prior to completing this section or the Budget Excel File worksheets.

To ensure proper evaluation of any special grant request, counties must provide brief and sufficient explanations and justifications to the questions in the Narrative Template. Counties are advised to prepare informative responses that offer a clear understanding to help the reviewer recommend approval, rather than a denial or reduction in funds because of missing or unclear information.

Additionally, if a county is requesting a renewal or an expansion of an existing special grant and there was under-utilization and/or under-spending of the grant in FY 2008-09 and/or FY 2009-10, the county must provide detailed explanations as to the cause(s) of the underperformance and must identify measures the county will utilize to prevent the underperformance in both FY 2010-11 as well as FY 2011-12.

If a county is requesting a new grant, it must provide succinct details as to the target population, planned utilization, realistic timeframes for implementing the special grant and outcomes expected to be achieved.

In addition to the Narrative Template, the county must enter SGI fiscal information for each fiscal year in the Budget Excel File. That file will be the primary source for fiscal information. Please ensure fiscal costs in the Narrative Template match the Budget Excel File. Instructions for completing the Excel files are included in Appendix 9 and in the Excel file.

The Special Grants Budget Form for FY 2010-11 requests FY 2008-09 and FY 2009-10 actual expenditures with Needs-Based Fund adjustments and line-item budget information for each SGI in Appendix 9 with the exception of State Reintegration. CCYAs are also required to enter fiscal information in the FY 2011-12 Special Grants Funding Request Form.

Counties are also required to complete the SGI Contact List in the Budget Excel file for all SG and IL programs.

Requests to Transfer/Shift Funds within Evidence-Based Programs and Pa Promising Practices

The following subsections provide counties the opportunity to transfer or shift funds within the EBP and PaPP for FY 2010-11. The requests may not exceed the total allocation of the EBP or PaPP and must include detailed justification for the proposed changes. This opportunity is available only for EBP and PaPP. It is not applicable for Housing, ATP or State Reintegration.

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6-3a. Evidence Based Programs: Multi-Systemic Therapy

- Please indicate which type of request this is:

Request Type	Enter Y or N			
Renewal from 2009-10	Y			
New implementation for 2010-11 (did not receive funds in 2009-10)				
Funded and delivered services in 2009-10 but not renewing in 2010-11				
Requesting funds for 2011-12 (new, continuing or expanding)	Y	New	Continuing	Expanding
			X	

Complete the following table if providing this service or requesting a **transfer, shift, or revision** only of funds for FY 2010-11; and/or requesting funds for FY 2011-12. Enter the total amount of state and matching local funds. (Transfer/shifting is allowable only within EBP funds. Counties may not transfer/shift from or to other SGI categories.)

Total Budget Amount	Original/Approved Allocation (Amt requested and approved)	Revision Amount Change + or -	Requested Amount (enter this amount in fiscal worksheets)
FY 2010-11	\$23,400	\$ 0	\$23,400
FY 2011-12			\$23,400

- Did your county request and receive approval to transfer/shift funds during FY 2009-10? If YES, will the rationale for the change remain the same for FY 2010-11? Describe, briefly that rationale for the approved change and do not respond to the next question. If NO, please respond to the following question.

Response:

Forest County requested and received approval to transfer approved FGDM Evidence Based Program funding to MST in FY 09-10. The Agency decided to provide FGDM internally, reducing the amount of funding needed for that service in FY 09-10. MST services were initially planned to begin in January of 2010. Fortunately, the identified MST provider was able to provide the service several months earlier than expected, resulting in Forest County spending more EBP funding for MST than initially anticipated.

The County is not requesting a change of the approved allocation of \$23,400 for MST in FY 10-11 (4 youth for 90 days each at a rate of \$65 per day.) The County feels that this request is sufficient for FY 11-12 as well.

- Explain why the change is requested. What are the deciding factors to move from the originally requested program(s) to another(s)? Was this change discussed with the regional office?

Response: **Not applicable**

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Discussed in the previous response.

Complete the following table for each applicable year.

	0607	0708	0809	0910	1011	1112
Target Population	n/a	n/a	n/a	2 non-MA youth @ 90 days each	4 non-MA youth @ 90 days each	4 non-MA youth @ 90 days each
# of Referrals				Actual 7	4	4
# Successfully completing program				5 successful, 1 placed, 1 carried into FY 10-11	4	4
Cost per year				316 days @ \$65/day for a total of \$ 20,540 (overspent)	\$23,400	\$23,400
Per Diem Cost/Program funded amount				\$65/day	\$65/day for 90 days for 4 youth	\$65/day for 90 days for 4 youth
# of MA referrals				6 used EBP \$ until MA approved	0	0
# of Non MA referrals				1	4	4
Name of provider				Mars Home for Youth, Inc.	Mars Home for Youth, Inc.	Mars Home for Youth, Inc.

If this is a renewal of services delivered in FY 2009-10, answer the following:

- Clearly describe the program’s accomplishments or results; any challenges to implementation; and the impact on service delivery for FY 2010-11. Use data/statistics to show the impact of the program services.

Response:

MST services were provided to 7 children and families in FY 09-10. As of July 24, 2010, all but one child were able to complete the MST service and successfully avoided the need for removal from the home. Forest CYF and Probation genuinely believe that the service was an effective means of reducing the number of juveniles that required placement in FY 09-10. There were no challenges with the implementation of MST in Forest County. On the contrary, the provider was able to provide the service several months earlier than planned.

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- What are the barriers to the realization of your program outcomes? Identify each year and describe the barrier/challenge to reaching the program outcomes for that year.

Response:

Forest County does not anticipate any barriers in the continued use of MST in the County.

- Describe the county's expenditures history, if any, for the program/practice. What factors contributed to the successful or underspending or under-utilization of grant funds?

Response:

FY 09-10 was the first year for MST services in Forest County. The County originally requested a need of \$13,286 but actually spent in excess of \$ 4,000 more for the service.

- If there were instances of underspending or under-utilization of prior years grant funds, describe what changes have occurred or will occur to ensure that grant funds for this program/service are maximized and effectively managed. Also, identify the measures the county will utilize in both FY 2010-11 and FY 2011-12.

Response: No underspending of allocated funding for MST occurred

Complete the following for each applicable year.

- Indicate and describe the target population for whom the county expects to provide these services. Describe how the target population was chosen and the internal and external factors influencing this decision. This may include age, location, type or reason for placement, whether it is county-wide, school district focused, etc.

FY 2010-11 (for counties with approved allocations or transfer/shift requests)

Response:

As was the case in FY 09-10, Forest County anticipates the need for funding to support the provision of MST services to non-MA youth within the entire County that are "at-risk" of removal due to dependency and/or delinquency issues. Funding may also be utilized for MA youth prior to the service being authorized for payment by the County's MCO. Candidates for the service are identified by Probation and or CYS staff and referred to mental health professionals for evaluation and consideration of needing MST services. If the service is recommended by the medical professional, the service authorization process is initiated with CCBH for consideration. If the family is in crisis and agreeable to the service, Mars Home for Youth, Inc. initiates the service, as soon as possible. EBP funding is only used for non-MA youth and/or service periods that MA funding has not been approved by the MCO

FY 2011-12 Renewing counties may reply with "same as above" unless expanding or decreasing the services, which requires further information and justification. Describe the provider's capacity to serve additional youth.

