

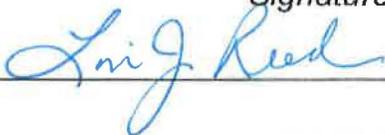
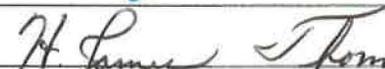
Appendix A
Fiscal Year 2017-2018

COUNTY HUMAN SERVICES PLAN
ASSURANCE OF COMPLIANCE

COUNTY OF: CAMERON

- A. The County assures that services will be managed and delivered in accordance with the County Human Services Plan submitted herewith.
- B. The County assures, in compliance with Act 80, that the County Human Services Plan submitted herewith has been developed based upon the County officials' determination of County need, formulated after an opportunity for public comment in the County.
- C. The County and/or its providers assures that it will maintain the eligibility records and other records necessary to support the expenditure reports submitted to the Department of Human Services.
- D. The County hereby expressly, and as a condition precedent to the receipt of state and federal funds, assures 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; and the Pennsylvania Human Relations Act of 1955, as amended; and 16 PA Code, Chapter 49 (Contract Compliance regulations):
 - 1. The County does not and will not discriminate against any person because of race, color, religious creed, ancestry, origin, age, sex, gender identity, sexual orientation, or disability in providing services or employment, or in its relationship with other providers; or in providing access to services and employment for individuals with disabilities.
 - 2. The County will comply with all regulations promulgated to enforce the statutory provisions against discrimination.

COUNTY COMMISSIONERS/COUNTY EXECUTIVE

<i>Signatures</i>	<i>Please Print</i>	
	Lori J. Reed	Date: 6-7-17
	Phillip P. Jones	Date: 6-7-17
	H. James Thomas	Date: 6-7-17

**Cameron County Human Services Plan
2017-2018**

PART I: COUNTY PLANNING PROCESS

1. Cameron County's provider of mental health and intellectual disabilities services operate under a two-county joinder of Cameron and Elk counties. Cameron County's drug and alcohol program operates under a three-county joinder of Cameron, Elk, and McKean counties. The Homeless Assistance program is administered by the county through Northern Tier Community Action Corporation. The Human Services Development Fund is administered by the county. In 2017-2018, the Human Services Development Fund in Cameron County allocated funds to the Cameron County Family Center, Alcohol and Drug Abuse Services, C.A.P.S.E.A., Community Nurses Home Health Support, Office of Human Services, Northern Tier Community Action Corporation, and Dickinson Center, Inc. Since Dickinson Center, Inc. deals with mental health services, their funds are administered through Cameron and Elk Counties Behavioral and Developmental Programs. These funds can only be used for residents of Cameron County.
2. A Planning Team meeting was held on May 24, 2017, in Emporium, Pennsylvania in the Commissioners' Conference Room. The meeting was held regarding the Human Services Plan for FY 2017-2018 for non-block grant Counties. All involved Human Service Systems were represented and the discussion centered on the submission of the Plan. (See **Appendix A-1** for list of attendees.)

Each entity (Cameron County Family Center, Alcohol and Drug Abuse Services, C.A.P.S.E.A., Community Nurses Home Health Support, Office of Human Services, Northern Tier Community Action Corporation, and Dickinson Center, Inc.), conducted their own in-house meetings to discuss how they could best provide the respective services to their clients, including utilizing their advisory boards for input. They then provided the outcome of those meetings to the complete team.

Each applicant to the Homeless Assistance Program completes a "Needs Assessment" indicating their existing needs and their participation with other agencies' programs and services. These Needs Assessments are utilized to evaluate the level of Case Management required and to prioritize needs and services immediate and future for planning purposes. HAP provider staff is in regular communication with the Planning Team and active in the planning process.

Every year the Cameron County accepts proposals for HSDF funding from various agencies that serve the residents of Cameron County. Proposals are accepted each year starting around May. The name of the service, the cost center, the description of the service, the proposed expenditure amount and the amount of unduplicated clients is requested. Proposals are reviewed by the team and examinations are made of previous allocations and spending patterns to determine how much each agency will be allocated. This is based on an annual allocation of \$50,000 to Cameron County. The same agencies (as listed previously) have submitted proposals for the last several years, although any eligible agency may submit a proposal. As stakeholders, they may participate in the planning process. The public hearing date is published in the local paper for all to attend. Most stakeholders participate in the

process by submitting proposals and not attending in person. Phone calls and emails are also sent concerning questions that the agencies may have.

