

COVER PAGE

**ANNUAL PLAN UPDATE
To the
CHILD AND FAMILY SERVICES PLAN**

October 15, 2008 – December 31, 2009

Steuben County

This Annual Plan Update (APU) to the Child and Family Services Plan includes the Strategic Component, the Administrative Component-Local Department of Social Services, the Administrative Component-Youth Bureau, and the PINS Diversion Services Plan-Strategic Component. It covers the period of October 15, 2008 to December 31, 2009. The APU contains county outcomes and strategies designed to respond to the community needs identified by the Youth Bureau in the areas of youth development and delinquency prevention services. It also contains outcomes and strategies designed by the District to address the identified needs in the areas of Adoption, Foster Care Services for Children, Preventive Services for Children, Protective Services for Adults, Protective Services for Children, Other Adult Services, and Other Children and Family Services.

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**Steuben Child and Family Services Plan
Annual Plan Update**

October 10, 2008

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**Steuben County
Child & Family Services Plan Annual Update**

STRATEGIC COMPONENT

I. OUTCOME FRAMEWORK/MISSION/VISION – *No changes to report*

II. PLANNING PROCESS

A. CFSP Planning Process – *No changes to report.*

Per regulations, Steuben County has posted, disseminated, and made available changes affecting client eligibility or access to services.

B. CFSP Interagency Consultation

In the original submission, Appendix B-2 did not indicate the PINS Diversion Lead Agency. The form is updated to identify Steuben County Probation Department as the PINS Diversion Lead Agency. This is not a change in agencies. It is included as a corrected form.

III. NEEDS ASSESSMENT

A. Needs Assessment Strategies – *No changes to report.*

B. Needs Assessment Activities – *No new assessment activity to report*

C. Needs Assessment Conclusions – *No new assessment activity to report*

D. Data Sources – *No changes to report*

E. Ongoing Needs Assessment – *No new assessment activity planned through 12/31/09*

IV. OUTCOMES

A. CFSP: Outcome Progress

Appendix H includes an update of each outcome included in the 2007-2009 CFS Plan.

- B. CFSP: Relationship with Title IV-B – *no changes to report***
-
- V. PLAN MONITORING – *no changes to report***
-
- VI. RESOURCE ALLOCATION/FINANCING PROCESS**
 - A. CFSP: Youth Bureau Allocation – *no changes to report***
 - B. CFSP: LDSS – *no changes to report***
-
- VII. APPENDICES (included appendices only)**
 - A. “Plan Signature Page – Child and Family Services Plan – Annual Plan Update”**
 - B. 2) “List of Required Interagency Consultation: Child Protective Services”**
 - H. “2007-2009 CFS Plan Outcomes – Updates”**

**APPENDIX A
PLAN SIGNATURE PAGE
CHILD AND FAMILY SERVICES PLAN
ANNUAL PLAN UPDATE**

We hereby approve and submit the Annual Plan Update to the Child and Family Services Plan which includes the Strategic Component, the Administrative Component-Local Department of Social Services, the Administrative Component-Youth Bureau, and the PINS Diversion Services Plan-Strategic Component for the Steuben County Department of Social Services and Youth Bureau, covering the period of October 15, 2008, through December 31, 2009.

Commissioner
County Department of Social Services

Date

Executive Director
County Youth Bureau

Date

Chair
County Youth Board

Date

I hereby approve and submit the PINS Diversion Services Plan-Strategic Component of the Child and Family Services Plan – Annual Plan Update for Steuben County Probation Department for the period of October 15, 2008 through December 31, 2009.

Director/Commissioner
County Probation Department

Date

Enclosed is the Child and Family Services Plan – Annual Plan Update for Steuben County. My signature below constitutes approval of this report.

Chief Elected Officer; or the Chairperson
of the legislative body in those districts
without a chief elected officer

Date

APPENDIX B-2
CHILD FAMILY SERVICES PLAN
ANNUAL PLAN UPDATE

List of Required Interagency Consultation

Please feel free to adjust this form or make multiple copies in order to capture all consultations.

CHILD PROTECTIVE SERVICES

AGENCY TYPE	AGENCY NAME	DATES/FREQUENCY OF MEETINGS*
Law Enforcement	New York State Police	Consultant
Family Court (judge or designee)	Steuben County Family Court	May 31, July 6, Aug. 3
Public/Private Agencies	Family Service society, Institute for Human Services, Kinship, Steuben Co. Mental Health, Steuben Co. Youth bureau, Steuben Co. Law Department	May 31, July 6, Aug. 3
PINS Diversion lead agency	Steuben County Probation Departement	May 31, July 6, Aug. 3

* Either list dates of meetings or frequency, i.e. every third Wednesday of month. (All dates are 2006)

Summary of Issues Discussed During Consultation and How They Are Incorporated in Plan

The data, conclusions, outcomes, objectives, and strategies identified by this group are include in the Child Protective Profile

APPENDIX H

2007-2009 CFS Plan Outcomes - Updates

Appendix H includes the updates on the following integrated planning profiles, as developed by the Profile Working Committees:

- I. Adult Services Updates**
- II. Child Care Updates**
- III. Child Protective Updates**
- IV. Children in Placement Updates**
- V. Domestic Violence Updates**
- VI. Preventive intervention and Treatment Services Updates**
- VII. Youth Services Updates**

Progress Update – Summer, 2008:

SIP PROFILE #1 – Adult Services

OUTCOME #1: *Establish a Point of Entry for Long-Term Care in Steuben County consistent with New York State Department of Health (DOH) and Office for the Aging (OFA) standards.*

	Progress to Date:					Significant achievements, barriers, and/or modifications.
	Not Initiated	Initiated	Some Progress	Signif. Progress	Complete	
OBJECTIVE 1: <i>Engage in local long-term care planning and collaboration in order to implement and advance Phase One of Point of Entry services.</i>						
Objective 1 Strategies					X	A NY CONNECTS Partnership has been successfully established with OFA/ DSS and Public Health Nursing Services.
➤ Cooperative working relationships will be established with local service providers to build an integrated service delivery system and ensure full service capacity.						
➤ A Long Term Care Council, consistent with New York State Point of Entry standards, will be in place.					X	An 18 member Long Term Care Counsel has been established.
➤ The Long Term Care Council will identify and analyze community needs in the long term care system				X		Gaps and challenges will be reviewed and analyzed on an ongoing basis.
➤ The Point of Entry will conduct an analysis of local long term care.				X		On-going. Protocol has been established to track gaps in service provision.
OBJECTIVE 2: <i>Develop an infrastructure sufficient to enable the Point of Entry to adequately sustain Phase One program operations and functions that meet NYS Point of Entry standards.</i>					X	
Objective 2 Strategies					X	Spring 2007
➤ Designate a Project Planning Team for Point of Entry.						
➤ Establish MOU/MOA/contract between the lead agency(ies) delineating the Point of Entry core functions, staffing, funding and administrative and fiscal responsibilities.					X	MOU/MOA was signed in January 2008
➤ Identify existing staff performing information gathering, assistance provision and screening within the lead agency.					X	Spring 2007

➤ Develop human resource management policies.					X	Per Civil Service guidelines, positions were created in mid 2007. The NY Connects Coordinator was appointed 9/07. The intake worker appointed 12/07.
➤ Provide comprehensive, cross-agency orientation to staff that are to perform Point of Entry core functions.					X	Cross training was initiated 11/13/07 and is on on-going activity.
➤ Develop written policies and procedures that clearly state the general operating principles of the Point of Entry.					X	Policy and procedures were initiated in the Fall of 2007 and approved by the LTCC in 12/07.
➤ Develop a comprehensive and current resource listing of long term care services, programs and providers that is available in a variety of formats (phone, person, Web site) in accordance with the Standards.					X	Final resource guide was published 9/2/08
➤ Establish a system that adequately tracks the provision of information, assistance and screening.				X		A data base through BEACON IR has been established and will be launched 9/30/08.
OBJECTIVE 3: <i>To develop and sustain implementation of a Point of Entry Phase One that serves all long term care consumers through operation of core functions in a manner that supports their independence and self-determination.</i>						
Objective 3 Strategies						
➤ Provide all of the Phase One core functions set forth in the DOH/OFA standards.				X		on-going
➤ Provide unbiased and accurate information to long term care consumers, regardless of their income or payer source.				X		on-going
➤ Support consumer choice through the provision of information on all services that is available to them.				X		on-going
➤ Ensure that confidentiality is maintained for all information collected as part of Information and Assistance Point of Entry in compliance with all State and Federal confidentiality requirements				X		on-going
➤ Offer additional assistance and follow-up services as necessary, including off-site visits when indicated.				X		Local protocol has been established for off site visits
➤ Perform a consumer screen that collects information on the elements set forth in the Standards.				X		on-going
➤ Conduct ongoing education and awareness campaigns about all long term care programs.				X		Public education campaigns remain an on-going component for NY Connects successfulness.
➤ Utilize the Long Term Care Insurance Education and Outreach Program (LTCIEOP) program to provide information to consumers regarding long term care insurance options.				X		on-going

OBJECTIVE 4: To develop a process for examining visibility, effectiveness, community involvement, and overall impact of the Point of Entry on the local long term care system.						
Objective 4 Strategies ➤ To evaluate the visibility of Point of Entry Phase One				X		NY Connects logo is visible in the County Office Building, on correspondence and in written/electronic literature
➤ To determine the effectiveness of the program functions, involvement in the community, and overall impact on the long term care system.				X		A satisfaction survey has been developed for consumer use. Continued program evaluation will be completed by the Long Term Care Council.
OBJECTIVE 5: To implement data collection efforts necessary for Point of Entry evaluation and required reporting						
Objective 5 Strategies ➤ Maintain a data collection system that includes information as required by the State.				X		on-going
➤ Maintain a process for the timely reporting of data collected on the populations served.				X		on-going

SIP PROFILE #1 – Adult Services

OUTCOME #2: *Improve transportation services delivery for older, disabled and/or frail adults.*

	Progress to Date:					Significant achievements, barriers, and/or modifications.
	Not Initiated	Initiated	Some Progress	Signif. Progress	Complete	
OBJECTIVE 1: <i>Improve collaboration and coordination and services of major transportation providers</i>						
Objective 1 Strategies: ➤ Convene the major transportation service providers to share service availability, route information, and other appropriate information.			X			Area transportation providers have provided additional bus runs to outlying communities, increasing access to transportation in the rural areas of Steuben County. A request for a Transportation Coordinator/Supervisor has been requested for 2009, approval pending.
➤ Provide easy access to public of transportation service information			X			Written transportation schedules are more visible in locations throughout the county, as well as available on line.

SIP PROFILE #1 – Adult Services

OUTCOME #3: *Improve understanding and collaboration among community agencies providing services to adults by utilizing a multidisciplinary approach to improve assessments and develop service plans, which reduces risk and protects adults.*

	Progress to Date:					Significant achievements, barriers, and/or modifications.
	Not Initiated	Initiated	Some Progress	Signif. Progress	Complete	
OBJECTIVE 1: <i>DSS will provide in-service training for other agencies, emphasizing service provision and regulations</i>						
Objective 1 Strategies:				X		Cross Training has been established in cooperation with NY CONNECTS and attended by DSS staff.
➤ Build off POE to understand different agency requirements						
➤ Schedule and provide trainings to area service providers (to include but limited to): Local Hospitals, Steuben ARC, Public Health Nursing Services, Mental Health, Substance Abuse Services, Salvation Army, Catholic Charities, Steuben Church People Against Poverty, Law Enforcement, Attorneys, Financial Institutions, Probation.			X			DSS/PSA has met with Corning Hospital Social Work Department and is an active participant with SPOE meetings, combining the resources of Mental Health agencies, Arbor Development (SCAP), case managers and area hospitals.
➤ Educate area service providers of client's rights to confidentiality, capacity and decision-making abilities, and the regulations of Adult Services.			X			Program requirements and regulations are incorporated when determining service needs during meetings with other service providers.
➤ Joint assessments will be utilized when necessary with Mental Health, Office for the Aging, Law Enforcement (others as deemed) to ensure the health and continued safety of the adult clientele.				X		PSA collaborates with outside agencies (Mental Health, Code Enforcement, Health Officers, Police) on a continual basis in assessing safety and client needs.
➤ DSS will actively pursue and schedule trainings with local service providers and agencies throughout the 2007 calendar year. Information may be presented via letter, brochures, formal and/or informal training sessions.			X			Through informal conversation and the course of investigations, information is shared with outside service providers, including joint trainings with OFA and OMRDD and interviews with college students seeking information about adult service programs.
➤ Successfulness of proposed training measures will be evaluated by improved working relationships and successful implementation of collaborative safety assessments.				X		Improvements have been noted in working relationships with other agencies, as safety needs are mutually met for shared clients.

SIP PROFILE #1 – Adult Services

OUTCOME #4: *Impaired adults who are abused, neglected, or exploited by others, will be identified, have their situation thoroughly investigated, and be protected. (Ongoing)*

	Progress to Date:					Significant achievements, barriers, and/or modifications.
	Not Initiated	Initiated	Some Progress	Signif. Progress	Complete	
OBJECTIVE 1: <i>DSS Caseworkers will provide a thorough investigation as required by State mandates, incorporating outside agency involvement as needed to maintain safety for the individual involved.</i>						
Objective 1 Strategies:				X		All Caseworkers have participated in offered teleconferences and /or off site trainings conversing, but not limited to legal aspects and guardianships, Adult Abuse issues, mental health collaborative, long term care programs.
➤ Participate in State (Protective Services for Adults: PSA), regional or local training/ teleconferences relative to abuse, neglect or exploitation to enhance worker’s identification of risk and safety issues.				X		Caseworkers and Supervisory staff have maintained close working relationships with DSS legal staff and State Representatives in addressing difficult or unsafe situations for the impaired adult population.
➤ Establish stronger working relationships with law enforcement and legal services with the dual purpose of assisting impaired adults to make informed decisions, and to appropriately pursue legal (voluntary or involuntary) interventions as needed.				X		Improvements noted in thoroughness and timeliness of investigations.
➤ Complete investigations in accordance with State Mandates, while providing protective services in a dignified and professional manner				X		On-going trends are noted and tracked in the ASAP system, specific to Adult Services programs.
➤ Identify and analyze local trends in abuse and neglect issues				X		Improvements noted in completion of investigations and continued emphasis placed on meeting all state mandates.
➤ In conjunction with OCFS’s scheduled training programs and locally provided training, continued education of caseworkers (and collaborative agency staff) will be on going. State mandates will be reviewed and timeliness of investigations improved during the targeted plan years of 2007-2009.				X		Adult Services trainings are limited, however more emphasis is being noted at the State level for additional education and training programs.
➤ Statistics relative to PSA investigations will be continually analyzed and recommendations for additional training areas pursued with OCFS and/or local service providers.			X			

SIP PROFILE #2 – Child Care

OUTCOME #1: *To increase the perceived value and overall economic importance of child care through awareness activities and measured by surveys and other data. Timeframe: December 31, 2009.*

	Progress to Date:					Significant achievements, barriers, and/or modifications.
	Not Initiated	Initiated	Some Progress	Signif. Progress	Complete	
OBJECTIVE 1: <i>Establish child care as an integral part of the regional economy’s infrastructure similar to roads, public transportation, schools and hospitals. (Ongoing)</i>				X		
Objective 1 Strategies:					X	
➤ Conduct an economic analysis of child care in Steuben County. This phase includes the collection and compilation of local-specific data/information related to Steuben County’s child care industry as well as other local industries.						<ul style="list-style-type: none"> • Contractual agreement with NYSCCCC and Cornell University to complete impact study started in July 2006 • Data provided by SCCP to support the study • Final project completed in August 2007
➤ Compose and format the gathered, local-specific data into a document or executive summary for publication and distribution.					X	<ul style="list-style-type: none"> • Applied in September 2006 for Community Foundation Grant to fund the publication of the study. Received grant in December 2006 • Final product published in September 2007 (originals available)
➤ Promotion and planning phase will consist of developing a marketing campaign for utilizing the study to conduct large and small scale intensive presentation of the information to cross-sectors of communities in Steuben County. With guidance, on how to use the information in active economic development planning.				X		<ul style="list-style-type: none"> • Hired outside consultant to assist with marketing plan • Response plan developed in September 2007 • Applied for a Venture Grant thru Smart Start, NC to begin research activities to support plan • Deliverables from the grant include: <ul style="list-style-type: none"> ○ Negotiate group membership for child care providers to Chambers of Commerce ○ Secure funding for a dedicated child care community planner to direct initiatives ○ Explore a collective management system for business support for family child care businesses ○ Seek public & private investment sources to fund child care fee assistance to assist parents between 200-300% poverty level.

