



pennsylvania
DEPARTMENT OF HUMAN SERVICES

Fiscal Year 2024-25 Needs- Based Plan & Budget

Commonwealth of
Pennsylvania

Office of Children, Youth
and Families

**NEEDS-BASED PLAN AND BUDGET
NARRATIVE TEMPLATE**

Budget Narrative Template

The following pages provide a template for counties to use to complete the narrative portion of the Fiscal Year (FY) 2024-25 Needs-Based Plan and Budget (NBPB). All narrative pieces should be included in this template; no additional narrative is necessary. Detailed instructions for completing each section are in the NBPB Bulletin, Instructions & Appendices. As a reminder, this is a public document; using the names of children, families, office staff, and Office of Children, Youth and Families (OCYF) staff within the narrative is inappropriate.

The budget narrative is limited to a MAXIMUM of 50 pages, excluding charts and the Assurances in 5-1a. and the CWIS data sharing agreement in 5-1b. Avoid duplication within the narrative by referencing other responses as needed.

All text must be in either 11-point Arial or 12-point Times New Roman font, and all margins (bottom, top, left, and right) must be 1 inch.

Any submissions that exceed the maximum number of pages will not be accepted.

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

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**NBPB
FYs 2022-23, 2023-24 and 2024-25**

DRAFT

Version Control	
Original Submission Date:	
Version 2 Submission Date:	
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Section 2: NBPB Development

1-1: Executive Summary

- Respond to the following questions.
- ❑ Identify the top three successes and challenges realized by the CCYA since its most recent NBPB submission.
- ❑ Provide any information, including findings related to the CCYAs annual inspection and Quality Services Review (QSR)/Child Family Service Review (CFSR) findings that will impact the county's planning and resource needs for FYs 2023-24 and 2024-25.
- ❑ Identify the top three successes and challenges realized by JPO since its most recent NBPB submission.
- ❑ Summarize any additional areas, including efforts related to the Juvenile Justice System Enhancement Strategy (JJSES) and the data and trends related to the Youth Level of Service (YLS) domains and risk levels impacting the county's planning and resource needs for FYs 2023-24 and 2024-25.
- **REMINDER:** This is intended to be a high-level description of county strengths, challenges, and forward direction. Specific details regarding practice and resource needs will be captured in other sections of the budget submission.

This document will serve as Tioga County's submission of the Fiscal Year 2023-24 Implementation Plan and Fiscal Year 2024-25 Needs-Based Plan. Tioga County continues to feel the lingering effects of the COVID-19 Pandemic. Since the Pandemic, Tioga County Children & Youth have been unable to fill vacancies in various positions. This has put more stress on the current staff to cover for those vacancies. Tioga County Probation has also been enduring effects from the Pandemic. There is a shortage of detention facilities in Pennsylvania. Probation only has two contracted facilities and has been denied several times over the past year due to bed availability.

Tioga County continues to be confronted with issues regarding truancy, staff shortages, and complex case needs. Truancy continues to be a concern for the children in Tioga County. Children are not attending school or parents are reporting online schooling, but the children are not attending. The ramifications from the District Justices does not seem to work as a deterrent for the youth or parents. Tioga County has a preventative Truancy program in place, but there is only one staff person for the entire county. Tioga is again requesting to increase the number of Truancy staff to help mitigate the efforts of one person (Reference Needs Based Adjustment 24-25). Tioga County continues to struggle to fill caseworker vacancies. There has been turnover in all levels of management this past year. Backfilling with current employees leaves more vacancies. Supervisors are still carrying caseloads which does not allow for time to monitor their caseworkers as they should be and working on training to develop the new workers' skills. Tioga County has participated in several complex case reviews during the past year. We have struggled to find appropriate placements for our youth. This has forced our office to house children while already overworked caseworkers and supervisors take turns sitting with the children all night and day. This is a liability for the Agency as staff are not appropriately trained to house children in the office, nor is it an approved placement setting. This leaves children in an unstable environment which prolongs permanency. Along with appropriate housing settings, there is long waitlists to access mental health services within the county. Children can sit on the waitlist for months before being served.

Despite the challenges outlined above, Tioga County continues to reduce the number of children in out of home care. The number of children in congregate care settings has decreased. We have completed over 19 adoptions in the last year. Tioga County continues to make strides in their

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family engagement efforts by utilizing kinship when possible. Tioga County is utilizing Crisis Rapid Response meetings in order to develop plans to help families before court involvement is necessary. Tioga County continues to work on community relations. In May, Tioga County hosted Ashley Rhodes-Courter to come and talk with our children in the Independent Living Program as well as a presentation to the community. Tioga County painted windows in various towns for child abuse prevention month. We also hosted our annual Event on the Green, where children and families can come for a day of fun free activities and lunch hosted by our office. This event was well attended. Tioga County's Drug Endangered Children's Alliance also hosted events last summer and fall around the rural communities for families. Tioga County has been working hard to develop positive outcomes on Children & Youth services within the community. Tioga County also did well on our annual licensing. Our citations were centered around completing our paperwork correctly and in a timely manner. Tioga County strives hard to make sure that children are kept safe in their environments and responds to most reports that come into the agency. There will be training for the staff in the near future on Risk Assessments, Safety Assessments, and Family Service Plans. Our Foster Care Unit also received less citations than in the past. This has been a huge improvement despite the changes in staff.

In the future, Tioga County wants to focus efforts on recruitment and retention of casework staff as well as Foster/Kinship Families. Tioga County holds team building activities to build a positive relationship among the staff, such as the ropes course and luncheons. Tioga County is going to move forward with implementing an increase in Foster Care rates and also building a support system for the current Foster Parents.

Tioga County Juvenile Probation has identified three areas that have been successful this past year. In Court, Probation has been recommending Consent Decrees rather than regular probation. Most of the Consent Decrees are finished successfully and helps the juvenile maintain a clean criminal record. Probation is also using the JCMS system and an internal spreadsheet in order to track expungement records. This helps the Probation Department stay current on cases. In the previous years, Family Engagement had been declining but this past year, Probation has been able to engage family members to help in the case planning process.

Tioga County has also identified some challenges within the past year. Like Children & Youth, Probation has struggled with Truancy cases and summary offenses. The families and juveniles are not cooperative. The juvenile will not pay the fine and remedy the case which causes the JPO to contact the juvenile to collect or put efforts into having them complete community service. Probation also struggles with finding an appropriate placement for the juveniles. Placements can take up to nine months to accept a youth due to the long waitlists. In the past, it was only taking 30 days to find a placement. Tioga County Probation also lacks inpatient and outpatient services for sexual offenders. The closest inpatient service is 2-3 hours away which can cause a strain on family from visiting and participating in family therapy. There are also no outpatient services for offenders offered in the county.

During the Juvenile Justice System Enhancement Strategy Implementation Plan, planning process, Juvenile Probation recognized that another Master Trainer for the Youth Level of Service, risk assessment, was a need. Having another Master Trainer in the department will be very beneficial to the juveniles that we serve. The assessments will be able to be conducted timelier and efficiently with having more people trained to complete them. The YLS is a tool to aid the staff in implementing the best possible direction with services and supervision plans for the youth. Case planning has been established in the past, however this year JCJC will implement a case plan coordinator training. The training will be helpful for future case planning

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to be successful for the juveniles. It will give the coordinator aids and tools when considering responsibility factors when developing case plan activities.

The Juvenile Justice System Enhancement Strategy Implementation Plan FY 2023-24 has been submitted. The stakeholders continue to be supportive of the implementation of evidence-based practice in juvenile probation. The data and trends of Tioga County Juvenile Probation related to the Youth Level of Service domains remains at an overall risk status of low. Many juveniles' offenses have been related to school offenses and drug offenses.

1-2: Determination of Need through Collaboration Efforts

- Respond to the following questions.
- ❑ Summarize activities related to active engagement of staff, consumers, communities, and stakeholders in determining how best to provide services that meet the identified needs of children, youth, and families in the county. Describe the county's use of data analysis with the stakeholders toward the identification of practice improvement areas. Counties must utilize a Data Analysis Team as described in the NBPB Bulletin Guidelines, Section 2-4: Program Improvement Strategies. The Data Analysis Team membership should be reflective of the entities identified. Identify any challenges to collaboration and efforts toward improvement. Counties do NOT need to identify activities with EACH entity highlighted in the instruction guidelines but provide an overview of activities and process by which input has been gathered and utilized in the planning process. Address engagement of the courts, service providers, and County Juvenile Probation Offices separately (see next three questions).
- ❑ Summarize activities related to active engagement of contracted service providers in identifying service level trends, strengths and gaps in service arrays and corresponding resource needs. Identify any challenges to collaboration and efforts toward improvement in the engagement of service providers in the NBPB process.

The Tioga County Commissioners have delegated the responsibility for Human Service planning to the Tioga County Department of Human Services (TCDHS). Planning for Human Services is an ongoing process within the Department. The Human Service Administrator bears responsibility for service development decisions regarding the Plan and acts on behalf of the Tioga County Board of Commissioners. The Department of Human Services is responsible for collaborating with all systems to benefit the client populations. The Department is responsible for writing the C&Y Needs Based Plan, the Human Services Block Grant and any other annual plans required by the state. The Tioga County Department of Human Services Administrator believes in the team approach and seeks collaboration by using several teams that review cases regularly.

These teams include:

- Placement Alternatives: Meet weekly to review active or prospective placement cases, as well as discuss permanency options.
- Service Planning Team: Meet weekly to review all cases open for service.
- MDT (Multi-Disciplinary Team): Meet quarterly to review cases that have multiple reports of abuse or neglect.
- MDIT (Multi-Disciplinary Investigative Team): Meet monthly to review CPS cases, plan for case handling, encourages collaborative efforts.
- CPS (Child Protective Service) Review Team: Meet weekly to review CPS investigations.
- Children's Roundtable: Meet quarterly and has active participation with stakeholders from the community.
- DEC (Drug Endangered Children): Meet monthly to discuss drug issues in the County.

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- Bi-weekly meetings are held between the C&Y Case Management Staff and SAM Inc.
- Weekly meetings between SAM, Inc. and the C&Y Administrator.
- Quarterly meetings with MH/D&A providers.
- Blended Perspective Meetings are held with providers and families to monitor case progress.
- FEI (Family Engagement Initiative) Leadership Meetings: Meet quarterly to review progress.
- Organizational Effectiveness (OE) Team - meets monthly.
- Continuous Improvement (CI) Team - meets monthly.

Additionally, the Administrator meets weekly with providers to discuss service delivery and service gaps.

Tioga County continues to participate in both the Organizational Effectiveness (OE) and Continuous Improvement (CI) process with the Child Welfare Resource Center (CWRC). Tioga County's largest in-home provider, SAM Inc., also participates in both OE and CI. This is the fifth year Tioga County has used the OE process to assist with the development of the Program Improvement section of the Needs Based Plan to include hosting a stakeholder meeting for other disciplines and systems. The OE process has proven to be very beneficial, as we are able to identify trends, service gaps and needs on both the case management and provider side. During this planning process, the CI workgroup has continued to put a heavy focus on retention and recruitment efforts. The CI team has committed to attend community events throughout the county with the hope of boosting recruitment efforts. There continues to be a struggle to hire employees. Both the County and SAM have operated with multiple vacancies throughout this year. Throughout the year, data collected from the above meetings is used on an ongoing basis. As barriers or service gaps are identified, Tioga County works within the existing budget, and with providers, on resolving these issues. If additional funding is needed, it is noted at the time and reviewed during the writing of the plan.

- Summarize activities related to active engagement of the courts in the NBPB process, specifically identification of strengths and gaps in service arrays and corresponding resource needs. Identify any challenges to collaboration and efforts toward improved engagement with the courts.

Tioga County participates in activities to engage and improve the relationship with the Courts by having meetings throughout the year with the President Judge. These meetings provide the Judge and staff to discuss the Court Process and address questions that either side may have. The Children and Youth Director and Managers attend the Children's Roundtable meetings. These are held on a quarterly basis and prove to be beneficial allowing multiple disciplines to discuss children and families within our community. These discussions often identify trends, service gaps and any system issues within our community. Supervisors have recently asked to participate in the local Children's Roundtable. This is something that we will strive to make happen as their input would be valuable around the table. Tioga County maintains a positive relationship with our legal team, those representing parents as well as the Guardian ad litem. While maintaining the relationship with our legal team, we have increased our knowledge and understanding of the roles each party has. Caseworkers, Children and Youth Solicitor, and the LSI Paralegals meet on a weekly basis with many Parents' Attorneys and the Guardian ad litem to address case specific concerns prior to each scheduled court hearings. This has been beneficial as it continues to lead to more positive court preparation prior to the hearing. As Tioga County continues to maintain the relationship with the legal team, this allows Tioga County to have more positive court preparation allowing for lessening of time spent in the court room as offers of proof are continuing in success.

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- Summarize activities related to active engagement of the County's Juvenile Probation Office in the NBPB process, specifically the identification of in-home, prevention or rehabilitative services needed to assist with discharge of delinquent youth from out-of-home care or decreasing recidivism. Identify any challenges to collaboration and efforts toward improved engagement in the NBPB process.

Throughout the year Tioga County's Juvenile Probation office is encouraged to attend Placement Alternatives to discuss delinquent and shared case responsibility youth. This meeting discusses identified cases that are at risk for placement, currently in placement or are approaching discharge from placement. Tioga County's children and youth and probation department also pull together meetings whenever needed to discuss case planning for youth that both departments are serving. Since involving the Organizational Effectiveness (OE) process in the Program Improvement Plan, probation has been invited to attend the local stake holder meeting to discuss trends, service delivery and gaps in service. Probation also participates in the local Roundtable and DEC meetings. It has been noted that during this planning cycle there seems to be less collaboration between Children and Youth and Probation. It is unknown if this is due to increased workloads, vacancies, or any number of other factors. The two departments are planning to meet to discuss this topic.

- Identify any strengths and challenges engaging and coordinating with law enforcement on Multi-Disciplinary Investigative Teams (MDIT) and in joint investigations of child abuse. Strengths identified this fiscal year are consistent with previous years. Tioga County's MDIT continues to meet monthly to review joint investigations and any pending cases with law enforcement. If a higher priority case does get reported, the State Police will respond immediately with CYS to assist out in the field with the investigation and to assure worker safety. The Corporal from the State Police does attend MDIT consistently to provide updates on law enforcements end, such as who has been interviewed, who has been assigned the case, and next steps for the investigation. Furthermore, when local law enforcement attends meetings, they do provide meaningful updates.

Some of the challenges are a lack of communication between law enforcement investigators and caseworker staff, such as scheduling CAC appointments, and getting return phone calls for updates on cases. Timeframes continue to be an ongoing struggle as Children and Youth has 60 days to complete an outcome, and law enforcement has an unlimited amount of time to investigate. In addition, when CY 104s are sent to the District Attorney's office, at times there are delays with case assignments to local or state police, which holdups interviews and CAC appointments. In conclusion, there is a lack of in person participation at the MDIT meetings from investigating officers which include local and state police.

1-3 Program and Resource Implications

- Do not address the initiatives in Section 1-3 unless requested below;** address any resource needs related to all initiatives by identifying and addressing within the ADJUSTMENT TO EXPENDITURE request.

1-3c. Service Array

Please respond to the following questions regarding the county's current service array and identification of gap areas that will be addressed through the plan:

- Through the data analysis and stakeholder discussions in the development of the plan, identify any strengths in existent resources and service array available to address the needs of the children, youth and families served.

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Our DEC alliance continues to be a strong community stakeholder partnership in addressing the needs of our county. DEC continues to meet monthly and have a diverse array of attendees. Typical attendees include local schools, SCA, Nurse Family Partnership, mental health providers, law enforcement, CASA, Head Start, and Commissioners. Throughout the year presentations on local programs are given to stakeholders to make them aware of new and existing programs and policies. These discussions, as well as trainings, help fill gaps and allow for better case coordination. DEC task force meetings are held to discuss specific cases to share information and case plan. The relationships built through DEC have been invaluable in closing communication gaps and service delivery. Each year our DEC alliance meets to review strengths, gaps, and needs within our disciplines.