Response:

Same as above

- Identify the service outcomes the county expects to achieve as a result of providing these services. Explain how service outcomes will be measured and the frequency of measurement.

FOREST COUNTY

FY 2010-11 (for counties with approved allocations or transfer/shift requests)

Response:

As was the case in FY 09-10, the County genuinely believes that MST services assisted in avoiding the need to place all but one youth served in FY 09-10. The County will continue to monitor the longevity of the success in avoiding placement and address any concerns that could develop with the provider to enhance and/or prolong efforts and effects, if possible.

FY 2011-12 Renewing counties may reply with “same as above” unless expanding or decreasing the services or revising prior outcomes, which requires further information and justification.

Response:

Same as above

- Describe how the program will be implemented or operated for services from the identification and referral process through program completion. Do not describe the model. Discuss the agency’s experience with the provider agency, and their Medical Assistance approval and enrollment status. Provide a timeline for any changes or new program implementation.

FY 2010-11 (for counties with approved allocations or transfer/shift requests)

Response: Already explained in previous “target population” response on previous page

FY 2011-12 Renewing counties may reply with “same as above” unless expanding or decreasing the services, which requires further information and justification.

Response: Same as above

- Clearly explain the implementation year budget of FY 2010-11. Identify and discuss how the cost of services (per diem/unit or program funded) is determined and included in the budget, and provide a brief narrative description of each budget line item. Also describe the invoicing process and any requirements between the county and provider agencies.
- **FY 2010-11** (for counties with approved allocations or transfer/shift requests)

Response:

Mars Home for Youth, Inc. has an existing MA approved per diem of \$ 65 / day of the service. The service is provided on an ongoing basis until completion of the program. Mars invoices Forest County CYS for the services. CYS ensures that MA funding was not approved for any of the service period. If MA funding was approved, the discrepancy is communicated with Mars and a new invoice is requested in applicable

- **FY 2011-12** For new funding requests or renewing counties requesting an increase or expansion of funds, clearly describe the process used to calculate the county request for funding and the rationale. Provide historical information as to the county’s successes or barriers to new program/practice implementation, including provider contracting and participation. Refer to the county timeline (requested above) as part of the rationale.

Response: Not applicable

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- ❑ For FY 2011-12 Explain the potential cost savings/offsets and impact of increased use. When is it predicted that the cost savings will be realized? What type of placement will be utilized?

Response: Not applicable

- ❑ Identify any technical assistance needs the county or provider agency has to provide effective services.

FY 2010-11 (for counties with approved allocations or transfer/shift requests)

Response: Not applicable

FY 2011-12 (for counties requesting funds for the first time)

Response: Not applicable

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6-3a. Evidence Based Programs: Functional Family Therapy

□ Please indicate which type of request this is:

Request Type	Enter Y or N			
Renewal from 2009-10	N			
New implementation for 2010-11 (did not receive funds in 2009-10)	N			
Funded and delivered services in 2009-10 but not renewing in 2010-11	N			
Requesting funds for 2011-12 (new, continuing or expanding)	N	New	Continuing	Expanding

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6-3a. Evidence Based Programs: Multidimensional Treatment Foster Care

□ Please indicate which type of request this is:

Request Type	Enter Y or N			
Renewal from 2009-10	N			
New implementation for 2010-11 (did not receive funds in 2009-10)	N			
Funded and delivered services in 2009-10 but not renewing in 2010-11	N			
Requesting funds for 2011-12 (new, continuing or expanding)	N	New	Continuing	Expanding

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6-3a. Evidence Based Programs: Family Group Decision Making

- Please indicate which type of request this is:

Request Type	Enter Y or N			
Renewal from 2009-10	N			
New implementation for 2010-11 (did not receive funds in 2009-10)	N			
Funded and delivered services in 2009-10 but not renewing in 2010-11	Y			
Requesting funds for 2011-12 (new, continuing or expanding)	N	New	Continuing	Expanding

Complete the following table if providing this service or requesting a **transfer, shift, or revision** only of funds for FY 2010-11; and/or requesting funds for FY 2011-12. Enter the total amount of state and matching local funds. (Transfer/shifting is allowable only within EBP funds. Counties may not transfer/shift from or to other SGI categories.)

Total Budget Amount	Original/Approved Allocation (Amt requested and approved)	Revision Amount Change + or -	Requested Amount (enter this amount in fiscal worksheets)
FY 2010-11	\$ 3,932	- \$ 3,932	\$ 0
FY 2011-12			\$ 0

- Did your county request and receive approval to transfer/shift funds during FY 2009-10? If YES, will the rationale for the change remain the same for FY 2010-11? Describe, briefly that rationale for the approved change and do not respond to the next question. If NO, please respond to the following question.

Response: Yes, funds were shifted from FGDM to MST in FY 09-10. Forest County is not requesting any EBP funding for FGDM in FY 10-11 or FY 11-12, as the Agency now provides the service internally.

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6-3a. Evidence Based Programs: Family Development Credentialing

□ Please indicate which type of request this is:

Request Type	Enter Y or N			
Renewal from 2009-10	N			
New implementation for 2010-11 (did not receive funds in 2009-10)	N			
Funded and delivered services in 2009-10 but not renewing in 2010-11	N			
Requesting funds for 2011-12 (new, continuing or expanding)	N	New	Continuing	Expanding

FOREST COUNTY

6-3a. Evidence Based Programs: Family Finding

□ Please indicate which type of request this is:

Request Type	Enter Y or N			
Renewal from 2009-10	N			
New implementation for 2010-11 (did not receive funds in 2009-10)	N			
Funded and delivered services in 2009-10 but not renewing in 2010-11	N			

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6-3a. Evidence Based Programs: High-Fidelity Wrap Around

□ Please indicate which type of request this is:

Request Type	Enter Y or N			
Renewal from 2009-10	N			
New implementation for 2010-11 (did not receive funds in 2009-10)	N			
Funded and delivered services in 2009-10 but not renewing in 2010-11	N			
Requesting funds for 2011-12 (new, continuing or expanding)	N	New	Continuing	Expanding

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6-3b. Pennsylvania Promising Practices

The following questions must be answered for the PaPP Initiative by counties with an approved allocation for the Implementation Year 2010-2011 and to request funds for FY 2011-2012. Refer to the Needs Based Plan and Budget Instructions, Appendix 9 for more information.