3. CE BADS

Alcohol and Drug Abuse Services, Inc.
CAPSEA, Inc.
Collaborative Board

The county intends to continue using funds to provide services to its residents in the least restrictive settings that will best suit their needs in the same manner as prior years. Many of the services funded under the Human Services Development Fund and the Homeless Assistance Grant provide services to adults and aging individuals, along with families in order to maintain them in their own home. These services include Homemaker Services, and Personal Care Services, which helps people to remain in their homes and avoid the necessity of placement in a more restrictive setting. Funds are also allocated to CAPSEA, who provides Homeless Assistance case management services to prevent the occurrence and reoccurrence of homelessness in victims of domestic violence and their significant others. Funds are also used to support worthwhile in home programs such as our local Family Center, Drug and Alcohol Intervention services to prevent drug and alcohol abuse, and Mental Health support with a Family Support Services in our local school. The Homeless Assistance Grant is used to provide rental assistance to individuals in need in order to keep them in their home.

Each entity has worked hard to keep the level of services stable throughout the programs. With regard to HSDF, one adult service homemaker provider and one mental health outpatient provider have been eliminated from funding due to consistent multiple-year underusage of funds.

PART II: PUBLIC HEARING NOTICE

A public hearing was scheduled and held during the May 25, 2017 regularly scheduled Commissioner meeting. (See **Appendix B** – proof of publication) The hearing was agenda item VIII-B. (See **Appendix C** – Commissioner’s Agenda and 5/25/17 minutes which includes list of attendees). The Board of Commissioners had Diane Johnson-Children & Youth Services Fiscal Officer and HSDF Coordinator provide an overview of the Plan and provided time for public comment/questions. Additional opportunity for input was provided to the public by having The DRAFT Plan displayed in The Courthouse at the County Commissioners Office.

PART III: CROSS-COLLABORATION OF SERVICES

Employment: Employment programs and employment opportunities at living wage jobs are limited at best in Cameron County, however Cameron County service providers and stakeholders work closely

with Career Link services not only in Cameron County, but also with surrounding counties of Clinton, Elk, McKean, and Potter and employers to link families in need with employment opportunities. Case Management staff at all provider organizations work diligently to make these connections in the process of stabilizing families emergency needs.

Housing: Housing programs and services are provided through a variety of community stakeholders in Cameron County with Northern Tier Community Action Corporation providing assistance through the Homeless Assistance Program (HAP); Human Services Development Fund (HSDF); and the Emergency Solutions Grant for Veteran families, and in this process working closely with Citizens Against Physical Sexual and Emotional Abuse (CAPSEA) and their Homeless Prevention Program through PHARE funding; Cameron County Salvation Army and the Cameron County Ministerial Association. Combining the resources of all of these organizations and collaboration with other provider organizations, we strive to prevent homelessness in Cameron County. This collaboration allows organizations such as CAPSEA and Northern Tier Community Action Corporation to leverage funding for new programs and services such as the PHARE funding and the ESGV.

PART IV: HUMAN SERVICES NARRATIVE

MENTAL HEALTH SERVICES

Mental Health Services are operated under a two-county joinder by Cameron/Elk Counties Behavioral and Development Program (CE BADS) formerly CE MH/MR Program. This plan portion is submitted under Elk Counties HSBG Plan. Cameron County was included in the planning process for Mental Health Services; and complete information can be found in the plan submitted by Elk County. Cameron County is in agreement with the information included in the plan.

INTELLECTUAL DISABILITY SERVICES

Intellectual Disability Services are operated under a two-county joinder by CE BADS. This plan is submitted under Elk Counties HSBG Plan. Cameron County was included in the planning process for Intellectual Disability Services; and complete information can be found in the plan submitted by Elk County. Cameron County is in agreement with the information included in the plan.

HOMELESS ASSISTANCE SERVICES

Homeless Assistance case management services, provided by two vendors, are being funded through HSDF as follows:

Northern Tier Community Action Corporation. This allocation provides additional funding for case management services to clients that are served by the Homeless Assistance Program. The allocation to this service is: \$9,800, 25 clients

Citizens Against Physical, Sexual, and Emotional Abuse., Inc. (CAPSEA). The Case Management costs funded under HSDF include the coordination, collaboration, planning, transportation, and management of service delivery for shelter and non-shelter recipients who are the victims of domestic violence, sexual violence, and other serious crimes - and their significant others/children. The allocation to this service is: \$1,000, 8 clients

The Homeless Assistance Program in Cameron County is administered by the county through Northern Tier Community Action Corporation. Funding allocated for this program during the 2016-17 fiscal year was \$6,477 with \$4,081 used for rental assistance and to date 7 families consisting of 11 individuals were served with these funds. This calculates to an average cost per family of \$925.29. It is anticipated additional clients could be served if additional funds were available.