- Identify information on any specific populations determined to be under served or disproportionately served through the analysis.

A common theme amongst DEC meetings are the missing services for preventative parenting services for those outside of children and youth involvement. DEC has been brainstorming different avenues to offer parenting services to those in need without necessarily needing to be open with children and youth. Teenage drug use has increased as well as use with parents. DEC has held meetings sharing ideas amongst the school districts on preventative measures being taken in the schools to bring education to the dangers of vaping and drug and alcohol use. People needing mental health service, child and adult, are being put on long wait lists for services.

- Identify service array challenges for the populations identified and describe the county's efforts to collaboratively address any service gaps.

Tioga County is lacking in an adequate number of mental health clinicians. We have four different treatment providers, but all are usually running understaffed, thus causing wait lists. This is a regular topic at DEC meetings, FEI quarterly meetings, and Judge's Roundtable quarterly meetings. The need for mental health services seems to have increased since COVID, but the number of available providers has not. It is not uncommon for children to wait several months before being served by a psychiatrist. The wait for adults is not as lengthy, but still not immediate. Possible solutions for this problem are always discussed at the previous mentioned meetings. However, tangible solutions are often hard to find. Parenting services for parents outside of our system are also lacking in existence. Besides Early Head Start and a few local MOPS groups, parents do not have readily available parenting services or support. Providing this service has been a topic of conversation at various meetings, but a solution has not been found. In prior years, there were free parenting classes that were not well attended. Often the people that could benefit from the services are not ready and willing to take part in such services, and then due to lack of interest they have fizzled out. Specialized services have begun looking at some possibilities for providing services without being open for children and youth services. Some of our local schools are also investigating ways they could offer services to parents.

- Identify key areas in which technical assistance may be needed.

None

1-3d. Continuous Quality Improvement (CQI)

- **For CCYAs interested in joining the statewide Quality Service Review, CQI effort during calendar year 2024,** answer the questions found below. Interested CCYAs will receive a follow-up communication requesting the county complete a self-assessment to help the state evaluate the CCYAs level of readiness to participate in the CQI effort. The CCYA can submit the self-assessment to OCYF later.

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- Briefly describe the CCYA's interest in hosting a statewide Quality Service Review aimed at establishing or improving the CQI efforts in your county.

Tioga County is not interested in joining the CQI effort.

Any CCYA interested in hosting a Quality Service Review in calendar year 2024 please describe your interest and what month you would like to host below. Note: This includes all counties who are interested in calendar year 2024 regardless of their expressed interest or deferment in previous years.

- **If the CCYA is not a current CQI county and is not interested in joining the CQI efforts,** describe the agency's efforts to address quality service delivery.

Tioga County has several positions dedicated to monitor quality service delivery. The Screening Coordinators review a sample of records every month. The records reviewed are from both the County Intake and the SAM Inc. In-home units. The Screening Coordinators review every file that is being transferred from the County intake side to the SAM Inc. In-home side. The Screeners also review a random selection of files to include closed files each month. The results of the file reviews are shared with the Administrator, Director, Manager and Supervisor. The Supervisor reviews the results with the Caseworker. Trends that are identified during the file reviews help determine trainings that are brought in for staff. The Screening Coordinators regularly reviewing files has allowed for better annual licensing reviews by the state. Tioga County is requesting funding to create another Screening Coordinator (Reference Needs Based Adjustment 24-25).

The Training Specialist Position works directly with new staff to assist them in navigating their new role with a strong focus on the Foundations series. This Position is also responsible for assuring new staff receive proper orientation training to the Department. The Training Specialist works closely with Supervisors on staff training needs, to include any applicable trainings on areas and field observation when needed. During this planning process the Training Specialist created a new worker checklist that is used with new staff to make sure all training areas are covered. This has proven to be beneficial to the Supervisors, so they are aware of what areas the Training Specialist has covered. The Training Specialist also utilizes field observation sheets which allows the training specialist to give feedback to the Supervisor on how the new staff did in the field. It identifies strengths and areas for improvement.

SAM Inc.'s Compliance position monitors programs within SAM and contracted services to ensure services are provided in accordance with the contract obligations. This position also completes the following:

- Obtains documentation to support compliance and completes compliance monitoring forms.
- Follows up on any areas of concern with programs or contracted compliance issues.
- Documents and monitors Program Outcomes to ensure quality improvement for Children and Youth In-Home Placement records.

The SAM, Inc. Children and Youth Service Line quarterly quality review process started this year. The process derives from the PA CPSL, and all regulations which govern all PA CYS agencies. The process was developed as a way to assess regulations on a continual basis quarterly, while implementing interventions along the way, in order to not only improve the outcome of the OCYF audits but ultimately improve the quality of services being provided to families.

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1.3g Substance Affected Infants (SAI) and Plans of Safe Care (POSC)

➔ Respond to the following questions:

Describe how the CCYA collects data related to POSC in which the CCYA acts as the lead agency

Tioga County Children and Youth agency receives referrals for Plans of Safe Care (POSC) through Childline calls from health care providers who are aware of an infant (or child up to one year old) affected by substance exposure. As part of the screening process, POSC referrals are documented and tracked in the same manner as all Childline calls. POSC referrals are forwarded to the Specialized Services Supervisor and an Effective Safe Parenting (ESP) provider and when appropriate the C&Y intake case worker. In most cases, the ESP/POSC provider and C&Y intake worker respond to the referral together within 24 hours. The POSC provider works to engage the caregiver in services that support the well-being of the substance affected infant/child. The POSC provider explains the program and the services available. The client is made aware that we are responding to a referral based on a “substance affected infant” but that the purpose of our visit is to partner with them for the well-being of their baby – not to judge them for using. If a client agrees to services, then we work with them to provide any/all of the services identified in the plan. For every client who accepts, there is an MDT (Multi-disciplinary Team) meeting that includes representative from a variety of support systems to discuss what supports may benefit the infant/family the most. The POSC provider supervisor collects data pertaining to the delivery of POSC services. The data is used for reporting, education, and quality improvement. In this service year we have successfully engaged more than half of the referrals responded to. Our engagement percentage increased to 67%, up from 57% in the previous year.

Describe how the CCYA collects data related to POSC in which the CCYA does NOT as the lead agency

As Childline referral calls are processed through the Disposition Supervisor, if a determination is made that there is not a need to assign a CCYA case worker, the referral is immediately directed to the Specialized Services Supervisor and ESP program POSC provider. The Specialized Services Supervisor maintains records and data regarding program compliances, delivery timeframes, and content.

Describe how the CCYA works with other county offices and community-based agencies to disseminate information related to SAIs and POSC to physical health care and drug and alcohol treatment providers

The POSC program Director works with neighboring Bradford County Nurse-Family Partnership (NFP). Collaboration between the counties and programs serves as an additional avenue for communicating the virtues of both programs to a broader spectrum of medical providers. A virtual training for Primary Care Physicians in Bradford and Tioga Counties is being organized and facilitated by the Guthrie Nurse-Family Partnership Administrator on Aug.17, 2023. The POSC Director was invited to share about how the program was being implemented in Tioga County.

Describe how the CCYA engages other county offices and community-based agencies to support the on-going implementation of POSC.

Tioga County experiences a higher than 50% success rating in engaging POSC referrals in services. Using an approach with the expectant and new moms that celebrates the child rather than highlighting the substance use of the parent is the foundation of Tioga POSC family engagement. Tioga County continues to share strategies with other counties, particularly with the

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Nurse-Family Partnership program. The POSC program Director also engages in opportunities to share POSC successes in county collaborative meetings.

- Describe how the CCYA works with other county offices and community-based agencies to disseminate information related to the effect of prenatal exposure to substances and POSC to pregnant and parenting people and other caregivers

Tioga County participates in regular POSC Support Sessions and staff also communicate about POSC when appropriate in any county collaborative meetings. These meetings include Drug Affected Children (DEC) meetings, Advisory Board, and D&A Planning Committee. Regular reports are made to the county commissioners and the state.

- Describe any other anticipated practice and/or fiscal impact of this provision.

POSC provider hours are tracked as well as on-call hours/staff hours. On-call hours are from 4 p.m. Friday to 8 a.m. Monday each week to meet the requirement of the 24-hour response time for referrals. In an effort to improve engagement efforts, we are offering a gift set at each responding visit. The set includes a swaddling blanket, a board book, and a pacifier clip/teething beads. Items are packaged in a backpack style diaper bag that has a portable pull-out basinet compartment. The gifts are intentional and provide useful items for the mother/infant and also serve as talking points for the POSC provider for educational purposes. POSC assists families with employment and housing and provides items such as pack-n-plays, swings, and monitors as requested. The need for the program in Tioga County is firmly established and the CCYA anticipates increased referrals in the future.

- Identify areas of technical assistance needed by the CCYA related to POSC.

N/A

1-3j. Family First Prevention Services Act

- Respond to the following questions:

Family First Transition Act Funds

- Identify total cost and activities with which you have utilized your Family First Transition Act funds

Tioga County has utilized approximately \$62,028.02 of the Family First Transition Act Funds (FFTA). Tioga County requested an extension to allow until June 30, 2024, to spend down the remaining funds. FFTA funds have been allocated to Concern services to start Triple P Parenting program which is an evidenced based program. Other FFTA funds have been used to bring in a guest speaker for Foster Care Awareness month. Additional funds went to covering costs for the Child Abuse Prevention and Foster Care Awareness month activities that focus on educating the community on the importance of both topics. Tioga County put on their annual free family and community event to highlight positive activities with children and families. This event is always very well attended by the community. Remaining funds have been earmarked for the Trust Based Relational Intervention (TBRI) program which will cost approximately \$20,000, with the remaining funding going towards one-time retention bonuses for current foster parents.

- Do you anticipate having unspent FFTA funds? If so, please describe what efforts you have attempted to spend down those funds as well as an estimate of what your unspent funds will be.

Tioga County does not anticipate having unspent FFTA funds.

- If available, does your county have the ability to spend down additional funds, not originally allocated to you, by June 30, 2024?

Tioga County does have the ability to spend down additional funds by June 30, 2024.

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Title IV-E Prevention Services Program

- Describe the CCYAs engagement with community-based service providers regarding the selection and implementation of EBPs, regardless of their allowability under the Title IV-E Prevention Program.

Based upon the analysis of trends identified through Data Review and the Organizational Effectiveness process, Tioga County reaches out to various providers (C&Y, MH, D&A) to determine if any are interested in developing a program to meet the identified needs. The providers then submit their ideas to the Human Services Administrator who will review and discuss the various options with Tioga County CYS. During this discussion and review, many factors come into play, such as funding for the services (CYS, CCBH); if it can be sustained with fidelities over the long term; program expansion options if funded through MA; start-up and unit costs and the potential impact on the desired outcome.

- CCYAs may be considering engaging private providers or other human service agencies in the determination of eligible children and/or delivery of services under the Title IV-E Prevention Services Program as a diversion to formal child welfare involvement, known as Community Pathways (f.k.a. Innovation Zones). Share whether this is an option the CCYA is considering.

Tioga County is not exploring creating an Innovation Zone. Tioga County will continue to explore all options on how best to serve the community.

- Identify any areas of technical assistance that the county may need in this area.

None

Congregate care funding limitation

- Describe the CCYAs engagement with the courts and legal staff regarding this provision. Tioga County utilizes Family Finding as well as Crisis and Rapid Response meetings to prevent placements and exhaust all informal supports. Family Engagement is completed for every case, from Intake through Closure. The goal is for every child and family to have a support system. People that can help them succeed and thrive both in and out of placement. In the event an Out-of-Home Placement is required, the least restrictive placement is sought out. Tioga County puts a strong focus on using identified Kinship supports whenever possible. The Judge continues to hold the caseworkers accountable at Court Hearings for efforts being made to find a Kinship placement or a Least Restrictive Placement. When a Congregate Care placement is the only appropriate placement for the child, the placement will continue to be ordered by the Judge.
- Describe the engagement with JPO regarding Shared Case Responsibility youth impacted by this provision.

During FY 2022-23, Tioga County had three Shared Case Responsibility (SCR) youth with our JPO. Typically, when the JPO has a difficult case, the JPO Supervisor will reach out to the Placement Alternatives Team to reserve a spot with the team to discuss the case and the possibility of a placement needed. It may also be discussed as to whether Shared Case Responsibility may be in the youth's best interests. If a case becomes a Shared Case, Tioga County utilizes Family Engagement to build a support system around the child. If a worker identifies that a child in Shared Case Responsibility is struggling within the community the Caseworker typically would reach out to the JPO worker to address concerns and the possibility of holding a Crisis Rapid Response (CRR) or a family meeting. During FY 2022-2023, Tioga County found it difficult to openly communicate and engage with our JPO regarding the Shared Case roles of both JPO and Tioga County. The willingness was there to work together in the

Tioga County

beginning of the SCR cases but as time went by the majority of the responsibility and monitoring of the case fell to the Children and Youth case worker.

- Describe the engagement with placement service providers regarding the voluntary option to become certified as a specialized setting.

It is Foster Care's expectation that they continue to maintain a positive relationship with Placement Service Providers including both Kinship and Resource families. Through the home study process, Foster Care caseworkers identify strengths of the placement service providers while also providing the knowledge and understanding of what the goal is as a provider as well as what supports are available to them. When a Placement Service Provider shows an interest in obtaining certification at a Specialized Setting, the Foster Care Unit provides additional training to the family in support of the 12 hours of training required to maintain a specialized setting. A Placement Provider who retains a specialized certification are able to maintain placement of children who require more intensive care, usually due to the child's extensive behaviors, difficult medical conditions and diagnosis, as well as those children who have had multiple placements. This specialized setting rate is based on the child's classification in the three different settings of specialized rate one, two, and three, with three being the most intensive. The rate is also based in three age groups; ages 0-5; 6-11; 12-18(+). Foster Care Staff work closely with the Service Providers to address the needs for the family and for the youth on a regular monthly basis.

- Describe any practice changes being implemented at the county level to ensure that congregate care placement is appropriate based on the child or youth's needs. For example, is agency leadership being involved in decisions regarding congregate care placement.

Placement Alternatives is a weekly meeting comprised of a diverse list of participants who include the C&Y Administrator, C&Y Director, the C&Y Solicitor, a Licensed Psychologist, the CASSP coordinator, Director of Specialized Services (Provider services), the Placement Liaison, Supervisor of Specialized Services, Paralegal, C&Y Manager, C&Y Supervisor and the C&Y Caseworker, with addition of services providers when needed. A thorough review of the case is presented by the case worker. During Placement Alternatives, the team reviews all cases where children are in the custody of the Tioga County as well as cases that could potentially warrant a removal. One of the focuses of this meeting is to make sure that children who are in an out of home placement are in the least restrictive placement as well as the most appropriate placement setting. The team discusses progress made by the child and the family, family engagement efforts and what next steps look like for the case. The caseworker attends this meeting prepared with their own recommendation. At the end of the presentation, the case worker will leave the meeting with their court recommendation and further case recommendations.

- Describe any other anticipated practice and/or fiscal impact of this provision.

N/A

- Identify any areas of technical assistance that the county may need in this area.

N/A

1-3m. Title IV-E Reimbursement for Legal Representation Costs for Children and Parents in Dependency Proceedings

➡ Respond to the following questions:

- Is there interest by the county agency financially responsible for legal representation costs for parents in dependency proceedings in developing an MOU with the CCYA to draw down Title IV-E funds?

Tioga County

Yes, all necessary paperwork has been completed and submitted. A Memo of Understanding (MOU) was developed with the court to draw down Title IV-E funds.

- If yes, what change(s) will be made to improve the quality of legal representation in dependency proceedings?