Forest County was not approved for PaPP funding for FY10-11 and is not requesting consideration for funding for FY 11-12

PaPP Dependent

Program Name: Not applicable

Request Type	Enter Y or N		
Renewal from 2009-10	N		
New implementation for 2010-11 (did not receive funds in 2009-10)	N		
Funded and delivered services in 2009-10 but not renewing in 2010-11	N		
Requesting funds for 2011-12 (new, continuing or expanding)	N	New	Continuing
			Expanding

FOREST COUNTY

PaPP Delinquent

Program Name:	Not applicable
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Request Type	Enter Y or N			
Renewal from 2009-10	N			
New implementation for 2010-11 (did not receive funds in 2009-10)	N			
Funded and delivered services in 2009-10 but not renewing in 2010-11	N			
Requesting funds for 2011-12 (new, continuing or expanding)	N	New	Continuing	Expanding

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6-3c. Housing Initiative

The following questions must be answered for the Housing Initiative by counties with an approved allocation for the Implementation Year 2010-2011 and to request funds for FY 2011-2012. Refer to the Needs Based Plan and Budget Instructions, Appendix 9 for more information.

Forest County was not approved for Housing Initiative funding for FY 10-11 and is not requesting funding for FY 11-12

Program Name:

Request Type	Enter Y or N			
Renewal from 2009-10	N			
New implementation for 2010-11 (did not receive funds in 2009-10)	N			
Funded and delivered services in 2009-10 but not renewing in 2010-11	N			
Requesting funds for 2011-12 (new, continuing or expanding)	N	New	Continuing	Expanding

Budget	\$ amount
FY 2010-11 Approved Budget	
FY 2011-12 Budget Request	

6-3d. Alternatives to Truancy Prevention

The following questions must be answered for the ATP Initiative by counties with an approved allocation for the Implementation Year 2010-2011 and to request funds for FY 2011-2012. Refer to the Needs Based Plan and Budget Instructions, Appendix 9 for more information.

Forest County is not requesting any ATP funding for FY 10-11 of FY 11-12

Program Name:

Request Type	Enter Y or N			
New implementation for 2010-11	N			
Requesting funds for 2011-12 (new, continuing or expanding)	N	New	Continuing	Expanding

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6-3d. State Reintegration Plan

The following questions must be answered for the SRP Initiative by counties requesting funds for FY 2011-2012. Once determined, enter the amount in the "10-11 SGI BDGT RQST" tab in the **Budget Excel file**.

Forest County is not requesting and SRP funding for FY 10-11 of FY 11-12

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6-3e. Independent Living Service Grant

- In the table below, place an “X” for the services that will be provided by CCYA (regardless of funding source). Check as many boxes as apply.

Mark “X” in this column	Services
X	A. Needs Assessment/Case Planning
X	B. Life Skills Training
	C. Prevention Services
X	Dental/Health
X	Drug Abuse Prevention
X	Alcohol/Tobacco/Substance
X	Safe Sex/Pregnancy
	D. Education
X	Vocational Training
X	High School Support and Retention
X	Preparation for GED
X	Assistance in Obtaining Higher Education
	E. Support
X	Individual and Group Counseling
X	Stipends
X	Services for Teen Parents
X	Mentoring
	F. Employment
X	Job Placement
X	Subsidized Employment
X	G. Location of Housing
X	H. Room and Board
	I. Retreats/Camps
X	J. Indirect Services
X	K. Program Administration

- In the following forms, complete the form **for services marked with an “X” in the above table only**. Provide the requested information pertaining to each specific IL service to be provided by the CCYA. Enter all county IL services information in this template. In each service area table, list the estimated requested grant amount to be used for IL services. Include the following in the estimate: staff costs to perform these services, the cost of materials and supplies and the cost to develop, implement and monitor implementation of these services unless adding in Indirect Services or Program Administration.
- For each IL service **marked with an “X” in the above table**, estimate the number of in care; delinquent, discharged and total youth (unduplicated counts) who will receive IL services.

IL Services (federal, state, local)	\$ amount
FY 2010-11 Approved Budget *	\$ 25,727
FY 2011-12 Budget Request *	\$ 25,727

* These amounts must match the amounts on the county's budget worksheets.

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- Describe the county’s expenditures history for IL Services for FY 2006-07, 2007-08, 2008-09 and 2009-10. What factors contributed to the successful or unsuccessful spending of grant funds for each year?

	certified	spent
FY 06-07	\$ 15,697	\$ 14,860
FY 07-08	\$ 15,252	\$ 15,319
FY 08-09	\$14,933	\$ 14,999
FY 09-10	<u>\$25,727 Total</u> \$ 14,933 Chafee \$ 9,175 State \$ 1,619 County	<u>\$ 15,872 Total</u> \$ 14,933 \$ 798 \$ 141

- If there were instances of underspending of prior years grant funds, describe what changes have occurred to ensure that grant funds for this program/service are maximized and effectively managed.

Over the past few years, Forest County has attempted to expand the IL program to include “community IL participants”. This population includes:

- ❖ “at-risk” youth that are 14 or older, involved with CYS and/or Probation
- ❖ youth that have never been removed from the home before his/her 16th birthday
- ❖ youth that have “transitioning needs” and would benefit from IL involvement prior to his/her 18th birthday

Following discussions with Child Welfare Training Program (CWTP) staff, it is the County’s understanding that the provision of community IL services is an allowable expense, utilizing the State/County portion of the IL allocation. CFCIP funding is limited to youth that have been removed from the home on or after his/her 16th birthday.

FY 09-10 was the first year that Forest County received additional IL funding beyond the traditional \$ 15,000 Chafee funding that the County had been receiving. The County was pleased to be approved for a total of \$25,727, consisting of \$14,933 Chafee funding, \$ 9,175 State and \$1,619 County funding. The County had planned to utilize the additional funding for the Community IL participant costs in the IL Program. Fewer youth were served in this capacity than expected in FY 09-10, thus needs and costs of those community youth involved were also less than anticipated.

Another contributing factor to the County’s underspending of FY 09-10 IL funds, was the departure of the County’s IL Coordinator of several years. This resulted in a brief reduction in IL programming for several weeks. Currently, existing CYS staff share the duties of the IL Program. To facilitate this arrangement, the County made arrangements with CWTP staff to receive the “IL Overview Training”, which occurred on March 30, 2010. The Parent Educator/Family Engagement Specialist and Casework Supervisor also attended a more in depth IL Program Training in April. While the County suffered a setback in staff due to the loss of the IL Coordinator, it resulted in an opportunity to educate all existing CYS employees about the IL Program. Overall, the County feels that the program will be enhanced over the next two years.

FOREST COUNTY

A. Needs Assessment/Case Planning

- ❑ Complete the table and estimate the unduplicated total number of youth who will receive the services. These totals must equal the amounts on the FY 11-12 IL Grant Request worksheet in the Budget Excel file.

Service	Budget Request (\$)	In Care Youth*	Delinquent Youth*	Discharged Youth*	Total Youth*
Needs Assessment/Case Planning	\$ 0	4	3	5 discharged 5 "community"	17
Total	\$ 0	4	3	10	17

* Enter unduplicated youth count only.

- ❑ Describe how the needs assessment/case planning process will be delivered; who will deliver the activities (provider or agency staff); what tool(s) will be used; and the frequency of the activity for or with youth.