Homeless Assistance Services

	Estimated/Actual Individuals Served in FY 16-17	Projected Individuals to be Served in FY 17-18
Bridge Housing		
Case Management	25	33
Rental Assistance	7	25
Emergency Shelter		
Other Housing Supports		

In an effort to provide prevention and intervention services to homeless/near homeless individuals and families, Northern Tier Community Action Corporation first developed an overall view of Cameron County's level of need through a comprehensive needs assessment. Through discussion with other programs and service providers in Cameron County, Northern Tier Community Action Corporation has elected to utilize two aspects of the Homeless Assistance Program (HAP). Eligibility for any component of the program will be established at 200% of the Federal Income Poverty Guidelines. Adult household applicants may receive up to a maximum of \$1,000, or \$1,500 for families with children during a consecutive 24-month period. The 24-month period begins with the issuance date of the first check. Clients who have received housing assistance during the previous program year will be considered existing clients for the purpose of establishing the amount of additional assistance they are eligible to receive.

Bridge Housing:

Bridge Housing is not currently provided through the county. Temporary housing assistance is provided through other resources – Salvation Army and Cameron County Ministerial Association to assist families until other stabilization services are processed and available.

Case Management:

The first component that will be utilized by NTCAC is Case Management. The overall goal of case management is to assist the client/family in achieving self-sufficiency. All individuals/families applying for Rental Assistance receive Case Management. There is a special emphasis placed on those clients who submit a second Rental Assistance request within the aforementioned 24-month period. The case manager will assist them in accessing needed services from the appropriate resources. This is the most important component in NTCAC's Homeless Assistance Program. Case management is the central operation for the execution of all services provided in HAP and all NTCAC programs and services. The case manager is responsible for the successful completion of all phases of HAP.

The case manager will perform all intake services. The intake process will include an individual client needs assessment. Following completion of the needs assessment, if determined necessary, the case manager and client will develop a service plan utilizing available service options that the client feels are acceptable. Both the client and the case manager will sign this service plan. This mutual signing will indicate cooperation and agreement with the plan. This will also serve as a written commitment on the part of the client to improve his/her personal management. This improvement will take place by accomplishing the primary goal of a self-sufficient and/or permanent living situation. This service plan will list the goals of the client and the objectives that must be completed in order to obtain each goal. A reasonable amount of time will be agreed upon by the client and case manager for the completion of each objective thus providing a target date for completion of each goal. This service plan may be revised as the client's situation evolves.

In the next step, the case manager makes referrals to appropriate service providers for the needed services. In order to protect the client's right to confidentiality, the case manager will require the client to sign an authorization to release information which will in essence give the case manager the freedom to contact any and all service providers that may be able to assist the client in obtaining the goal of self-sufficiency. This authorization from the client will also allow the case manager to coordinate services from different providers to ensure that services are not being duplicated. Whenever possible the case manager should encourage the client to make these contacts directly. This will help empower the client giving him/her more confidence in their ability to improve his/her living situation on their own.

After referrals are made, the case manager monitors the continuity and appropriateness of services provided to each client. The case manager will provide advocacy for the client ensuring the client is

receiving the services he or she needs. This will show initiative toward obtaining the goals agreed upon in the service plan.

A case file will be kept on each client/family participating in the Case Management portion of the HAP. The file will include all intake information, needs assessment, authorizations to release information, financial information used in determining eligibility, service plan and case notes for each contact with or on behalf of the client.

Each client will be asked to complete a follow-up evaluation of the program when he or she has been released (by completion of goals, voluntary termination or termination due to failure to abide by the agreed service plan). A major component of the follow-up evaluation is the client's right to appeal if they feel they have been terminated or denied assistance without just cause. NTCAC will provide the following information in writing to any client who is terminated or denied service:

- the action being taken;
- the reason for the action;
- the effective date of the action; and
- the availability of an appeal process at the county and state levels.

County receives cumulative quarterly reports on number of unduplicated individuals and families served through the Homeless Assistance Program. This report indicates the receipt of rental assistance and case management services. Outcomes are tracked and reported through the Outcomes Results System (ORS) at NTCAC. CYS staff regularly reviews reports and files at NTCAC for program compliance and family outcomes.

There are no proposed changes to Case Management at this time.

Case Management Services are provided every applicant for Homeless Assistance Programs.

Rental Assistance:

The second component of the HAP will be Rental Assistance. The two forms of assistance to be provided in this component are rental assistance and utility assistance. NTCAC will contact the CAO Emergency Shelter Assistance Coordinator in order to ascertain the availability of ESA for each applicant.

An individual or family facing eviction may be deemed eligible for assistance if they have received a written or verbal notification from the landlord that they will be evicted if some type of payment is not received. Rental Assistance will be provided to eligible clients/families in order to prevent eviction or to stabilize the client/family living situation. The case manager and the client will discuss how much of their monthly budget can be spent on housing. The client will then be responsible for finding an affordable place to rent. The case manager, through fostering positive relationships with landlords in Cameron County, will provide clients with a list of potential landlords to assist them in their search for housing.