Tioga County is a Phase 2 Family Engagement Initiative (FEI) County, Enhanced Legal Representation is part of our FEI plan. Tioga County continues to struggle with having a very limited number of Attorneys to represent parents in Dependency Cases. Efforts continue to be made to engage and recruit Attorneys from neighboring counties who are willing to travel to Tioga. There continues to be ongoing engagement efforts with the FEI Leadership team and the Legal Counsel who represent the Dependency Cases. Attorney meetings are held weekly, all Attorneys are encouraged to attend and discuss the cases they represent. This process has been beneficial as it allows for open communication regarding the cases and allows the Attorneys to address the needs and concerns of their clients.

1-3g. Assessing Complex Cases and Youth Waiting for Appropriate Placement

☞ Please respond to the following questions regarding your county's local processes related to assessing service level needs for complex case children and youth:

- What is the cross-agency process developed in your county to support children and youth when the needs identified require the expertise of multiple systems? Please include information related identification of partner agencies who are a part of the county's integrated children's service planning team, the referral process and identification of team leads. Does your county have a dedicated employee who coordinates and/or facilitates planning efforts across all systems? If yes, how is that position funded and where is the position housed?

Tioga County has several systems in place for children and youth involved in cross systems. Internally, Tioga County continues to hold weekly Placement Alternative meetings where caseworkers present court involved cases and complex cases for recommendations. This team consists of representatives from: Children and Youth, CASSP, CORE, County Solicitor, Provider staff, and a nurse. Tioga County, CCBH, and CASSP continues to hold bi-weekly phone conference calls to discuss children involved with mental health services and children and youth. During the meetings treatment barriers are discussed and planning for future needs are worked on together to ensure appropriate services are being provided. Tioga County Drug Endangered Children's Alliance is still meeting monthly. This group has the greatest number of disciplines involved. Members consist of partners from over 15 different organizations. Monthly meetings cover various topics to strengthen working relationships, learn about new and existing programs, and to understand each discipline's capabilities. Smaller DEC task force meetings are held when specific cases need to be discussed. Tioga County does not have one designated person to coordinate all of these meetings but does have a person designated for each group. However, those designated leads work closely together to not duplicate meetings and services.

- Identify how the county has engaged systems outside of the County Human Services system, including for example the education and physical health systems, in this cross-agency planning process. How is child specific information shared across systems?

Tioga County is fortunate to be a smaller county which aids in forming cross system relationships. Through our DEC alliance many cross systems are engaged through monthly meetings, including representatives from the three school districts in our county. Sometimes we have representatives from the physical health system, but not on a regular basis. ESSA has also helped form relationships between the CCYA for Tioga County and our local school districts in

Tioga County

our county and other counties where children have been in placements. Child specific information is shared across systems in a few different ways. We provide Handle with Cares to a select email group when a child has encountered a traumatic event. No details of the event are given. This goes to schools and daycares to let them know to be extra sensitive to the child for at least 7 days. DEC Task Force meetings are held when a particular child or family needs to be discussed. Only the specific agencies that are involved with the family are invited. Statements of confidentiality are signed by all parties at the meeting and information shared does not leave the meeting. Information with the schools is shared through the state provided ESSA School Notification Form. The form is shared with the home district of origin and the district of residence representatives in order to schedule the Best Interest Determination meeting.

In FY 2022-23, how many children were served through your county complex case planning process?

Two youth.

What creative processes or services has your county developed to meet the needs of the complex children in your care?

Tioga County has developed our bi-weekly meetings with CASSP and CCBH as well as DEC Task Force meetings to help meet the complex needs of the children in our county. Through these meetings we discuss strengths and barriers for the family. We are able to work together to get services started. We have formed relationships with each other that help cut through red tape. Tioga County also developed a special contract with a local mental health organization to get children evaluated by their child psychiatrist within a week for very serious cases. It isn't something that we can use often but has been very beneficial at the times we need it. For some of our complex children, higher rates are sometimes needed in order to find or keep placements. An adjustment requesting funding for some of those children is included in the plan (Reference Needs Based Adjustment 24-25). We have been creative in offering higher rates or paying for one-on-one supervision in order to help save a placement. We have also provided travel costs for parents to visit with their children in some of our complex cases. We have some cases where parents live in other states and are not financially able to travel and visit their children as often as they should. Tioga County has assisted in bus tickets, hotel costs, plane tickets, rental cars, and food to ensure children are seeing their parents (Reference Needs Based Adjustment 24-25).

Identify any areas of technical assistance the county may need in development, or improvement, of its cross-system integrated children's team.

N/A

1-3s. Family Reunification Services

☛ Respond to the following questions:

What are the current services and activities provided to support family reunification efforts?

CCYA Tioga makes a variety of efforts to support family reunification. In Tioga County, the CCYA (Family Services) and Specialized Services Providers are working together to form a single family centered, family focused team-based approach to delivering services. This approach folds the majority of community-based services right into CYS case management. Currently, providers working with families toward reunification are implementing Nurturing Parents program, Promoting Responsible Fatherhood, and ART (Aggression Replacement Training). The North Carolina and AAPI parenting assessments are administered to determine what programs will be most effective for individual consumers and to gauge progress in those programs. CCYA Tioga and Specialized Services also work together to facilitate maximum visitation opportunities and needed transportation.

Tioga County

CCYA Tioga has implemented Crisis and Rapid Response (CRR) meetings, Family Meetings, and enhanced Family Finding to assist the agency with being successful with these efforts. These efforts have proven to be successful as we have been able to keep children out of care, identify support networks for the families we serve, and close cases because families have supports outside of Children and Youth to utilize when needed.

- What were the total costs of services and activities to provide family reunification services in SFY 2022-23?

Fiscal will not have this number until closer to submission.

DRAFT

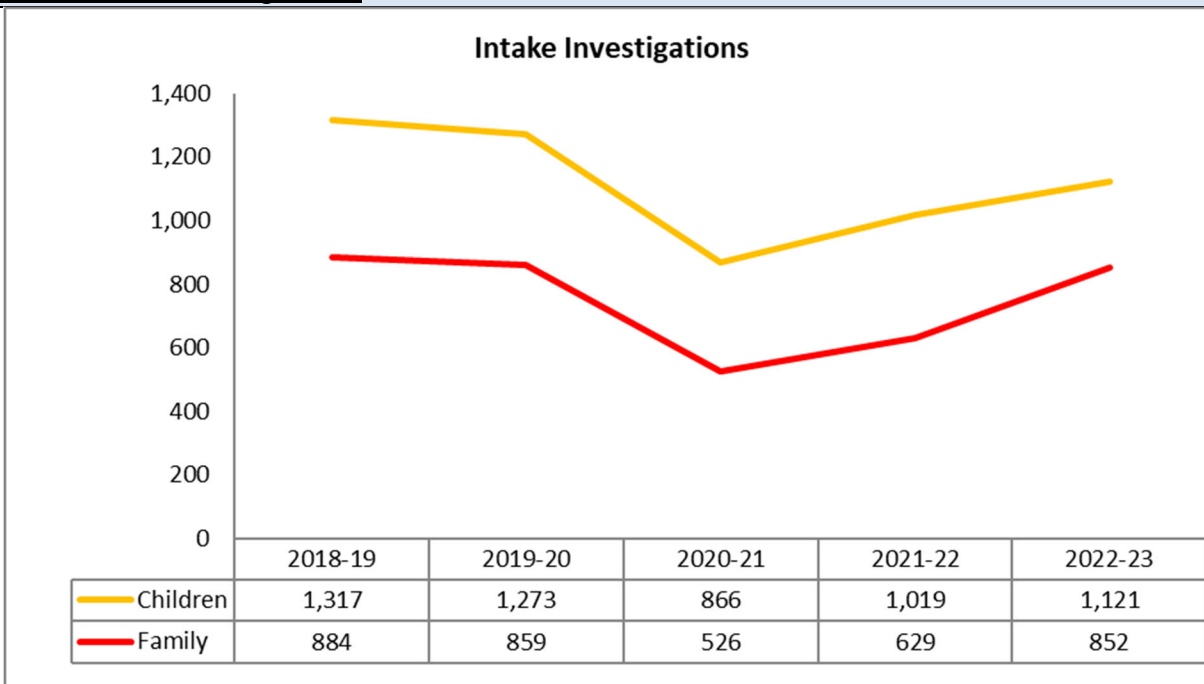
Tioga County

Section 2: General Indicators

2-1: County Fiscal Background

- Indicate whether the county was over or underspent in the Actual Year and reasons why. Fiscal will have this information closer to submission.
- Is over or underspending anticipated in the Implementation Year? Explain why.
SAA
- Address any changes or important trends that will be highlighted as a resource need through an ADJUSTMENT TO EXPENDITURE submission.
 - **PLEASE NOTE: Capture any highlights here that are not addressed in the Program Improvement Strategies narrative (Section 2-4)**
 -

2-2a. Intake Investigations

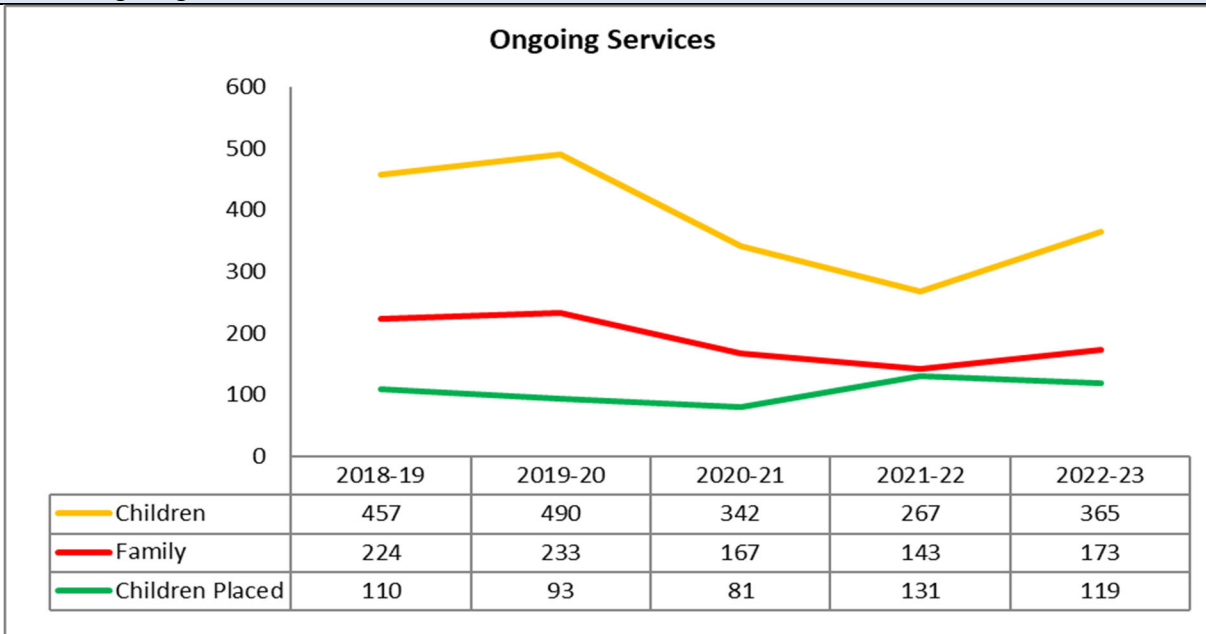


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Tioga County has seen an increase in the number of families and children served compared to last fiscal year. The trends seen at intake are comparable to previous years involving domestic violence, substance abuse by caregivers and children, mental health and behavioral concerns for caregivers and children, inappropriate discipline, and inadequate home conditions. There was an increase in child abuse reports with two investigations that dealt with sex trafficking, which is not commonly reported in our area. In addition, intake deals with repeated referrals and families that have had previous involvement with the Agency. Intake anticipates a continued increase in numbers for next fiscal year and are looking into an intake screening caseworker to help manage repeated referrals, cases already opened for in-home services (approximately 15% of monthly referrals) and requests for courtesy home visits. (Reference Needs Based Adjustment 24-25). Due to the size and rural nature of Tioga County there are several areas within the county where cell service is limited. Tioga County is requesting funding to install On-Star in the County lease vehicles to prioritize staff safety in areas where coverage is limited (Reference Needs Based Adjustment 24-25).

Tioga County

2-2a. Ongoing Services

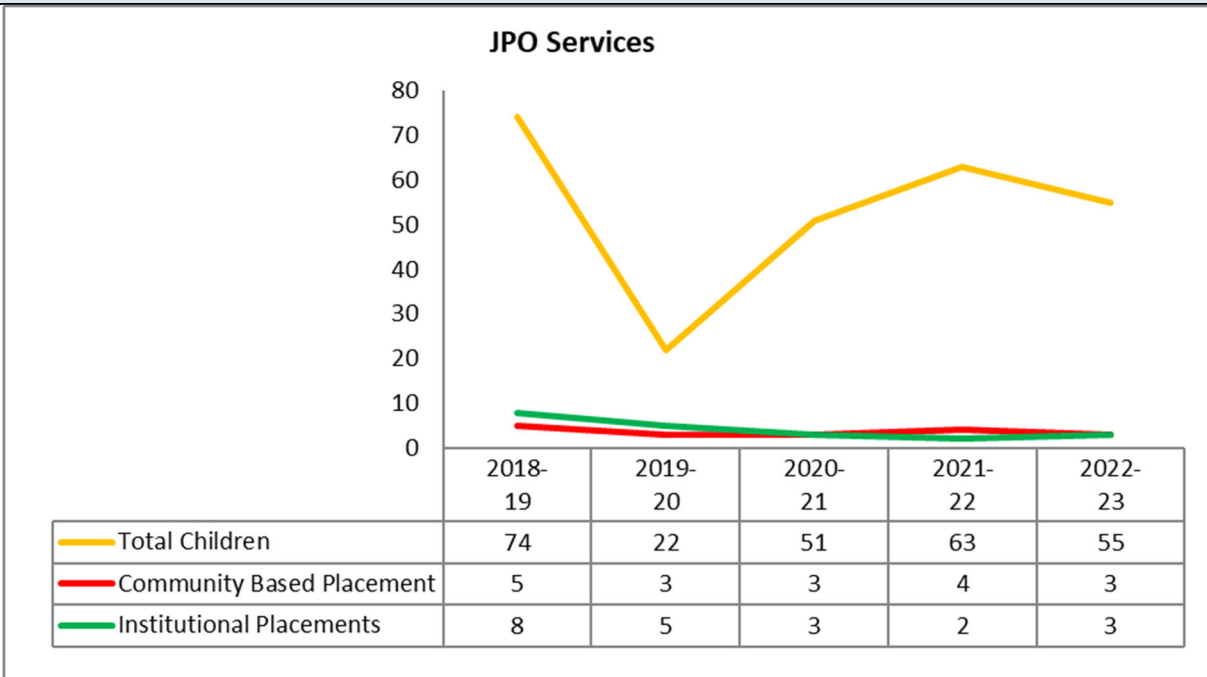


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In 2022-23, Tioga County served 365 children and 173 families. This is a jump of almost one hundred children compared to our numbers last year. We had a small increase in the number of families served. We have several families with sibling groups of three or more children. We had a decrease in the number of children placed. We continue to utilize CRR meetings to empower families to create their own solutions for their families’ needs rather than placing children. This practice continues to be successful for many families. Several cases have ended up in custody court rather than dependency court. We have supported appropriate caregivers in gaining custody, whether that be a safe parent or grandparents. Ongoing cases continue to be more severe with complex needs. Our trends this year persist being drug use with an uptick in meth use, domestic violence cases typically involving a weapon and/or significant injury, youth drug use with parent approval, and poor physical standards such as overcrowding in sheds and campers. The vast majority of cases seem to have a constellation of problems and require intensive help and support. Another noted trend Tioga County sees is repeated referrals for families with long histories with Children and Youth and generational families (Reference Needs Based Adjustment -Intake Screener 24-25). Many of the multi-generational families that we serve are often living in poor conditions. Tioga County was able to spend down all Housing funds prior to the end of this fiscal year this year and is requesting an increase due to the continued need for Housing assistance (Reference Special Grants Housing Adjustment 24-25). Tioga County is looking at taking an Associate Caseworker position and making housing one of the primary roles to include assisting the Caseworker with housing requests, completing safety checklists on homes where safety hazards are present, working with families to make sure that smoke alarms and other safety features are present and in working order. This position will also make needed referrals out to organizations/businesses to assist with needed improvements for example if a dumpster is needed. Tioga County had several cases this year that due to housing concerns Safety versus Risk meetings were held to determine if children had to be removed (Reference Needs Based Adjustment additional funding for Associate Caseworker 24-25).