The Casework Supervisor maintains a caseload list, that is discussed and reviewed with all staff at the Agency’s weekly staff meeting. Any youth eligible for IL services, in-care, delinquent, discharged or eligible community participants are considered. The potential participant’s primary caseworker or JPO is responsible for discussing the IL Program with the youth, requesting permission to refer the youth to the program. The IL Coordinator may be present at the time of this initial discussion or meet with the candidate in a follow-up meeting. A referral form/application is completed by the primary worker and given to the IL Coordinator to initiate this process. The Coordinator reviews the application and interviews the prospective youth about his/her desire to enroll in the IL Program. CYS staff encourage enrollment of all eligible youth. The child and his/her family are given information about the program and they make a decision regarding participation.

Youth that elect not to enroll in the program are asked to sign the Declination Form. These individuals are encouraged to reconsider, if their situation changes prior to the age of 21. Youth that decide to participate in the program, are asked to complete the needs assessment tool “100 Questions- Are You Ready for Independent Living”. As needs change or every six months, which ever comes first, another assessment is completed by the youth. Working as a team once the youth’s assessment is completed; the IL Coordinator, the youth, the primary caseworker, guidance counselor and/or probation officer and the parents of the youth complete the Youth’s *IL Life Plan*. Using both the strengths and needs from the assessment, the *IL Life Plan* is developed so that each involved party knows exactly what is expected from them. Appropriate community resources are also identified at this time. Each party’s role in the referral process is also identified. On an individual basis, the IL Life Plan is reviewed at least once a month with the youth. If needed, a meeting of all parties involved with the participant can be arranged in a timely manner. If changes to the IL Life Plan would benefit the youth, the IL Life Plan is revised at that time. A \$10 stipend is provided for completion of each assessment. (see Supportive Services stipend sect. for costs)

FOREST COUNTY

- Describe how the costs to provide the activities are determined.

The County is identifying that each IL Participant, a projected total of 17 unduplicated youth, will complete at least 2 needs assessments in FY 11-12. This will result in the award of 34 stipends at \$10 each, for a total of \$ 340. This amount is included as a line item in supportive services section. Staff time used for this activity would be paid for under Administration.

B. Life Skills Training

- Complete the table and estimate the unduplicated total number of youth who will receive the services. These totals must equal the amounts on the FY 11-12 IL Grant Request worksheet in the Budget Excel file.

Service	Budget Request (\$)	In Care Youth*	Delinquent Youth*	Discharged Youth*	Total Youth*
Life Skills Training	7 driver's license @ \$40 each 14 youth interview/work clothing allotment @ \$150 each	4	3	5 discharged 5 community	17
Total	\$ 2,380	4	3	10	17

* Enter unduplicated youth count only.

- Estimate the percentage of the delivery method for this service area.

90 %	10 %
Individualized Svcs.	Group or Classroom Svcs.

- Describe how life skills training will be delivered; who will deliver the activities (provider or agency staff); what curricula will be used; and the frequency of the activity with youth.

The subject areas covered in life skills training course include:

- **The location and appropriate use of community resources (police, clergy, lawyer, insurance, dentist, physicians, bankers, etc.)**
- **The use of community social activities (church, parks, YMCA, grass roots org.)**
- **Obtaining personal IDs, birth certificates, social security cards, driver's license**
- **Effective time and money management (budgeting, establishing bank acct, etc)**
- **Location of housing, transportation, insurance matters**
- **Nutrition, preventative health care, behavioral health needs, human sexuality**

FOREST COUNTY

The following soft skills are also addressed:

- | | |
|----------------------|------------------------|
| X decision making | X conflict resolution |
| X self-esteem | X coping strategies |
| X negotiation skills | X managing stress |
| X impulse control | X anger management |
| X assertiveness | X problem solving |
| X peer interactions | X communication skills |

Regularly, youth are encouraged to participate individually and in group sessions when they can be coordinated. The IL Program will continue to utilize appropriate videos, DVDs and educational guides to enhance the resources and information available to IL participants, on an individual and group basis. Topics include: basic money management, anger management, steps to independent living, creative problem solving and handling peer pressure. Participants are taught and encouraged to apply skills in school, community and the workplace. They are encouraged to develop respect and coping skills in order to function appropriately. School personnel, the CYS Caseworker, the Probation Officer and/or IL staff will monitor the youth throughout their day. All involved parties assist and empower the involved youth to make appropriate life choices and possibly avoid adverse, long-term consequences.

Involved youth will also participate in local career fairs and will be encouraged to actively participate in job readiness evaluations and classes available at the local job centers. The youth will also be encouraged to volunteer with a community organization. Through volunteering, the youth will be exposed to another venue in which to practice their life skills. Volunteering also helps the youth build a more positive life history, which could prove to be beneficial, if and when the youth attempts to seek employment or apply to post-secondary education.

The IL Program understands the barrier that the lack of transportation poses to youth involved in the program who are struggling to accomplish their educational and vocational goals in a very rural, isolated location. To better assist these young people to overcome the barrier of isolation and lack of transportation, the program will cover the cost of obtaining their driver's license, as youth that are unemployed and isolated frequently do not have the additional funds necessary to cover this expense prior to obtaining meaningful employment. It is estimated that the need in this area will be 7 youth requiring assistance with a maximum expense allowed of \$40.00 each. Some employment opportunities require the youth to obtain special clothing or uniforms for their positions. To prevent youth from not being accepted for a position due to lack of appropriate clothing, the IL Program will cover the cost of at least one uniform and proper footwear for each youth who obtains employment. The potential of needing appropriate interview clothing is also being included within this section. It is estimated that the need in this area may be 14 youth requiring assistance, with an allowable maximum expense of \$150 per participant each.

- Describe how the costs to provide the activities are determined.

Described above. Staff time dedicated to these activities with youth are included under Administration.

FOREST COUNTY

C. Prevention

- Complete the table and estimate the unduplicated total number of youth who will receive the services. These totals must equal the amounts on the FY 11-12 IL Grant Request worksheet in the Budget Excel file.

Service	Budget Request (\$)		In Care Youth*	Delinquent Youth*	Discharged Youth*	Total Youth*
Dental/Health	\$ 0		0	1	10	11
Drug Abuse Prevention	2 hr session @ \$75/hour = \$ 150		4	3	10	17
Alcohol/Tobacco Substances	\$ 0		4	3	10	17
Safe Sex/Pregnancy	\$ 0		4	3	10	17
Total	\$150		4	3	10	17

* Enter unduplicated youth count only.

- Estimate the percentage of the delivery method for this service area.

50 %	50 %
Individualized Svcs.	Group or Classroom Svcs.

- Describe how prevention services will be delivered; who will deliver the activities (provider or agency staff); what curricula will be used; and the frequency of the activity with youth.

The only anticipated costs in this area will be to have a local behavioral health provider present to the group, regarding drug and alcohol prevention. It is expected that all other presentations will be provided at no charge to the group. Presenters will also include the PA State Health Nurse and the County’s Parent Educator regarding pre and post natal care, sexually transmitted diseases, pregnancy prevention, as well as the importance of appropriate physical behavioral health care. Dental and Health Prevention will be provided by area medical providers and covered by the individuals insurance. The services will be provided as frequently as needed and possible with identified IL participants.