The case manager will also act as a liaison between the client and the Elk County Housing Authority. The Elk County Housing Authority is responsible for administering the Section 8 program within Cameron County. This will provide the client with the option of applying for subsidized housing, as the opportunities are available. Clients who enroll in the Section 8 program and require assistance will be processed in the same way as any other applicant. The only exception being that the Elk County Housing Authority will be immediately contacted for all Section 8 clients to ensure that the regulations are followed during service.

After assessment of the client's financial situation, the case manager will help the client determine what amount, if any, the client can contribute toward the payment of their rent. The client will be strongly encouraged to contribute at least a minimal amount of the total owed. As an allowable expense and to assist homeless individuals with establishing a stable living environment, assistance with the payment of the security deposit may be necessary. The case manager will provide referrals to Cameron County Salvation Army and Cameron County Ministerial Association for additional financial assistance if determined necessary.

Utility Assistance will be provided in the form of essential utility services (i.e., fuel oil, natural gas and electric) to maintain habitable housing. Households that meet eligibility requirements of the Rental Assistance component will receive assistance with utility payments, if required. The service provider will insure that utility payments will be made only to clients not eligible for LIHEAP payments. Payments may be made in the event that LIHEAP funds are not available. Assistance with connection/reconnecting fees of essential utilities is not generally available through any other programs or agencies. This service will only be made available to those clients who are able to afford their housing after the assistance has been provided. This aspect is not intended to be an energy assistance program.

Community Data and Indicators: A total of 7 families in Cameron County were provided assistance through the HAP during FY 2016-17. The destination of these clients at entrance and exit from the program was known and is indicated as stably housed in permanent Housing.

With regards to participation by homeless individuals in mainstream systems, this participation information is gathered through completion of a client assessment form completed by the family representative completing application. This information along with referrals is tracked in our centralized client tracking system. NTCAC tracks all housing assistance clients in an Outcomes Results System (ORS) and in the Fannie Mae Home Counselor On-line (HCO). HCO is utilized for reporting data to HUD for the HUD9902 Cumulative Quarterly Reports. Currently NTCAC does not track or report clients in the PA Homeless Management Information System (HMIS).

Out of the 7 families, 7 indicated participation in one or more mainstream systems. All families received some form of case management and referrals to other available programs and services.

Efficacy of Rental Assistance and Case Management: County receives cumulative quarterly reports on number of unduplicated individuals and families served through the Homeless Assistance Program. This report indicates the receipt of rental assistance and case management services. Outcomes are tracked and reported through the Outcomes Results System (ORS) at NTCAC. CYS staff regularly review reports and files at NTCAC for program compliance and family outcomes.

Unmet Needs & Gaps: Funding for rental and utility assistance programs continues to be a need leaving a gap in available financial assistance, however NTCAC utilizes a portion of Emergency Food & Shelter Funds and Cameron County through CAPSEA has acquired PHARE funding for additional homeless prevention services that help to fill the gap in available HAP funds.

There are no proposed changes at this time.

Rental Assistance is offered combined with case management services.

Emergency Shelter:

There are no Emergency Shelters located in Cameron County. Individuals are referred to shelters in Elk and Clearfield counties if other temporary shelter cannot be found locally. There are no available funding sources for shelters in Cameron County.

Other Housing Supports:

- Please describe the Other Housing Supports services offered. Include achievements and improvements in services to families experiencing or at risk for homelessness, as well as unmet needs and gaps

Northern Tier Community Action provides a variety of other supportive services that fill unmet needs and serviced gaps for at risk or homeless families in Cameron County.

These services include:

- Food and Nutrition Assistance – Cameron County Food Pantry providing supplemental food assistance to low-income families in need.
 - Weatherization Assistance Program – Provides home energy audits and weatherization of the home to help low-income families save on heating and cooling.
 - Energy Assistance Program – Provides low-income families with assistance to pay utility arrearages and deposits to prevent families from living without heat or hot water.
 - Child Care Information Services to provide subsidized child care assistance for low-income families to be able to work or attend schooling.
 - Head Start – Provides low-income families with early childhood education services that help faamilies focus on other obstacles to self-sufficiency.
- How does the county evaluate the efficacy of Other Housing Supports services?

Northern Tier Community Action provides the county with reports on the Homeless Assistance Program

- Please describe any proposed changes to Other Housing Supports services for FY 2017-2018.

There are no proposed changes in Other Housing Supports for FY 2017-2018 at this time.

If Other Housing Supports services are not offered, please provide an explanation of why services are not offered. N/A

Homeless Management Information Systems:

Currently Northern Tier Community Action Corporation does not track or report clients in the PA Homeless Management Information System (HMIS). All data is reported in HUD Housing Counselling System (HCS) through the HUD9902. These reports are also provided to the county.