<p>➤ The implementation of this project will result in fostering additional partnerships with stakeholders to engender the creation of special, alternative, cross-sector funding for necessary local child care initiatives, such as increasing the availability of slots, enhancing the quality in child care programs, and assisting families with the cost of care.</p>		X				<ul style="list-style-type: none"> • SCCP has joined Bath, Hornell and Corning Chamber of Commerce's • Pilot tax preparation project commenced in February 2008 and continue into April 2008 • Meetings with key stakeholders are being planned <ul style="list-style-type: none"> ○ Meetings scheduled with Appalachian Regional Economic Dev., IDA, and Pipeline4 Progress, late March
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SIP PROFILE #2 – Child Care

OUTCOME #2: *Maximize low income families’ and TANF recipients’ opportunities to become self sufficient and/or meet employment requirements through the utilization of child care subsidies as measured through day care and local data. Timeframe: December 31, 2009.*

	Progress to Date:					Significant achievements, barriers, and/or modifications.
	Not Initiated	Initiated	Some Progress	Signif. Progress	Complete	
OBJECTIVE 1: <i>Ensure that Steuben County is working within current subsidy allocation while serving the maximum number of families eligible for child care subsidies. (Ongoing)</i>				X		
Objective 1 Strategies:					X	<ul style="list-style-type: none"> Case manager’s work plans have been updated to ensure this process is seamless for the parent, on-going review as necessary In-services meetings between DSS & SCCP to continue to streamline the processes/forms
➤ Enhance case management service for current families receiving subsidies, to ensure there is a seamless recertification for continued services.						
➤ Evaluation process for closed child care subsidy cases to determine effectiveness.		x				<ul style="list-style-type: none"> Tracking of closed accounts and reasons for closures recorded
➤ Maintain a current subsidy waiting list for families that meet eligibility guidelines in order to expedite the enrolling of a new family as existing cases close.					X	<ul style="list-style-type: none"> Waiting list clients have been served as of May 2007 (no longer a need for a waiting list since all eligible cases are being opened)
➤ Case management services will provide one on one application assistance for new low income/waiting list families enrolling in child care subsidy program.					x	<ul style="list-style-type: none"> Waiting list closed as of May 2007 due to available funds. As part of case manager ‘s work plan the individual support for subsidy enrollment is on-going
➤ Provide technical assistance to child care programs to increase the number of provider timesheets to be submitted for reimbursement within thirty days of the prior service month.					x	<ul style="list-style-type: none"> Procedure implemented in January 2006 to contact providers three times if their timesheets were missing has resulted in very few late timesheets Tracking of these providers is done on a monthly basis and report created

<p>➤ SCCP and DSS will meet monthly to monitor outgoing provider payments to ensure that subsidy dollars are spent at the maximum level.</p>					x	<ul style="list-style-type: none"> • Meetings are on-going to monitor the dollars spent. Elimination of the waiting list has allowed additional spending and changing the income guidelines to 200% of the poverty level in July 2007.
<p>➤ SCCP and DSS will create and execute an enhanced referral service for child care for families meeting TANF work requirements.</p>					X	<ul style="list-style-type: none"> • In-Services meetings held between DSS/SCCP in September 2007 • SCCP developed process to accommodate walk-in's looking for child care referred by DSS caseworkers (intake, subsidy and legally exempt enrollment all at once) in August 2006 • Implemented new referral form to be used by DSS when referring families to SCCP for services. (Services was implemented in October 2007 and TANF in February 2008)
<p>➤ Maintain/provide current subsidy waiting list information to state representatives as a tool to demonstrate Steuben County needs.</p>					X	<ul style="list-style-type: none"> • No longer applicable, waiting list closed in May 2007 due to additional funding available, though careful monitoring of existing funds is on-going to prevent over expenditure of available funds • On-going meetings with State representatives to communicate Steuben County's needs (Includes 3/1/07 with R. Kuhl, 3/20/07 with G. Winner & J. Bacalles, 10/5/07 with R. Kuhl, 3/11/08 with G. Winner & J. Bacalles and 4/3/08 with R. Kuhl)

SIP PROFILE #2 – Child Care

OUTCOME #3: *Increase the quality of care in legally exempt programs through service coordination, training and evaluation. Measured by surveys and other data. Timeframe: December 31, 2007 and ongoing through the life of the plan.*

	Progress to Date:					Significant achievements, barriers, and/or modifications.
	Not Initiated	Initiated	Some Progress	Signif. Progress	Complete	
OBJECTIVE 1: <i>DSS and SCCP will partner and collaborate to provide a seamless process for legally exempt providers to come into compliance with the new regulations.</i>				X		
Objective 1 Strategies: ➤ DSS and SCCP will continue to meet monthly to discuss implications of roll out and implementation of the new legally exempt regulation.					X	<ul style="list-style-type: none"> On-going meetings (monthly or quarterly) are held to ensure all processes are followed or address any issues. SCCP Director has been asked to participate in a workgroup with OCFS to assess current systems for legally exempt enrollment process. Progress will be reported by SCCP to DSS.
➤ As a result of monthly meetings, DSS and SCCP will make continuous quality improvements of processes, forms, and customer service.					X	<ul style="list-style-type: none"> Procedures and forms have been developed, along with roles/responsibilities. These continue to be revised, as needed All forms used are either DSS approved or State forms
➤ Steuben County additional standards will require that all legally exempt providers and adults over 18 in the household will undergo a criminal background check.					X	<ul style="list-style-type: none"> Procedures and forms were developed in August 2006 Process in place if background checks are due to SCCP and email is sent to DSS to follow up on the status

<p>➤ DSS and SCCP will partner in developing a legally exempt training/mentoring program.</p>				X	<ul style="list-style-type: none"> • Program was implemented in November 2006 to support legally exempt provider trainings. • Twenty seven legally exempt providers attended SCCP trainings. • Currently there are 12 legally exempt providers receiving the enhanced rate since they have acquired 10 hours of training. • SCCP is offering Business Essentials classes in 2008 to some legally exempt providers.
<p>➤ DSS will explore the option of requiring eligible legally exempt providers to participate in Child and Care Food Program.</p>		X			<p>DSS has informally surveyed other counties and will now modify the applications to direct all legally exempt providers to CACFP.</p>
<p>➤ DSS will explore ways to assist legally exempt providers in paying for home improvement necessary to meet current health and safety standards.</p>		X			<p>DSS has made inquiries at the state level.</p>
<p>➤ Customer service satisfaction surveys will be conducted.</p>		X			<p>A Daycare sample has been drawn and surveys will be mailed in October 2008.</p>

SIP PROFILE #3 – Child Protective

OUTCOME #1: Steuben County Child Protective Investigative units will reduce the rate of recurrence of maltreatment by 4 percentage points each year for the years ending December 31, 2007, December 31, 2008, and December 31, 2009. In accomplishing this goal, by December 31, 2009 the rate of recurrence in Steuben County will be reduced by 12 percentage points, a decline from the last reported rate from 2005 of 21.7% to 9.7%.

Strategies/Improvements	Progress to Date:					Significant achievements, barriers, and/or modifications.
	Not Initiated	Initiated	Some Progress	Signif. Progress	Complete	
➤ Beginning immediately, the Department of Social Services will consolidate subsequent intake reports, where appropriate and whenever possible.				X		We are consolidating new reports with current active investigations whenever possible and appropriate. Emails sent to supervisors and in turn to investigative staff to remind them of this expectation.
➤ By June 2007, the department will make contact with our peer counties who have already successfully decreased their rate of recurrence, to gain insight into more strategies for us to use.				X		Other counties have stated that they are using the ability to consolidate as much as possible as well as timely and intensive service provision. The Department has been timelier in connecting people with services as well as using our intensive Family Preservation Model.
➤ Evaluate the percentage of changes each year, determine root causes, and adjust as necessary.		X				There has not yet been an evaluation of the changes for the last year as we are still awaiting the data. We have requested the National Standards data from OCFS for this review period.
➤ Staff will refer to appropriate POS contract agencies for services for the family within 60 days i.e. parent education, sex abuse counseling, intensive preventive services			X			We have improved our process of referring to services sooner with 90% of the cases meeting this benchmark. The development of additional services for our families has helped. The POS contract by the Department does not have waiting lists at this time.

SIP PROFILE #3 – Child Protective

OUTCOME #2: Steuben County DSS will reduce their investigation overdue rate (ratio of investigations more than 60 days old, to number of total active investigations in Steuben County) to 15% by 2009. It currently averages 40%; we will reduce and maintain the decreased overdue rate to 20% by December 2007, and 15% or lower by December 2009.

Strategies/Improvements	Progress to Date:					Significant achievements, barriers, and/or modifications.
	Not Initiated	Initiated	Some Progress	Signif. Progress	Complete	
➤ By January 2007, the Department will develop and implement a policy that will require the supervisor of each investigative unit to take appropriate action to complete overdue investigations with any caseworker whose overdue rate rises above 20%, until such time as their rate can be reduced to lower than 20%.					X	Policy developed and implemented August 2007.
➤ Beginning September 2006, the Department will utilize the OCFS CPS funds to hire an additional clerical worker to assist with dictation. Workers will then be able to dictate notes to be transcribed and entered into "Connections" by a clerical staff.					X	In January 2006 a staff member was hired and used for clerical duties and the overdue rate was reduced as a result.
➤ Throughout the years 2007-2009, the Department will explore other electronic equipment and systems that may assist workers in documenting case contacts in a more timely fashion.				X		The Department purchased laptops and memory sticks for workers to sign out when needed thru an OCFS funding opportunity in 2007. Will work toward employee access to the system via DSL links to the internet for after-hours work.
➤ During 2007, the Department will analyze the need for continuing the extra clerical staff member for CPS workers to assist with case notes, letters, filing, etc.					X	New clerical position was requested and granted for the Corning CPS unit for January 2007. This has assisted that unit a great deal in allowing more time for dictation and other clerical duties to not have to be performed by the workers.
➤ The Dept. will continually assess the reasons for delays in processing cases. Once periodic assessment/analysis is completed, corrective actions will be implemented.				X		This analysis is done on a continual basis by the Asst. Director of Services as well as Supervisors in these units. Corrective actions are put in place at the time.

SIP PROFILE #3 – Child Protective

OUTCOME #3: Steuben County Child Protective Services staff will refer families for on-going services within 60 days of receipt of a CPS report, where services are deemed necessary and appropriate. (Time Frame: On-going)

Strategies/Improvements	Progress to Date:					Significant achievements, barriers, and/or modifications.
	Not Initiated	Initiated	Some Progress	Signif. Progress	Complete	
➤ Throughout the life of the plan, Supervisors will conduct monthly case reviews with each CPS caseworker and identify those cases that are in need of on-going services. They will also ensure that referrals are completed within 2 weeks of the time the service is identified as a need.			X			Monthly case reviews are occurring but delays in getting the entire file prepared for transfer within the 60 time frame remains an area of need.
➤ Annual Service Division Meeting will be held to review the services and the programs available to the clients in Steuben County.					X	Division Meetings occurred in 10/07 and 7/08. A review of POS contracts, County and Community Services took place.
➤ The case notes, RAP, Safety Assessment, FASP, and referral meetings will all be completed within two weeks of a report indication.			X			Paperwork timeliness continues to be worked on.

SIP PROFILE #3 – Child Protective

OUTCOME #4: Participate in Child Protective Services (CPS) Forums and Regional Director of Services meetings, as well as Region II initiatives relative to improving Child Protective Services. (Ongoing)

Strategies/Improvements	Progress to Date:					Significant achievements, barriers, and/or modifications.
	Not Initiated	Initiated	Some Progress	Signif. Progress	Complete	
➤ Steuben continues to actively participate in these meetings.					X	Steuben attends these meetings.
➤ Methods, tactics, successful model operations obtained from these meetings will be utilized where applicable to improve services to families and children.					X	Continue to utilize new strategies shared through these meetings by OCFS and counties in Region II.

SIP PROFILE #3 – Child Protective

OUTCOME #5: Steuben County DSS will enhance and improve operations of the Child Abuse Review Team with the use of the OCFS Grant funds. (Time Frame: On-going)

Strategies/Improvements	Progress to Date:					Significant achievements, barriers, and/or modifications.
	Not Initiated	Initiated	Some Progress	Signif. Progress	Complete	
➤ By March 2007 the newly established interview rooms will be used in 40% of interviews of alleged child abuse victims.	X					This in not yet occurring, as we do not yet have an interview room in Bath and we are running into difficulties with cases and their location and finding a supportive parent to assist with the child. I believe this was an idealistic percentage to strive for after conversing with counties that have actual CAC's and do not reach this level of use.
➤ The data collection program will be fully functional and we will be able to retrieve team data by September 2007.			X			The Department is entering data and using some of the contents to complete data requests from the National Center starting in 1/08. Process still needs some refining and more education to staff conducting the interviews.
➤ Funds will be used to bring in an expert trainer specific to "Understanding Sexual Behaviors: What's Natural and Healthy." This will be open for participation from other professionals in the county as well as team members. This training will be offered by Spring 2007.					X	Training on "Understanding Sexual Behaviors: What's Natural and Healthy" occurred. It was attended and received by over 100 Department, Community and surrounding counties staff.
➤ Information from this training, as well as information received from the results of the survey on Sexually Exploited Children and its prevalence and these children's Service Needs being conducted by OCFS, will be evaluated and incorporated into the functioning of the Child Abuse Review team.					X	This information was distributed through members of the team and was also shared with all participants of the training for them to take back to their employers and co-workers. We still have copies of the material for distribution during in service trainings through out the next year.

SIP PROFILE #4 – Children in Placement

OUTCOME #1: Continue to provide ongoing development of the foster care team, including foster parents and program staff, by December 31, 2009.

	Progress to Date:					Significant achievements, barriers, and/or modifications.
	Not Initiated	Initiated	Some Progress	Signif. Progress	Complete	
OBJECTIVE 1: Continue to enhance the quality and quantity of educational opportunities for foster care team members in Steuben County. DSS will add one (1) new training per year (or partner with another agency to provide one new training per year) through December 31, 2009.						
Objective 1 Strategies: ➤ Foster Parent College				X		The Department purchased online trainings for foster parents through this provider. Foster parents continue to utilize this site for training as well as other online sites. Reminders of its availability are put in the foster care newsletter.
➤ Offer specialized training for foster parents, particularly around high-needs populations			X			The Southern Tier Foster Care Collaborative on 4/21/07 provided training on “Trauma & Children” by Paul Schwartzman for foster parents in 5 different agencies. On 4/26/08, the Collaborative provided an “Introduction to Fostering and Adopting the Child Who has Been Sexually Abused.” Each year the Collaborative also provides a full day of life skills training hours for foster care youth over the age 14.
➤ Offer increased trainings around topics such as Suicide Risk, Best Practices, and Safety & Risk.				X		DSS has worked over the last year toward having all non-CPS caseworkers trained in safety and risk through the CPS response training as well as local training which is scheduled in 10/08. Staff has also attended best practice training around forensic interviewing, achieving permanency and suicide prevention. **See attached 2008 trainings for Services Staff.