Tioga County

2-2a. JPO Services



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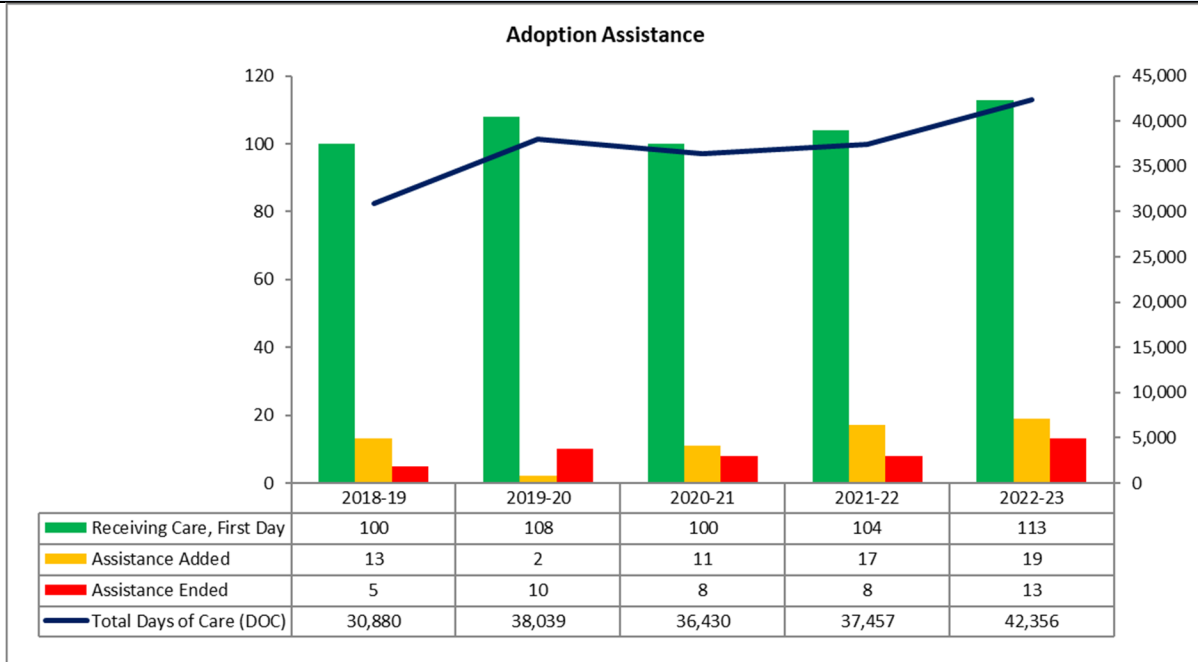
Tioga County Juvenile Probation Department’s overall referrals have slightly decreased over the past year. We totaled 55 for 2022-23, with three community-based probation cases and three probation placements. The large portion (47 referrals) of those referrals were granted Consent Decrees. These Consent Decrees have been a positive outcome for our youth over the years. The Consent Decree program is eligible for any youth who commits an offense, without prior criminal history, and willing to participate in this program. Consent Decrees are designed to continue to keep communities safe and be supervised by a JPO. In 2022-23, 95% of juvenile successfully completed supervision without a new juvenile offense resulting in a Consent Decree or Adjudication of Delinquency.

The community-based probation cases have stayed relatively the same. Tioga County Probation Department see this trend as a positive. The department has not seen juvenile repeat offenders in the past year. These types of cases are long term cases. The cases that are adjudicated are held to several conditions and rules to ensure they are compliant. Many of our community-based cases are held open due to community service obligations and outstanding costs. In 2022-23, 5% of juveniles, while under supervision, were petitioned to Court for a violation of probation and 10% of juveniles, while under supervision, were petitioned to Court for a violation of probation that resulted in a change of disposition.

Institutional placements in the past deceased greatly. In 2022-23, juvenile probation the number slightly increased by one. Fifteen percent of the juvenile were committed to an out-of-home placement for 28 or more consecutive days. This excludes detention, shelter care, and diagnostic placements. The median length of stay is 4.1 months. Many of these placements are a result of a violation of probation or the juvenile is unable to adjust to outpatient services and required more treatment.

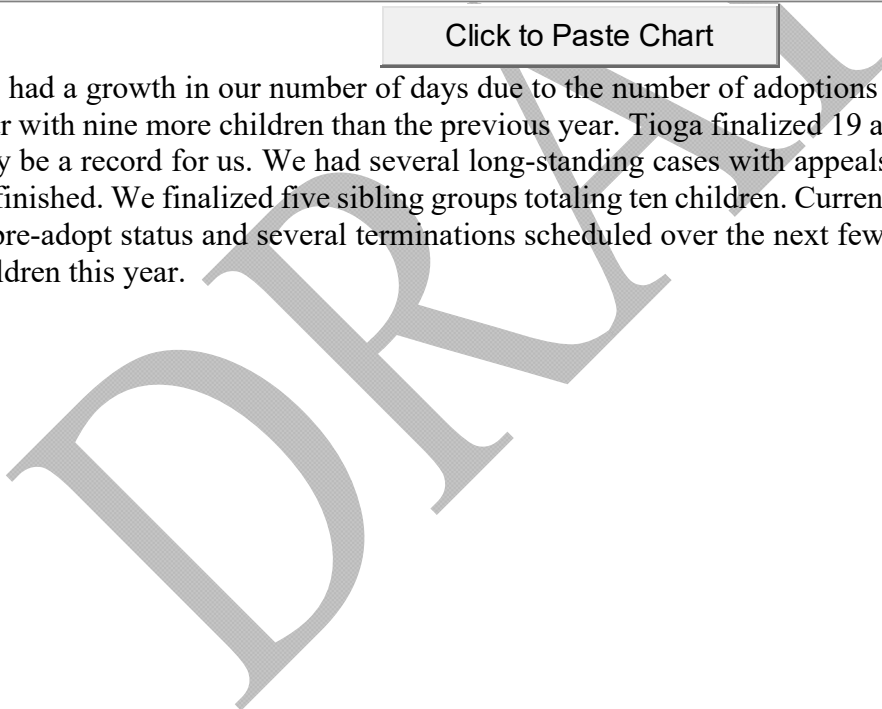
Tioga County

2-2b. Adoption Assistance



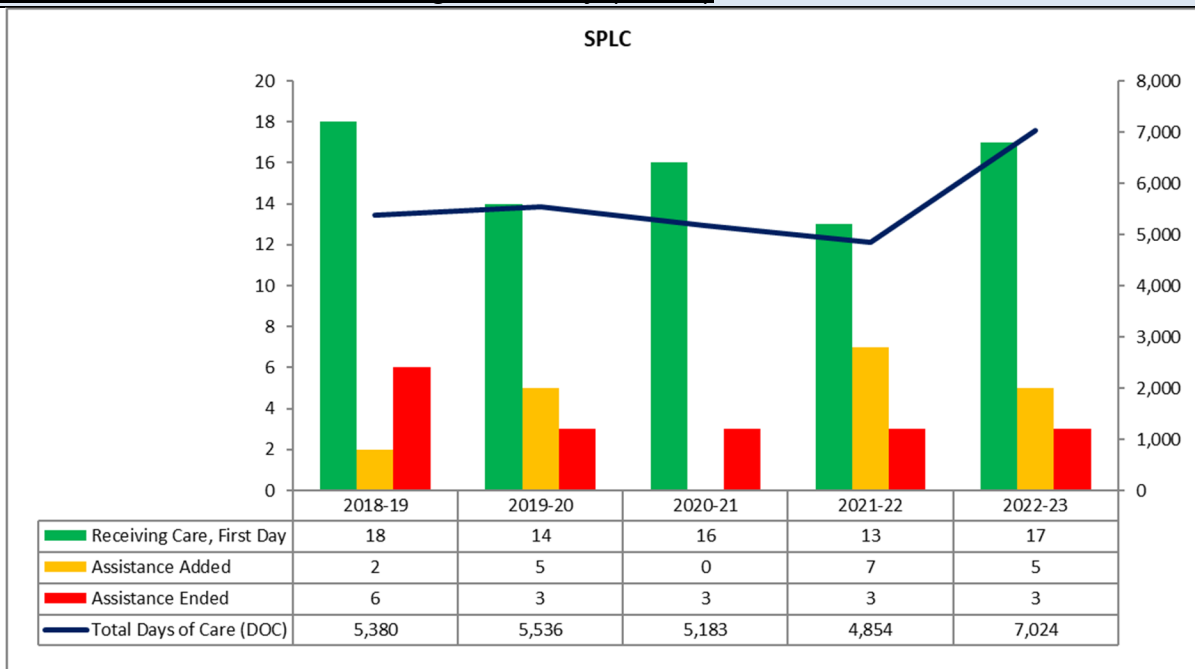
[Click to Paste Chart](#)

We had a growth in our number of days due to the number of adoptions finalized and starting the year with nine more children than the previous year. Tioga finalized 19 adoptions this year, which may be a record for us. We had several long-standing cases with appeals that were finally able to be finished. We finalized five sibling groups totaling ten children. Currently, we have five children in pre-adopt status and several terminations scheduled over the next few months. We will exit 11 children this year.



Tioga County

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

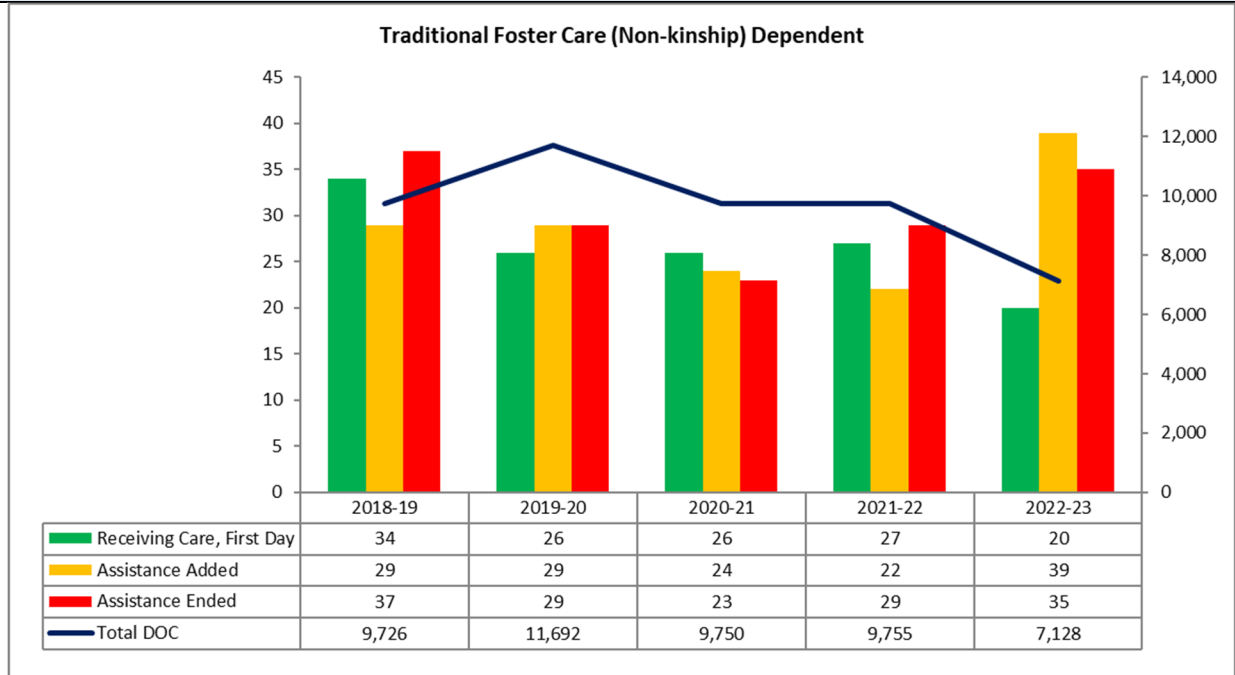


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SPLC days had a large increase in the number of days of care, but less children entering into SPLC this year compared with last. Two of the five that entered SPLC were finalized within the first quarter of the year, with one being the first week. Two more were in the second quarter. The finalizations at the beginning of the year explain the increase in days. We have a few children that may finalize SPLC in the upcoming year. We have a few that didn't want to finalize due to having to change schools if it were to become final. Due to ESSA not applying once an SPLC is finalized there have been a handful of cases that were not able to get permanency on a timelier basis due to having change school districts. Our Judge highly values children remaining in their home school and has ordered that take place. This is another barrier to finalizing SPLC's if children would have to change schools. Tuition costs being covered by the county would allow for permanency and children to get out of our system and move on to a more normal life (Reference Needs Based Adjustment 24-25). We have no exits this year, so anticipate an increase in our number of days for the upcoming year.

Tioga County

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

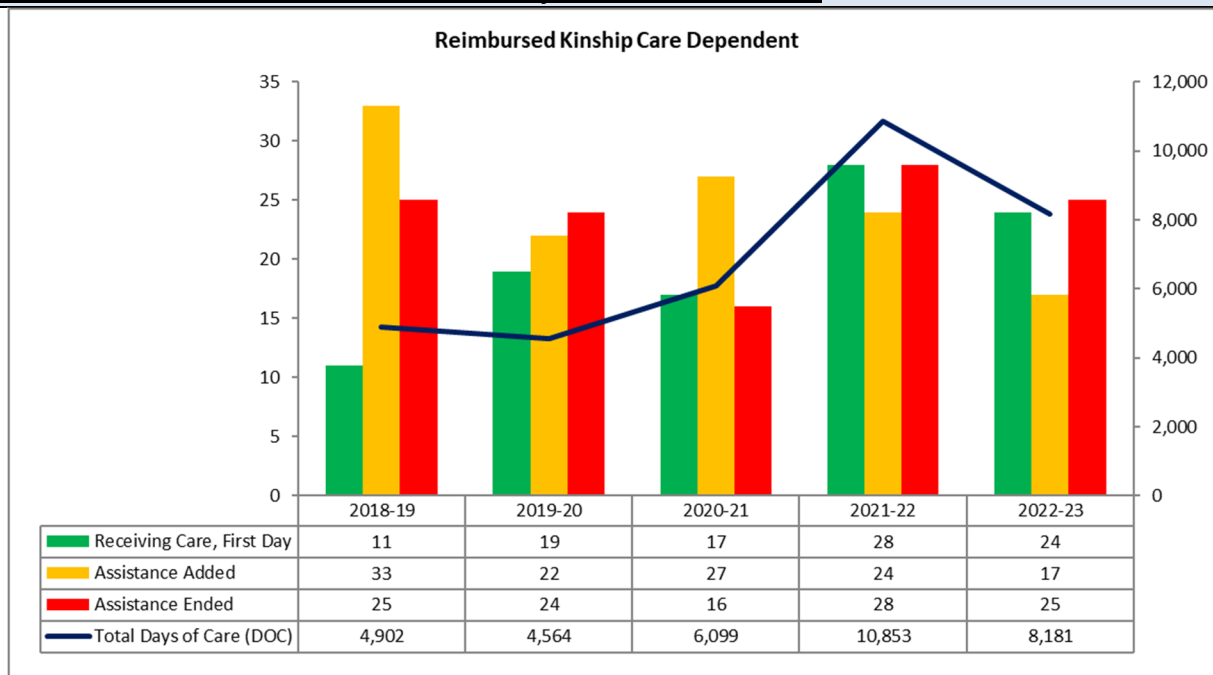


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Tioga County had a large decrease in days of care compared to previous years. When looking at the data more youth entered foster care (39 youth) this year compared to previous years. Tioga was able to exit 35 youth from foster care this year, which is also an increase in the number of youth exiting care. Being able to exit a larger number resulted in a reduction of 2,627 days of care. This is the lowest days of care count for Tioga since prior to FY 2018-19. Tioga County is looking at a rate increase for Foster Parents. It has been several years since Foster Parents have received an increase. The proposed increase will help with recruitment and retention efforts (Reference Needs Based Adjustment 24-25). Due to on-going vacancies within the Foster Care department the Mentor Program for both Foster and Kinship homes has not been able to move forward in development. We are hopeful that this can move in a positive direction with development this year.