SUBSTANCE USE DISORDER SERVICES

Drug and Alcohol Services are operated under a three county joinder by Alcohol and Drug Abuse Services. Alcohol & Drug Abuse Services, Inc. (ADAS) is the Single County Authority (SCA) responsible for facilitating the provision of a comprehensive and balanced system of quality substance abuse, prevention, intervention, treatment, case management and recovery oriented services for Cameron, Elk and McKean Counties. This plan portion is submitted under Elk Counties HSBG Plan.

Cameron County was included in the planning process for Drug and Alcohol Services; and complete information can be found in the plan submitted by Elk County. Cameron County is in agreement with the information included in the plan.

HUMAN SERVICES AND SUPPORTS/ HUMAN SERVICES DEVELOPMENT FUND

Adult Services:

Program Name: Community Nurses Home Health Support Homemaker Service

Description of Services: Community Nurses provides Homemaker Services to their clients.

Community Nurses assists those with chronic illness, disability, or any other essential need to remain in their homes as long as it is safe, comfortable, and medically and functionally feasible for them to do so. The following non-medical services are available through this program:

1. Personal Care Services – The client is given assistance with bathing, dressing, personal care needs, feeding, and ambulation.
2. Light Housekeeping Service – The client is given assistance in home management functions such as making beds, dusting, vacuuming, laundry, meal preparation, and shopping.
3. Respite or Sitter Service – This service gives relief to the family caregivers who are responsible for the ongoing, day to day care of an ill or elderly family member.

Service Category: Homemaker - Activities provided in the person's own home by a trained, supervised homemaker if there is no family member or other responsible person available and willing to provide the services, or relief for the regular caretaker.

Aging Services:

Program Name: Office of Human Services Personal Care Services

Description of Services: Office of Human Services provides Personal Care Services to their clients. In-home personal care is provided to physically disabled adults, flexibly adapted to the disabled individual's needs and capabilities. The following non-medical services are available to clients through this program:

1. Bathing, skin care, mouth care, dressing, grooming, toileting, ambulating and transfer, change of position or turning client, feeding, medication, observation, instruction to informal caregivers, respite to informal caregivers.
2. Washing dishes, making beds, shopping, laundry, light housekeeping, preparing meals, assistance with money management.

Service Category: Personal Care - Includes assistance with ADL's and IADL's, such as feeding, ambulation, bathing, shaving, dressing, transfer activities, meal preparation, and assistance with self-administration of medications by an agency provider.

Children and Youth Services:

Program Name: None

Description of Services:

Service Category: Please choose an item.

Generic Services:

Program Name: None

Description of Services:

Service Category: Please choose an item.

Please indicate which client populations will be served (must select at least **two**):

Adult Aging CYS SUD MH ID HAP

Specialized Services:

Program Name: Cameron County Family Center Programs

Description of Services: The Cameron County Family Center provides a social, emotional, and educational support network to help families meet their needs. Parents and children will be stable and safe as they gain new confidence through their continued participation in the Family Center activities. The services provided by the Family Center that are funded by HSDF are: (1) *The Parents as Teachers Home Visit Program* – This is provided to parents and children (birth to Kindergarten) and consists of bi-weekly or weekly visits to the home by parent educators in which they assess the child's development, the family's interaction patterns with the child, and the role of the child's physical surroundings in the child's developments and parent strengths. During personal visits, the parent educator may discuss with the parent child development information, including developmental characteristics, neuroscience information, parenting topics, questions and concerns the parent might

have, and information about what to expect regarding the child development during the future; (2) *Play Group* – This is provided to children and their parents to spend quality time together while in a group setting. Activities for children are structured to provide intellectual and emotional school readiness skills. Also included are adult education information and programs presented by various agencies; (3) *After School Clubs* – This is provided to children from first through sixth grade. There are two clubs that offer physical and educational activities, asset building, and a creative process that allow a child to explore his/her own ability to grow up healthy, principled and caring; (4) *Summer Reading Clubs* – This program is offered during July and August and consists of one-four week session for various age groups. The three reading groups have different target populations which include pre-school aged, kindergarten, and first grade students. Each student receives a new book weekly with designated vocabulary building activities and comprehension discussion questions. Children read aloud in each group and then the parents are asked to complete at home activities. This program is in support of the PSSA test preparation activities; (5) *On Applebee Pond* – This is a program for preschoolers that use puppetry to promote and enhance life skills. The three curriculums presented are Self Esteem, Social Skills, and Drug and Alcohol. The curriculums are presented throughout the year to Head Start classes, IU9, Pre-K Counts, St. Marks Daycare, and Family Center Playgroup; (6) *The Family 1st Campaign* – This consists of monthly family bonding activities for all Cameron County residents. These activities provide parents and children the opportunity to engage in healthy activities that promote family bonding. The Family 1st events not only encourage families to learn how to interact in a creative environment, but also act as a support mechanism to family members. The array of services offered by the Family Center encompasses services that are not obtainable through any other provider. The target populations are birth to death and the services are so broad and transcend all age groups with various needs that it is that the Family Center service should be placed in the specialized service category.