<p>➤ Coordinate and share training resources with other foster care agencies in Steuben County</p>		X			<p>The Department has shared training topics with our POS agencies as well as foster care agencies. Hillside has informed us of staff trainings available. This area continues to need expansion.</p>
<p>OBJECTIVE 2: Increase participation of foster parents and casework staff at county and agency sponsored trainings by December 31, 2009.</p>					
<p>Objective 2 Strategies:</p>					
<p>➤ Offer flexible training times and locations</p>			X		<p>The Southern Tier Foster Care Collaborative is held on a Saturday to accommodate working foster parents and provides child care to promote participation. The online course offerings i.e. Foster Parent College, etc allows for the foster parent to train at a time convenient for them. Staff trainings are offered during the work day.</p>
<p>➤ Promote collaborative training opportunity between voluntary agencies and the county</p>		X			<p>The Department has shared training topics with our POS agencies as well as foster care agencies. Hillside has informed us of staff trainings available. The Department also encourages the use of the Community Resource Centers parent education series as another way to obtain additional training. This area continues to need expansion.</p>
<p>➤ Advertise other agencies' training opportunities</p>		X			<p>The staff trainings that we have received from Hillside have been shared with Department staff.</p>
<p>OBJECTIVE 3: Develop an education support group for foster and adoptive parents by June 2007.</p>					
<p></p>	X				<p>A support group for foster parents has been available by the homefinding staff. This identified objective was to modify the support group with a mental health provider to add a psycho-educational component to the group. With a recent change in staffing the group is not currently being held. A survey of foster parents needs and interest areas is needed at this time to determine next steps. The timeframe is modified to June, 2009.</p>

SIP PROFILE #4 – Children in Placement

OUTCOME #2: *Improve permanency for children in foster care in Steuben County*

	Progress to Date:					Significant achievements, barriers, and/or modifications.
	Not Initiated	Initiated	Some Progress	Signif. Progress	Complete	
OBJECTIVE 1: DSS will reunify children with his/her parent or caretaker within one year from the time of removal 65% or more of the time by December 31, 2009. (Data Warehouse)		X				40 youth were brought into foster care through Article 3, 7, or 10 from January – September 2007. 18 of the 40 youth (45%) were returned within one year from the date of removal.
Objective 1 Strategies: ➤ A meeting will occur with parents/caregivers within three business days following a child being placed in foster care. The meeting will include appropriate DSS staff, parents/caregivers, and support network. The purpose will be to review the reason for the placement, initial plan for services and visitation, Federal and State regulations, etc. (Ongoing)					X	Occurs consistently and will be an ongoing strategy.
➤ Services for children and parent/caregiver to be set up within 45 days of removal or sooner through the use of POS contracts and use of case conferencing. (Ongoing)				X		Referrals to service providers are occurring within the identified time frame on 90% of the foster care cases. POS contracted services do not have wait lists and families are able to start services without delay.
➤ Establish Permanency Review Committee which would allow for administrative review by DSS and Legal staff to determine barriers to permanency and necessary actions. All cases to be reviewed at 10 month mark. (1/07)				X		A Permanency Review Committee has started with the Foster Care caseworker, supervisor, attorney and Assistant Director of Social Services participating. These reviews occur on every child who has been in care 10 months or more. The committee has developed multiple tracking forms which allows for all members i.e. caseworkers, supervisors, attorneys and administration to track the progress of the child, barriers and stages of permanency work. The scheduling of the Committee is being reorganized but the process of the meetings has been found to be very beneficial.
➤ Children and families will be set up with appropriate community agencies as well as POS agencies for appropriate services to assist with reunification within 45 days of the child coming into foster care				X		Referrals to service providers are occurring within the identified time frame on 90% of the foster care cases. POS contracted services do not have wait lists and families are able to start services without delay. The current status of obtaining an intake the Community Mental Health Center is 3 weeks and Alcohol & Substance Abuse Services is 2 weeks.

<p>OBJECTIVE 2: DSS will discharge children to adoption within two years of removal 28% or more of the time when this is deemed to be the appropriate goal by December 31, 2009. (Data Warehouse)</p>					Data not yet available.
<p>Objective 2 Strategies: ➤ Establish Permanency Review Committee which would allow for administrative review by DSS and Legal staff to determine barriers to permanency and necessary actions. (1/07)</p>				X	A Permanency Review Committee has started with the Foster Care caseworker, supervisor, attorney and Assistant Director of Social Services participating. These reviews occur on every child who has been in care 10 months or more. The committee has developed multiple tracking forms which allows for all members i.e. caseworkers, supervisors, attorneys and administration to track the progress of the child, barriers and stages of permanency work. The scheduling of the Committee is being reorganized but the process of the meetings has been found to be very beneficial.
<p>➤ Enhance recruitment of Adoptive Parents through the use of a Foster Care Recruitment Committee to assure an adequate number of resource families for children needing an adoptive resource (1/07)</p>				X	The Foster Care Recruitment Committee was very active in developing new recruitment activities which included developing and airing new television commercials for Time Warner that targeted both foster care and adoption. From 1/07 through 9/08 the Department has had 19 community members express an interest in being an adoptive parent either through contacting the office or attending an orientation meeting and 4 that have become certified as adoptive parents.

SIP PROFILE #4 – Children in Placement

OUTCOME #3: *The portion of youth in care who are ages 18-21 will receive increased independent living services. (12/31/09)*

	Progress to Date:					Significant achievements, barriers, and/or modifications.
	Not Initiated	Initiated	Some Progress	Signif. Progress	Complete	
OBJECTIVE 1: <i>DSS will provide enhanced life skill training for youth in alternative planned living arrangements. (12/08)</i>			X			Bi-weekly contacts made with APLA youth by caseworker to provide hands on training (job coaching, apartment maintenance, money management/budgeting) as well as daily life skills training (household chores, advocacy, etc). The caseworker also monitors the Independent Living Skills that the voluntary agencies are also providing for the foster care youth.
OBJECTIVE 2: <i>DSS will provide every youth leaving care with an ongoing connection, such as a county/community based resource, peer group. (Ongoing).</i>				X		Currently of the 13 APLA youth in the Department, 12 have an identified ongoing adult connection.
OBJECTIVE 3: <i>DSS will explore special recruitment of foster parents for older youth.</i>				X		Since the initiation of this planning period 6 families have been recruited and certified specifically to foster teenagers.
OBJECTIVE 4: <i>DSS will encourage youth turning 18 to remain in care in order to provide additional time to gain transitional skills. (Ongoing)</i>				X		The Department continues to encourage and outline the benefits of continued placement to our APLA youth i.e. educational/emotional/financial support. Biweekly casework counseling and regular permanency planning meetings with adult essential connections for the youth assist with reinforcing the benefit of foster care and time to gain transitional skills past the age of 18. In the 3 rd quarter of 2008 there were 6 youth who were 18 plus and only 1 choose to leave care at age 20 which was after successfully graduating from high school.

<p>Strategies: ➤ Hosting bi-monthly meetings that develop individual life skills profiles</p>			X		<p>Casework staff is meeting with APLA youth every two weeks. DSS foster care and APLA supervisory staff are meeting with Kinship and Hillside, out TFC providers, monthly. In 2007 the APLA supervisor and her cw staff met bimonthly to work toward standardization of IL information – this will be continued but has been delayed due to cw turnover in this area.</p>
<p>➤ Offering day trainings</p>				X	<p>Day long IL trainings were provided at the Foster Parent Collaborative in April 2007 and 2008 for foster care youth served in 5 different agencies. Additionally, foster care youth have participated in IL training through his/her voluntary agency i.e. Kinship trains monthly as well as community offerings on career development, community service, YIP speak outs and retreats. Independent training also occurs with the youth through the use of Onward Series, The Pocket Guide to Independent Living, and Handbook for Youth in Foster Care.</p>
<p>➤ Continued cross-sector partnerships</p>					<p>X Cross-sector partnerships are an ongoing area of need that DSS staff works at maintaining. The high degree of communication between the Department, foster parents, and voluntary agencies benefit the youth that we work with. This will be an area of ongoing, continuous work.</p>
<p>➤ Implementation of Office of Mental Health (OMH) and Foster Care Home and Community Based Services (HCBS) Waiver Program. (6/07)</p>					<p>X Steuben County Department of Social Services has purchased 4 HCBS waiver slots which are in addition to the 8 slots that Steuben County Community Mental Health Center has been allotted from OMH.</p>
<p>➤ Foster Parent Recruitment Committee for specialized recruitment campaign.</p>					<p>X The Foster Care Recruitment Committee was very active in developing new recruitment activities which included developing and airing new television commercials for Time Warner that targeted both foster care and adoption as well as targeting specific areas in the county and certain populations i.e. teens, sibling groups, respite with success.</p>

SIP PROFILE #4 – Children in Placement

OUTCOME #4: *Stabilize and increase the number of foster care homes throughout the life of the plan. Maintain current number of homes at 41 and increase to at least 50 by December 31, 2009.*

	Progress to Date:					Significant achievements, barriers, and/or modifications.
	Not Initiated	Initiated	Some Progress	Signif. Progress	Complete	
OBJECTIVE 1: <i>DSS will perform a geographical study of youth in care and foster care options by July 1, 2007, possibly including original location of youth and location of current homes</i>					X	Study completed.
OBJECTIVE 2: <i>Using results from the aforementioned geographical study develop a recruitment plan by December 31, 2007.</i>				X		As a result of the above referenced study the western part of the County was targeted for foster care recruitment. Additional advertising was done in newspapers, radio as well as the television commercials that were aired across the County. Contact was made with the school districts in that area and staff was afforded the opportunity to hold meetings with school district staff as well as hold an orientation meeting at one of the schools.
OBJECTIVE 3: <i>Implement the recruitment plan and establish local foster care homes. Timeframe: ongoing.</i>				X		See above. From 1/07 to present 11 foster homes in the western end of the County were certified.
Strategies: ➤ Target recruitment of foster homes to fill gaps created by adoptions and subsequent closings.			X			During this planning period, 1/07 – 7/08, the Department certified 17 foster homes and closed 20. Six of the twenty homes closed as a result of adoption finalizations that completed the foster/adoptive family.
➤ Target services for specific populations, such as adolescents, JD/PINS, and large sibling groups.				X		In this planning period the Department has recruited 6 new foster homes for teens, 1 home for PINS respite and 6 new foster homes for large sibling groups.

➤ Establish a multi-agency foster care recruitment team to implement recruitment strategies.					X	A multi-agency foster care recruitment team was established which included staff from DSS, foster parent, Youth Bureau, Mental Health Center, local school personnel and Mary Sample-Smith from our Regional Office. The team implemented new and diverse recruitment strategies including developing television commercials with our own staff and families for foster care and adoption adds which targeted specific needs identified by the team.
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SIP PROFILE #4 – Children in Placement

OUTCOME #5: Steuben County will meet the established timeframes for children placed in Detention in accordance with the PINS Laws of 2005. (Ongoing)

	Progress to Date:					Significant achievements, barriers, and/or modifications.
	Not Initiated	Initiated	Some Progress	Signif. Progress	Complete	
OBJECTIVE 1: Steuben County will have PINS youth who are in the Commissioner’s custody placed in the appropriate foster care placement from Detention within 15 days and JD youth within 30 days 80% of the time. All youth at Detention will be placed prior to the completion of an extension being granted by OCFS Rochester Regional Office, i.e. PINS 30 days, JD 60 days. December 31, 2007 and ongoing through the Plan cycle				X		<ul style="list-style-type: none"> • 6 PINS placements with the Department in 2007; 17 JD placements with the Department in 2007 • 2 PINS placements with the Dept. thru 9/08; 1 JD placements with the Dept. thru 9/08 • 1 PINS in 2007 exceeded the 15 day requirement and extension period (83%); No JD in 2007 exceeded the 30-day requirement (100%) • 0 PINS in 2008 exceeded the 15 day requirement (100%); 1 JD in 2008 exceeded the 30 day requirement for placement and the extension period (9%)
Strategies: ➤ Probation will contact DSS on all youth for whom they are recommending out of home placement. (Ongoing)				X		Communication between DSS and Probation is good overall and the Department has been informed of a recommendation of placement in all but one case from 1/07 to present. Additional steps have been put in place since that time to assure future communication is consistent in this area.
➤ Case planning will occur between Probation and DSS on all JD and PINS youth who are being recommended for out of home placement to assure youth and families needs are identified as well as planning in advance of receiving custody of the youth. (6/07)				X		Case planning on youth recommended for out of home placement occurs between DSS and Probation. Steuben Youth Services & Assessment Team (SYSAT) continues to be utilized by both Departments as a multidisciplinary county/voluntary agency team to review the appropriateness of placement and level of care recommendations for Family Court. Probation and DSS will be again participating in VERA training in Fall 2008.

<p>➤ DSS will plan for one child at a time in order to best meet his/her individual needs. This will include matching the child and families needs with a referral to a foster care placement that can best meet their needs rather than referrals to multiple agencies.</p>			<p>X</p>		<p>This strategy is ongoing for the Department. In the last year there has been a 75% turnover in foster care staff and supervision. The Department is bringing in the voluntary agencies this Fall that we most frequently utilize to provide an in-service on their residential services to educate new staff as a way to improve the matching process between the youth/family and facility. With improved knowledge of the facilities it is intended that the foster care staff will return to a targeted referral for youth rather than multiple referrals being sent out—even on our most challenging youth.</p>
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2008 Services Trainings Offerings

- CW/CPS Common Core
- Quarterly Foster Care/Preventive Forums
- Babies Can't Wait Series
- Adoption Assistance
- Family Assessment
- Selecting Out Prospective Foster/Adoptive Parents
- Suicide in Agricultural Communities
- GPS II/MAPP Leader Certification
- Supervisor Core – Mod I & II
- On Call Training
- Bridges to Health
- Child Protective Services Response Training
- Interviewing, Interrogation and Court Room Testimony
- Are you Ready for the Age Wave? (APS)
- Medical Issues in CPS
- Legal Issues in CPS
- Best Practices in Achieving Permanency through Surrenders & Termination
- Drug Court Training
- Forensic Interviewing Best Practices
- Basic FAD
- Permanency Bill TA
- DV for CPS
- Mandated Reporter
- Changes in Safety & Risk
- Legal Updates in CPS & CW
- NYS Police Sex Offense Seminar
- Inspiring Leadership Conference
- Close to Home
- Adoption Exchange
- FAN Meeting
- Co-occurring Disorders, Risk, Safety & Family Compliance
- CPS Forum
- Symposium on Child Welfare Issues w/ Margaret Burt, Esq.
- Suicide Prevention
- Creative Interventions for Troubled Children & Youth
- Cross Systems Training

SIP PROFILE #5 – Domestic Violence

OUTCOME #1: *Ensure that all community systems within Steuben County are focused on victim safety and offender accountability per annual assessment of services in Steuben County by the DART committee.*

	Progress to Date:					Significant achievements, barriers, and/or modifications.
	Not Initiated	Initiated	Some Progress	Signif. Progress	Complete	
OBJECTIVE 1: <i>Support and enhance a coordinated community response to domestic violence in Steuben County through the Domestic Abuse Review Team. (Ongoing)</i>						
Strategies: ➤ Ensure that all systems are following best practices standards, including those developed by the Office for Prevention of Domestic Violence			X			On an ongoing basis, the members of the DART committee research and implement best practices developed by OPDV.
➤ Ensure that all requirements are met to continue S.T.O.P. Violence Against Women Act grant funding for the Domestic Abuse Review Team (DART)				X		On a regular basis DART reviews the requirements for the S.T.O.P. grant and has submitted a renewal application in 2008. In addition, Steuben County DART has been offered as a “role model” for other areas of the State.
➤ Secure resources to help fund coordination of the Domestic Abuse Review Team (by January 2008)		x				Over the past couple of years, DART applied for additional resources to fund the coordination of the committee, however, were not successful in their grant applications. Grant opportunity expected in January 2009.
➤ DART will expand membership to include representation from at least 3 law enforcement agencies and the court system (by June 2007)			X			Members of the DART Committee including the District Attorney and Arbor Development shelter staff have completed face-to-face meetings with the major law enforcement agencies in Steuben County, which has shown positive results. IDV Court member joined DART in 2007.