Tioga County

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

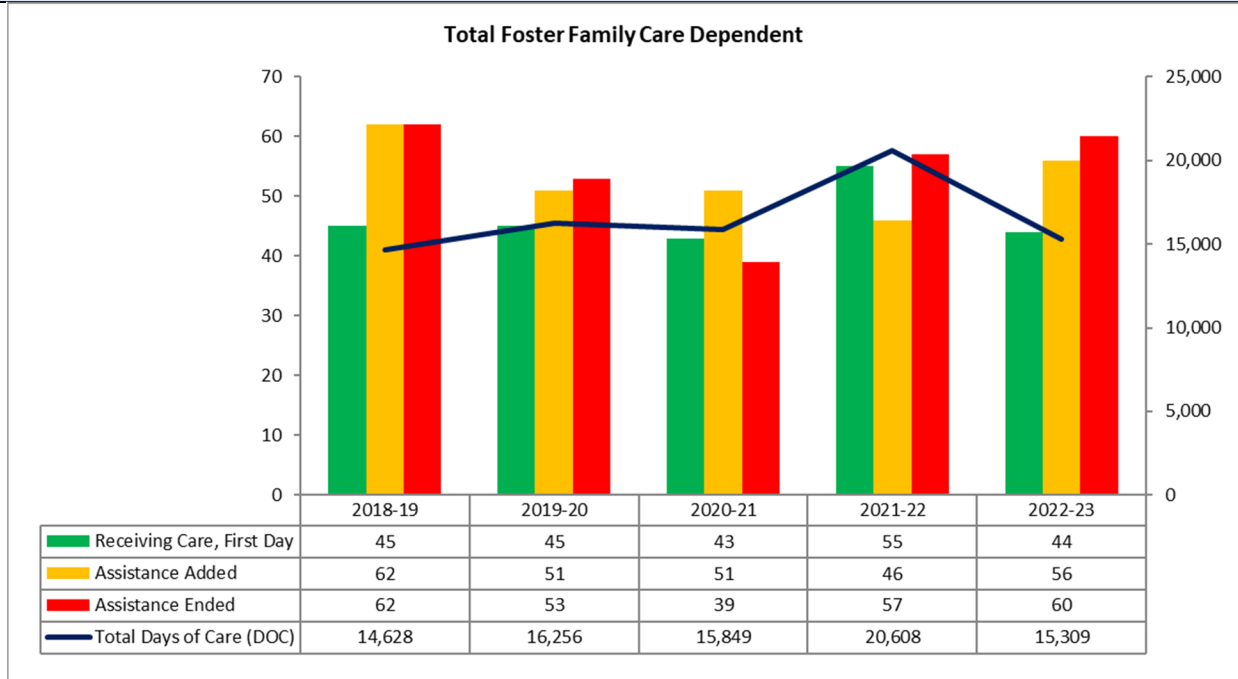


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Between FY 2021-22 and FY 2022-23, Tioga County experienced a decrease of kinship receiving care on the first day. Kinship assistance added from FY 2018-19 to FY 2022-23 has decreased noticeably with the lowest number in five years is at seventeen added. There was a slight decrease in assistance ended but overall, the days of care for reimbursed kinship decreased by more than 2,000 days. The decrease of all the factors is due to a decrease in children that have been ordered dependent. The agency has been able to transfer custody to family willing to provide care for the child.

Tioga County

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

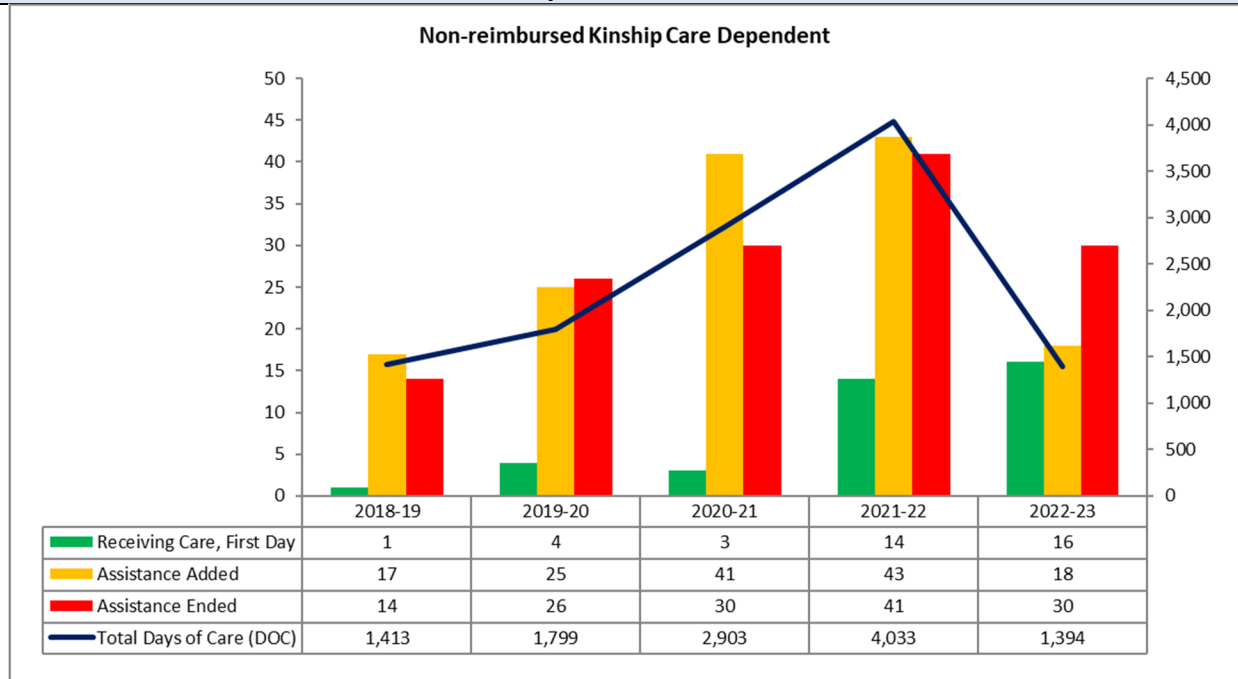


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Starting out on day one of FY 2022-23, Tioga County saw a decrease in children in foster care due to the agency utilizing more kinship homes in FY 2021-22. The number of children entering foster care increased. This can equate to the number of placements that occurred during an emergency removal due and allowing staff to complete necessary background checks and home studies on family that had been identified, which can also be shown in the total days of care as there was a decrease of over 5,000 days. There was an increase in assistance that had ended in FY 2022-23 with many children being reunified or finding permanency.

Tioga County

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

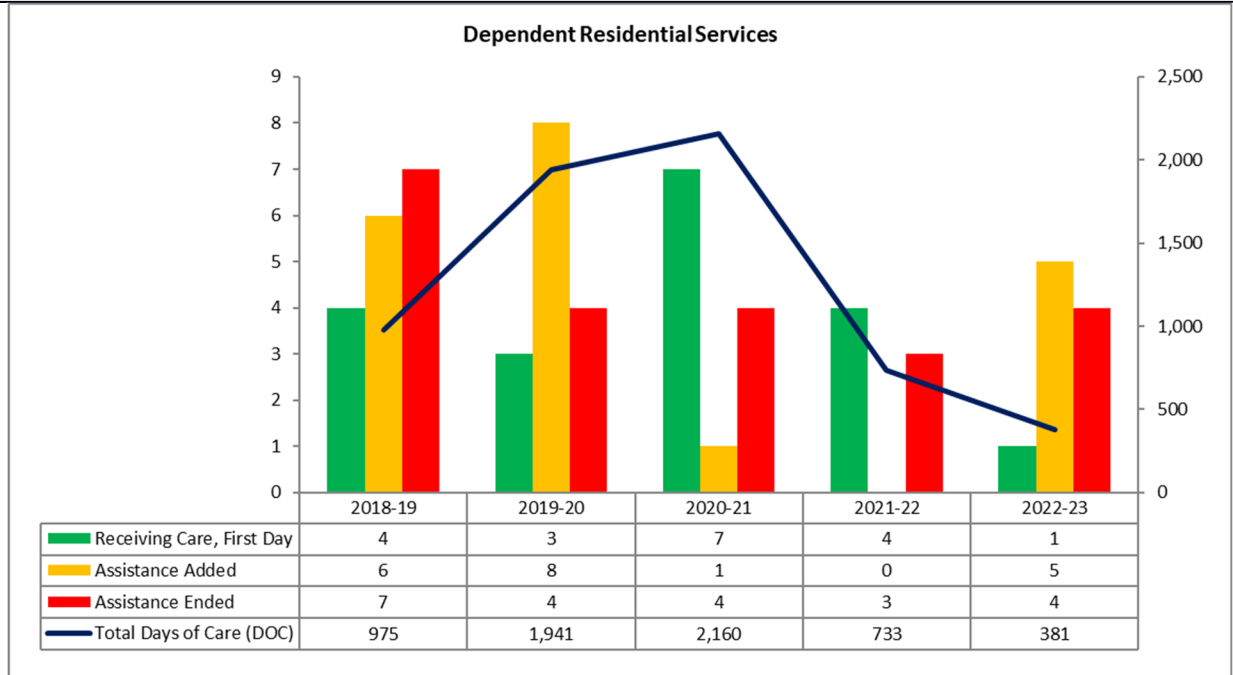


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Tioga County experienced a decrease in the number of non-reimbursed kinship care as the timeliness of the kinship studies has been more appropriate. Tioga County has outsourced kinship and traditional foster home studies to contracted workers. With a decrease of non-reimbursed studies added and the thirty that were ended, there was a substantial decrease in total days of care by almost 3,000 days. A waiver had been requested for one of the families which was approved, therefore we were able to approve the home within 32 days of the start of FY 2022-23.

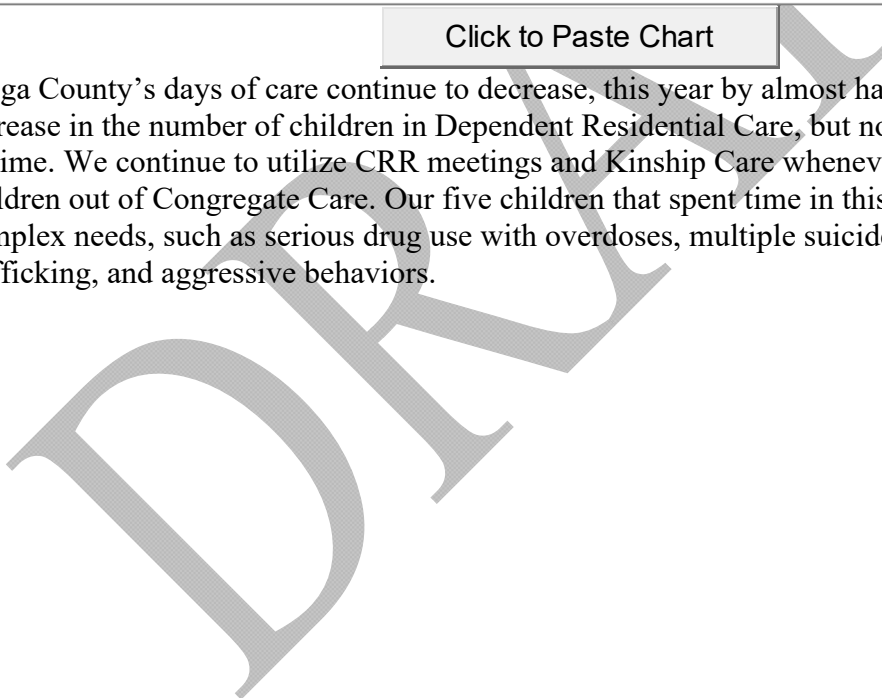
Tioga County

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



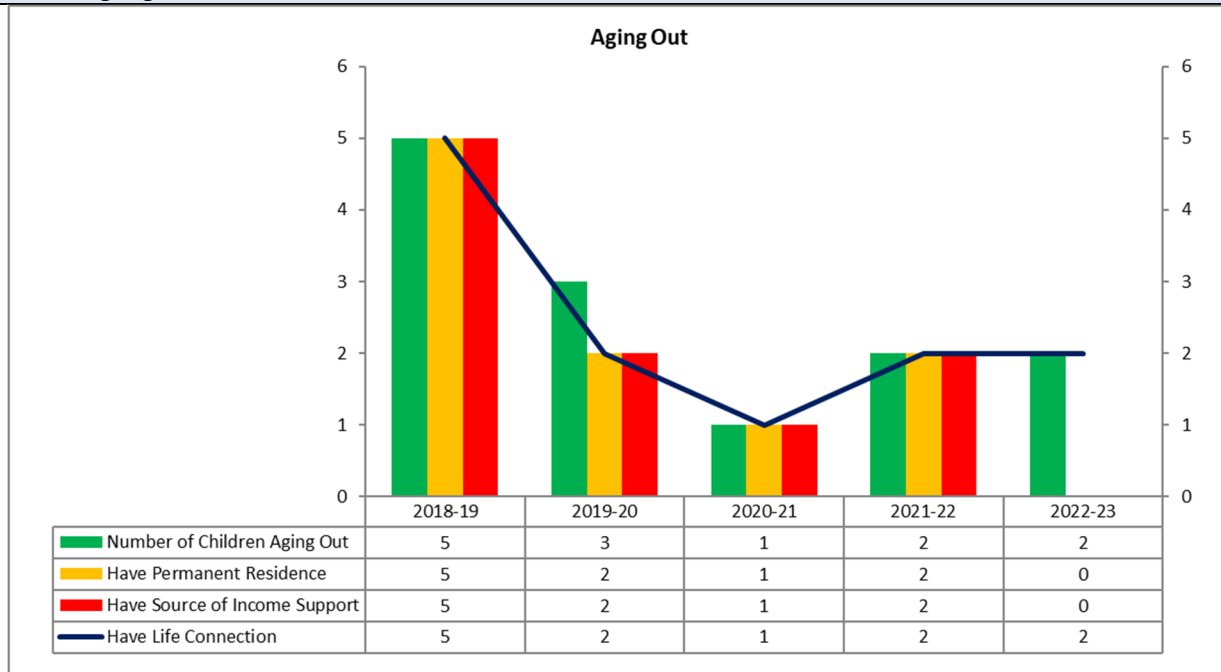
[Click to Paste Chart](#)

Tioga County’s days of care continue to decrease, this year by almost half. We did have an increase in the number of children in Dependent Residential Care, but not for extended periods of time. We continue to utilize CRR meetings and Kinship Care whenever possible to keep children out of Congregate Care. Our five children that spent time in this level of care all have complex needs, such as serious drug use with overdoses, multiple suicide attempts, sex trafficking, and aggressive behaviors.



Tioga County

2-2e. Aging Out



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Tioga County had two males age out of care this year. One was a very lengthy case involving a 19-year-old that had been in our care for several years. He had extensive mental health needs, ASD, and IDD. He spent years in specialized treatment facilities but was not able to live on his own. Many months of complex case reviews as well as internal multi-system meetings took place trying to find a permanent, appropriate housing solution for him. He was closed out after becoming involved with the adult juvenile justice system. The other male signed out on his 18th birthday. He had spent over two years in care in care before returning home to his mother. The reunification was unsuccessful, and he returned to his Foster Home prior to turning eighteen. He had built connections within his Foster Home, and he was able to stay there and end custody. We anticipate three children signing out of care this year.

Tioga County

2-2f. General Indicators

2-2: General Indicators

"Type in BLUE boxes only"

County Number:

Class:

Note: % Change and CAGR are calculated using the oldest reported figure (not 0) and the most recent fiscal year.