Interagency Coordination: NA

Cameron County does not utilize funds for Interagency Coordination.

Other HSDF Expenditures – Non-Block Grant Counties Only

If you plan to utilize HSDF for Mental Health, Intellectual Disabilities, Homeless Assistance, or Substance Use Disorder, please provide a brief description of the use and complete the chart below. Only HSDF-allowable cost centers are included in the dropdowns.

Mental Health:

Family Support Services

Family Support Services are being provided by Dickinson Center, Inc. Family Support Services consists of a preventative school-based program that provides goal oriented services to at-risk students and their families.

Homeless Assistance:

Case Management

This Service is being provided by two vendors as follows:

Northern Tier Community Action Corporation. This allocation provides additional funding for case management services to clients that are served by the Homeless Assistance Program (HAP). The allocation to this service is : \$9,800, 25 clients

Citizens Against Physical, Sexual, and Emotional Abuse., Inc. (CAPSEA). The Case Management costs funded under HSDF include the coordination, collaboration, planning, transportation, and management of service delivery for shelter and non-shelter recipients who are the victims of domestic violence, sexual violence, and other serious crimes - and their significant others/children, to prevent the occurrence and reoccurrence of homelessness. The allocation to this service is: \$1,000, 8 clients

Substance Use Disorder (Drug and Alcohol Services):

Other Interventions

Other intervention Services are being provided by Alcohol and Drug Abuse Services, Inc. Alcohol and Drug Abuse Services will utilize HSDF funds to provide direct treatment services to Cameron County residents whom are indigent, and may not fit into any other categorical funding stream that would provide for their treatment. These funds will also be utilized to provide group education and prevention services to other groups of individuals that may not be covered by any other funding stream. Some of these services will be provided to the Cameron County School District, Senior Center, and the Family Center.

Category	Allowable Cost Center Utilized
Mental Health	Family Support Services
Intellectual Disabilities	
Homeless Assistance	Case Management
Substance Use Disorder	Other Interventions

Note: Please refer to Appendix C-2, Planned Expenditures for reporting instructions.

CAMERON COUNTY ECHO

Invoice



POST OFFICE BOX 308
 300 SOUTH BROAD STREET
 EMPORIUM, PENNSYLVANIA 15834
 OFFICE: 814-486-3711 FAX: 814-486-0990
 EMAIL: ccecho@zitomedia.net

Bill To:

County of Cameron
 20 E. 5th Street
 Emporium, PA 15834

**Cameron County Echo -
 The most widely
 circulated newspaper
 in Cameron County**

Invoice Date	Invoice No.
06/01/17	10837

Issue Date	Inches	Description	Amount
05/17/17	15 lines	Legal Notice - FY 2017-2018 County Human Services Plan Meeting	14.25
	P.O.P.	Proof of Publication	2.00

RECEIVED
 JUN 08 2017

BY: mkl

1-1/2% ADDED AFTER 30 DAYS • \$2.00 MINIMUM, MONTHLY

Total \$16.25

IN THE MATTER OF

FY 2017-18 County Human Services Plan Meeting

DAVID A. BROWN, being duly sworn, deposes and says he is the publisher of the CAMERON COUNTY ECHO, a weekly newspaper of general circulation, as defined by the Act of Assembly of the day of May, 1929, established in 1964, and published at the Emporium, Cameron County, Pennsylvania; and the contents of or advertised hereto attached is exactly as published in the issue of the said Cameron County Echo on the date

May 17

Also that the affiant is not interested in the subject matter of or advertisement and that all the allegations of the affidavit, place and character of publication are true.

PUBLIC NOTICE
A public hearing will be held for the FY 2017-2018 County Human Services Plan at the regularly scheduled meeting of the Cameron County Commissioners on Thursday, May 25th at 10:00 AM.
Cameron County Board of Commissioners

NOTARIAL SEAL
Nancy A. Fragale, Notary Public
Shippen Township, Cameron County
My Commission Expires Dec. 13, 2017



Sworn to and subscribed before me this 4th day of June, 2017

PUBLISHER'S STATEMENTS

Costs and charges for above publication and affidavit \$16.25

PUBLISHER'S RECEIPT

I hereby certify that the above costs and charges have been duly paid.