<p>➤ DART will continue to provide training on domestic violence issues for groups such as law enforcement, court staff, town and village justices, law guardians, and medical providers</p>			X			<p>On a regular basis DART discusses training opportunities and topics specific to the areas mentioned. During the third quarter of 2007 two trainings were offered by DART. The first was specific to law enforcement (25 attendees) and the second training was for probation officers (30 attendees). During the second quarter of 2008 a training entitled "Dynamics of Domestic Violence: Implications for Courts and Legal Practice" was offered by the IDV Court for the local magistrates, court clerks, probation officers, attorneys, and member of DART.</p>
<p>➤ DART will consider conducting a community safety audit to evaluate the strength of community systems charged with responding to victims of domestic violence</p>	X					<p>The idea of conducting a community safety audit has been discussed by the DART Committee but has not yet been initiated.</p>

SIP PROFILE #5 – Domestic Violence

OUTCOME #2: *Ensure that victims of domestic violence have access to the services they need to maximize their safety, stability and self-sufficiency as indicated on ongoing victim survey results. (Ongoing)*

	Progress to Date:					Significant achievements, barriers, and/or modifications.
	Not Initiated	Initiated	Some Progress	Signif. Progress	Complete	
OBJECTIVE 1: <i>The Domestic Violence Liaison (DVL) at DSS will provide victims of domestic violence with the information and assistance they need to obtain public assistance and referrals to The Net Domestic Abuse Program and other appropriate community services. (Ongoing)</i>						
Strategies: <ul style="list-style-type: none"> ➤ The DVL will keep abreast of trends and best practices related to serving victims of violence by exploring techniques utilized by other counties for DVL services (by June 2007), attending training sessions (ongoing), and participating in bi-monthly meetings of DART (ongoing). 			x			<p>The DVL has made contact with other counties to discuss their operation of serving victims of domestic violence and found that in most cases a Temporary Assistance worker is also the DVL or the DVL is not on site at the Department of Social Services building.</p> <p>In addition, the Steuben County DVL attends trainings as they become available and is a regular member of DART.</p>
<ul style="list-style-type: none"> ➤ The DVL will grant waivers of public assistance program requirements for eligible victims of domestic violence when it is in the best interests of the victim's safety or financial stability. (Ongoing) 				x		On a regular basis the DVL will meet with individuals who screen positive on the DV screen form and grant waivers to ensure victim safety.
<ul style="list-style-type: none"> ➤ The DVL will coordinate with other members of the BILT (Building Independence for the Long Term) Team and staff at The Net Domestic Abuse Program to link victims with services they need, such as assistance finding safe, affordable housing or employment. (Ongoing) 				x		The DVL is a member of the BILT Team and refers victims to other staff on a regular basis to assist with needed services such as housing, mental health and employment.
<ul style="list-style-type: none"> ➤ The DVL will continue to enhance working relationships with local service providers to ensure effective referrals of victims to appropriate services. (Ongoing) 			x			The DVL and the local domestic violence service providers have significantly improved their working relationship to ensure victim safety and to provide non-residential support services in a successful manner.

<p>➤ The DVL will provide education to staff within the Department of Social Services on domestic violence and the role of the DVL within the Department (Ongoing)</p>			x			<p>The DVL meets with the Temporary Assistance and Child Support staff on a quarterly basis to discuss issues/concerns and to improve the quality of services offered to victims and to ensure the safety of the victim and his/her family.</p>
<p>➤ The DVL will provide in-service trainings to other human service providers in the County in order to make them aware of the DVL position and how to access those services. (Ongoing)</p>	x					<p>This strategy has yet to be implemented as the DVL position was vacant from April 2007 to February 2008. However, contact has been made with one of the Supervisor's of the Services Division to offer the DVL to attend a services staff meeting to provide an in-service on DV, the role of the DVL and the resources available in the community. This is planning to be scheduled in the fall of 2008.</p>
<p>OBJECTIVE 2: <i>Explore models and funding opportunities to develop a therapeutic supervised visitation service that is available in situations where visitation is ordered to take place with a parent who has committed acts of domestic violence and there are concerns for the safety of the victim of domestic violence and/or the children. (by January 2009)</i></p>						
<p>Strategies: ➤ DART will research supervised visitation models that are available in other communities. (by July 2007)</p>	x					<p>DART will begin to research supervised visitation models prior to January of 2009 in order to be prepared for the release of a funding opportunity with the Department of Justice in January 2009.</p>
<p>➤ DART will work to explore the availability of grants and other possible funding sources to provide therapeutic supervised visitation services. (by January 2008)</p>		x				<p>A grant opportunity will be available in January of 2009 from the Department of Justice to provide supervised visitation for DV victims in the community. To begin exploring this possibility, members of the DART Committee will meet with ProAction of Bath to discuss the upcoming grant opportunity. Upon release of the grant DART will review the application process and determine if it will meet the needs of the community.</p>

OBJECTIVE 3: <i>Ensure that victims of domestic violence have access to safe, affordable housing. (Ongoing)</i>					
Strategies: ➤ The Domestic Violence Liaison at DSS (coordinating with the BILT Team) and staff at the Net Domestic Abuse Program will work to help victims locate safe, affordable housing.			x		Steuben Department of Social Services has contracted with Arbor Development (formerly SCAP) to assist with paying for security deposit, and furniture for victims of domestic violence. This funding has assisted in removing a significant barrier in finding monies for security deposits.
➤ SCAP will implement a program, made possible through a recent grant award, to provide transitional/supported housing assistance to 6 victims of domestic violence and their families, which includes assistance with rent and utilities for up to 12 months, purchase of furnishings, and includes a staff member who is available to assist with transportation to appointments, etc.				x	Arbor Development (SCAP) has successfully implemented the transition/supported housing assistance to 7 victims of domestic violence and their families.
➤ SCAP will work to secure additional resources to provide safe, affordable, permanent housing for victims of domestic violence.			x		Arbor Development was awarded funding to develop 7 transitional to permanent homes for domestic violence victims. In addition, Arbor Development is developing an apartment complex which will have 5 to 7 units that will be designated to victims of domestic violence.
➤ Assist victims of domestic violence with back utility bills that threaten the stability of their housing situations.				x	Arbor Development obtained grant funds to assist with paying for back utility bills for victims of domestic violence.

SIP PROFILE #5 – Domestic Violence

OUTCOME #3: *The Steuben domestic violence service community will work together with the IDV Court Planning Committee to ensure that the Integrated Domestic Violence Court in Steuben County is implemented by January, 2007.*

	Progress to Date:					Significant achievements, barriers, and/or modifications.
	Not Initiated	Initiated	Some Progress	Signif. Progress	Complete	
OBJECTIVE 1: <i>Members of the DART Team will provide input regarding the design and implementation of the IDV Court in Steuben County. (January, 2007)</i>						
Objective 1 Strategies:						
➤ Attend meetings with IDV Court Planning Committee					x	DART attended meetings with the IDV Court Planning Committee to discuss the implementation of the IDV Court to serve victims of domestic violence.
➤ Examine best practices from other counties					x	Prior to implementing the IDV Court DART explored best practices and shared this information with court staff.
➤ Continue dialogue with the IDV Court Planning Committee to address any problems or concerns that arise during implementation.					x	During the implementation stage there was open communication between the community stakeholders and meeting held on a regular basis. During the meeting community stakeholders discussed any problems or concerns they were facing during the implementation state.
➤ Following implementation, reassess methods of service provision within the context of the IDV Court.					x	The DV stakeholders in the community will continue to meet on a regular basis to review the methods of service provision through the IDV Court and implement changes as appropriate.

OBJECTIVE 2: <i>Ensure that victims have access to specialized legal representation and the services they need. (Ongoing)</i>						
Objective 2 Strategies: ➤ DART to work toward securing additional resources for providing specialized civil legal assistance to victims of domestic violence.			x			Legal Assistance of Western New York applied for a funding opportunity through the Department of Justice to hire an additional full time attorney to represent victims of domestic violence in Steuben and Alleghany counties. The grant application was submitted on 3/5/08. Grant awards have not yet been released by the Department of Justice.
➤ DV Service coordination to be assisted by the new Victim Services Coordinator from the IDV Court. (by January 2007)				x		A coordinator for the IDV Court was hired in May of 2007.

SIP PROFILE #6 – Preventive Intervention & Tx. Services

OUTCOME #1: Steuben County DSS and contracted agencies will work with parents and guardians by providing ongoing child protective-preventive services to families in an effort to keep children in their own homes while the parents provide a safe and healthy living environment. (Time frame: Ongoing)

	Progress to Date:					Significant achievements, barriers, and/or modifications.
	Not Initiated	Initiated	Some Progress	Signif. Progress	Complete	
OBJECTIVE 1: DSS will coordinate and case manage a strength based delivery of preventive services to families with a focus on child safety and parental education and self sufficiency. Of the children involved with mandated preventive services, 95% will remain in their own home avoiding an out of home placement. (Completion date: Ongoing - Dec. 2009) Measured by DSS Preventive and Foster Care stats.				X		The number of CPS placements has declined from 2004 to present. In 2004 there were 92 children placed in custody via CPS removals. In 2007 the number declined to 36 children. In addition PINS placement numbers remain low with an adjustment rate of approximately 95% successful. Juvenile Delinquent placement rates have fluctuated over the past three years however they also have declined. Enhanced programs to promote child safety and parent education along with Departmental efforts to locate resources within the family unit have contributed in the decline of out of home placements.
Objective 1 Strategies				X		Contract and POS have increased over the past three years. Enhanced family supports and connection to community or court ordered resources have aided in this process.
➤ Provide necessary support and education services through referrals to community and POS agencies to ensure children in the home are afforded a safe living environment.				X		While providing Preventive Services and prior to CPS removals staff explore family options in an effort to strengthen family supports and maintain the children in their own home.
➤ Provide family options to use relatives and friends under Article 10 of the FCA as caregivers as provided in the Permanency Bill, when home care is not an option.				X		Staff provides referrals, engagement with Service providers and monitoring of participation with Family Court orders.
➤ Monitor and provide supportive services as directed through court orders.				X		The Department continues to participate and encourage the use of Family Case Conferencing
➤ Family Case conferencing.				X		

<p>OBJECTIVE 2: DSS will provide a comprehensive approach for all preventive cases by accessing the wide range of contract and not-for-profit agencies established in Steuben County. Where appropriate, 85% of preventive cases will be engaged in community based services within 60 days of case opening. (Completion date - Ongoing)</p>				X	<p>The Department accesses a wide range of contracted and community based services to support families. During 2008 there have been few instances of waiting lists. Core services such as SHAPE, Choice, WRAP, Family Preservation and Family Focus have had no waiting lists. In 2008 the Department expanded the WRAP program to include another Case Manager/Therapist. This has doubled the number of cases served by their program. Over 90 % of the families served have referrals for services completed within the first 30 days of a case opening.</p>
<p>Objective 2 Strategies: ➤ Encourage families to sign releases for providers to share information better between themselves and the family members.</p>				X	<p>Releases are obtained to encourage family involvement. In 2007 and 2008 staff was trained and now utilize the Family Meeting model for family engagement. This has been a successful tool to engage families to provide a familial support system.</p>
<p>➤ Build better relationships between the families, county caseworkers, and other organizations for increased success.</p>				X	<p>Availability of services and efforts such as Family Meetings has attributed to the lower placement numbers. Use of a Preventive intake worker has helped to address cases in a "non threatening" intervention that can assist families prior to becoming a CPS referral. In addition agency initiatives such as Professional, Polite, Positive "training and awards (3-P's) have helped focus and enhance the Departments delivery of services to the families and communities we serve. Outreach meetings with school and community agencies.</p>
<p>➤ Conduct DSS, POS contract, and not-for-profit agency collaborative meetings to coordinate services, assess and review case plans and goals, and to provide a forum for interagency communication and problem resolution.</p>				X	<p>Meetings are held monthly with a number of Service Providers and in some cases bi weekly to continue interagency communication. In other situations such as with other County agencies staff sit on boards and committees to develop and maintain good working relationships.</p>
<p>➤ Explore wait lists as they occur to determine reason for referral delays.</p>				X	<p>In 2008 there have been few instances of wait lists.</p>

SIP PROFILE #6 – Preventive Intervention & Tx. Services

OUTCOME #2: As a result of the PINS diversion and intervention services, program participants will show behavioral improvements and avoid Family Court interventions and the need for Detention services. (Ongoing)

	Progress to Date:					Significant achievements, barriers, and/or modifications.
	Not Initiated	Initiated	Some Progress	Signif. Progress	Complete	
<p>OBJECTIVE 1: Of the 150 referrals for PINS services, 90% will be closed successfully without Family Court interventions. The remaining 10% will receive Intensive Preventive and court ordered services in an attempt to avoid home disruptions or out of home placements.</p> <p>This target will be measured by Probation and Social Services statistics identifying PINS referrals to court and data reflective of out of home placements. (December 31, 2009)</p>				X		<p>Over the last 2 years the PINS Adjustment success rate continues to exceed 90 %. Five PINS youth were placed in care in 2007 which continues identify a successful PINS Services Program.</p> <p>The PINS act of 2005 has also contributed to the decline in PINS placements over the past 3 years.</p> <p>The Departments of Probation and Social Services continue to collaborate to provide services to PINS youth in an effort to deter out of home placements.</p> <p>In 2008 PINS Services were merged with On-Going Preventive. Staff will be crossed trained to work with both CPS and PINS cases. All workers will be provided with CPS response training to enhance their skills.</p>
<p>OBJECTIVE 2: Of the 125 PINS youth who participate in POS contracted Anger Management, PINS education and Mediation services, 90% will demonstrate improved family relations and will have the PINS services closed successfully without the need for Family Court interventions.</p> <p>Quantitative success of the programs will be measured by statistics and follow up reports as provided from the Center for Dispute Settlement, Probation and Social Services. (December 31, 2009.)</p>				X		<p>In 2007 there were 123 youth who participated with the PINS education program. This is nearly 100 % of all PINS youth receiving education services through the Center for Dispute Settlement "CDS". Nearly 60 % of all PINS referrals participated with Anger management with CDS. In addition another 10 % of PINS referrals participated with Mediation services with their parent or guardian.</p> <p>PINS placement numbers reflect a 96 % success rate in avoiding out of home placements for our PINS population.</p>

<p>OBJECTIVE 3: <i>Recruit and maintain county level foster homes within geographically central locations in Steuben Co. to be used as respite care beds for PINS youth. (Target date January. 31, 2007)</i></p> <p>Measure by certified foster home roster.</p>		X			<p>Despite recruitment efforts the Department has been unsuccessful in securing Foster Parents as respite providers for PINS youth. However creative case planning has not allowed this gap in services to become a problem for the youth we work with. Recruitment efforts are ongoing.</p>
<p>Strategies:</p> <ul style="list-style-type: none"> ➤ Investigate county-based foster care and other Departmental resources. 			X		<p>Many of the youth coming into care have needs that exceed the capabilities of county level foster care, however, these placements are routinely considered for Therapeutic level care and Family Based treatment as well as resources from other treatment levels such as OMH or OMRDD.</p>
<ul style="list-style-type: none"> ➤ Maintain continuity of school and services provision 			X		<p>Where possible the Department maintains this option.</p>
<ul style="list-style-type: none"> ➤ Have, in place, plans for safe return and continued service delivery, such as referral and day-after meetings. 				X	<p>Post placement meetings to include day after meetings are initiated on every case. Most often these are conducted within 3-5 days of placement. Discharge planning resources such as Family Focus and SHAPE are initiated immediately upon placement in most cases as a preventive measure. Programs such as Wrap help with the transition of youth from RTC level during their return to the community.</p>
<ul style="list-style-type: none"> ➤ Provide monthly stipend to identified foster homes 	X				<p>No resources have been identified to date. Recruitment efforts are ongoing.</p>

SIP PROFILE #6 – Preventive Intervention & Tx. Services

OUTCOME #3: *Maintain a county wide support system for families and community professionals who are looking for preventive services for families prior to the need for Child Protective intervention. (Time frame – Ongoing)*

	Progress to Date:					Significant achievements, barriers, and/or modifications.
	Not Initiated	Initiated	Some Progress	Signif. Progress	Complete	
<p>OBJECTIVE 1: <i>The Department of Social Services in collaboration with Helpline will provide an intake and referral service to assess and direct inquires to both county based and community based services. The DSS Intake specialist will look to provide the least restrictive but most effective intervention in an effort to eliminate the need for CPS interventions. 90% of referrals and inquiries will be responded to within one business day of inquiry.</i></p> <p><i>Time frame for completion - Jan 2007</i> <i>Measure by monthly preventive statistics</i></p>				X		<p>This is an ongoing objective that continues to provide an intermediate level of intervention to the families of our county. In each referral child safety is considered as well as solutions that provide the least restrictive interventions.</p> <p>Helpline and 211 continues to provide an after hour clearinghouse for intake referrals.</p> <p>Nearly 100% of referrals are responded to within 24 hours of receiving the initial referral information. The number of Preventive referrals has steadily risen over the past 4 years from 739 in 2004 to 1091 in 2007, an increase of 32 %.</p>