- Describe any additional prevention services provided to the youth that are not listed above and who will provide those services.

Parent Education services may also be provided to youth as a means of preventing child abuse or neglect as he/she may soon become a parent. This service will also be provided by the Agency internally, without additional costs associated.

- Describe how the costs to provide the activities are determined.

Rate for ATOD prevention counseling session is \$75/hour. Any staff time devoted to these activities are included as Administration

FOREST COUNTY

D. Education

- Complete the table and estimate the unduplicated total number of youth who will receive the services. These totals must equal the amounts on the FY 11-12 IL Grant Request worksheet in the Budget Excel file.

Service	Budget Request (\$)		In Care Youth*	Delinquent Youth*	Discharged Youth*	Total Youth*
Vocational	7 IDs @ \$10/each 2 tool allocation @ \$125/each		2	2	5	10
High School Support and Retention	8 correspondence courses @ \$125 each		0	1	7	8
GED	2 Workbook/program fee @ \$100/each		0	0	3	3
Assistance in Obtaining Higher Education	14 college applications @ \$75/each		2	1	3	6
Education and Training Grant (ETG) Provision and Retention	\$0		2	1	4	7
Total	\$ 2,570		4	3	10	17

* Enter unduplicated youth count only.

- Estimate the percentage of the delivery method for this service area.

90 %	10 %
Individualized Svcs.	Group or Classroom Svcs.

- Describe how education services will be delivered; who will deliver the activities (provider or agency staff); what curricula will be used; and the frequency of the activity with youth.

The primary worker (CYS and/or JPO) will assist the IL Coordinator and youth in these areas. Efforts will also be coordinated with school guidance staff. Over the past two years, the County has had several youth transition/age out. Existing staff have developed key contacts regarding the provision and/or pursuit of these services. The County is committed to ensuring that all involved youth successfully complete high school or obtain a GED, as well continuing on with educational and/or vocational training. By providing the service internally and sharing duties with primary staff members, the frequency of activity with youth in this area can occur as needed.

FOREST COUNTY

- Describe any additional services provided to the youth that are not listed above and who will provide those services.

The IL Coordinator and primary staff members will work with youth regarding involvement with local Career Link, Workforce Investment Agency offices and the Forest CAO.

- Describe how the costs to provide the activities are determined.

Estimates for specific line items costs are identified in the Education Services/Budget chart

E. Support Services

- Complete the table and estimate the unduplicated total number of youth who will receive the services. These totals must equal the amounts on the FY 11-12 IL Grant Request worksheet in the Budget Excel file.

Service	Budget Request (\$)	In Care Youth*	Delinquent Youth*	Discharged Youth*	Total Youth*
Individual & Group Counseling	\$ 0	4	3	6	13
Stipends	8 start-up @ \$500 5 graduation @ \$500 2 GED @ \$300 34 Assess @ \$10 15 Group @ \$10 34 Key Task @ \$10	4	3	10	17
Services for Teen Parents	\$ 0	4	3	5	12
Mentoring	\$ 0	2	1	3	6
Total	\$ 7,930	4	3	10	17

* Enter unduplicated youth count only.

- Estimate the number of youth who the county will refer to the SWAN prime contractor for the following services related to permanent connections.

SWAN	
	No. of Youths
Child Profile:	2
Child Preparation:	4
Child Specific Recruitment:	0

FOREST COUNTY

- Estimate the percentage of the delivery method for this service area.

Table with 2 columns: 90 % Individualized Svcs., 10 % Group or Classroom Svcs.

- Describe how support services will be delivered; who will deliver the activities (provider or agency staff); what curricula will be used; and the frequency of the activity with youth.

Forest County will ensure that the counseling needs of youth participating in the IL Program are met. The youth’s insurance will cover the costs of these services. If for some reason this is not possible, Forest County CYS receives an allocation of HSDF funding to cover counseling costs that cannot be covered by the individuals’ insurance.

Over the years, Forest County has developed an effective Stipend Policy that assists in motivating youth to cooperate with the program and strive to achieve key milestones. In FY 10-11, the Agency increased certain stipends (diploma \$500, GED \$300, start-up \$500) to further encourage involved youth to stay in school, pursue his/her GED, if staying in school is not an option. The Start-up stipend is awarded and used when participants transition into their own living arrangement. The stipend is use to purchase needed items for new apartments, dormitory rooms, etc. The use of the funding is closely monitored, as staff accompany the youth while purchasing items, to ensure the appropriateness and need of the items. IL participants also earn stipends for attending group sessions (\$10), completing needs assessments (\$10) and achieving key IL tasks (\$10) that have been identified in the Youth’s IL Plan.

In regards to frequency of service, the IL Coordinator and/or primary worker provides the services internally, therefore the service is provided as frequently as needed and possible.

- Describe any additional services provided to the youth that are not listed above and who will provide those services.

No applicable

- Describe how the costs to provide the activities are determined.

Stipends were developed by agency policy. All other supportive services are covered by youth’s insurance or by providers that provide the service to the community without charge. Staff costs for performing activities are included under Administration section of IL budget.

FOREST COUNTY

F. Employment

- Complete the table and estimate the unduplicated total number of youth who will receive the services. These totals must equal the amounts on the FY 11-12 IL Grant Request worksheet in the Budget Excel file.

Service	Budget Request (\$)	In Care Youth*	Delinquent Youth*	Discharged Youth*	Total Youth*
Job Placement	\$ 0	4	3	10	17
Subsidized Employment	\$ 0	1	1	4	6
Total	\$ 0	4	3	10	17

* Enter unduplicated youth count only.

- Mark with an "X" the types of subsidized employment services which will be offered, and whether the subsidy will be full or partial.

Subsidy Type	Offered	Full	Partial
Summer Employment	X	X	X
Agency Operated Only			
Tax Credits			
Other (describe):			

- Estimate the percentage of the delivery method for this service area.

90 %	10 %
Individualized Svcs.	Group or Classroom Svcs.

- Describe how employment services will be delivered; who will deliver the activities (provider or agency staff); what curricula will be used; and the frequency of the activity with youth.

The IL Coordinator, the youth’s primary worker (CYS and/or JPO), Workforce Investment Agency staff, School Guidance Counselors and Career Link services will be utilized to assist youth in pursuit of employment. WIA offers subsidized education/training program for identified and eligible youth.

- Describe any additional services provided to the youth that are not listed above and who will provide those services.

Not applicable

- Describe how the costs to provide the activities are determined.

All identified services are free of charge to eligible youth

FOREST COUNTY

G. Location of Housing

- Complete the table and estimate the unduplicated total number of youth who will receive the services. These totals must equal the amounts on the FY 11-12 IL Grant Request worksheet in the Budget Excel file. **Do not request placement costs in this service area or grant.**

Service	Budget Request (\$)	In Care Youth*	Delinquent Youth*	Discharged Youth*	Total Youth*
Location of Housing	\$ 0	1	2	7	10
Total	\$ 0	1	2	7	10

* Enter unduplicated youth count only.

