



FRANKLIN COUNTY COMMISSIONERS

Human Services Administrator's Office
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COMMISSIONERS

David S. Keller, Chairman
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Human Services Administrator
Richard C. Wynn
rcwynn@franklincountypa.gov

Franklin County Human Services Block Grant Committee Meeting

September 10, 2014 (Human Services Building-Chambersburg)

2:00 – 4:00 PM

- I. Welcome and Introductions**
- II. Fiscal Updates**
 - 12/13 Fiscal report approved by State
 - 13/14 Preliminary totals including carryover funds into 14/15
- III. 14/15 Plan**
 - Status of submission
 - Debrief of plan process
 - Public comments
 - Advertising
- IV. Service Demand Trends (Program by Program)**
 - Additional funding requests for FY 14/15
- V. PNA Committee (Priority/Needs-Assessment) Update**
 - Outcomes from FY 13/14 Mini Grants
- VI. Public Comments**
- VII. Next Block Grant Committee Meeting**
 - February 10, 2015 Human Services Building 5:30-7:30

Block Grant Planning Committee Meeting
June 10th 2014
Human Services Building

Attendance:

<u>Voting Committee</u>	<u>Staff</u>		<u>Public</u>	<u>Not Present</u>
Manny Diaz	Rick Wynn	Shalom Black	Christy Unger	Amy Hicks
Ann Spottswood	Carrie Gray	Elizabeth Grant	Sheri Morgan	Lori Young
Karen Johnston	Christy Briggs	Cori Seilhamer	Charlie Morgan	Jeff Hoose
Kim Wertz	Jennifer Lipko	Doug Amsley		Anne Larew
Sheldon Schwartz	Jennifer Johnson	Stacy Rowe		Jean Snyder
Traci Kline	Amanda Black			
Megan Shreve	Steve Nevada			

Do not know why there were CYS regulations changes. We did not have to add extraneous information. What guidance was given to the individuals writing this plan? The guidance was the same as the year before; we start with allocation (same as the first two years). CYS did not use their money so that became available. In MH and ID were projecting a small amount over budget so in the plan they asked to move funds between MH and ID (which is included in the plan); these are the only dollar changes. We took out the needs assessment in the plan. General narrative states that outcomes are tracked as part of the program highlights; it is important part to track those outcomes. The state is not requiring a needs assessment, nor did they have a specific session in the plan on this. Shalom stated that does not mean the block grant committee cannot do a needs assessment. Moving forward, the flexibility of the funding is when the state will have a real need for a needs assessment; how and why we are spending in each category. Discussions have been had about coordinating efforts with Summit Health for a community needs assessment and the prosperity group because it seems the priorities from each of the schools' readiness, nutrition, mental health and access of care is of high priority. We need to be aware of the desire to make sure we look at unique factors of the county as a whole. We want to make sure everything we add to the plan is meaningful and holds it longevity. After this meeting, there will be another public meeting with the commissioners on June 24 for approval of the plan then it can be sent off to the state by June 27. The draft will be placed on the county website for the public to view and receive comments. The committee also discussed having an evening meeting for the 14/15 block grant plan. Kim Wartz made the motion to try one or two evening block grant meeting(s), all were in favor. The next (unofficial) scheduled meeting is September 10 at 2 PM. The committee strongly suggested that the information for the block grant meetings, etc. need to be available to the committee members and the public ten days before the meeting. Karen Johnston made the motion to make sure information is available, published and the opportunity for comments can be made, Manny Diaz seconded it, all were in favor. The acceptance of the current 14/15 draft plan motion was made by Sheldon Schwartz, Megan Shreve seconded the motion, and all were in favor.

The mission statement for the block grant, the submitted draft version of this was, *“Franklin County Human Services Block Grant Planning Committee will help to maximize the benefits of public funds in an efficient and coordinated manner by reviewing and recommending the funding of quality services that are responsible to local needs of Franklin County”* to the committee's changed version that was, *“Franklin County Humans Services Block Grant Planning Committee shall assist in identifying needs-based priorities for promoting the health,*

well-being and self-sufficiency for all people in Franklin County by and through maximizing resources". Megan Shreve made a motion to accept the revised version of the mission statement, Sheldon Schwartz seconded, and all were in favor. The committee also stated to move to work on guiding principles.