Tioga County

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2-2a. Service Trends

Indicator	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	FY 2022-23	% Change	CAGR
Intake Investigations							
Children	1,317	1,273	866	1,019	1,121	-14.9%	-3.9%
Family	884	859	526	629	852	-3.6%	-0.9%
Ongoing Services							
Children	457	490	342	267	365	-20.1%	-5.5%
Family	224	233	167	143	173	-22.8%	-6.3%
Children Placed	110	93	81	131	119	8.2%	2.0%
JPO Services							
Total Children	74	22	51	63	55	-25.7%	-7.1%
Community Based Placement	5	3	3	4	3	-40.0%	-12.0%
Institutional Placements	8	5	3	2	3	-62.5%	-21.7%

2-2b. Adoption Assistance

Indicator	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	FY 2022-23	% Change	CAGR
Adoption Assistance							
Receiving Care, First Day	100	108	100	104	113	13.0%	3.1%
Assistance Added	13	2	11	17	19	46.2%	10.0%
Assistance Ended	5	10	8	8	13	160.0%	27.0%
Total Days of Care (DOC)	30,880	38,039	36,430	37,457	42,356	37.2%	8.2%

2-2c. SPLC

Indicator	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	FY 2022-23	% Change	CAGR
Subsidized Permanent Legal Custodianship							
Receiving Care, First Day	18	14	16	13	17	-5.6%	-1.4%
Assistance Added	2	5	0	7	5	150.0%	25.7%
Assistance Ended	6	3	3	3	3	-50.0%	-15.9%
Total Days of Care (DOC)	5,380	5,536	5,183	4,854	7,024	30.6%	6.9%

Tioga County

2-2d. Placement Data							
Indicator	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	FY 2022-23	% Change	CAGR
Traditional Foster Care (non-kinship) - Dependent							
Receiving Care, First Day	34	26	26	27	20	-41.2%	-12.4%
Assistance Added	29	29	24	22	39	34.5%	7.7%
Assistance Ended	37	29	23	29	35	-5.4%	-1.4%
Total DOC	9,726	11,692	9,750	9,755	7,128	-26.7%	-7.5%
Traditional Foster Care (non-kinship) - Delinquent							
Receiving Care, First Day	0	0	0	0	0	0.0%	0.0%
Assistance Added	0	0	0	0	0	0.0%	0.0%
Assistance Ended	0	0	0	0	0	0.0%	0.0%
Total DOC	0	0	0	0	0	0.0%	0.0%
Reimbursed Kinship Care - Dependent							
Receiving Care, First Day	11	19	17	28	24	118.2%	21.5%
Assistance Added	33	22	27	24	17	-48.5%	-15.3%
Assistance Ended	25	24	16	28	25	0.0%	0.0%
Total Days of Care (DOC)	4,902	4,564	6,099	10,853	8,181	66.9%	13.7%
Reimbursed Kinship Care - Delinquent							
Receiving Care, First Day	0	0	0	0	0	0.0%	0.0%
Assistance Added	0	0	0	0	0	0.0%	0.0%
Assistance Ended	0	0	0	0	0	0.0%	0.0%
Total Days of Care (DOC)	0	0	0	0	0	0.0%	0.0%
Foster Family Care - Dependent (Total of 2 above)							
Receiving Care, First Day	45	45	43	55	44	-2.2%	-0.6%
Assistance Added	62	51	51	46	56	-9.7%	-2.5%
Assistance Ended	62	53	39	57	60	-3.2%	-0.8%
Total Days of Care (DOC)	14,628	16,256	15,849	20,608	15,309	4.7%	1.1%
Foster Family Care - Delinquent (Total of 2 above)							
Receiving Care, First Day	0	0	0	0	0	0.0%	0.0%
Assistance Added	0	0	0	0	0	0.0%	0.0%
Assistance Ended	0	0	0	0	0	0.0%	0.0%
Total Days of Care (DOC)	0	0	0	0	0	0.0%	0.0%
Non-reimbursed Kinship Care - Dependent							
Receiving Care, First Day	1	4	3	14	16	1500.0%	100.0%
Assistance Added	17	25	41	43	18	5.9%	1.4%
Assistance Ended	14	26	30	41	30	114.3%	21.0%
Total Days of Care (DOC)	1,413	1,799	2,903	4,033	1,394	-1.3%	-0.3%
Non-reimbursed Kinship Care - Delinquent							
Receiving Care, First Day	0	0	0	0	0	0.0%	0.0%
Assistance Added	0	0	0	0	0	0.0%	0.0%
Assistance Ended	0	0	0	0	0	0.0%	0.0%
Total Days of Care (DOC)	0	0	0	0	0	0.0%	0.0%
Alternative Treatment Dependent							
Receiving Care, First Day	0	0	0	0	0	0.0%	0.0%
Assistance Added	0	0	0	0	0	0.0%	0.0%
Assistance Ended	0	0	0	0	0	0.0%	0.0%
Total Days of Care (DOC)	0	0	0	0	0	0.0%	0.0%
Alternative Treatment Delinquent							
Receiving Care, First Day	0	0	0	0	0	0.0%	0.0%
Assistance Added	0	0	0	0	0	0.0%	0.0%
Assistance Ended	0	0	0	0	0	0.0%	0.0%
Total Days of Care (DOC)	0	0	0	0	0	0.0%	0.0%

Dependent Community Residential							
Receiving Care, First Day	7	8	2	3	5	-28.6%	-8.1%
Assistance Added	14	6	6	6	2	-85.7%	-38.5%
Assistance Ended	13	12	5	4	6	-53.8%	-17.6%
Total Days of Care (DOC)	2,800	1,914	1,032	1,663	1,529	-45.4%	-14.0%

View Chart

Delinquent Community Residential							
Receiving Care, First Day	3	0	2	0	3	0.0%	0.0%
Assistance Added	2	3	1	4	2	0.0%	0.0%
Assistance Ended	5	1	3	1	4	-20.0%	-5.4%
Total Days of Care (DOC)	850	674	607	498	292	-65.6%	-23.4%

View Chart

Supervised Independent Living Dependent							
Receiving Care, First Day	0	0	0	1	1	0.0%	0.0%
Assistance Added	3	0	1	3	3	0.0%	0.0%
Assistance Ended	3	0	0	3	3	0.0%	0.0%
Total Days of Care (DOC)	330	0	133	313	238	-27.9%	-7.8%

View Chart

Supervised Independent Living Delinquent							
Receiving Care, First Day	0	0	0	0	0	0.0%	0.0%
Assistance Added	0	0	0	0	0	0.0%	0.0%
Assistance Ended	0	0	0	0	0	0.0%	0.0%
Total Days of Care (DOC)	0	0	0	0	0	0.0%	0.0%

View Chart

Juvenile Detention							
Receiving Care, First Day	0	0	0	0	0	0.0%	0.0%
Assistance Added	4	1	2	0	0	-100.0%	-100.0%
Assistance Ended	4	1	2	0	0	-100.0%	-100.0%
Total Days of Care (DOC)	63	3	3	0	0	-100.0%	-100.0%

View Chart

Dependent Residential Services							
Receiving Care, First Day	4	3	7	4	1	-75.0%	-29.3%
Assistance Added	6	8	1	0	5	-16.7%	-4.5%
Assistance Ended	7	4	4	3	4	-42.9%	-13.1%
Total Days of Care (DOC)	975	1,941	2,160	733	381	-60.9%	-20.9%

View Chart

Delinquent Residential Services							
Receiving Care, First Day	1	3	2	2	1	0.0%	0.0%
Assistance Added	7	0	1	0	1	-85.7%	-38.5%
Assistance Ended	5	1	0	1	2	-60.0%	-20.5%
Total Days of Care (DOC)	975	1,941	2,411	607	58	-94.1%	-50.6%

View Chart

Secure Residential (Except YDC)							
Receiving Care, First Day	0	0	0	0	0	0.0%	0.0%
Assistance Added	0	0	0	0	0	0.0%	0.0%
Assistance Ended	0	0	0	0	0	0.0%	0.0%
Total Days of Care (DOC)	0	0	0	0	0	0.0%	0.0%

View Chart

Youth Detention Center / Youth Forestry Camps							
Receiving Care, First Day	0	1	0	0	0	-100.0%	-100.0%
Assistance Added	2	0	0	0	0	-100.0%	-100.0%
Assistance Ended	0	0	0	0	0	0.0%	0.0%
Total Days of Care (DOC)	431	308	0	0	0	-100.0%	-100.0%

View Chart

2-2e. Aging Out Data

Indicator	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	FY 2022-23	% Change	CAGR
Aging Out							
Number of Children Aging Out	5	3	1	2	2	-60.0%	-20.5%
Have Permanent Residence	5	2	1	2	0	-100.0%	-100.0%
Have Source of Income Support	5	2	1	2	0	-100.0%	-100.0%
Have Life Connection	5	2	1	2	2	-60.0%	-20.5%

View Chart

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2-2g. through 2-2i. Charts

- ☞ NOTE: The section is optional and applies to CCYAs and/or JPOs.
- ☞ NOTE: If inserting charts, identify the data source and parameters and include only one chart per page.
 - ☐ Insert up to three additional charts that capture the drivers of county services and supports the county's resource request. For example, these charts may be related to prevention or diversion activities or may be specific to areas or demographics that are driving influences on county resources and practices.
 - ☐ Counties may use data charts as provided by PCG or any other county data available. County specific charts outside of PCG data charts must clearly identify the source of the data.

Click to Paste Chart

Click to Paste Chart

Click to Paste Chart

Chart Analysis for 2-2a. through 2-2i.

- ☞ **NOTE:** These questions apply to both the CCYA and JPO.
- ☐ Discuss any child welfare and juvenile justice service trends and describe factors contributing to the trends noted in the previous charts.
- ☐ Describe what changes in agency priorities or programs, if any, have contributed to changes in the number of children and youth served or in care and/or the rate at which children are discharged from care.
- ☐ Provide a description of children/youth placed in congregate care settings.
- ☞ Consider the children and youth who have the following characteristics, by race, age, and gender:
 - *Intellectual disability or autism;*
 - *A behavioral health impairment;*
 - *A physical disability;*
 - *Involvement with JPO; and*
 - *Identify as LGBTQ.*
- ☐ Identify the service and treatment needs of the youth counted above with as much specificity as possible.
 - ☞ The below questions may assist in development of a response:
 - *What are the service and treatment needs?*
 - *Why can those services and treatment needs not be met in the community?*
 - *What barriers exist to accessing service and treatment needs in the community?*
- ☐ Please describe the county's process related to congregate care placement decisions.
 - ☞ The below questions may assist in development of a response:
 - *What policies are in place to guide decision making?*
 - *Who oversees and is part of the decision?*
 - *Are youth involved in the decision-making? If so, how?*
 - *How is the decision reviewed?*

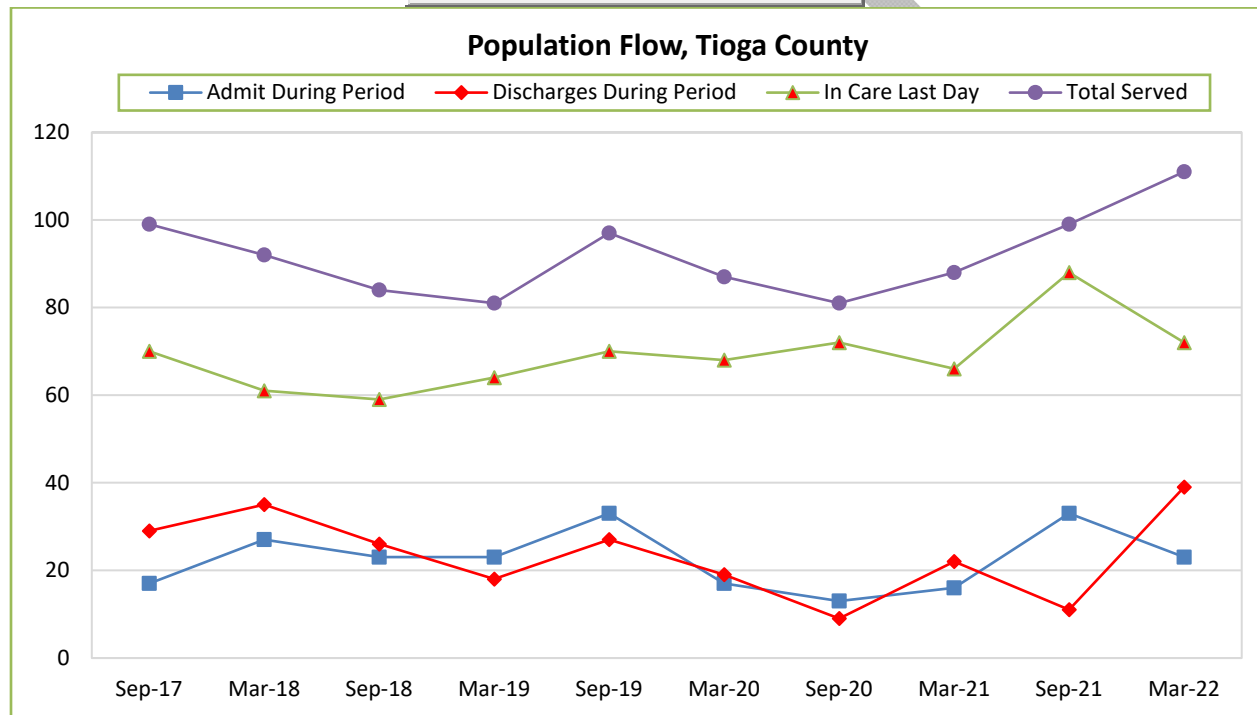
Tioga County

- ❑ Describe any practice changes that will be implemented to ensure that the congregate care funding limitation in FFPSA will not result in dependent children entering the juvenile justice system.
- ❑ How has the county adjusted staff ratios and/or resource allocations (both financial and staffing, including vacancies, hiring, turnover, etc.) in response to a change in the population of children and youth needing out-of-home care? Is the county's current resource allocation appropriate to address projected needs?