PUBLISHER

PROOF OF PUBLICATION

Appendix A-1

Cameron County Human Services Plan 2017-2018

Planning Committee Meeting

May 24, 2017

1:30 PM

- 1.** Brenda Munz, Secretary to Commissioners/Chief Clerk
- 2.** Lori J. Reed, Commissioner Chair
- 3.** Phillip P. Jones, Commissioner
- 4.** H. James Thomas, Commissioner
- 5.** Shirley Wolf, CYS Director (HSDF)
- 6.** Diane Johnson, CYS Fiscal Officer (HSDF)
- 7.** Randall Metcalf, Northern Tier CAC-Homeless Assistance
- 8.** David Malize, Northern Tier CAC-Homeless Assistance
- 9.** Cassandra Ryder, CEM (ADAS)
- 10.** Angie Eckstrom, CEM (ADAS)
- 11.** Kathy Kroeger, CE BADS
- 12.** Heidi Aikens, CC Family Center/Collaborative Board
- 13.** Billy Jo Weyant, CAPSEA Inc.
- 14.** Tana Funair, Dickinson Center Inc.
- 15.** Kimberly Briggs, OHS
- 16.** Tiffany Winkler, Community Nurses

APPENDIX - C

Cameron County Commissioners Meeting May 25, 2017

Those present were Commissioners Reed and Thomas. Commissioner Jones was absent due to recent surgery follow-up appointment. Also present: Dave Gray, Shirley Wolf, Diane Johnson, Randall Metcalf, Dave Malize and Amanda Jones.

Commissioner Reed called the meeting to order at 10:00 AM.

Commissioner Thomas made a motion to approve the minutes of May 4, 2017. Commissioner Reed seconded and the motion carried with all present in favor.

VISITORS None

CORRESPONDENCE

Act 14 notice received from National Fuel

CCAP UC Trust authorized a cash dividend to all members who have an eligible account balance-Cameron County will receive \$16,452

CHIEF CLERK REPORT

Election ran smoothly, completing all necessary certifications for the State at this time. Even though elections are two days a year, much goes on behind the scenes to prepare and complete an election.

OLD BUSINESS None

NEW BUSINESS

Diane Johnson and Shirley Wolf conducted the Human Services Block Grant Hearing for FY 2017-18. Cameron County is eligible for \$50,000. Diane and Shirley reviewed the entities that will receive monies for services. Randy Metcalf of Northern Tier Community Action Corp expounded on the Homeless Assistance Portion of the Grant. Numerous concerns were aired for continued funding due to HB218. This would burden the Counties with funding the programs and would almost definitely involve a tax increase as the services are mandated. There were no further questions from the attendees.

Commissioner Thomas made the motion to approve CYS request for Caseworker Visitation Grant expenditures in the amount of \$2,000. Commissioner Reed seconded and the motion carried with all in favor.

Commissioner Thomas made a motion to approve Rider 1A-Amended Provisions for the Cameron County Family Center Contract #4100067001. Commissioner Reed seconded and the motion carried with all in favor.

Commissioner Thomas made a motion to approve the Cameron County Continuity of Operations Plans (COOP). Commissioner Reed seconded and the motion carried with all in favor.

Commissioner Thomas made a motion to approve Resolution 2017-5 (Appointing Floodplain Administrator and Revision of Zoning Fees, Charges and Expenses pertaining to Floodplain Services, Inspections and Permits). Commissioner Reed seconded and the motion carried with all in favor.

Commissioner Thomas made a motion to approve the Floodplain Agreement with Russ Braun. Commissioner Reed seconded and the motion carried with all in favor.

Commissioner Thomas made a motion to approve Resolution 2017-6 (Teutech Tax Assessment Appeal). Commissioner Reed seconded and the motion carries with all in favor.

Commissioner Thomas made a motion to appoint Randy Metcalf to the CE Advisory Committee. Randy will bring expertise in the area of housing and also give us another person from Cameron County on the Committee. Commissioner Reed seconded and the motion carried with all in favor.

GOOD OF THE ORDER

Commissioner Reed attended the Rural Community College Advisory Board on May 11th. They met the marketing firm which will be headquartered in Warren.

PUBLIC COMMENT None

ADJOURNMENT

Commissioner Reed made a motion to adjourn at 10:10AM. Commissioner Thomas seconded and the motion carried with all in favor.

CAMERON COUNTY
COMMISSIONERS MEETING



As recorded by:
Brenda G. Munz
Secretary to Commissioners/Chief Clerk

Commissioner's Meeting Agenda

May 25, 2017

10:00AM

- I. Call to Order
 - A. Moment of Silence
 - B. Pledge to the Flag
- II. Minutes
 - A. Approve Minutes of the May 4, 2017 meeting
- III. Visitors
- IV. Correspondence
 - A. Act 14 Notice from National Fuel
 - B. CCAP UC Trust authorized a cash dividend to all members who have an eligible account balance-CC will receive \$16,452
- V. Chief Clerk Report
- VI. Old Business
- VII. New Business
 - A. Conduct HSBG Hearing For 2017-18
 - B. Approve CYS request for Caseworker Visitation Grant expenditures in the amount of \$2,000
 - C. Approve Rider 1A -Amended Provisions for the Cameron County Family Center Contract# 4100067001
 - D. Approve Cameron County Continuity of Operations Plan (COOP)
 - E. Approve Resolution 2017-5 (Appointing Floodplain Administrator and Revision Zoning Fees, Charges and Expenses pertaining to Floodplain Services, Inspections and Permits
 - F. Approve Floodplain Agreement with Russ Braun
 - G. Approve Resolution 2017-6 (Teutech Tax Assessment Appeal)
- VIII. Good of the Order
- IX. Public Comment
- X. Adjournment