Discussion of projections on the roll over amount from 13/14; if we have deficits in any areas of the block grant, Rick has asked the committee to approve that the categoricals use unspent funds to pay for any final bills for services that are submitted by providers. Second recommendation, sit on any available balance we currently have, which is \$41,308 to roll over into 14/15. Ann Spottswood made a recommendation to use for educational services for direct client/patient services. Megan Shreve made a motion that the committee will support funds to be flexible for clients, Ann Spottswood seconded the motion, and all were in favor.

Rick met with Karen to discuss her block grant letter that was submitted. Rick suggested to Karen that we (block grant) do not fund anything further until we know what the budget is.

Rick strongly urged for committee members and public to attend the commissioners meeting that will discuss the draft block grant plan. Again, this Commissioners meeting is on June 24 at 9:30 AM. Kim suggested that Commissioner Keller be invited to our block grant planning committee meeting to see how the meeting is operating and make any suggestions. Rick stated that Carrie Gray and he share details to John Hart, County Administrator on how things are going with the meetings and the block grant plan.

Public comment.

**Franklin County
Human Services Block Grant
Preliminary Fiscal Year 2013-2014 Summary
For the Year Ended June 30, 2014**

Fund Category	FY 12-13 Carry-Over (*)	FY 13-14 Allocation	Total FY 13-14 Allocation	Funds Redistribution 05.22.13	Funds Redistribution 11.20.13	Funds Redistribution 02.12.14	Funds Redistribution 04.14.14	Funds Redistribution 05.07.14	Funds Redistribution 06.10.14	Revised Allocation	YTD Exp. 06.30.14	Balance (Over)/Under	Funds Available for Carry-Over
Intellectual Disabilities Services:													
State HSBG	\$ -	\$ 681,838	\$ 681,838	\$ (41,115)	\$ -	\$ 22,652	\$ -	\$ -	\$ 8,000	\$ 671,375	\$ 670,838	\$ 537	\$ 537
SSBG (Federal)	-	70,174	70,174	-	-	-	-	-	-	70,174	70,174	-	-
MA Community ID Base (Federal)	-	223,174	223,174	-	-	-	-	-	-	223,174	206,408	16,766	-
Sub Total - ID Services	-	975,186	975,186	(41,115)	-	22,652	-	-	8,000	964,723	947,420	17,303	537
Mental Health Services:													
State HSBG	101,273	4,287,789	4,389,062	(64,618)	(65,333)	(29,297)	(19,522)	-	-	4,210,292	4,201,622	8,670	8,670
SSBG (Federal)	-	6,385	6,385	-	-	-	-	-	-	6,385	6,385	-	-
MHSBG (Federal)	-	86,241	86,241	-	-	-	-	-	-	86,241	86,241	-	-
BHSI	-	78,527	78,527	-	-	-	-	-	-	78,527	78,527	-	-
Sub Total - MH Services	101,273	4,458,942	4,560,215	(64,618)	(65,333)	(29,297)	(19,522)	-	-	4,381,445	4,372,775	8,670	8,670
Drug and Alcohol Services:													
ACT 152	15,281	189,800	205,081	-	-	-	-	-	-	205,081	205,081	-	-
BHSI	-	100,726	100,726	52,733	-	-	-	-	-	153,459	153,459	-	-
Sub Total - D&A Services	15,281	290,526	305,807	52,733	-	-	-	-	-	358,540	358,540	-	-
Child Welfare Services:													
Family Group Decision Making	-	47,469	47,469	4,410	-	-	-	-	(8,000)	43,879	34,390	9,489	9,169
Family Development Credentialing	120	11,970	12,090	(4,410)	-	-	-	-	-	7,680	8,000	(320)	-
Sub Total - Children Services	120	59,439	59,559	-	-	-	-	-	(8,000)	51,559	42,390	9,169	9,169
Homeless Assistance Services	-	113,658	113,658	23,000	35,000	-	-	12,000	-	183,658	181,477	2,181	2,181
Human Services Development Fund	12,917	95,968	108,885	30,000	30,333	6,645	19,522	(12,000)	-	183,385	166,435	16,950	16,950
TOTAL BLOCK GRANT	\$ 129,591	\$ 5,993,719	\$ 6,123,310	\$ -	\$ 6,123,310	\$ 6,069,037	\$ 54,273	\$ 37,507					

(*) FY 12-13 carry-over must be expended during FY 13-14.