2-3a Population Flow

Insert the Population Flow Chart

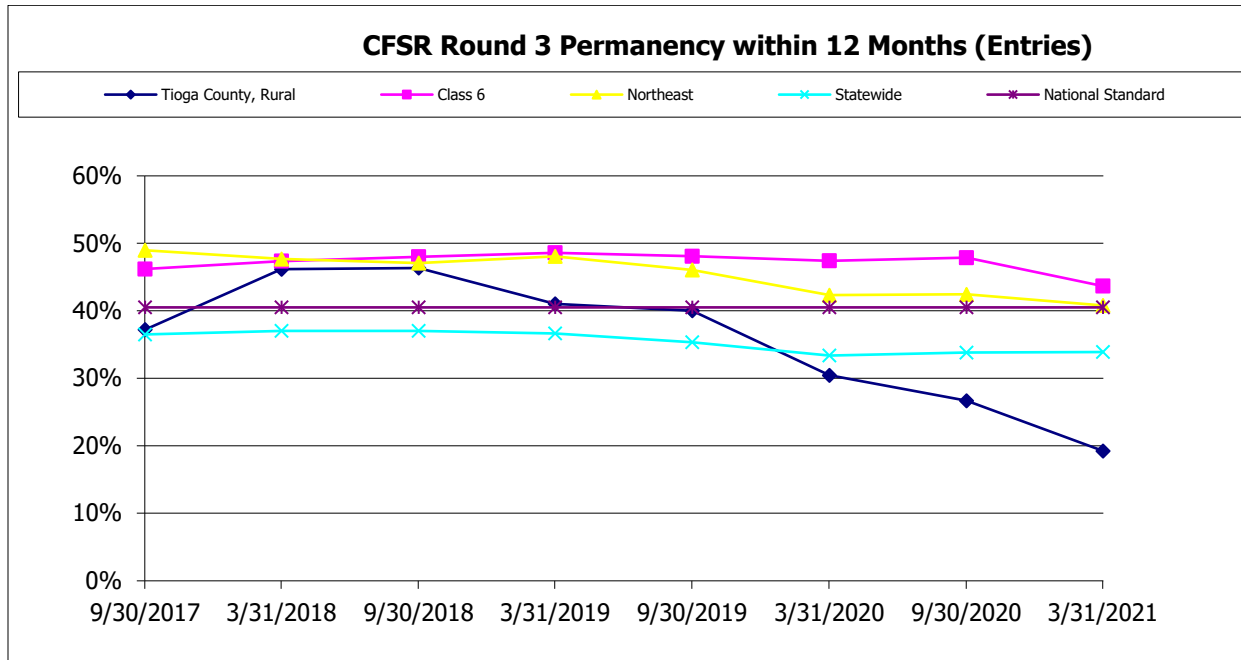
Click to Paste Chart



Tioga County

2-3b Permanency in 12 Months (Entry)

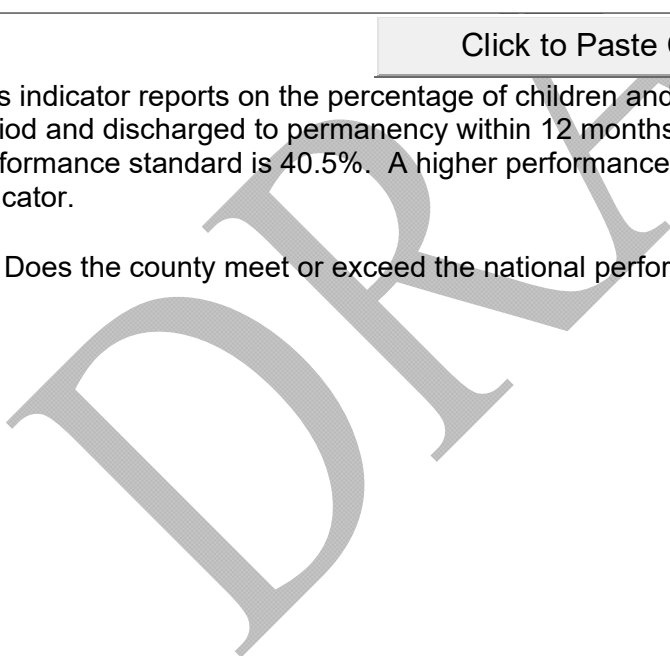
Insert the Permanency in 12 Months (Entry) Chart



Click to Paste Chart

This indicator reports on the percentage of children and youth who enter care in a 12-month period and discharged to permanency within 12 months of entering care. The national performance standard is 40.5%. A higher performance of the measure is desirable in this indicator.

Does the county meet or exceed the national performance standard? No

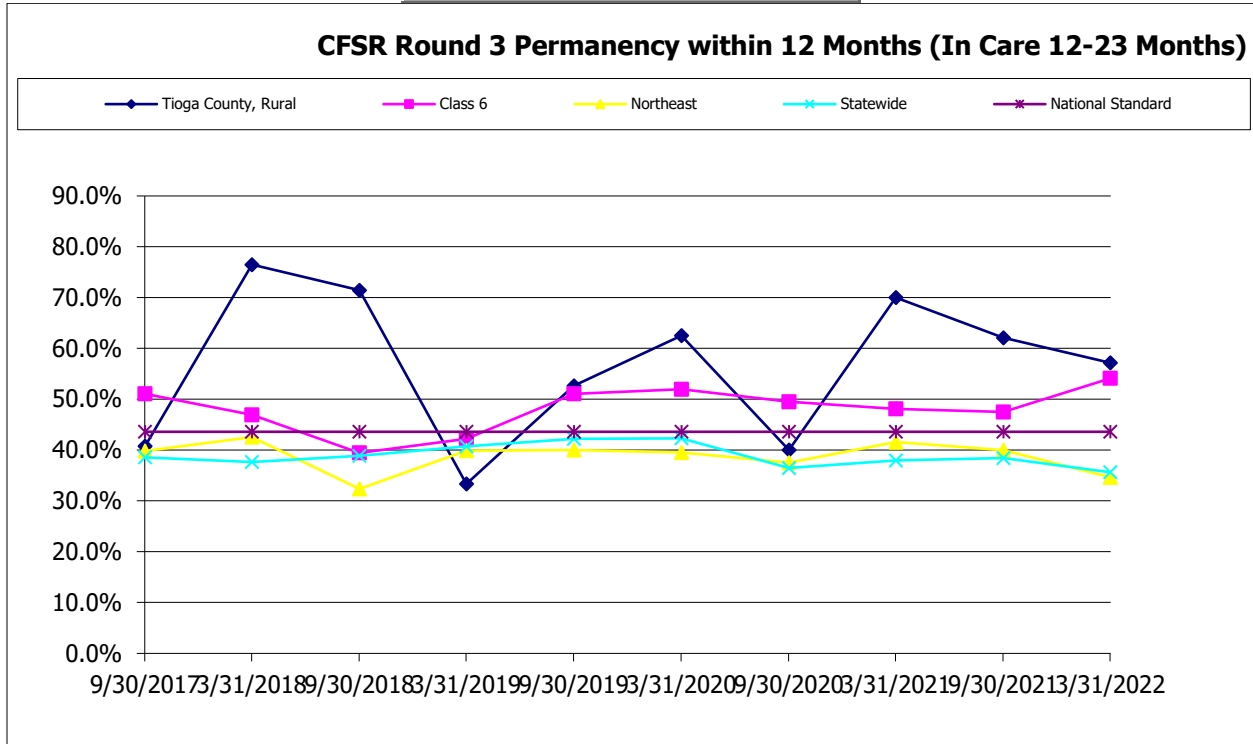


Tioga County

2-3c. Permanency in 12 Months (in care 12-23 months)

Insert the Permanency in 12 Months (in care 12-23 months) Chart

Click to Paste Chart



This indicator measures the percent of children and youth in care continuously between 12 and 23 months that discharged within 12 months of the first day in care. The national performance standard is 43.6%. A higher percentage is desirable in this indicator.

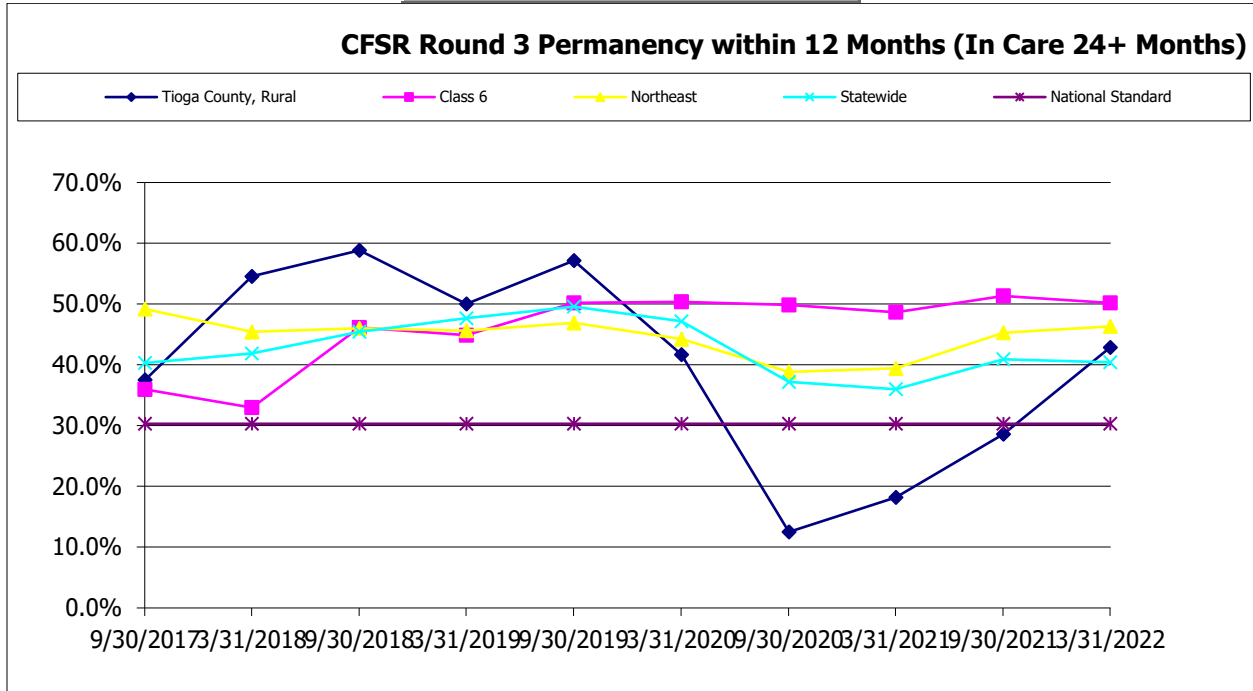
Does the county meet or exceed the national performance standard? Yes

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2-3d Permanency in 12 Months (in care 24 Months)

Insert Permanency in 12 Months (in care 24 Months) Chart

Click to Paste Chart



This indicator measures the percent of children who had been in care continuously for 24 months or more discharged to permanency within 12 months of the first day in care. The national performance standard is 30.3%. A higher percentage is desirable in this indicator.

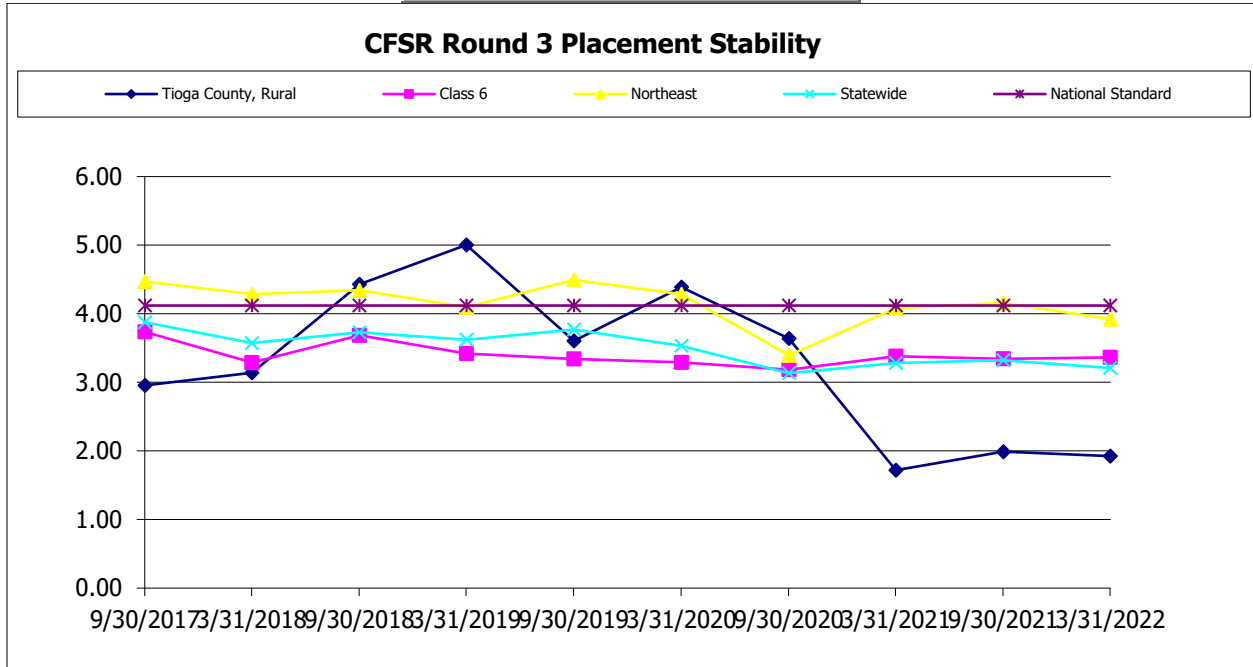
Does the county meet or exceed the national performance standard? Yes

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2-3e Placement Stability (Moves/1000 days in care)

Insert the Placement Stability (Moves/1000 days in care) Chart

Click to Paste Chart



This indicator measures the rate of placement moves per 1,000 days of foster care for children and youth who enter care. The national performance standard is 4.12 moves. A lower number of moves is desirable in this indicator.

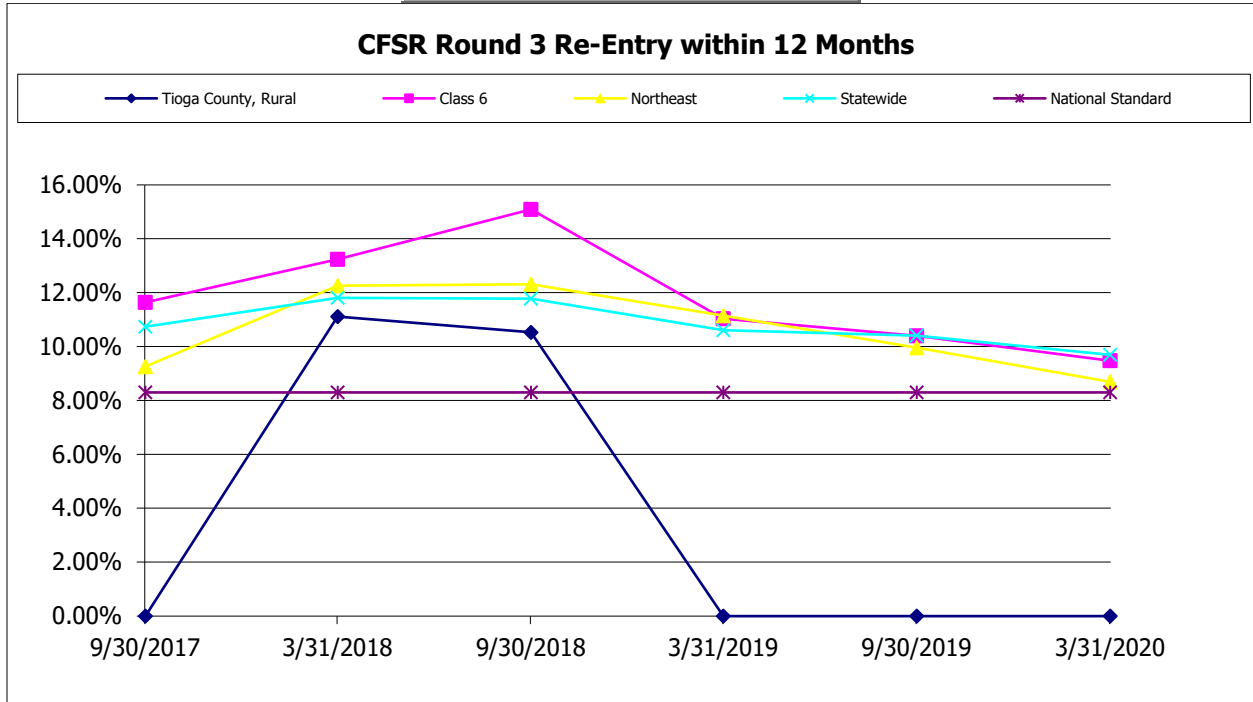
Does the county have less placement moves than the national performance standard? No

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2-3f Re-entry (in 12 Months)

Insert the Re-entry (in 12 Months) Chart

Click to Paste Chart



This indicator measures the percent of children and youth who re-enter care within 12 months of discharge to reunification, live with a relative, or guardianship. The national performance standard is 8.3%. A lower percentage is desirable in this indicator.

Is the county's re-entry rate less than the national performance standard? Yes

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2-4 Program Improvement Strategies

For FY 2024-25, counties will fully evaluate their performance in achieving permanency and stability for children and youth who enter placement. The analysis of current practices and services toward meeting the national performance standard for timeliness to permanence, re-entry and stability in placement will identify areas in which targeted program improvement is warranted. This analysis will also help to identify areas of technical assistance needed at the county level to address challenges identified. In addition, the areas of technical assistance identified on the county level across all counties in the commonwealth will help to identify areas that need addressed through a statewide focus. As part of the analysis, counties should take a holistic view of the data available to them, including information in the data packages provided, county-specific data, general indicators, etc.