**APPENDIX C-2 : NON-BLOCK GRANT COUNTIES
HUMAN SERVICES PROPOSED BUDGET AND INDIVIDUALS TO BE SERVED**

County:	1. ESTIMATED INDIVIDUALS SERVED	2. DHS ALLOCATION (STATE & FEDERAL)	3. PLANNED EXPENDITURES (STATE & FEDERAL)	4. COUNTY MATCH	5. OTHER PLANNED EXPENDITURES
---------	---------------------------------------	---	---	--------------------	-------------------------------------

MENTAL HEALTH SERVICES

ACT and CTT					
Administrative Management					
Administrator's Office					
Adult Developmental Training					
Children's Evidence Based Practices					
Children's Psychosocial Rehabilitation					
Community Employment					
Community Residential Services					
Community Services					
Consumer-Driven Services					
Emergency Services					
Facility Based Vocational Rehabilitation					
Family Based Mental Health Services					
Family Support Services (HSDF)	54		\$ 2,500	\$ -	\$ -
]					
Mental Health Crisis Intervention					
Other					
Outpatient					
Partial Hospitalization					
Peer Support Services					
Psychiatric Inpatient Hospitalization					
Psychiatric Rehabilitation					
Social Rehabilitation Services					
Targeted Case Management					
Transitional and Community Integration					
TOTAL MENTAL HEALTH SERVICES	54		\$ 2,500	\$ -	\$ -

Please enter the MH allocation above (unless your county is a non-submitting joinder county).

INTELLECTUAL DISABILITIES SERVICES

Administrator's Office					
Case Management					
Community-Based Services					
Community Residential Services					
Other					
TOTAL INTELLECTUAL DISABILITIES SERVICES	-		\$ -	\$ -	\$ -

Please enter the ID allocation above (unless your county is a non-submitting joinder county).

**APPENDIX C-2 : NON-BLOCK GRANT COUNTIES
HUMAN SERVICES PROPOSED BUDGET AND INDIVIDUALS TO BE SERVED**

County:	1.	2.	3.	4.	5.
	ESTIMATED INDIVIDUALS SERVED	DHS ALLOCATION (STATE & FEDERAL)	PLANNED EXPENDITURES (STATE & FEDERAL)	COUNTY MATCH	OTHER PLANNED EXPENDITURES

HOMELESS ASSISTANCE SERVICES

Bridge Housing					
Case Management (HSDF)	33		\$ 10,800		
Rental Assistance	25		\$ 6,477		
Emergency Shelter					
Other Housing Supports					
Administration					
TOTAL HOMELESS ASSISTANCE SERVICES	58	\$ 6,477	\$ 17,277		\$ -

SUBSTANCE USE DISORDER SERVICES

Act 152 Inpatient Non-Hospital					
Act 152 Administration					
BHSI Administration					
BHSI Case/Care Management					
BHSI Inpatient Hospital					
BHSI Inpatient Non-Hospital					
BHSI Medication Assisted Therapy					
BHSI Other Intervention (HSDF)	57		\$ 4,260		
BHSI Outpatient/IOP					
BHSI Partial Hospitalization					
BHSI Recovery Support Services					
TOTAL SUBSTANCE USE DISORDER SERVICES	57		\$ 4,260	\$ -	\$ -

Please enter the SUD allocation above (unless your county is a non-submitting joinder county).

HUMAN SERVICES DEVELOPMENT FUND

Adult Services	3		\$ 3,440		
Aging Services	3		\$ 5,500		
Children and Youth Services					
Generic Services					
Specialized Services	352		\$ 18,500		
Interagency Coordination					
Administration	-		\$ 5,000		
TOTAL HUMAN SERVICES DEVELOPMENT FUND	358	\$ 50,000	\$ 32,440		\$ -

Please note any utilization of HSDF funds in other categoricals and include: categorical and cost center, estimated individuals, estimated expenditures.

Mental Health-Family Support Services - 54 clients-\$2,500/Homeless Assistance-33 clients-\$10,800/Substance Use Disorder-Other Intervention-57 clients-\$4,260

GRAND TOTAL	527	\$ 56,477	\$ 56,477	\$ -	\$ -
--------------------	------------	------------------	------------------	-------------	-------------