**Franklin County Human Services Block Grant
 FY 2013-2014 Approved Redistribution of Funds
 Block Grant Committee Approval - May 22, 2013**

Fund Category	Description	Funds Redistributed
Drug and Alcohol	BHSI - Funds used for Inpatient/Outpatient Services, and Treatment	\$ 52,733
Children and Youth	Transfer from Family Development Credentialing to Family Group Decision Making	4,410
Homeless Assistance Program	Rental Assistance	23,000
Human Service Development Fund	Teen Intervene Program (D&A Prevention)	8,000
Human Service Development Fund	Elementary Intervention Groups (D&A Prevention)	12,000
Human Service Development Fund	Franklin County Transportation Services (Marketing/HS Study)	10,000
TOTAL		\$ 110,143

**Franklin County Human Services Block Grant
 FY 2013-2014 Approved Redistribution of Funds
 Block Grant Committee Approval - November 20, 2013**

Fund Category	Program Description	Funds Redistributed
Homeless Assistance Program	Rental Assistance	\$ 35,000
Human Service Development Fund	Asset Building Luncheon (Waynesboro - March 2014)	1,500
Human Service Development Fund	Resiliency and Compassion Fatigue Program for HS Employees & Providers	11,750
Human Service Development Fund	Red Ribbon Week (D&A Prevention)	5,000 (b)
Human Service Development Fund	Healthy Communities Partnership One by One Mentoring Program (D&A Prevention)	12,083 (c)
TOTAL		<u>\$ 65,333</u>

Notes:

- (a) The committee approved \$46,894 for a summer youth work program in ID, the contract crossed fiscal years with a period of May-August 2014 ID is funding the FY 13-14 portion within their regular operating budget
- (b) The committee approved \$10,000 for Red Ribbon Week, only \$5,000 is needed for FY 13-14 due to the use of FY 12-13 carryover funds
- (c) The committee approved \$20,000 for Healthy Communities Partnership One by One Mentoring Program, only \$12,083 is needed for FY 13-14 due to the use of FY 12-13 carryover funds

**Franklin County Human Services Block Grant
FY 2013-2014 Approved Redistribution of Funds
Block Grant Committee Approval - February 12, 2014**

Fund Category	Program Description	Funds Redistributed
Intellectual Disabilities	Mini Grants - AHEDD/Family Care Services/NHS/OSI	\$ 22,652
Human Service Development Fund	Mini Grants - HCP/WIN	6,645
TOTAL		<u>\$ 29,297</u>

**Franklin County Human Services Block Grant
 FY 2013-2014 Approved Redistribution of Funds
 Block Grant Committee Approval - February 12, 2014**

Fund Category	Program Description	Funds Redistributed
Human Service Development Fund	Play Therapy - Children's Aid Society	\$ 9,522
Human Service Development Fund	Resource Parent Recruiter - Family Care Services	10,000
TOTAL		<u>\$ 19,522</u>

Please Note - These mini-grants were approved by the committee on February 12, 2014 pending State approval, the State approved the mini-grants on March 19, 2014.

**Franklin County Human Services Block Grant
FY 2013-2014 Approved Redistribution of Funds
Block Grant Committee Approval - May 7, 2014**

Fund Category	Program Description	Funds Redistributed
Homeless Assistance Program	Shelter Support	\$ 12,000
TOTAL		<u>\$ 12,000</u>

**Franklin County Human Services Block Grant
FY 2013-2014 Approved Redistribution of Funds
Block Grant Committee Approval - June 10, 2014**

Fund Category	Program Description	Funds Redistributed
Intellectual Disabilities	Fiscal Year Service Overages	\$ 8,000
TOTAL		<u>\$ 8,000</u>