As part of the data packages, counties were also provided data regarding:

- re-entry and reunification for dependent children and youth only (no SCR);
- children whose placement stay was 30 days or less;
- the number of children entering foster care for the first time who were in previous adoptions; and
- removal reasons for children and youth in placement.

Counties that do not meet or exceed national performance standard must identify program improvement strategies based on their analysis. Based on the county analysis of the data presented in 2-2a through 2-2i and 2-3a through 2-3f, as well as other county data reviewed, counties may also choose to consider other areas in which program improvement strategies have been identified. The following questions and steps outlined below will assist counties in identifying priority outcomes and identification of practice improvement strategies.

1. ANALYSIS

The analysis phase consists of two iterative steps: data analysis and root cause analysis. Initial data analysis can begin the root cause analysis process and the root cause analysis process often requires additional data analysis as one continues to seek more information about why a problem exists.

In addition to utilizing the analysis of the national performance standard for timeliness to permanence, re-entry and stability in placement, the county should consider conducting additional analysis to define problems to be addressed. The county may consider conducting analysis to determine if children and youth who do not achieve permanency in 12 months, do not have placement stability (less than four moves), and do not re-enter care differ from those who DO. The following questions should be considered in this analysis.

- a. Are there any distinctions in age, gender, race, disabilities, etc.?

When reviewing data on children who have been in care at 12 months and over, Tioga County had 63 total children in care. Out of the 63 children identified as being in placement 12 months and over, thirty-four (54%) were males and twenty-nine (46%) were females. Based on the age distinctions out of the 63 children the average age when entering care was eight years old. Fifty-eight (92%) children were Caucasian and five (8%) were bi-racial. Currently, out of the 63 children that were in care, thirty-nine found permanency during FY 2022-23. The current average age out of the 63 children is 10.7 years old. Similar data from last year shows that there were more males than females as well. The average age last fiscal year of children when entering care was eight years old. Out of the 24 children currently in care over 12 months is 11.5 years old. There were 39 children who were placed in Tioga County's custody in FY 2022-23. The average age of those children was 7.53. There was an average number of 0.9 moves per child out of the 39 children. With the total days in care being 4,956, this would equate to 7.06 moves were 1,000 days in care.

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- b. Are there differences in family structure, family constellation or other family system variables (for example, level of family conflict, parental mental health & substance use)?

Most of the children who were in care at 12 months and over are sibling groups. There were 18 sibling groups with a total of forty-one (61%) of the children in care. In addition, the caregivers involved with these cases struggled with substance abuse and mental health.

- c. Are there differences in the services and supports provided to the child/youth, family, foster family or placement facility?

There are no differences in services available to families.

- d. Are there differences in the removal reasons for entry into placement?

The most significant factor for entry into placement in FY 2022-23 is substance use/abuse problems by the caregivers. Other factors include child drug use concerns, domestic violence, physical abuse, mental health, inadequate housing, as well as neglect. Tioga County has seen an increase in sex trafficking concerns as well, with Tioga County having one removal related to sex trafficking. This continues to be a struggle as Tioga County continues to see an increase in substance use and abuse problems.

- e. Are there differences in the initial placement type?

Tioga County tries to place children who are entering care with kin first before going into foster care since Tioga is a Family Engagement Initiative (FEI) county. There was a decrease in initial kinship placements compared to foster care placements. This is partly due to the time of removal and the emergence of the removal.

The results of the data analysis will lead the county in further root cause analysis in which root causes are identified.

- a. What are the resulting root causes identified by the county analysis.

Tioga County reviewed data information on 7/12/23 during a stakeholder meeting via the data information and charts provided. Discussion took place on children who are in care at one year and over without permanency at 12 months, and reasons why delays are occurring. The group discussed possible solutions to be more effective with getting children permanency quicker. Root causes discussed were that the same programs are being offered to families before and after removal, as well as the parents not participating in services offered. Another area of concern is the lack of staff within the Agency. As well as wait lists for Community Services. This involves the wait lists for Mental Health services as well as the turnover of service providers in the community. Court Hearings get continued due to time constraints on court days and we only have one Judge. There is a lack of interest in older youth or interest in children with multiple behavioral/mental health concerns when it comes to finding placement. There has also been a change with turnover between supervisors, management, and staff.

2. PROGRAM IMPROVEMENT STRATEGIES AND ACTION STEPS TO BE IMPLEMENTED AND MONITORED:

The table below must be completed to describe any NEW strategies the county will implement to achieve the national performance standards. The analysis conducted toward identifying root causes should be used for strategy selection. Provide rationale for planned approach and how the strategy will contribute toward achieving the outcome. It is recognized that multiple strategies may be identified. The table can be copied and pasted if desired. Communication with staff and partners should be considered critical action steps, as should the analysis of county and provider capacities in implementing change.

Outcome #1: Improve the rate of placement moves per 1,000 days of Foster Care for children and youth who enter care.

Related performance measures

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Strategy:	Tioga County will increase the communication and support between foster parents, biological parents, caseworkers, and any provider that may have contact with the family. Increase timeliness.
Action Steps planned and/or occurring within Implementation year (please include timeframes)	<ol style="list-style-type: none"> 1. Increase the timeliness of scheduling needed evaluations, counseling services, and other needed services for children from time of removal. 2. Increasing rate for Foster Parents as there has not been an increase in several years. 3. Foster care staff utilizing foster care mentors to provide additional supports for current foster parents. 4. Foster Care to formulate a Foster Parent Support Group, more in person meetings, and in-person trainings to support Foster Parents with acknowledging their areas of concerns they may have with behaviors, MH concerns, and being more trauma informed.
Action Steps planned to be implemented during Needs Based Year (please include time frames)	<ol style="list-style-type: none"> 1. Complete Referrals for needed services within 15 days of emergency removal of the child. 2. Complete referrals for needed services within 15 days of emergency removal of the child for the parents.
Monitoring Plan (How will planning efforts and activities be monitored):	Continue to use group supervisions. Monitor children in placement and the services needed.
Resources Needed (financial, staff, community supports, etc.). Identify the FY for resource requests.	Approval for increase in pay for Foster Parents. Stabilize the foster care unit.
Identify areas of Technical Assistance Needed:	None
Indicators/Benchmarks (how progress will be measured):	<p>Concurrent Planning meetings</p> <p>AFCARS</p> <p>Group Supervision meetings held monthly to discuss cases.</p> <p>Increase in pay for Foster Parents.</p> <p>Increase in supports/mentors for the Foster Parents.</p> <p>Increase communication with Foster Parents.</p>
Evidence of Completion	Tioga County's placement moves will improve within the national standards.

For Program Improvement Areas that were identified in the FY 2023-24 NBPB Submissions, please review the strategies and provide a progress update. Please identify which stage of implementation applies to the strategy (Exploration/Planning; Installation; Initial Implementation) and summarize activities planned for FYs 2023-24 and 2024-25

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Outcome #2: Provide permanency for children within 12 months.

Related performance measures

Strategy:	Tioga County will develop a work group to focus on providing better services through casework, providers, and the court system to accomplish permanency within 12 months.
Identify if this is an existing strategy identified in prior year NBPB or a new strategy:	Existing strategy
Action Steps with Timeframes (may be several):	<ol style="list-style-type: none"> 1. Updating curriculum that shows enhanced protective capacities and progress or lack of progress made with families. Expected timeframe 6 months. 2. Increasing rate for foster parents as there has not been an increase in several years. 3. Foster care staff utilizing foster care mentors to provide additional supports for current foster parents. 4. Foster Care to formulate a Foster Parent Support Group, more in person meetings, and in-person trainings to support Foster Parents with acknowledging their areas of concerns they may have with behaviors, MH concerns, and being more trauma informed. 5. More staff to complete home studies to increase timeliness of completion. 6. Working with court administration on scheduling to prevent hearings from being continued, which drags out timeframes. 7. Improving communication between caseworkers and providers to state facts and progress or lack of progress for court reports.
Indicators/Benchmarks (how progress will be measured):	<p>Updated curriculum material. Group supervision meetings held monthly to discuss cases Concurrent planning meetings held every 2 months. Increase in pay for foster parents. Decrease in court hearings being continued Increase in home studies being completed in a timely manner.</p>
Evidence of Completion:	Permanency for children within or before 12 months.
Resources Needed (financial, staff, community supports, etc.):	Approval for increase in pay for Foster Parents.
Current Status:	Tioga County has identified in the Needs Based Plan increasing Foster Parent rates. With the movement in supervisor/management positions during the FY, Tioga County is continuing to work on formulating the Foster Parent Support Group and increase the in-person meetings/trainings.

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Monitoring Plan:	Continue to use Group Supervisions, OE meetings.
Identify areas of Technical Assistance Needed:	None

Section 3: Administration

3-1a. Employee Benefit Detail

- Submit a detailed description of the county’s employee benefit package for FY 2022-23. Include a description of each benefit included in the package and the methodology for calculating benefit costs.

Health Insurance – Tioga County provides all full-time employees an opportunity to enroll with AETNA Health Insurance. Employees already insured by another entity may decline coverage and therefore receive a rebate of \$1200.00 annually. For the individuals that do wish to be covered by the County plan, there is one option: PPO High Deductible High Option Plan. This plan is amended by the insurance carrier from time to time; please refer to the plan document further specification of current benefit. The amount each employee contributes toward their own, as well as their dependent coverage varies depending on the employee’s date of hire. Employees hired prior to January 1, 1991, are entitled to have the County pay the full premium for individual and dependent coverage. Individuals hired January 1, 1991, through December 31, 1994, are entitled to have the County pay the full premium for individual coverage, however, dependent coverage must be purchased by the employee. Employees hired January 1, 1995, or thereafter, are responsible for paying a co-pay amount of the premium for themselves and any dependents. In addition, eligible employees may opt to exchange five days of vacation for a reduced employee contribution for the dependent coverage portion.

Life Insurance – At no cost to the employee, the County, through the purchase of a group term life insurance policy, provides accidental death and dismemberment to each eligible full-time employee on the active County payroll in the amount of \$25,000.00 (life)/\$50,000 (ADD).

Vision Plan – Upon completion of six months of continuous employment, each full-time employee is entitled to reimbursement in regard to eye care. Reimbursement is available to the employee, their spouse, and any dependents under the age of 18 residing within their household. Dependents that are unmarried and enrolled as full-time college students are eligible until the age of 23. The County will annually reimburse each eligible individual a lump sum up to \$300.00 for vision expenses.

Dental Plan – Tioga County provides dental care underwritten by Delta Dental of Pennsylvania for all full-time employees. The plan entitles employees to receive 100% payment for exams and cleanings, 80% payment for basic restoration, minor oral surgery, and 50% for major restorative when utilizing participating dentists. This benefit is provided at no cost to the employee; dependents can be added at a cost of \$27.92 per pay (24 pays).

Retirement Plan – Membership in the County retirement plan is mandatory for all full-time employees immediately upon employment. Part-time employees automatically become participants after completing 1,000 hours of service during a twelve-month period, two years in a row. Each employee in the retirement system must contribute at least 9% of their gross earnings but may opt to contribute up to 19% of their gross earnings.

Employees are eligible for a superannuation retirement pension once they are 60 years of age or older regardless of length of credited service or once they are 55 years of age and have twenty years of credited service. An employee may opt for early retirement at any age once they have twenty years of credited service under the auspice that they are separating from County

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employment on a voluntary basis. After completing five years of continuous service, employees are 100% vested. The vested pension is contingent upon reaching superannuation retirement age. Once the employee has made the decision to retire, the employee can choose from five options of payment. The first choice is “No Option” in which the employee will receive a full monthly pension as long as the employee lives, with the guarantee that if the total pension the employee receives to the date of their death is less than what the member’s accumulated deductions were at the time of retirement, the balance will be payable to their designated beneficiaries. “Option One” allows the employee to receive a lesser monthly amount than the full “No Option” pension for as long as they live, with the added guarantee that if the total pension they received to the date of their death is less than Present Value of their pension at the time of retirement, the balance will be payable to their designated beneficiaries, “Option Two” is a 100% joint-life pension, which is based upon their age and the age of their designated beneficiary and is payable as long as either lives. “Option Three” is a 50% joint-life pension, which is based upon their age and age of the designated beneficiary and is payable as long as either lives. “Option Four” allows the employee to withdraw, in one payment at retirement, the accumulated deductions credited to their individual member account. Pensions begin the first day of retirement and are payable at the end of each month.

3-1b. Organizational Changes

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

Change in Children and Youth Administrator: Mary Wilson is the Children and Youth Administrator

- See attached organizational chart

3-1c. Complement

- Describe what steps the agency is taking to promote the hiring of staff regardless of whether staff are hired to fill vacancies or for newly created positions.

Tioga County continues to look at different ways to attract new employees. On the SAM Inc. side, sign on bonuses have been implemented with the intention of attracting new staff. In recent years both Tioga County and SAM Inc. have increased their starting wage to attract new staff. Even with the increase in starting wage, it has been difficult to fill case worker vacancies. It seems that support staff vacancies such as Associate Caseworker and Program Support staff positions are able to be filled more quickly compared to Caseworker vacancies.

- Describe the agency’s strategies to address recruitment and retention concerns.

This will be the second planning cycle where the Continuous Improvement (CI) workgroup has focused much of its efforts on recruitment and retention efforts. The staff have come up with good ideas to get our presence out in the community. During the Spring and Summer months there is an event called “First Friday” that takes place downtown Wellsboro where different organizations and businesses set up on main street and have free activities for families. Staff have been attending First Fridays each month to be more present in the community. We are looking to attend upcoming job fairs and career days. During our annual Child Abuse Prevention event the staff wore buttons that said “Ask me about my job” in hopes to start conversation about the role of a Children and Youth case worker. Tioga County continues to look at new ways to address recruitment and retention efforts.

Section 4: Required & Additional Language

➤ 4-1a. Assurances

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

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

The following forms must be signed and submitted electronically via the Send Secure submissions folders on DocuShare.

DRAFT

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

The Assurance of Compliance/Review Form provided in this bulletin must be signed by the County Executive or a majority of the County Commissioners, the Juvenile Court Judge(s) or his/her designee, the County Human Services Director, the County Children and Youth Administrator, and the County Chief Juvenile Probation Officer, and submitted with the FY 2024-25 Needs-Based Plan and Budget submission.

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

COUNTY: _____

These assurances are applicable as indicated below.

_____ Fiscal Year 2024-25 Children and Youth Needs-Based Plan and Budget Estimate; and

_____ Fiscal Year 2023-24 Children and Youth Implementation Plan

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

COMMON ASSURANCES

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

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

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

I/We assure:

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

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

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

EXECUTIVE ASSURANCES

In addition to the Common Assurances,

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

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

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

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

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

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

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

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

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

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

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

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

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

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

I/We assures the Plan was made available for public comment prior to submission and that any comments were considered before the Plan was submitted. I/We assure that all new Guardians Ad Litem (GAL) have/will complete the pre-service training prior to being appointed to represent a child. If the GAL has not completed the pre-service training, costs incurred for representation of children by this GAL will not be claimed.

I/We assure that the County Children and Youth Agency is in compliance with all credit reporting agency requirements regarding the secure transmission and use of confidential credit information of children in foster care through electronic access for operation by counties where no agreement exists between the county and credit history agency. This also includes limiting online access to users approved by the Office of Children, Youth and Families for the explicit use of obtaining credit history reports for children in agency foster care.

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

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

County Human Services Director

Name Signature Date

County Children and Youth Administrator

Name Signature Date

County Chief Juvenile Probation Officer

Name Signature Date

DOCUMENTATION OF PARTICIPATION BY THE JUDICIARY

In addition to the Common Assurances:

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

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

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

Judicial Comments:

Juvenile Court Judge(s)/ Designee

Name Signature Date

Name Signature Date

COUNTY ASSURANCE OF FINANCIAL COMMITMENT AND PARTICIPATION

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

Signature(s)

County Executive/Mayor

Name Signature Date

County Commissioners

Name Signature Date

Name Signature Date

Name Signature Date