SIP PROFILE #7 – Youth Services

OUTCOME #1: Support, through funding and other methods, adequate pre- and early post-natal services to ensure children begin life with a healthy start. (Ongoing)

	Progress to Date:					Significant achievements, barriers, and/or modifications.
	Not Initiated	Initiated	Some Progress	Signif. Progress	Complete	
<p>OBJECTIVE 1: Steuben DSS and Youth Bureau staff and programs will continue to identify, promote, and refer eligible families to such local programs as Healthy Families Steuben and TASA, which work to establish healthy births, and to other local/community organizations such as Loving Arms, Help for Adolescent Mothers, hospital groups (ex. MOMS), etc.</p> <p>Local and state support for this program continues.</p>				X		<p>The Youth Bureau in collaboration with numerous agencies in the county continue to provide referral information through spring and fall family Fling events. These events target communities in need and bring in 100-200 families of young children.</p> <p>Healthy Families goal is universal pre-screening. One barrier is referral agents pre-screening who they refer to them for services. This up-coming year they are piloting a state program of prenatal enrollment. The hope is to enroll mothers by 4 mos. Pregnant to increases outcomes for healthier babies.</p>

SIP PROFILE #7 – Youth Services

OUTCOME #2: *Support the continued efforts at reducing births among teens, as measured by DOH data, specifically looking to reduce teen births for age groups 15-17 and 18-19 by 10% or more by December 31, 2009.*

	Progress to Date:					Significant achievements, barriers, and/or modifications.
	Not Initiated	Initiated	Some Progress	Signif. Progress	Complete	
<p>OBJECTIVE 1: <i>Seek resources to fund services aimed at reducing births to teen parents through effective education and prevention programming.</i></p> <p>The Youth Bureau and community partners continue to work toward this objective. As a result of letters of participation and support with the TASA program of Pro Action of Steuben and Yates, Inc., the program expanded services in 2005. There is currently a collaborative effort headed by Kinship Family & Youth Services which is pursuing a Responsible Fatherhood initiative to be implemented in 2007.</p>				X		<p>There was a collaboration of agencies that met and visited numerous resource centers in a three county area that were supportive of a grant written by Pro Action for a Responsible Fatherhood initiative. The grant was not funded but there were some community initiatives that took place as a result of this collaboration.</p> <p>ProAction initiated a regional OCFS trainer to present two workshops on Fatherhood; PHAT Dads and Left training Locating and Engaging Fathers. Agency counselors received the training.</p> <p>The TASA program has increased the number of males represented on the teen parent panel.</p> <p>Corning Youth Center had six sessions during Teen Nights addressing issues that influence teen pregnancy and mailed literature packets to parents of teens with relevant teen pregnancy prevention topics. The Advantage after school program had a teen pregnancy prevention focus with 86 youth participating in 2008.</p>

SIP PROFILE #7 – Youth Services

OUTCOME #3: *Develop and implement a Steuben County community-based mentoring program by December 31, 2009, that will serve 35 high-risk youth facing placement. All youth will demonstrate positive changes in behavior as measured by the school, mentor, and other case records.*

	Progress to Date:					Significant achievements, barriers, and/or modifications.
	Not Initiated	Initiated	Some Progress	Signif. Progress	Complete	
OBJECTIVE 1: <i>Design, develop, and obtain approval for the mentoring program from Steuben County by 12/31/06.</i>					x	3/07
OBJECTIVE 2: <i>Hire a Program Coordinator to manage the program by 3/1/07.</i>					x	9/07
OBJECTIVE 3: <i>Orient, train, and refine procedures for the Program Coordinator and other personnel by 9/1/07.</i>					x	6/08
OBJECTIVE 4: <i>Establish a minimum of five (5) matches/pairs by 12/31/07.</i>		x				Due to late higher and county requirements we are approximately 6 months behind schedule.
OBJECTIVE 5: <i>Establish a minimum of 20 matches/pairs by 12/31/08.</i>			x			Modify objective to 10 matches by 12/31/08.
OBJECTIVE 6: <i>Establish a minimum of 35 matches/pairs by 12/31/09.</i>		x				

SIP PROFILE #7 – Youth Services

OUTCOME #4: Continue to support, through funding and other resources, substance abuse and addictions prevention services within the community, as measured by financial, administrative, and program records. (Ongoing)

	Progress to Date:					Significant achievements, barriers, and/or modifications.
	Not Initiated	Initiated	Some Progress	Signif. Progress	Complete	
OBJECTIVE 1: Continue the ongoing support of training in recognizing, treating, and planning for substance abuse prevention among youth, adults, and families.				X		
Objective 1 Strategy: ➤ Have youth service providers, who offer drug abuse prevention services, collaborate with city drug court representatives to discuss program and referral opportunities. (June, 2008)			X			There have been opportunities to provide information between agencies and the city drug court representatives through referral for community service, invitations to informational sessions, open houses, and graduations. There is some use of space between the Steuben County Drug court and the Council on Substance Abuse Services which provides a means to share information.
OBJECTIVE 2: Programming through youth-focused services will continue to emphasize the positive benefits of healthy choices away from the use and misuse of alcohol, tobacco, and drugs.				X		Programs involved both Research based education and Counseling.
Objective 2 Strategies: ➤ Continue to work with the four main prevention providers to develop these programs (Catholic Charities of Steuben [<i>Bath Area Hope for Youth, Steuben Council on Addictions</i>], Family Service Society, Hornell Area Concern for Youth, and the Steuben County Youth Bureau/ Reality Check).				X		# youth received Services since 2007 Steuben Council on Addictions – 7,133 youth Bath Hope for Youth- 3,734 Hornell Area Concern For Youth 2,337(unduplicated) Reality Check- 7,533 Family Services- 191 unduplicated youth
➤ Conduct joint meetings to share program ideas and prevention strategies, using evidence-based or research-based prevention programs.				X		Prevention providers met monthly during 2007 and into 2008.

OBJECTIVE 3: <i>Public and private partners will secure resources to increase the availability of substance abuse treatment options available for youth with addictions by December, 2009. One measure of achievement for this will be the reduction of waiting lists for addiction prevention and treatment services.</i>			X			
Objective 3 Strategies: > Secure resources for treatment options			X			
> Increase number of counselors			X			

SIP PROFILE #7 – Youth Services

OUTCOME #5: Youth programs will offer opportunities for youth to become involved in positive community, skill-building, volunteer, and recreational activities.

	Progress to Date:					Significant achievements, barriers, and/or modifications.
	Not Initiated	Initiated	Some Progress	Signif. Progress	Complete	
OBJECTIVE 1: Contract agencies will enable youth to participate in human service and community activities, as measured by a minimum of two such activities per year per agency. A strategy to achieve this will include additional funding through the Youth Bureau and DSS.				X		
Objective 1 Strategies: ➤ Secure additional funding through the Youth Bureau and DSS				X		The Bureau and DSS have offered Fall and Summer Enhancement funding to agencies with grants targeted toward community service, skill building and alternative activities.
➤ Each agency will develop and maintain a list of community service, skill-building, volunteer, and recreational activities.				X		These lists are on-going and active.
OBJECTIVE 2: Continue support for community, skill-building, volunteer, and recreational activities targeted at high-risk youth during non-school hours. (Ongoing)				X		On-going targeted funding.
Strategies: ➤ Continue programming along the lines of what has been accomplished in the past, such as: ○ The Summer Learning Experience – a summer program for highly at-risk youth. ○ Corning Parks & Recreation – an experimental program in Sept. and Oct. targeting youth during non-school hours. ○ Corning Area Youth Center - "Teen Night," a twice per month program which focuses on providing programming for teens ages 13-18. ○ Hornell Area Concern for Youth - weekly groups targeting high-risk youth.						<ul style="list-style-type: none"> • Summer Learning Experience has been ongoing and expanded to include more sites and more youth served during summer weeks. • Corning Parks and Recreation offered nurse camps, golf camps and craft sessions. • Corning Area Youth Center expanded to a "teen Night: twice per month. • Hornell Area Concern For Youth expanded programming to include a research based community program for high risk youth that meets weekly.
➤ Continue to support programming through funding and other resources.				X		On-going funding opportunities.

<p>OBJECTIVE 3: Broaden effective youth programming by including the family in appropriate services, thereby promoting and supporting family-wide positive changes. (Ongoing)</p>				x		<p>Child Abuse Prevention Task Force host family events. Hornell Area Concern For Youth “youth center”, has family events at least 4 times/year.</p>
<p>Objective 3 Strategies: ➤ Continue quarterly meetings of youth service providers to discuss strategies and best practices.</p>				x		<p>Quarterly meetings that meet the last Wednesday of the quarter at the Youth Bureau.</p>
<p>➤ Develop or redesign regularly scheduled activities to involve parents and/or family members.</p>				x		<p>Summer Learning Experience initiated a yearly family picnic. Concern’s All-Stars program incorporates family/parent opinions sessions.</p>
<p>OBJECTIVE 4: Provide activities during the years 2007-2009 that support positive youth development.</p>				x		<p>Yearly the AYD training team offers training to Americorps recruits.</p>
<p>Objective 4 Strategy: Provide funding for one Advancing Youth Development and one Strengthening Organizations through Youth Development training.</p>						<p>A full AYD training was offered in Steuben County to youth workers in agencies. The training was free of charge. Planning an additional training in 2009.</p>

SIP PROFILE #7 – Youth Services

OUTCOME #6: *Secure resources and perform additional assessment(s) of local youth needs and youth assets, as measured by achievement of objectives, by December 31, 2009.*

	Progress to Date:					Significant achievements, barriers, and/or modifications.
	Not Initiated	Initiated	Some Progress	Signif. Progress	Complete	
OBJECTIVE 1: <i>Identify a lead agency to convene a task group comprised of youth service professionals and community leaders—including youth—by December 2007 to identify appropriate assessment tools and methods and develop a plan for the assessment and dissemination of results.</i>				x		A team of youth service agencies convened in 2007 – 2008 to discuss the needed evaluation tools. An Evaluator was chosen and an agency was contracted with to administer the Risk and Protective Survey in the winter 2008. The results should be available this summer.
OBJECTIVE 2: <i>Execute county-wide assessment activities designed to index youth needs and assets by December 31, 2008.</i>					x	
OBJECTIVE 3: <i>Tabulate assessment results by June 2009.</i>						Results will be available summer 2008.

SIP PROFILE #7 – Youth Services

OUTCOME #7: *Rate and rank programs applying for 2007-2009 funding, allocated through the Youth Bureau, according to their ability to meet the Ten Effective Youth Development Practices. (Ongoing)*

	Progress to Date:					Significant achievements, barriers, and/or modifications.
	Not Initiated	Initiated	Some Progress	Signif. Progress	Complete	
Strategies: ➤ Provide materials to agency providers to obtain narratives that reflect how services meet Development Practices.					x	On-going
➤ Research and select rank/rating system and obtain Youth Board approval					x	The youth Board approved the current ranking system.

SIP PROFILE #7 – Youth Services

OUTCOME #8: Steuben County Department of Social Services, Youth Bureau, Youth Serving Agency partners, schools and the community will continue to support youth recognition awards that provide incentive and empowerment to high-risk youth and young adults. Success measured by positive educational performance, behavioral reports, and employment records. (Ongoing)

	Progress to Date:					Significant achievements, barriers, and/or modifications.
	Not Initiated	Initiated	Some Progress	Signif. Progress	Complete	
OBJECTIVE 1: Steuben County DSS and Youth Bureau will design and implement with partner schools a student recognition program for a minimum of 40 – 100 students in the Fall and Spring of each school year of 2007-2009 beginning in February 2007. Schools will provide records of success.					x	This is on-going. There were 191 in the Fall of 2007 and 110 in the spring of 2008.
OBJECTIVE 2: The Jack Lisi Youth Award Corporation, in partnership with the Steuben County DSS, Youth Bureau, Youth Agency partners, and the community, will continue to sponsor, promote, and support the Jack Lisi Youth Award Program recognizing youth ages 16-21 years of age. The youth must be high risk. Annual awards will be presented that provide an incentive for the recipients to achieve their goal or goals. Success will be measured by positive achievements as tracked by the Youth Bureau. (Ongoing)					x	On-going. The award is one of the most successful in NYS. This year the award was increased to \$1,500 for eight recipients. Informal tracking has been established for the recipients and a formal system is being established.

SIP PROFILE #7 – Youth Services

OUTCOME #9: *Continue and expand the “Summer Learning Experience” (SLE) for a minimum of 200/year high-risk and challenged 8-18 year old youth that positively modifies behavior as measured by a pre and post survey, school and case records. Time Frame: Summers, 2007-2009.*

	Progress to Date:					Significant achievements, barriers, and/or modifications.
	Not Initiated	Initiated	Some Progress	Signif. Progress	Complete	
OBJECTIVE 1: <i>Distribute referral applications by April each year to youth professionals.</i>					x	On-going
OBJECTIVE 2: <i>Select participants for SLE early June each year.</i>					x	On-going
OBJECTIVE 3: <i>Accomplish home visits and pre-surveys of participants and family in late June/early July each year.</i>					x	On-going
OBJECTIVE 4: <i>Operate SLE from early July through mid August of each year.</i>					x	On-going
OBJECTIVE 5: <i>Conduct post surveys by mid-August each year.</i>					x	Complete for 2007, and ongoing for 2008-2009.
OBJECTIVE 6: <i>Analyze data, surveys, records, and other information for following year program design and budget. Modifications and improvements as indicated.</i>					x	Modifying evaluation system for 2008-2009.

SIP PROFILE #7 – Youth Services

OUTCOME #10: *Determine the potential relationship of the loss and/or absence of child care/organized recreational activities, after age 13, to delinquency issues. Steuben DSS, in conjunction with the Youth Bureau, the Probation Department, and other applicable organizations, will develop a report by December 31, 2007.*

	Progress to Date:					Significant achievements, barriers, and/or modifications.
	Not Initiated	Initiated	Some Progress	Signif. Progress	Complete	
OBJECTIVE 1: <i>Steuben DSS will lead the examination of JD/PINS cases that come from issues related to lack of supervision to evaluate whether increasing access to child care and/or supervised recreational activities for these families would be an effective preventive strategy.</i>						

**Steuben County
Child & Family Services Plan Annual Update**

LDSS ADMINISTRATIVE COMPONENT

I. FINANCING PROCESS

a) Types of Funds Used – *no changes to report*

b) Purchase of Service Agreements

The criteria and procedures used by the Department to select providers for child welfare and non-residential domestic violence purchase of services contracts remains the same as previously reported. The Department does not have a POS contract for protective/preventive cases in Adult Services, Performance or Outcome Based Provisions have been added to all of the Department's purchase of service contracts for preventive services starting January 1, 2008. Each POS contract has individualized performance/outcomes which are reported on quarterly to the Department. Additional changes are anticipated to the performance measures in the POS preventive contracts as the Department will begin Getting to Outcomes training in the Fall of 2008 through OCFS to refine our outcome measurements.

II. MONITORING PROCEDURES

The Department continues to meet administratively on a quarterly basis with child welfare and non-residential POS contract providers. These quarterly meetings now include a review of the agencies performance indicators and quarterly reports to the Department. The quarterly performance reports by the agencies are reviewed at the time that they come in by the Deputy Commissioner of Services and questions or concerns are addressed at that point with the agency as well.

III. APPENDICES (included appendices only)

A. "Legal Assurances – Department of Social Services"

B. "Summary of MOU with DA" – *(Not included: no changes to report)*

- C.** “Estimates of Persons Served” – *(Not included: Steuben has a waiver for this information)*

- E.** Chafee Foster Care Independence Program Use of Allocations” – *(Not included: the County does not utilize 30% or more of our allocation for room and board.)*

- F.** “Program Information” – *no changes to report*

- G.** “Child Care Section”
 - 1) “Child Care Section: Dated 2007-2009”

 - 2) “Other Eligible Families if Funds are Available”

 - 3) “Reasonable Distances, Very Low Income, Family Share, Case Closings and Openings, and Fraud and Abuse Control Activities

 - 4) “District Options”

- H.** “Annual Plan Update Checklist”

APPENDIX A

LEGAL ASSURANCES

DEPARTMENT OF SOCIAL SERVICES

Appendix A contains the requirements each social services district must fulfill in order to meet the existing mandates found in the state or federal statutes. Since the activities indicated are statutorily mandated, no option is given to indicate that any of these activities are not current practice.