**Franklin County Human Services Block Grant
FY 2013-2014 Mini-Grants**

Agency Name	Project Name	Fund Category	Project Description	Amount Approved	Outcomes
AHEDD	Parent Seminars	Intellectual Disabilities	AHEDD will provide 5 educational seminars to parents of youth who receive SSI in order to promote employment. As a result of these seminars, AHEDD will identify 20 families who have a current or future interest in the employment of the SSI youth. AHEDD will provide individualized one on one work incentive counseling to parents and SSI youth, ages 14-21, in order to promote employment and influence transition and career planning of these individuals. This specialized counseling will be provided by AHEDD staff that have successfully completed national certification and are considered to be essential to promoting employment for this population. Grant funds will cover staff salaries, promotional activities, supplies, travel, and administration.	\$ 10,000	Although the goal was to target 20 students, only 11 expressed an interest in learning more about the impact of work and SSI. The attendance for the seminars was limited with approximately ten people in attendance
Children's Aid Society	Play Therapy	HSDF	Expansion of play therapy program to increase number of children served by Leiter Caring Center by adding one full-time position. Goals: 1) Eliminate the waiting list of children waiting for play therapy services at the Leiter Center. At the end of the year 2013, there were 13 children on the waiting list. Goal 2) – Serve more children. It was anticipated that by the end of the 2013/2014 fiscal year that the new position would have a caseload of 22 children, that at least 65 children would be served during the fiscal year, and that at least 425 hours of play therapy would be provided.	\$ 9,522	Goal 1) – At the end of the 2013/2014 fiscal year, June 30, 2014, there were no children waiting for play therapy services. In the first quarter of 2014 only 1 intake was conducted while in the second quarter, with the new therapist in place, 13 intakes were conducted. Goal 2) By the end of the 2013/2014 fiscal year the new position had a caseload of 11, the number of children served during the fiscal year was 39 and 412 hours of service were provided during the fiscal year. Funds 100% expended.
Healthy Communities Partnership	Kickoff Your Drug Free Summer	Human Services Development Fund	This year's events will be the 5th one held in Chambersburg and the 2nd in Waynesboro. In previous years HCP, with the assistance of the Community Coalition, various service providers and volunteers, has held successful events at Mike Waters Park (located on 2nd Street in Chambersburg) and Renfrew Park (located in Waynesboro). The events are planned to expose youth and families to activities, programs, and various services that are available to youth for the summer. These programs are based on safe, healthy and drug free activities that youth can get involved with over the summer break. In previous years, there have been over 400 persons attend these events with many area services and agencies being represented as well.	3,545	Chambersburg: 327 attended; 17 vendors. Waynesboro: 127 attended; 14 vendors. Community exposure through PSAs, news coverage. Funding spent 100%; \$3900 in-kind donations.

**Franklin County Human Services Block Grant
FY 2013-2014 Mini-Grants**

Agency Name	Project Name	Fund Category	Project Description	Amount Approved	Outcomes
Lutheran Social Services	MH Services for Tuscarora Schools	Mental Health	Officials for Tuscarora School District contacted Lutheran Counseling Services and expressed a need for mental health services for children struggling with behavioral and emotional challenges within their district. In 2013, Lutheran Counseling Services began offering mental health services to students in St. Thomas Elementary School. At the end of the school year, TSD officials requested that we expand the program to the other schools in the district: the high school, middle school and the 3 additional elementary schools. A Licensed Behavioral Health Clinician will facilitate program interventions in the least restrictive environment to provide optimal support to students. The therapies will take place weekly and will be scheduled at appropriate times so as not to interfere with or affect the student's academic or social standings within the school.	4,810	Were not able to provide services to children. However, they did revise parent packets in preparation for 2014-15; hired two therapists; contacted social workers; purchased mobile play therapy kits. Were not able to expend funds.
TrueNorth	Mental Health First Aid	Mental Health	TrueNorth Wellness Services is requesting funds for the training of one additional Mental Health First Aid trainer and to provide four Mental Health First Aid trainings to stakeholder groups in Franklin County. Each training will allow up to 25 participants to receive the Mental Health First Aid curriculum and associated materials including handouts, training books, and lunch.	10,000	Goal One: Veronica Scott was trained in both adult and youth MHFA; sent a current MHFA trainer, Sarah Binder, to be trained in youth MHFA. Goal Two: provided four trainings to Stakeholders. 42 participants were trained. Goal Three: 82.9% of participants either retained or improved their scores from pre-test to post-test. A total of 14.2% increased their scores on the knowledge section of the test and another 6.8% increased their scores on the opinion section of the test.