- Mark with an "X" the types of assistance which will be offered.

Assistance Type	Offered
Referral to public housing agency	X
Interview preparation	X
Application assistance	X
Accompany on inspection	X
Use local realtors as a housing resource	X
Other (describe:)	

- Estimate the percentage of the delivery method for this service area.

100 %	0 %
Individualized Svcs.	Group or Classroom Svcs.

- Describe how location of housing services will be delivered; who will deliver the activities (provider or agency staff); what curricula will be used; and the frequency of the activity with youth.

The IL Coordinator and/or primary workers will assist each individual youth with needs and activities in this area. Activities include educating and assisting youth to effectively utilize available resources within the community to locate available and appropriate housing. Costs incurred in regards to housing are included in the Room & Board section.

- Describe any additional services provided to the youth that are not listed above and who will provide those services.

The IL Program may utilize the assistance of the Forest County DA to present to identified youth regarding the need of maintaining renter's insurance.

- Describe how the costs to provide the activities are determined.

All activities in this are will be provided by existing staff, thus no costs shall be incurred for these activities.

FOREST COUNTY

H. Room & Board

- Complete the table and estimate the unduplicated total number of youth who will receive the services. These totals must equal the amounts on the FY 11-12 IL Grant Request worksheet in the Budget Excel file.

Service	Budget Request (\$)	In Care Youth*	Delinquent Youth*	Discharged Youth*	Total Youth*
Room and Board	\$ 7,718	0	2	6	8
Total	\$ 7,718	0	2	6	8

* Enter unduplicated youth count only.

- If the agency **does** provide youth with room and board, describe the frequency of staff contact with youth accessing these services.

If emergency Room and Board assistance is needed, the IL Coordinator will meet with the IL youth daily to ensure stability and effective planning to resolve the emergency situation. In regards to planned Room and Board assistance, the IL Coordinator will meet with the IL youth at least once per week for the first several weeks. Initially, announced and unannounced home visits will occur to ensure the appropriateness of the living arrangement and compliance with the plan. The frequency of visitation will gradually reduce upon progress and compliance, eventually going to 2 visits per month, unless more frequent visitation is needed. If the youth has relocated to another area, the IL Coordinator will refer the youth to the local county IL program for assistance with supervision.

- If the agency **does** provide youth with room and board, describe the period of time that youth can access the service, by type of assistance offered and whether a “step-down” approach will be used.

The Room and Board Policy allows for the provision of assistance for up to six months from the onset of the housing arrangement. Funding support is provided at a higher level/percentage at early stages, resulting in the IL participant being responsible for a larger portion of the costs, month by month.

- If the agency **does not** provide youth with room and board, describe what services are used to meet housing needs.
- Describe how the costs to provide the activities are determined.

**Emergency & Traditional Room and Board, as per Agency policy
 CFCIP capped at \$4,480 (30% of 10-11 allocation)
 State/Local IL capped at \$ 3,238 (30 % of 10-11 allocation) Total : \$ 7,718**

The total amount of funding will be utilized to provide emergency room and board to as many IL youth as needed, as well as traditional room & board costs including assistance with security deposit and a decreasing portion of rent costs for up to six months. Forest County IL Room & Board Policy provides structure and limits for use of funding for this purpose.

FOREST COUNTY

I. Retreats/Camps - NOT APPLICABLE

- Complete the table and estimate the unduplicated total number of youth who will receive the services. These totals must equal the amounts on the FY 11-12 IL Grant Request worksheet in the Budget Excel file.

Service	Budget Request (\$)	In Care Youth*	Delinquent Youth*	Discharged Youth*	Total Youth*
Retreats/Camps					
Total					

* Enter unduplicated youth count only.

- Estimate the percentage of the delivery method for this service area.

%	%
Individualized Svcs.	Group or Classroom Svcs.

- Describe how retreats/camps will be delivered; who will deliver the activities (provider or agency staff); what curricula will be used; and the frequency of the activity with youth.
- Describe how the costs to provide the activities are determined.

J. Indirect Services

- Complete the table and breakout the costs for these activities. These totals must equal the amounts on the FY 11-12 IL Grant Request worksheet in the Budget Excel file.

Indirect Service Type	Budget Request \$
Staff, Foster/Adoptive and other Residential Child Care Providers	\$ 0
Community Outreach and Educ. Efforts	\$ 0
Interagency coordination to support IL activities and services at the local level	\$ 0
System change efforts	
Other:	\$ 0
Total	\$ 0

- Describe the indirect services provided by the county.

Staff involved in the provision and oversight of the IL Program shall participate in SWAN/IL Conferences and trainings that are provided at no charge. Coordination of IL Programming and participation shall occur between existing staff and providers at no costs. Presentations to IL participants will be provided by area providers without charge, with the exception of ATOD prevention counseling.

FOREST COUNTY

- Describe any additional indirect services provided by the county and who will provide those services.

Not applicable

- Describe how the costs to provide the activities are determined.

No costs are anticipated

K. Program Administration

- Complete the table and breakout the costs for these activities. These totals must equal the amounts on the FY 11-12 IL Grant Request worksheet in the Budget Excel file.

Indirect Service Type	Budget Request \$
Staff providing direct services	\$ 2,150
Program reporting costs	
Equipment, training materials, supplies, postage, facility expenses	\$ 2,829
IL and Youth Advisory Board related travel	
Other (describe:)	
Total	\$ 4,979

- Explain the administrative costs of providing IL services and the drivers of these costs.

Forest County is electing to identify \$ 4,979 under Program Administration, as it is the remaining balance of Forest County’s IL allocation (using the FY 10-11 grant amount), once funding is used for all other aforementioned cost centers within this plan. This Program Administration allocation is expected to be flexible and is justified by the fact that all staff members involved in this plan, also perform other CYs duties that can be accounted for under NBPB funding. If stipend and/or room and board allocations are not realized, Administration (IL staff) time will be adjusted to utilize unspent IL funds appropriately. Forest County CYs would rather use all available IL funding in the provision of direct services to meet the needs of IL participants. The IL Coordinator’s time study will be adjusted accordingly to match and fully utilize available 10-11 IL funding. The County assures that the IL Program will be appropriately “charged” for supplies, postage, utilities, etc., using fiscally responsible and acceptable space allocation formulas.

- Describe any additional administrative costs of providing IL services that are not listed above and the drivers of these costs.

Not applicable

- Describe how the costs to provide the activities are determined.

Described previously.

FOREST COUNTY

Limited English Proficiency Statement

Forest County Children and Youth will provide services to consumers who have “Limited English Proficiency” (LEP) at the same level as consumers who are proficient in English. This will be accomplished by locating a translator for any consumer requiring such service, at no cost to the consumer. Written materials used by Forest County Children and Youth Services will be translated to the consumer’s primary language.

Forest County will utilize the most cost effective means to accomplish this goal. The Agency will attempt to locate a volunteer translator for the consumer. If this is not possible the Agency will purchase services from a translator.