The inclusion of these assurances in the Child and Family Services Plan or Consolidated Services Plan constitutes the district's commitment to maintain compliance with these legal requirements.

A. General

1. All providers of service under this plan operate in full compliance with applicable Federal, State and local fire, health, safety and sanitation and other standards prescribed in law or regulations. Where the local district is required to provide licensure for the provision of services, agencies providing such services shall be licensed.
2. All recipients of funds are required to operate each program or activity so that, when viewed in its entirety, the program or activity is readily accessible to and usable by handicapped persons to the extent required by law.
3. Benefits and services available under the State Plan are provided in a non-discriminatory manner as required by Title VI of the Civil Rights Act of 1964 as amended.
4. The activities covered by this plan serve only those individuals and groups eligible under the provisions of the applicable State and Federal statutes.

5. There is in operation a system of fair hearings and grievances under which applicants for or recipients of services and care may appeal a denial, exclusion, reduction, termination, or choice of services/care; mandatory nature of service/care; or failure to take timely action upon an application for services/care.

6. Adequate and timely notice is provided to applicants for and recipients of services and care as required by 18 NYCRR 407.5 (h) (2) (i).

7. Services funded pursuant to Title XX of the Social Security Act are available to eligible individuals in every geographic area within the district. Where different services are made available to a specific category of individuals in different geographic areas, services are available to all eligible individuals in that category who reside in that area.

B. Child Protective Services

1. The district maintains an organizational structure, staffing, policies and practices that comply with 18 NYCRR 432.
2. The district has specifically reviewed 18 NYCRR 432.2 (f) (3) and is in compliance with all the requirements contained therein.

C. Preventive Services for Children

1. Every child and family needing any of the core Preventive Services shall have these services provided to them in a timely manner. The core services are Day Care, Homemaker, Transportation, 24 hour access to Emergency Services, Parent Aide or Parent Training, Clinical Services, Crisis Respite Care, Services for Families with AIDS/HIV+ and Housing Services.
2. The district maintains efforts to coordinate services with purchase of service agencies and other public and private agencies within the district that provide services to children. Such efforts include the use of referral procedures and formal and informal agreements with these agencies.
3. The district has prepared a plan and procedures for providing or arranging for 24 hour access to emergency services for children who are at risk of foster care as specified in 18 NYCRR 423.4. The appropriate district staff are aware of such plans and procedures.

D. Adult Protective Services

1. The district has established a process to enable the commissioner to act as a guardian, representative or protective payee on behalf of a client in need of protective services for adults (PSA) when no one else is willing or capable of acting in this capacity.
2. In the provision of protective services for adults, the district is in compliance with the requirements contained in 18 NYCRR Part 457.

E. Domestic Violence Services

1. Each domestic violence victim seeking non-residential services will be provided with all needed core services directly from the provider in a timely manner.

2. Non-residential services will be provided regardless of a person's financial eligibility and in a manner that addresses the ethnic composition of the community being served and the needs of victims with special needs.

3. Non-residential services will be provided in a safe and confidential location.

F. Child Care

The social services district affirms that when providing child care services under the New York State Child Care Block Grant (NYSCCBG) it will:

provide parents with information about the full range of providers who are eligible for payment with child care subsidy funds;

2. offer child care certificates to assist parents in accessing care;
3. inform clients of criteria to consider when selecting a child care provider;
4. allow parents to select any legally eligible child care provider (Please note: Under certain circumstances, districts may disapprove providers chosen by families with a preventive or protective case.);
5. establish at least one method of payment for child care provided by caregivers who do not have a contract with the district;
6. determine that legally-exempt child care providers are operating in compliance with any additional State-approved local standards;
7. give priority for subsidies to children of families with very low income and to children who have special needs;
8. guarantee child care services to a family who has applied for or is in receipt of public assistance when such services are needed for a child under 13 years of age in order to enable the child's custodial parent or caretaker relative to participate in activities required by a social

services official, such as orientation, assessment, or other work activities as defined in 18 NYCRR Part 385;

9. guarantee child care services to a family who is in receipt of public assistance (PA) when such services are needed for a child less than 13 years of age in order to enable the child's parent or caretaker relative to engage in work as defined by the social services district.

10. guarantee child care services to applicants for or recipients of public assistance who are employed and would otherwise be financially eligible for public assistance benefits but who choose to receive child care subsidies for a child under 13 years of age in lieu of public assistance benefits for such period of time as the applicants/recipients continue to be financially eligible for public assistance;

11. guarantee child care services to families transitioning from public assistance whose PA cases have been closed or who voluntarily close their PA case, and who are no longer financially eligible for PA due to an increase in earned income or child support. The family must include an eligible child under the age of 13 who needs child care in order for the parent to be engaged in work, and the family's gross income must be at or below 200% of the State Income Standard. For transitional child care, the eligibility period begins with the first month in which a family becomes ineligible for PA or "child care in lieu of PA" and is limited to 12 months in duration.

12. inform recipients of public assistance and former public assistance recipients of the child care guarantees for eligible families.

13. inform families in receipt of public assistance of their responsibility to locate child care;

14. inform families in receipt of public assistance of the criteria the district will use to determine that a family has demonstrated an inability to obtain needed child care because of the following reasons:
 - unavailability of appropriate child care within a reasonable distance from the individual's home or work site;

- unavailability or unsuitability of informal child care by a relative or under other arrangements; or
 - unavailability of appropriate and affordable regulated child care arrangements;
15. offer two choices of legal child care, at least one of which must be a licensed or registered provider, to recipients of public assistance who have requested assistance in locating child care for a required work activity and who have demonstrated an inability to obtain care;
 16. inform recipients of public assistance that their public assistance benefits cannot be reduced or terminated when they demonstrate that they are unable to work due to the lack of available child care for a child under the age of thirteen;
 17. advise recipients of public assistance that the time during which they are excepted from the reduction or termination of benefits due to the lack of available child care will still count toward the families' time limit on public assistance;
 18. provide payment for the actual cost of care (rate charged by the provider to non-subsidized families unless a lower payment rate has been established in a negotiated contract) up to the applicable market rate; and
 19. allocate NYSCCBG subsidy funds in a manner that provides eligible families equitable access to child care assistance funds.
 20. provide child care to families who are eligible as long as funds are available, and to other families that are eligible if funds are available if the social services district has listed such families as eligible in the Child and Family Services Plan.

G. Staffing

1. The Organizational Chart requirements will be met by the social services district's assurance that the organizational chart submitted to the Office of Financial Operations and Audit for the Random Moment Survey process is current and accurate.

APPENDIX F

2007 PROGRAM INFORMATION

County Name: Steuben	County Code: 46
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	01 Adoption	04 Education	05 Employment	06 Family Plng	Medicl Option	07 Resid Plcmnt Adult	08 Foster Care Child	09 Health Related	10 Home Mgmt.
1	N	Y	Y	Y	Y	N	N	Y	Y
2	N	Y	Y	Y	Y	N	Y	Y	Y
3	Y	Y	N	N	N	Y	Y	Y	Y
4	Y	N	N	N	N	Y	Y	N	Y
5	N	N	N	N	N	Y	Y	N	N
Method: D	Y	Y	Y	N	N	N	Y	N	Y
U	N	Y	Y	Y	N	Y	N	Y	N
R	Y	N	Y	N	Y	Y	Y	Y	Y
Eligibility Categories									
02 FCAA	Y	Y	Y	Y	N	Y	Y	Y	Y
03 TANF	Y	Y	Y	Y	Y	Y	Y	Y	Y
04 EAF	Y	Y	Y	Y	Y	Y	Y	Y	Y
05 AGED	N	Y	N	Y	Y	N	Y	Y	Y
06 BLIND	Y	N	N	Y	Y	Y	Y	Y	Y
07 DISABLED	Y	Y	N	Y	Y	Y	Y	Y	Y
08 MA	Y	Y	Y	Y	Y	Y	Y	Y	Y
09 URM *		N	N	Y	N	Y	N	N	N
10 UEM **		Y	Y	Y	Y	Y	Y	Y	Y
13 SN	Y	Y	Y	Y	Y	Y	Y	Y	Y
14 IE	Y	Y	Y	Y	Y	Y	Y	Y	Y
WR	Y	N	N	Under 21 option		Y	N	Y***	
Income Eligibility Standards									
State Standards	WR	200%	200%	200%	150%	WR	200%	WR*** *	
Local Standards	WR					WR			

* Unaccompanied Refugee Minor

** Unaccompanied Entrant Minor

Local Standards not specified assumed to be established at State Standards.

*** When these services as provided as part of a child protective or preventive services case in accordance with the regulations of the Office of Children and Family Services.

**** The 200% state standard only relates to TANF to Title XX transfer funding.

APPENDIX F
2007 PROGRAM INFORMATION

County Name: Steuben	County Code: 46
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	11 Homemaker Component			12 Housekeeper/ Chore	13 Housing Improvement Component		14 Info & Referral
	A	B	C ¹		A ¹	B	
Goals : 1							
2						N	
3							
4	N						
5		N	N	N	N	N	
Method: D	N	N	N	N	N	N	Y
U	Y	Y	Y	N	N	N	N
R	Y	Y	Y	Y	Y	Y	Y
Eligibility Categories							
02 FCAA		N		N		N	N
03 TANF		Y		Y		Y	Y
04 EAF		Y		Y		Y	Y
05 AGED		Y		Y		Y	N
06 BLIND		Y		Y		Y	N
07 DISABLED		Y		Y		Y	N
08 MA		Y		Y		Y	Y
09 URM *		N		N		N	N
10 UEM **		Y		Y		Y	N
13 SN		Y		Y		Y	N
14 IE		Y		Y		Y	Y
WR		Y***		Y***		Component B	Y
Income Eligibility Standards							
State Standards		WR****		WR****		200%	WR
Local Standards							WR

¹ This component is mandated for SSI individuals.

* Unaccompanied Refugee Minor

** Unaccompanied Entrant Minor

Local Standards not specified assumed to be established at State Standards.

*** When these services as provided as part of a child protective, preventive or adult protective services case in accordance with the regulations of the Office of Children and Family Services.

**** The 200% state standard only relates to TANF to Title XX transfer funding.

APPENDIX F
2007 PROGRAM INFORMATION

County Name: Steuben	County Code: 46
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	15 Preventive Adults Component				16 A&B Prot Adults	17 Prot Child	19 WIN Couns	20 Transp	21 Unmarr Parent	
Goals: 1		A	B	C	D	N	N		Y	Y
2		Y	Y	Y	Y	N	N	N		Y
3		Y	Y	Y	Y	Y	Y	N		Y
4		Y	Y	Y	Y	N	N	N		N
5		N	N	N	N	N	N	N		N
Method: D		Y	Y	Y	Y	Y	Y	N	Y	N
U						N	N	N	Y	N
R						N	N	N	Y	Y
Eligibility Categories										
02 FCAA		N	N	N	N	N	Y	N	Y	Y
03 TANF		Y	Y	Y	Y	Y	Y	N	Y	Y
04 EAF		Y	Y	Y	Y	Y	Y	N	Y	Y
05 AGED		Y	Y	Y	Y	Y	Y	N	Y	Y
06 BLIND		Y	Y	Y	Y	Y	Y	N	Y	Y
07 DISABLED		Y	Y	Y	Y	Y	Y	N	Y	Y
08 MA		Y	Y	Y	Y	Y	Y	N	Y	Y
09 URM *		Y	Y	Y	Y	Y	Y	N	Y	Y
10 UEM **		Y	Y	Y	Y	Y	Y	N	Y	Y
13 SN		Y	Y	Y	Y	Y	Y	N	Y	Y
14 IE		Y	Y	Y	Y	Y	Y	N	Y	Y
WR		Y	Y	Y	Y	Y	Y	N	N	N
Income Eligibility Standards										
State Standards		200 %				WR	WR		200%	150%
Local Standards						WR	WR			

* Unaccompanied Refugee Minor

** Unaccompanied Entrant Minor

Local Standards not specified assumed to be established at State Standards.

APPENDIX F
2007 PROGRAM INFORMATION

County Name: Steuben	County Code: 46
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	22 Personal Care Services	23 Victim Domestic Violence	24 CHAP	25 Preventive Child Mandated	26 Preventive Child Optional	38 Child Care All
Goals: 1	Y	Y	Y	N	N	Y
2	Y	Y	Y	N	N	Y
3	Y	Y	Y	Y	Y	Y
4	Y	N	N	N	N	Y
5	N	N	N	Y	N	N
Method: D	N	N		Y	Y	N
U	Y	Y		Y	N	Y
R	Y	Y		Y	N	Y
Eligibility Categories						
02 FCAA	N	N	Y	Y	Y	Y
03 TANF	Y	Y	Y	Y	Y	Y
04 EAF	Y	Y	Y	Y	Y	Y
05 AGED	Y	Y	Y	Y	Y	Y
06 BLIND	Y	Y	Y	Y	Y	Y
07 DISABLED	Y	Y	Y	Y	Y	Y
08 MA	Y	Y	Y	Y	Y	Y
09 URM *	Y	Y	Y	Y	Y	Y
10 UEM **	Y	Y	Y	Y	Y	Y
13 SN	N	Y	Y	Y	Y	Y
14 IE	N		N	Y	Y	Y
WR	N	Y	N	Y	Y	Y
Income Eligibility Standards						
State Standards		WR		WR	WR	***
Local Standards		WR		WR	WR	

* Unaccompanied Refugee Minor

** Unaccompanied Entrant Minor

*** For Title XX Day Care, up to: 275% family of 2; 255% family of 3; 225% family of 4 or more

Local Standards not specified assumed to be established at State Standards.

APPENDIX F

2007 PROGRAM INFORMATION

County Name: Steuben	County Code: 46
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Key to Goals	Maximum State Standards Title XX Day Care
1. Self-support	
2. Self-sufficiency	275% Family of 2
3. Protection	255% Family of 3
4. Community-based Care	225% Family of 4 or more
5. Institutional Care	

PROGRAM LIMITATIONS

CHILD CARE

TITLE XX	STATE CHILD CARE BLOCK GRANT	CHILD CARE
		Fee <u>10</u> %
<u>200</u> % Family of 2		
<u>200</u> % Family of 3		
<u>200</u> % Family of 4 or more		

OTHER PROGRAM LIMITATIONS

Less than 200% of poverty is the limit for all services funded with TANF funds transferred to Title XX.

**APPENDIX G-1
CHILD CARE SECTION
DATED 2007-2009**

County: Steuben

I. Administration (Required Section)

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

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

Public Assistance Families: **Steuben Childcare Project (SCCP) and LDSS
Temporary Assistance staff (TA)**

Transitioning Families: **SCCP and LDSS TA**

Income Eligible Families: **SCCP and LDSS TA**

Title XX: **SCCP and LDSS TA**

Indicate the use of New York State Child Care Block Grant (NYSCCBG) Funds.

FFY 06-07 Rollover Funds (*this amount is available from the NYSCCBG ceiling report in the claiming system*)

This rollover included FFFS trans of \$964,000 and balance is shown in estimate of 07-08 rollover and should not be included in calculation.

	\$1,036,582.00
Estimate of FFY 07-08 Rollover Funds	\$847,000.00
Estimate of Flexible Funds for Families (FFFS) for child care subsidies	\$0.00
NYSCCBG Allocation for SFY 08-09	\$2,597,200.00
Estimate of Local Share	\$149,000.00

Total Estimated NYSCCBG Amount: \$3,593,200.00

\$3,593,200.00

A. Subsidy	\$3,080,895.00
B. Other program costs (excluding subsidy)	\$332,305.00
C. Administrative costs	\$180,000.00

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

<u>Function:</u>	<u>Organization:</u>	<u>Amount of Contract:</u>
<input checked="" type="checkbox"/> Eligibility screening Function	SCCP, a division of ProAction of Steuben & Yates Counties, Inc	\$422,344.00
<input type="checkbox"/> Assistance in locating care		
<input type="checkbox"/> Child Care Information Systems		
<input type="checkbox"/> Determining if legally- exempt providers meet State approved additional local standards (if applicable)		
<input checked="" type="checkbox"/> Other	Daycare Provider Training	included above

APPENDIX G-2

II. Other Eligible Families if Funds are Available (Required Section)

Listed below are optional categories of eligible families that your district can include as part of its ICP. Select any categories your district wants to serve and describe any limitations associated with the category.