**Franklin County Human Services Block Grant
FY 2013-2014 Mini-Grants**

Agency Name	Project Name	Fund Category	Project Description	Amount Approved	Outcomes
Women in Need	Money Matters Program	Human Services Development Fund	Women in Need will be expanding their existing Money Matters program, a financial empowerment program, to serve 40 women who are survivors of domestic violence. This Financial Empowerment Curriculum from the Allstate Foundation will be used to help each individual move toward financial independence by working through five modules including understanding economic abuse, learning financial fundamentals, mastering credit basics, building financial foundations, and creating budget strategies. The program will fund an advocate/trainer, program supplies, and incentives.	3,100	3 programs, with 21 in attendance. Of the returned post-tests:- 3 women opened a checking or savings account with M&T bank. One woman was able to change her checking from a joint account to a personal checking account with the help of M&T Bank. Ten women already had existing personal checking accounts but expressed a better understanding of managing an account. -100% of attendees were offered a lock box for one year courtesy of M&T Bank.-100% of attendees agreed that they had a better understanding of financial stability.-100% of attendees were able to create a budget that they would be able to use.-100% of attendees agreed they had a better understanding of renting and reading a lease.-14 women obtained their credit report and 7 women declined their credit report. Of those obtaining credit reports they all agreed they had a
Family Care Services	WRAP Class	Mental Health	This grant will be used to implement the Wellness Recovery Action Plan (WRAP®) at Family Care Services, Inc. and to assist with expanding WRAP® throughout Franklin County. Because WRAP® is an evidence-based practice, it has already been proven to help those suffering from mental illnesses. When people learn how to manage their own treatment by having a plan to deal with symptoms before they become severe, there is less utilization of formal mental health treatment services, including hospitalization. As a result, costs for these services are reduced.	7,578	Held 2 WRAP classes. One for elderly women, with 10 participants. Other for adolescents, with 3.
Family Care Services	Resource Parent Recruiter	HSDF	Requesting funds for staff person to recruit foster parents or caregivers for adults with ID. Funding would cover salary, office supplies, transportation, advertising, printing, and postage.	\$10,000	Goal: receive 5 completed resource parent/ caregiver applications. Have received 6, with 2 pending. Attended 4 events, held 1 info session, sent fliers, placed ads. Did not fully expend funds.

**Franklin County Human Services Block Grant
FY 2013-2014 Mini-Grants**

Agency Name	Project Name	Fund Category	Project Description	Amount Approved	Outcomes
NHS	Circles	Intellectual Disabilities	Day Support Program for people with intellectual development disabilities. They would like to expand the program and implement best practices in choice and opportunity for personal growth by creating programs that will lead to more self-determination and personal outcomes. They would like funding to start grocery/cooking groups, a computer lab, a craft shop, recreational activities, and a grooming center.	10,000	implemented successfully in all areas
Occupational Services, Inc.	Production Equipment	Intellectual Disabilities	OSI would like to purchase material handling equipment to support in-house production operations. This equipment directly helps clients perform their jobs while at OSI. Included for purchase are (3) hand pallet jacks with which clients use to move material to and from work centers. We would also like to purchase (2) motorized pallet jacks. These units are an immediate help to our clients, acting in a supporting role when hand pallet jacks are not enough. With a lifting capacity of 4,400 lbs., these jacks fill a role that would otherwise be impossible to cover with a conventional pallet jack.	9,629	purchased and in use
Occupational Services, Inc.	Conveyer and Sorting Equipment	Intellectual Disabilities	OSI would like to pursue a recycling service expansion, as it will be a natural progression in the services we offer. With an expanded conveyer system we can give more clients the opportunity to work in our recycling operation. The clients would be placed on both sides of the conveyer belt picking colored paper, file folders, and other contaminants from the paper stream.	10,000	purchased and in use
TOTAL				\$ 88,184	559 individuals served