Efforts will also be made to help the consumer become proficient in his or her use of the English language as a part of the consumer’s case plan. This will be important for the consumer as English is the primary language spoken in this geographical area.

Signatures below certify that parents/guardians have been presented with the form, understand its meaning and: (please check appropriate choice)

_____ ***are requesting translation assistance from Forest Co. CYS.***

_____ ***are not requesting translation assistance from Forest Co. CYS.***

Parent: _____ **Date:** _____
(Print) (Signature)

Parent: _____ **Date:** _____
(Print) (Signature)

Other : _____ **Date :** _____
(Print) (Signature)

Witness : _____ **Date :** _____
(Print) (Signature)

Forest County Children and Youth Services will refer to and abide by the requirements set forth in the Department of Public Welfare- Children Youth and Families Bulletin issued 11/1/02, Number # 00-02-09, entitled Title IV of the Civil Rights Act of 1964 as it pertains to Persons with Limited English Proficiency (LEP)

FOREST COUNTY

6-4. Accurint Search Tool

The following information must be provided for the Accurint Search Tool for the Implementation Year 2010-11 and to request and justify the number of users needed for FY 2011-12.

Column Instructions

Column 1

Provide the number of Accurint users that your county was allotted in FY 2009-10. If you do not know the number of users your county was allotted, please contact the DPW/OCYF Accurint Manager listed in Appendix 8.

Column 2

Provide the number of Accurint users that your county was allotted in the tentative or final allocations for July 1, 2010 by DPW/OCYF. If the final FY 2010-11 allocations have not been provided by the submission deadline, counties should not create more user ID's than originally assigned in FY 2009-10. If you do not know the number of tentative or final users your county was allocated, please contact the DPW/OCYF Accurint Manager.

Column 3

Provide the number of additional Accurint users your county needs for FY 2011-12. Before requesting additional users, counties should analyze their current usage. Justification for additional users must include the following:

- The type of staff selected to use Accurint and the reasons why. Examples of the types of staff may include County Administrator, LSI paralegal, supervisor, JPO, etc.
- The average monthly number of users who did searches in FY 2009-10.
- The average monthly number of searches completed by users in FY 2009-10.
- The total number of searches completed by your county for FY 2009-10.

For assistance with an analysis of your county's usage, contact the DPW/OCYF Accurint Manager.

Column 4

Provide the total number of Accurint users your county would like for FY 2011-12. This number is calculated by adding columns 2 and 3 together.

Column 1	Column 2	Column 3	Column 4
Number of users assigned by DPW for FY 2009-10	Number of users assigned by DPW for FY 2010-11	Number of additional users requested for FY 2011-12	Total number of users requested for FY 2011-12
2	2	2	2

Provide Justification for Column 2: **No change**

Provide Justification for Column 3: **No change**

FOREST COUNTY

6-5. Information Technology

Submit a detailed description of the county's current Information Technology Plan. The description should provide answers to the following questions and should include what the county is doing in FY 2010-2011 and planning for FY 2011-2012

1. Does the county currently have an automated case management system that is sustainable?

Response: Forest County has used the Child Accounting Profile System (CAPS) since January 2010. The system is currently being used for case management purposes, but is not anticipated to be used as the sole fiscal mechanism for the Agency until FY 2011-2012, at the earliest.

2. How does the county's current system or transfer system align with the goals of the Statewide Child Welfare Information System Strategic Plan (Statewide Plan)?

Response: The Department has indicated to counties that CAPS is an acceptable case management system, as it meets the goals of the Statewide Plan.

3. How does the county's current system or transfer system support other critical business areas such as Financial Management and Administrative Functions?

Response: Forest County will need at least one full fiscal year of entering data and "connecting" case management entries to fiscal data reporting. Forest County began using CAPS in the middle of FY 09-10 and only entered data manually for intakes and cases open on or after January 1, 2010. Administration anticipates that additional technical assistance and training will be necessary for all users, prior to the Agency utilizing CAPS for its full fiscal and administrative capabilities.

4. How does the county's current system or transfer system support the evaluation of child welfare outcomes in the areas of child safety, permanency and well-being?

Response: The Department and CAPS using counties are coordinating all child welfare outcomes efforts, such as Safety Assessment templates, Master Client Index, Family Service Plans, etc. with Avanco, Inc., the web host and developer of CAPS.

5. How does the county plan support the reuse of existing IT assets?

Response: Forest County does not anticipate the need of any new IT assets unless any existing equipment is deemed inoperable and unsalvageable. The County only plans to request funding for continued web-hosting and CAPS upgrades, IT maintenance support and basic supplies for existing IT equipment, such as printer ink cartridges and flash drives.

FOREST COUNTY

If the county is requesting funding for ongoing or new development in their FY 2011-2012 ITG, the county must provide the following information.

Not Applicable

1. Business Need - describe the business need for the ongoing or new development;
2. High Level Requirements – provide a description of the high level business and technical requirements;
3. Project Cost Proposal – provide the total costs for the development as well as the total estimated project costs if the development is part of a larger project; and
4. Cost/Benefit Analysis – provide a cost/benefit analysis that demonstrates the ongoing or new development provides a better return on investment than transfer of an already existing system or component.

Section 7: Required & Additional Language

7-1. Assurances

The following pages include assurance forms to be completed by counties. These forms are included:

- Assurance of Compliance/Participation
- Documentation of Participation by the Judiciary
- Assurance of Financial Commitment and Participation

The following forms must be signed and submitted in hard copy to:

Mr. Cliff Crowe
Office of Children, Youth and Families
Health and Welfare Building Annex
Seventh and Forster Streets
P.O. Box 2675
Harrisburg, Pennsylvania 17105-2675

and

Mr. James Anderson, Executive Director
Juvenile Court Judges' Commission
401 Finance Building
Harrisburg, Pennsylvania 17102-0018

**ASSURANCE OF COMPLIANCE/PARTICIPATION FORM
DOCUMENTATION OF PARTICIPATION BY THE JUVENILE COURT**

The Assurance of Compliance/Participation Form

The Assurance of Compliance/Review Form provided in this bulletin must be signed by the County Executive or a majority of the County Commissioners, the Juvenile Court Judge(s) or his/her designee, the County Human Services Director, the County Children and Youth Administrator, and the County Chief Juvenile Probation Officer and submitted with the FY2011-2012 Needs Based Plan and Budget submission.

The Assurance of Compliance/Review Form has two signatory pages. The first page is for the County Human Services Director, the County Children and Youth Administrator, the County Chief Juvenile Probation Officer and the Juvenile Court Judge(s) or his/her designee. This page must be submitted at the time of the county's implementation plan and needs based plan submissions. The second page is for the signatures of the County Executive or a majority of the County Commissioners. This page must be submitted at the time of the county's financial budget submission and must contain the financial commitment of the county.

COUNTY: FOREST

These assurances are applicable as indicated below.