Optional Categories	Option	Limitations
1. Public Assistance (PA) families participating in an approved activity in addition to their required work activity.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	None
2. PA families or families with income up to 200% of the State Income Standard when the caretaker is:		
a) participating in an approved substance abuse treatment program	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Income level up to 120% when funds are available
b) homeless	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	N/A
c) a victim of domestic violence	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Income level up to 120% when funds are available
d) in an emergency situation of short duration	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Up to six (6) months; Income level up to 120% when funds are available
3. Families with an open child protective services case when child care is needed to protect the child.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	None
4. Families with income up to 200% of the State Income Standard when child care services are needed because the child's caretaker:		
a) is physically or mentally incapacitated	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Bi-annual statement and/or physician detailing incapacity; Income level up to 120% when funds are available
b) has family duties away from home	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Up to six(6) months; Income level up to 120% when funds are available
5. Families with income up to 200% of the State Income Standard when child care services are needed for the child's caretaker to actively seek employment for a period up to 6 months.	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	

<p>6. PA families where a sanctioned parent is participating in unsubsidized employment, earning wages at a level equal to or greater than the minimum amount under law.</p>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<p>None</p>
<p>7. Families with income up to 200% of the State Income Standard when child care services are needed for the child's caretaker to participate in:</p>		
<p>a) a public or private educational facility providing a standard high school curriculum offered by or approved by the local school district</p>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<p>Income level up to 120% when funds are available</p>
<p>b) an education program that prepares an individual to obtain a NYS High School equivalency diploma</p>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<p>Income level up to 120% when funds are available</p>
<p>c) a program providing basic remedial education in the areas of reading, writing, mathematics, and oral communications for individuals functioning below the ninth month of the eighth grade level</p>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
<p>d) a program providing literacy training designed to help individuals improve their ability to read and write;</p>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
<p>e) English as a second language (ESL) instructional program designed to develop skills in listening, speaking, reading and writing the English language for individuals whose primary language is other than English</p>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
<p>f) a two year full-time degree granting program at a community college, a two year college, or an undergraduate college with a specific vocational goal leading to an associate degree or certificate of completion</p>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<p>Students attending a four year fulltime program who work a minimum of 18 hours per week will also be eligible . All students must maintain a 2.0 GPA. students attending a SUNY school must be denied subsidy through the SUNY Child Care Subsidy System before qualifying for local subsidy funds.; Income level up to 120% when funds are available</p>

<p>g) a training program, which has a specific occupational goal and is conducted by an institution licensed or approved by the State Education Department other than a college or university</p>	<p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p>	<p>Income level up to 120% when funds are available</p>
<p>h) a prevocational skill training program such as, a basic education and literacy training program</p>	<p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p>	<p>Income level up to 120% when funds are available</p>
<p>i) A demonstration project designed for vocational training or other project approved by the Department of Labor.</p> <p>The parent/caretaker must complete the selected programs listed under number seven within 30 consecutive calendar months. The parent/caretaker cannot enroll in more than one program.</p>	<p><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p>	
<p>8. PA recipients and low income families with incomes up to 200% of the State Income Standard who are satisfactorily participating in a two-year program other than one with a specific vocational sequence (leading to an associates degree or certificate of completion and that is reasonably expected to lead to an improvement in the parent/caretaker's earning capacity) as long as the parent(s) or caretaker is also working at least 17 ½ hours per week. The parent/caretaker must demonstrate his or her ability to successfully complete the course of study.</p>	<p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p>	<p>Income level up to 120% when funds are available</p>

<p>9. PA recipients and low income families with incomes up to 200% of the State Income Standard who are satisfactorily participating in a two-year college or university program (other than one with a specific vocational sequence) leading to an associates degree or a certificate of completion that is reasonably expected to lead to an improvement in the parent/caretaker's earning capacity as long as the parent(s) or caretaker is also working at least 17 ½ hours per week. The parent/caretaker must demonstrate his or her ability to successfully complete the course of study.</p>	<p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p>	<p>Income level up to 120% when funds are available</p>
<p>10. PA recipients and low income families with incomes up to 200% of the State Income Standard who are satisfactorily participating in a four-year college or university program (leading to a bachelor degree and that is reasonably expected to lead to an improvement in the parent/caretaker's earning capacity) as long as the parent(s) or caretaker is also working at least 17 ½ hours per week. The parent/caretaker must demonstrate his or her ability to successfully complete the course of study.</p>	<p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p>	<p>Income level up to 120% when funds are available</p>

APPENDIX G-3

III. Reasonable Distance, Very Low Income, Family Share, Case Closings and Openings, and Fraud and Abuse Control Activities (Required Section)

Reasonable Distance

Your district is required to define reasonable distance based on community standards for determining accessible child care.

The following defines "reasonable distance": **15 miles or 30 minutes from home; Exceptions will be made for 1) family member providing care, 2) case by case for more rural areas of county**

Describe any steps/consultations made to arrive at your definition: **Travel between Bath and Corning is approximately 25 minutes. Corning is Steuben County's "industrial center."**

Very Low Income

Very Low Income is defined by each district and is used in determining priorities for child care benefits.

Very Low Income is defined as **120%** of the State Income Standard.

Family Share

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

Family Share Percentage selected by our district **10%**.

Note: Make sure the % selected here matches the % selected in Appendix F.

Case Closings (select one or two)

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

Reduction in caseloads would follow this methodology; families with income 120-111%, 110-101% and then those cases with special needs children.

2. The district has not established priorities beyond the federally-mandated priorities. If all NYSCCBG funds are committed, case closings for families which are not eligible under a child care guarantee and are not a federally-mandated priority must be based on the length of time in receipt of services. The length of time used to close cases may be based either on the shortest or longest time receiving child care services but must be consistent for all families. The district has chosen to close cases based on:

- shortest time receiving child care services
- longest time receiving child care services

Case Openings

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

Cases will be opened in reverse order of case closings.

Fraud and Abuse Control Activities

The district must identify below the criteria it will use to determine which child care subsidy applications suggest a higher than acceptable risk for fraudulent or erroneous child care subsidy payment and procedures for referring such applications to the district's front end detection system.

Criteria will be that defined under the approved Front End Detection (FEDS) Plan as submitted by Steuben County to and approved by the OCFS Office of Audit and quality Control.

The district must describe below its sampling methodology used to determine which cases it will seek verification of an applicant or recipient's continued need for child care including, as applicable, verification of participation in employment, education or other required activities.

All subsidy recipients go through the recertification process every 6 months. All documentation is requested, including employment and income verification.

The district must describe below its sampling methodology used to determine which child care providers of subsidized child care services they will review for the purpose of comparing the child care providers attendance forms for children receiving subsidized child care services and any child and adult care food program inspection forms to verify that child care was actually provided on the days listed on the attendance forms.

The Director of Finance, SCDSS will receive a current list of CACFP participants from sponsor quarterly. The Director will randomly select a sampling of six per month to review and compare the food program monitoring sheets to the subsidy time sheets with the sponsor.

APPENDIX G-4

IV. District Options (Required Section)

Districts have certain flexibility to administer the child care subsidy program in order to better meet local needs. Check which options that your district wishes to include in your county plan. Complete attachments for any area(s) checked.

1. Our district has identified local priorities in addition to the federal priorities (complete Appendix G-5).
2. Our district has chosen to establish funding set-asides for NYSCCBG (complete Appendix G-6).
3. Our district is using Title XX funds for the provision of child care services (complete Appendix G-7).
4. Our district has chosen to establish additional local standards for child care providers (complete Appendix G-8).
5. Our district has chosen to make payments to child care providers for absences (complete Appendix G-9).
6. Our district has chosen to make payments to child care providers for program closures (complete Appendix G-10).
7. Our district has chosen to pay for transportation to and from a child care provider (complete Appendix G-11).
8. Our district has chosen to pay up to a 15% higher than the applicable market rates for regulated child care services that have been accredited by a nationally recognized child care organization (complete Appendix G-11).
9. Our district has chosen to pay up to 15% higher than the applicable market rates for non-traditional hours (complete Appendix G-11).
10. Our district has chosen to pay for child care services while a caretaker who works the second or third shift sleeps (complete Appendix G-11).
11. Our district has chosen to make payments to child care providers who provide child care services, which exceed 24 consecutive hours (complete Appendix G-12).
12. Our district has chosen to include 18, 19 or 20 year olds in the Child Care Services Unit (complete Appendix G-12).

APPENDIX G-4 (continued)

13. Our district is seeking a waiver from one or more regulatory provisions. Such waivers are limited to those regulatory standards that are not specifically included in law (complete Appendix G- 12).
14. Our district has chosen to pay for breaks in activity for low income families (non public assistance families, complete Appendix G-12).
15. Our district has chosen to use local equivalent forms such as, but not limited to, child care application, client notification and/or legally exempt enrollment forms (attach copies of the local equivalent forms your district uses).

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

APU Instructions: *Only those local equivalent forms that were not approved in the 2007-09 CFSP need to be included.*

**APPENDIX H
ANNUAL PLAN UPDATE
CHECKLIST**

ADMINISTRATIVE COMPONENT – LOCAL DEPARTMENT OF SOCIAL SERVICES

Steuben County

All Local Department of Social Services are required to complete this checklist. For each item below, please indicate by marking “YES” or “NO” whether there are any changes to report. For each item that is answered “Yes” or where a “NO” response is not an option, a written response is required clearly indicating what has changed and reason for the change. Responses should be attached on separate page and added at the end of this appendix. . Please note that Appendices G-1 must be completed.

YES **NO**

- | | | |
|---|---|--|
| <input type="checkbox"/>
<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/> | <input checked="" type="checkbox"/>

 | <p>I. Financing Process</p> <p> a. General Information</p> <p> b. Purchase of Services</p> <p> c. Performance or Outcome Based Provisions</p> |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <p>II. Monitoring Procedures</p> |
| <input type="checkbox"/>
<input type="checkbox"/> | <input checked="" type="checkbox"/>
<input checked="" type="checkbox"/> | <p>III. Appendices</p> <p> a. Appendix A – Legal Assurances</p> <p> b. Appendix B – Summary of Memorandum of Understanding with the District Attorney’s Office for Child Protective Services</p> |
| <input type="checkbox"/>
<input type="checkbox"/> | <input checked="" type="checkbox"/>
<input checked="" type="checkbox"/> | <p> c. Appendix C – Estimate of Persons to be Served - WAIVER</p> <p> d. Appendix D – Non-Residential Services to Victims of Domestic Violence</p> |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | <p> e. Appendix E – Chafee Foster Care Independence Program Use of Allocations</p> |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | <p> f. Appendix F – Department of Social Services – Program Information Matrix</p> |
| <input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/> |

<input type="checkbox"/>
<input type="checkbox"/> | <p> g. Appendix G – Child Care</p> <p> 1. Appendix G-1 – Administration</p> <p> 2. Appendix G-2 – Other Eligible Families if Funds are Available</p> <p> 3. Appendix G-3 – Reasonable Distance, Very Low Income, Family Share, Case Closings and Case Openings, and Fraud and Abuse Control Activities</p> |
| <input type="checkbox"/>
<input type="checkbox"/>
<input type="checkbox"/> | <input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/> | <p> 4. Appendix G-4 – Districts Options</p> <p> 5. Appendix G-5 – Priority Populations</p> <p> 6. Appendix G-6 – Funding Set-Asides</p> |

- | | | |
|--------------------------|-------------------------------------|--|
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | 7. Appendix G-7 – Title XX Child Care |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | 8. Appendix G-8 – Additional Local Standards for Child Care Providers |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | 9. Appendix G-9 – Payment to Child Care Providers for Absences |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | 10. Appendix G-10 – Payment for Child Care Providers for Program Closures |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | 11. Appendix G-11 – Transportation, Differential Payment Rates, and Sleep |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | 12. Appendix G-12 – Child Care Exceeding 24 Hours, Child Care Service Unit, Waivers, Break in Activities |

**Steuben County
Child & Family Services Plan Annual Update**

YOUTH BUREAU ADMINISTRATIVE COMPONENT

I. ADMINISTRATIVE REQUIREMENTS

a) Youth Bureau Role and Structure within County/Municipal Government

Change: The Steuben County Youth Bureau took on an additional role with the hiring of an Assistant Youth program Administrator in September, 2007. The main responsibility of this position is to develop and manage the mentoring Program. Secondary responsibility is the management of the Compeer Program. Both are county-wide projects. The Compeer Program was transferred from Community Services to the Youth Bureau beginning January, 2008.

Why: The specific need for a county-wide and county-administered Mentoring Program was identified in late 2006. A task force was formed, reviewed data, and developed the concept. The program was recommended to be community-based with traditional pairing. That being one adult with one youth involved in many activities in a long term relationship preferably a year. It was presented to the Legislature, approved, and budgeted to start January 1, 2007.

The Compeer Program was transferred to the Youth Bureau because it was agreed to be a natural fit with Mentoring.,

b) Youth Bureau Organization and Staffing

Change: The Youth Bureau has a staff of three as of September, 2007. They are the Youth Program Administrator (Executive Director), Assistant Youth Program Administrator, and the Senior Account Clerk/Typist (see revised 10/15/08 Appendix B-1). All are full-time employees.

Why: As explained in Section I.a), a need for a Mentoring Program was identified. The concept was then developed, refined, and implemented. The need for a full time dedicated professional was also determined. That position was approved and the person hired in September, 2007.

c) Youth Board – *no changes to report*

d) Youth Bureau Operation

Change: The Steuben County Youth Bureau, effective September, 2007, directly operates two programs; Mentoring and Compeer.

Mentoring is the traditional or community-based style. This is a pairing of an adult and youth in a long term mentoring relationship involving regular active contacts. Compeer is an adult/adult or adult/youth mentoring type of relationship. The “paired” youth or adult must have a mental health issue.

Why: As stated previously, the need for the programs was identified, developed, and implemented. The Youth Bureau was approved as the primary operating department.

e) Funding Administered – *no changes to report*

f) Other – *no changes to report*

II. RESOURCE ALLOCATION PROCEDURES – *no changes to report*

III. MONITORING AND EVALUATION PROCEDURES – *no changes to report*

IV. RUNAWAY AND HOMELESS YOUTH ACT – *no changes to report*

V. FOR MUNICIPAL YOUTH BUREAUS ONLY – *no changes to report*

VI. APPENDICES (included appendices only)

A. “Annual Plan Update Checklist”

B. 1) “Steuben County Flow Chart”

B. 2) “Board of Directors”

APPENDIX A (Administrative – YB)

ANNUAL PLAN UPDATE

CHECKLIST

ADMINISTRATIVE COMPONENT – YOUTH BUREAU

Steuben County

(City, Town, Village if applicable.)

All Youth Bureaus (county and municipal) are required to complete this checklist. For each item below, please indicate whether there are any changes to report. For each item that is answered "YES", a supplemental response is required indicating specifically what was changed and the reason why. Responses should be put on a separate page attached at the end of this section.

YES **NO**

- I. Administrative Requirements
 - a. Youth Bureau Role and Structure within County/Municipal Government.
 - b. Youth Bureau Organization and Staffing
 - c. Youth Board
 - d. Youth Bureau Program Operations
 - e. Funding Administered

- II. Resource Allocation Procedures

- III. a. Monitoring Procedures (This is Section V.6 for Municipal Youth Bureaus.)

- b. Evaluation Procedures (This is Section V.7 for Municipal Youth Bureaus.)

IV. Runaway and Homeless Youth Act (RHYA) – If required.

If the county receives *no* RHYA funds, please check here.