**Franklin County
Human Services Block Grant
Summary of Requests for Additional Funding
Fiscal Year 2014-2015**

Fund Category	Program Description	Funds Requested
Drug and Alcohol	In-Patient and Out-Patient Treatment	\$ 25,000
Homeless Assistance Program	Rental Assistance	23,000
Human Service Development Fund	D&A Prevention - Kick Off Your Drug Free Summer	4,800
Human Service Development Fund	D&A Prevention - Elementary Groups	14,384
Human Service Development Fund	D&A Prevention - Interrupted Group Program (Tobacco, Alcohol, and Marijuana)	10,840
Human Service Development Fund	Children's Advocacy Center	25,000
Human Service Development Fund	MAPP Training	1,500
Human Service Development Fund	PNA Planning	1,000
TOTAL FY 2014-2015 REQUESTS FOR ADDITIONAL FUNDING		<u><u>\$ 105,524</u></u>

MEMORANDUM

August 15, 2014

TO: Richard C. Wynn, Human Services Administrator
Franklin County Block Grant Committee

FROM: Douglas N. Amsley, Director
Franklin County Children & Youth Service

RE: Human Services Block Grant funding

I am respectfully requesting that consideration be given to allocate any unused HSBG funding to support the recently established Children's Advocacy Center to serve Franklin County youth.

The mission of the *Over the Rainbow: Franklin County Children's Advocacy Center* (OTR) is to meet the needs of abused children in the community by providing a community-based, child-focused center that facilitates a compassionate, multidisciplinary approach to the prevention, identification, investigation, prosecution, and treatment of child abuse.

The OTR Program provides intake, forensic interviews, family advocacy, and case review services. The program utilizes a Multidisciplinary Investigative Team (MDIT) protocol to investigate child abuse cases. And, the program facilitates service delivery to victims and their families.

A facility has been leased, furniture and equipment have purchased, and protocols have been developed. Also, an Executive Director has been selected to administer the program.

Funding in the amount of \$25,000.00 is requested to help pay the first year salary of the Executive Director.

Your consideration of this matter is appreciated.

Request for Block Grant Funding from HSDF

Shalom Black, Director of Grants

I would like to request that the Block Grant Planning Committee set aside \$2,500 in HSDF funds to help build an infrastructure for priority needs assessment and outcomes. For 2014-15, two needs have been identified: for training for the Grants Director in the MAPP (Mobilizing for Action through Planning and Partnerships) Framework; and for stipends and supplies pertaining to strategic planning sessions.

As we approach the point of 100% flexibility in Block Grant funding, it is vital that we have in place a framework from which to evaluate current services and identify needs for new services. MAPP training and planning is a critical step in this process, ensuring a stronger plan in the long run.

Block Grant Priority Needs Assessment Process

MAPP Training, \$1,500: (Location not yet confirmed; cost will vary based on location)

\$650: registration (non-member)

\$350: 2-3 nights lodging

\$500: travel/ per diem

Planning Process, \$1,000:

\$500: facilitator for meetings

\$500: food, supplies, room rental



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COMMISSIONERS

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HUMAN SERVICES BLOCK GRANT ADDITIONAL FUNDING REQUESTS FY 14/15

HSDF:

- Kick off Your Drug Free Summer
 - Locations in Chambersburg and Waynesboro
 - Held in June 2015
 - Requesting \$4,800
- Elementary groups
 - Funding will be needed around end of February 2015
 - D&A funds are expended first
 - If additional funding is not received, no further services will be provided.
 - Requesting \$14,384
- Interrupted Program
 - Program started in FY 13/14 through grant
 - No funding is available through the County at this time
 - Requesting \$10,840

HAP:

- Rental Assistance through SCCAP
 - Funding will end in January 2015 if additional funding is not provided
 - Requesting \$23,000

D&A:

- BHSI Treatment
 - Last year at this time D&A was already awarded an additional \$52,733 under BHSI and \$15,281 of ACT152 from FY 12/13 carryover.
 - Based on current service demand, the Department has projected that they would need an additional \$65,000 but is only requesting \$25,000.