Fiscal Year 2011 - 2012 Children and Youth Needs Based Plan and Budget Estimate and/or the

Fiscal Year 2010 - 2011 Children and Youth Implementation Plan

Note: A separate, signed Assurance of Compliance/Participation form must accompany the Children and Youth Implementation Plan and the Needs Based Plan and Budget when they are submitted separately. This Assurance of Compliance/Participation form cannot be modified or altered in any manner or the Children and Youth Implementation Plan and the Needs Based Plan and Budget will not be accepted.

COMMON ASSURANCES

I/We hereby expressly, and as a condition precedent to the receipt of state and federal funds, assure that in compliance with Title VI of the Civil Rights Act of 1964; Section 504 of the Federal Rehabilitation Act of 1973; the Age Discrimination Act of 1975; the Americans with Disabilities Act of 1990; the Pennsylvania Human Relations Act of 1955, as amended, and 16 PA Code, Chapter 49 (Contract Compliance Regulations):

1. I/We do not and will not discriminate against any person because of race, color, religious creed, ancestry, national origin, age, sex, sexual orientation or disability:
 - a. in providing services or employment, or in our relationship with other providers;
 - b. in providing access to services and employment for handicapped individuals.
2. I/We will comply with all regulations promulgated to enforce the statutory provisions against discrimination.

I/We assure that these documents shall constitute the agreement required by Title IV-E of the Social Security Act 42 U.S.C. § 672 (a)(2) for foster care maintenance and adoption assistance payments.

I/We assure:

- the County Children and Youth Agency and Juvenile Probation Office has the responsibility for placement and care of the children for whom Title IV-E foster care maintenance and adoption assistance payments are claimed;
- the County Children and Youth Agency/Juvenile Probation Office will provide each child all of the statutory and regulatory protections required under the Title IV-E agency, including permanency hearings, case plans etc.;
- the agreement between the Office of Children, Youth and Families and the County Children and Youth Agency/Juvenile Probation Office shall be binding on both parties; and
- the State Title IV-E agency shall have access to case records, reports or other informational materials that may be needed to monitor Title IV-E compliance.

I/We understand that any Administration for Children and Families (ACF) disallowance incurred as a result of county noncompliance with Title IV-E foster care maintenance, adoption assistance or Title IV-E administrative claim requirements will be the responsibility of the county.

I/We assure that all information herein is true to the best of my/our knowledge and belief, based on my/our thorough review of the information submitted.

EXECUTIVE ASSURANCES

In addition to the Common Assurances,

I/We assure that I/we have participated in the development of the Plan, are in agreement with the Plan as submitted and that all mandated services if funded by the Plan will be delivered.

I/We assure that these Plans comply with the "Planning and Financial Reimbursement Requirements for County Children and Youth Social Services Programs" as found in 55 PA Code Chapter 3140.

I/We assure that, when approved by the Department of Public Welfare, the attached Children and Youth Implementation Plan and Needs Based Plan and Budget, including any new initiatives, additional staff and/or increased services and special grants that are approved, shall be the basis for administration of public child welfare services for all children in need under Article VII of the Public Welfare Code, 62 P.S. § 701 et seq., as amended.

I/We assure that, where possible, the county will cooperate with state efforts to maximize the use of federal funds for the services in this Plan.

I/We assure that all contracts for the provision of services addressed herein will require the providers to comply with the Chapter 49 provisions (contract compliance regulations).

I/We assure that expenditure of funds shall be in accordance with these Plans and estimates and Department of Public Welfare regulations.

I/We assure that services required by 55 PA code 3130.34 through 3130.38 will be made available as required by 55 PA code 3140.17 (b)(2);

I/We assure that the capacity of both the county and the providers has been assessed and it is my/our judgment that it will be adequate to implement the Plan as presented;

I/We assure all Title IV-E foster care maintenance and adoption assistance payment eligibility requirements are met for the specified children, not merely addressed by the agreement;

I/We assure that the County Children and Youth Advisory Committee has participated in the development of this Plan and has reviewed the Plan as submitted; and

I/We assure that representatives of the community, providers and consumers have been given the opportunity to participate in the development of this Plan; and

I/We assure that the county programs that affect children (e.g., Mental Health, Mental Retardation, and Drug and Alcohol) have participated in the development and review of this Plan.

I/We understand that the accompanying budget projections are based on estimates and that the amounts may change when the state budget is adopted and final allocations are made.

I/We understand that substantial changes to the Plans subsequent to Departmental approval must be submitted to the Regional Office of Children, Youth and Families for approval.

NEW ASSUARANCE in FY 2011-2012 NBB Bulletin

I/We assure that all new Guardians Ad Litem have/will complete the pre-service training prior to being appointed to represent a child. If the GAL has not completed the pre-service training, costs incurred for representation of children by this GAL will not be claimed.

**COUNTY ASSURANCE OF COMPLIANCE AND PARTICIPATION
DOCUMENTATION OF PARTICIPATION BY THE JUVENILE COURT**

**THE SIGNATURES OF THESE COUNTY OFFICIALS REPRESENTS AN ACKNOWLEDGEMENT OF
COUNTY COMMITMENT TO ADHERE TO THE COMMON AND EXECUTIVE ASSURANCES
CONTAINED IN THE PRECEEDING PARAGRAPHS**

County Human Services Director

Name Signature Date

County Children and Youth Administrator

Terry W. Pease, Jr.

Name Signature Date

County Chief Juvenile Probation Officer

Steven T. Barnett

Name Signature Date

DOCUMENTATION OF PARTICIPATION BY THE JUDICIARY

In addition to the Common Assurances:

I/We assure that I/we had the opportunity to review, comment and/or participate to the level desired in the development of the Children, Youth and Families Needs Based Plan and Budget.

I/We assure that the plan accurately reflects the needs of children and youth served by the juvenile court.

I/We assure that the Juvenile Probation Office has actively participated in the development of the Children, Youth and Families Needs Based Plan and Budget.

Judicial Comments:

Juvenile Court Judge(s)/ Designee

Maureen A. Skerda - President Judge

Name Signature Date

Name Signature Date

COUNTY ASSURANCE OF FINACIAL COMMITMENT AND PARTICIPATION

THE SIGNATURES OF THESE COUNTY OFFICIALS REPRESENTS AN ACKNOWLEDGEMENT OF COUNTY COMMITMENT TO ADHERE TO THE COMMON AND EXECUTIVE ASSURANCES CONTAINED IN THE PRECEEDING PARAGRAPHS AS WELL AS COUNTY COMMITMENT TO PROVIDE THE LOCAL FUNDS SPECIFIED IN THE PLAN AS NECESSARY TO OBTAIN THE MATCHING STATE AND FEDERAL FUNDS BASED ON THE COUNTY'S PROPOSAL. THE LOCAL FUND COMMITMENT AS PROVIDED IN THE COUNTY'S PROPOSAL TOTAL \$ 169,442 .

Signature(s)

County Executive/Mayor

_____	_____	_____
Name	Signature	Date

County Commissioners

R. James Parrett _____	_____	_____
Name	Signature	Date

Robert J. Snyder, Jr. _____	_____	_____
Name	Signature	Date

Basil D. Huffman _____	_____	_____
Name	Signature	Date