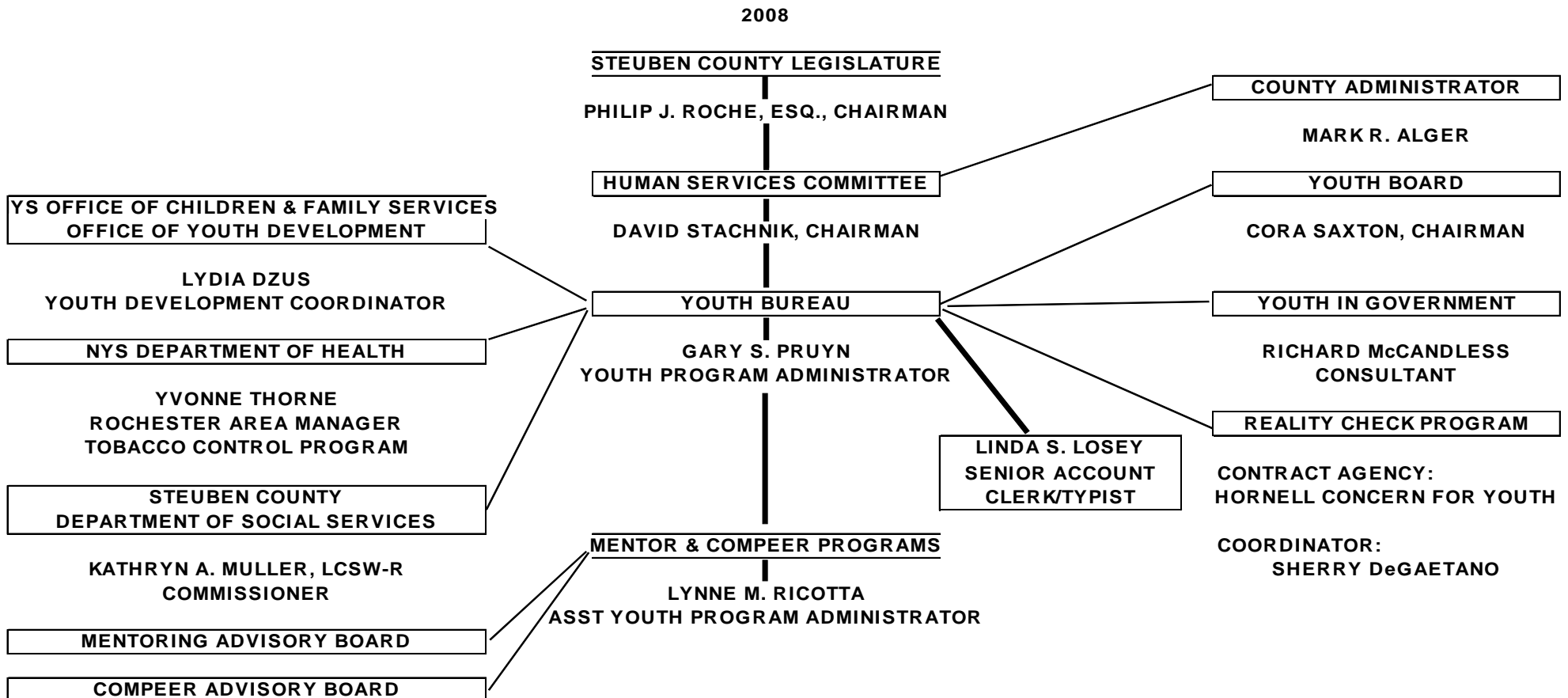
- a. Provide a statement concerning the designation, responsibilities, and duties of the Runaway and Homeless Youth Coordinator.
- b. Describe the system for responding to inquiries concerning available shelter space, transportation, and services, 24 hours per day.
- c. List all residential programs serving runaway and homeless youth, including agency, address, capacity, and description of population served. Please include federally funded RHY programs.
- d. Describe any new services to be provided and current services to be expanded.
- e. Describe how education, and transportation to education, will be provided to youth residing in RHY residential programs.

V. For Municipal Youth Bureaus (Required)

- a. Describe the planning and needs assessment activities undertaken to determine the youth needs in your municipality.
- b. Describe new or ongoing planning needs assessment activities to be undertaken in the next year.
- c. Describe the municipality's outcomes and strategies.
- d. Describe the involvement the municipal youth bureau has had in the development of the county's Child and Family Services Plan.

APPENDIX B-1 (APU 10/15/08)

STEUBEN COUNTY FLOW CHART



APPENDIX B-2 (apu 10/15/08)

BOARD OF DIRECTORS

Board of Directors' Functions: oversight of financial, corporate and contracted affairs; approval of key administrators; all duties imposed by NYS Not-for-Profit Corporation Law, and other relevant laws, and the contractor's by-laws. Other:

NAME	BOARD POSITION	HOME ADDRESS & PHONE NUMBER	EMPLOYER	EMPLOYER ADDRESS & PHONE NUMBER	PROFESSIONAL OR COMMUNITY AFFILIATIONS
ALGER, MARK R		BATH NY	STEBEN COUNTY	3 E PULTENEY SQ BATH NY 14810 607-776-9631	COUNTY ADMIN, KIWANIS PRES, WORKFORCE DEV, IHS BOARD
BRADSTREET, PETER		AVOCA NY	STEBEN COUNTY	3 E PULTENEY SQ BATH NY 14810 607-776-9631	JUDGE, BATH ROTARY, CHURCH
CHRISTENSEN, AMY			SOUTHERN TIER LEGAL SERVICES	104 E STEUBEN ST BATH NY 14810 607-776-4126	IHS BOARD
DEUEL, ROBERT		6580 MOSSY BANK PK RD BATH NY 14810 607-776-1081	FOREST H CLARK REALTY	GENEVA ST BATH NY 14810 607-776-2181	REALTOR, VARIOUS SPORTS CLUBS
FULLER, PATRICK	(YOUTH)	7617 COUNTY RTE 20 BRADFORD NY 14815 607-583-7201	STUDENT (BRADFORD)		

MULLER, KATHRYN		BATH NY	STEBEN COUNTY	3 E PULTENEY SQ BATH NY 14810 607-776-9631	COMMISSIONER, DSS
PASHLEY, KRIS		CORNING NY	CORNING PARKS & RECREATION	8 CIVIC CENT PLZ CORNING NY 14830 607-936-3764	DIRECTOR
ROGERS, PATRICK			INSTITUTE FOR HUMAN SERVICES	6666 COUNTY RTE 11 BATH NY 14810 607-776-9467	DIRECTOR
SAXTON, CORA	CHAIRPERSON	310 E NAPLES ST WAYLAND NY 14572 716-728-2840	WAYLAND/COHOCTON SCHOOL	2350 RTE 36 WAYLAND NY 14572 716-728-3547	SCHOOL PSYCHOLOGIST
SWEET, RHONDA	VICE-CHAIR		BATH NAT BANK	44 LIBERTY ST BATH NY 14810 607-776-3381	BANK MANAGER, CHURCH OFFICER KIWANIS
VonHAGN, MILT		4 MOUNTANIVIEW RD BATH NY 14810 607-776-3564	RETIRED PHYSICAL EDUCATION TEACHER, COACH, SPORTS OFFICIAL		

ANNUAL PLAN UPDATE
to the
PINS DIVERSION SERVICES PLAN
part of the
STRATEGIC COMPONENT

Due: October 15, 2008

INSTRUCTIONS

These are the directions for completing this required component of your Annual Plan Update (APU) to the Child and Family Services Plan (CFSP). It includes the questions that need to be answered when completing the plan. The PINS Reform Law (Chapter 57 of the Laws of 2005) requires that the Child and Family Services Plan must now include a Persons In Need of Supervision (PINS) diversion services plan. This requirement applies to all counties. These guidelines have been established jointly by the Division of Probation and Correctional Alternatives (DPCA) and Office of Children and Family Services (OCFS). Both agencies will jointly review and approve this PINS Diversion Services Plan.

Each county must use this form in completing this component.

The directions for the APU are shown in *italics* and follow the existing CFSP guidelines. The Guidance Section that accompanied CFSP directions in the past has been omitted for this APU. Please refer to 06-OCFS-LCM-05 for this information.

I. Update of MOU Requirements Regarding LDSS and Probation Cooperative Procedures

a) Current Designated Lead Agency Probation LDSS

Change in Designation. ***APU Instructions:*** *If the county has changed the lead agency designation since submission of the 2007-2009 Annual Plan, or intends to make a change, please check one of the following, and include the effective date:*

Current Designated Lead Agency reflects a change that was effective on
/ /

County intends to change the current designation effective / /

b) Inventory of PINS Service Options. *Provide a current inventory of available community services within each category below available for the PINS diversion population. For each service, please identify the geographic area within the county this service covers (i.e., countywide, or specific city (ies) or town(s). Please note that it is required that the first three categories be available.*

PINS Diversion Services Update. ***APU Instructions:*** *Provide updated information about services for PINS, including any enhancements, and with categories below. If barriers exist, describe here.*

Service Category		Geographic Area <i>(indicate below)</i>	Service Gaps <i>(check one)</i>
1.	residential respite <i>(required)</i>	Countywide	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
2.	crisis intervention – 24 hours/day <i>(required)</i>	Countywide	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
3.	diversion services/ other alternatives to detention <i>(required)</i>	Countywide	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
4.	alternative dispute resolution services <i>(optional)</i>	Countywide	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

c) PINS Procedures. *APU Instructions: Please provide description of any changes that have been made to these procedures since the submission of your current plan.*

	PINS Diversion Services Protocol	Responsible Agency(ies)	Brief Description of How Provided <i>(include any collaborative team processes)</i>
1.	Provides an immediate response to youth and families in crisis <i>(include 24 hour a day response capability)</i>	<input type="checkbox"/> Probation <input type="checkbox"/> LDSS <input checked="" type="checkbox"/> Both <input checked="" type="checkbox"/> Other <i>(name)</i> Steuben County Community Mental Health Center	Immediate response provided by Steuben Co offices of Probation, DSS, and Mental Health. No changes to this process
2.	Determines need for residential respite services and need for alternatives to detention	<input type="checkbox"/> Probation <input type="checkbox"/> LDSS <input checked="" type="checkbox"/> Both <input type="checkbox"/> Other <i>(name)</i>	Joint discussions between agencies, parents and with Department of Social Services Administration
3.	Serves as intake agency— (accepts referrals for PINS diversion services, conducts initial conferencing and makes PINS eligibility determinations)	<input checked="" type="checkbox"/> Probation <input type="checkbox"/> LDSS <input type="checkbox"/> Both <input type="checkbox"/> Other <i>(name)</i>	
4.	Conducts assessment of needs, strengths and risk for continuing with PINS behavior. Name of assessment instruments used: YASI and FASP	<input type="checkbox"/> Probation <input type="checkbox"/> LDSS <input checked="" type="checkbox"/> Both <input type="checkbox"/> Other <i>(name)</i>	Both agencies along with Mental Health assess each child in a Designated Assessment meeting. A YASI and FASP is completed on each opened case.

5.	Works with youth and family to develop case plan	<input type="checkbox"/> Probation <input type="checkbox"/> LDSS <input checked="" type="checkbox"/> Both <input checked="" type="checkbox"/> Other (<i>name</i>) Steuben County Community Mental Health Center	Designated Assessment Meeting results with a strength based plan developed by Family members, youth, and County staff.
6.	Determines service providers and makes referrals	<input type="checkbox"/> Probation <input type="checkbox"/> LDSS <input checked="" type="checkbox"/> Both <input checked="" type="checkbox"/> Other (<i>name</i>) Steuben County Community Mental Health Center	Service providers are decided at the Designated Assessment meeting based on service needs with child and family involvement. Future referrals would be made by assigned CW or PO
7.	Makes case closing determination	<input type="checkbox"/> Probation <input type="checkbox"/> LDSS <input checked="" type="checkbox"/> Both <input type="checkbox"/> Other (<i>name</i>)	Closures are made by DSS and Probation with input from child, family, schools, and service providers

II. PINS Diversion Services Plan

a) Development of PINS Diversion Services Plan and MOU

- 1) Planning Activities. ***APU Instructions: Briefly describe all PINS Diversion Services planning activities the county has engaged in since submission of current plan. Please include/highlight any collaborative planning work with schools.***

The Departments of Probation and Social Services have participated in School outreach education and planning and participation with numerous agencies providing services to children. The meetings with school personnel have provided information to Social Workers and Administrative staff who are involved with PINS Youth. In addition, the Department contracts for preventive services with SCCMHC to provide Social Workers in several school settings in the County to help address the issues of “at risk” youth before they rise to the level of a PINS referral. Department of Social Services staff participates on youth steering committees and agencies countywide in an effort to promote PINS Diversion services and to seek alternatives to PINS or PINS placements.

In 2008 a Preventive supervisor developed a “PINS Desk Guide” for Caseworkers to provide comprehensive and consistent services to the PINS families we serve.

- 2) Changes in Stakeholder and Service Agency Involvement in Planning. **APU Instructions:** *Indicate any changes in stakeholders involved in PINS Diversion Services planning since submission of your current plan.*

If no change in stakeholders or service agencies, check here.

- b) **County assessment of needs for PINS population.** *Identify any aggregate needs assessments conducted or updated since submission of your current plan.*

Guidance: This includes summary data and analysis used to determine needs for the PINS diversion population, and their sources (i.e. Communities That Care, Youth Assessment and Screening Instrument, PINS referral/complaint (source or type) information, status at case closing, cases referred for petition, etc). Specify whether the findings relate to county, city, town, neighborhood, school, or other specific population, and any conclusions drawn or changes made to strategies to address the needs of this population.

A new aggregate needs assessment has not been done nor has one been updated since the current plan was initiated.

- c) Outcomes

Please identify the intended outcomes to be achieved for the PINS population. These should be expressed as desired changes in community, family or individual behaviors or conditions.

APU Instructions: *For each current outcome, provide a brief description of the progress made to date. Make any necessary changes to the indicators or strategies for each outcome with a brief explanation for the change.*

For each outcome added, please follow the directions below as provided in II. C (1) and (2).

For each outcome:

1. Identify quantifiable and verifiable indicators of the desired change in conditions or behaviors, and
2. Describe strategies to be implemented to achieve the identified outcomes. Each strategy should include the timeframe for completion and a designation of what agency (ies) or department(s) is/are responsible for implementation. Explain how OCFS administered and other funding supports achievement of outcomes, if applicable. Strategies must be related to the achievement of outcomes.

Guidance: Outcomes are expressed as desired changes in community, family or individual behaviors or conditions. Outcomes should be specific, measurable, achievable, realistic, and timely. They might target the overall PINS diversion services system, a specific process, target population, geographic area, school, or risk factor for reduction. For each outcome: 1) identify quantifiable (measurable either in percentages or raw numbers) and verifiable (documentable) indicators of the desired change; and 2) describe strategies/plans to be implemented to achieve that outcome. Each strategy should include the timeframe for completion, and a designation of the agency (ies) or department(s) responsible for implementation. Strategies must be related to the achievement of outcomes and needs assessment. The below chart may be useful.

	Outcome	Indicator <i>(Expressed a % or #)</i>	Strategy/Plan to achieve <i>(Who, what, and when)</i>
1.	As a result of the PINS diversion and intervention services, program participants will show behavioral improvements and avoid Family Court interventions and the need for Detention services.	90 % of youth will avoid a family court petition. In 2007 nearly 95 percent of PINS Diversion services were closed successfully avoiding the need for Court intervention.	Probation and the Department of Social Services provide PINS diversion services countywide to referred youth.
2.	PINS Diversion services for 16 and 17 year old youth will assist in the preparation from adolescence to adulthood for the youth involved. Services will be geared to the older PINS population with emphasis on individual needs.	90 % of the 16-17 year old youth will avoid Family Court intervention and placement. These youth will be provided with individualized services to promote High School graduation or a GED. In 2007 over 93 % of 16-17 year old youth involved with the PINS program avoided Family Court intervention.	Probation and DSS provides services to these youth geared to promote independence and job skills. Programming includes working with alternative education programs in a local community college, working with youth to get into GED programs and referrals to work and alternative education "hands on" skills programs

<p>3.</p>	<p>Steuben County DSS will recruit 2 county level foster homes to provide Respite services when appropriate for the PINS diversion population. In addition higher level respite care with support services will be available through Glove House Inc.</p>	<p>Steuben County will meet the needs of PINS diversion services youth by providing respite services in accordance with the PINS laws of 2005.</p> <p>To date respite foster homes have not been recruited, however 100 % of youth who needed respite services in 2007 were provided services through Glove House or creative case planning from the involved workers and supervisor.</p>	<p>Steuben County foster care will continue the recruitment campaign for respite foster homes. Also the Department will continue to work with Glove House Inc to provide respite care when needed.</p>
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