

Appendix A
Fiscal Year 2017-2018

COUNTY HUMAN SERVICES PLAN

ASSURANCE OF COMPLIANCE

COUNTY OF: Forest

- 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>	
	Robert J. Snyder	Date: 5-18-17
	Basil D. Huffman	Date: 5-18-17
	Norman J. Wimer	Date: 5-18-17

PROOF OF PUBLICATION

Copy of Notice of Publication

PROOF OF PUBLICATION OF NOTICE IN

THE FOREST PRESS

Under Act No. 587 Approved May 16, 1929

PENNSYLVANIA

NOTARY PUBLIC

Legal Notice

Forest County Human Services providers will hold a Public Hearing at 10:00 a.m. on Thursday, May 18, 2017 at the Law Library in the Forest County Courthouse at 526 Elm Street, Tionesta. In accordance with Act 80 of 2012 and the Sunshine Act, this Public Meeting will be an opportunity for the public to provide input and/or ask questions regarding the provision and funding of services included within the consolidated planning effort implemented by Pennsylvania's Department of Public Welfare. This plan is referred to as the 2017-2018 County Human Services Plan, which incorporates six previously separate funding streams; including Mental Health Community Base Funding Services, Behavioral Health Services Initiative, Intellectual Disabilities Community Base Funded Services, Act 152 Funding, Homeless Assistance Program Funding and Human Services Development Funds.

Following this Public Hearing, the County Human Service Plan will be presented to the Forest County Commissioners for final approval, to then be submitted to the Commonwealth.

Should you wish to provide input, comments or concerns regarding this matter, please contact Lynette Greathouse, Forest County Chief Clerk at (814) 755-3537 and/or Mary Kushner, Forest Warren Human Services Director at (814)726-2100.

I, _____, being duly sworn say that I am an agent of the publisher of The Forest Press, owned and published by The Forest Press, Inc., of the County and State aforesaid, and that The Forest Press is a newspaper of general circulation published at 150 Elm Street, Borough of Tionesta, Pennsylvania, and State aforesaid, was established in 1867, since which time The Forest Press has been published in said county and that the printed notice of publication attached hereto is a true and correct copy of the notice as printed and published in the regular editions and issues of the said Forest Press on the following dates,

10th of May, A.D. 2017

I, _____, being an officer duly authorized by The Forest Press, Inc. of general circulation, do hereby certify the foregoing statement under oath, and affiant is not interested in the subject matter of the notice or advertisement, and that all allegations in the foregoing statements as to time, place and date of publication are true.

Michael D. Sample

The Forest Press, Inc.

Subscribed before me this 17th day of May, 2017

My Commission expires March 23, 2021

Forest County Commissioners

526 Elm Street #3

Tionesta, PA 16353

COMMONWEALTH OF PENNSYLVANIA
 NOTARIAL SEAL
 Michael D. Sample, Notary Public
 Wayne Twp., Erie County
 My Commission Expires March 23, 2021
 MEMBER, PENNSYLVANIA ASSOCIATION OF NOTARIES

The Forest Press

For publishing the notice of publication attached hereto on the above dates:

\$ 27.90

Affidavit of same:

\$ 5.00

Total:

\$ 32.90

The Forest Press, a newspaper of general circulation, hereby acknowledges receipt of the aforesaid notice and publication costs and certifies that the same have been duly paid.

The Forest Press, a newspaper of general circulation

Public Hearing for Human Services Development Fund Grant Application FY 17-18
May 18, 2017
10:00 A.M.
Forest County Law Library

Present for the meeting were Commissioners Robert J. Snyder, Jr., Basil D. Huffman and Norman J. Wimer. Also present were Robert Wolfgang, Stacey Barnes, Donna Zofcin, Daniel Miller, Human Services Director Mary Kushner and Saxon Daugherty from the Derrick News.

Call to Order: The meeting was called to order at 10:00 a.m.

Public Comment:

Mary Kushner was present for the advertised public hearing for comment on the Human Services Block Grant application. She stated that the concerns addressed by Lynette Greathouse in Forest County's portion of the grant application: emergency shelter (utility and rent emergencies), transportation and assistance to aging are the same concerns addressed in County plans throughout our area. She expressed concern over the State talks of removing this funding from the proposed budget. These funds are what is utilized to keep families/individuals (who qualify by application process) in their homes when they are facing utility shut-off or eviction, subsidize the transportation costs for the adult and aging population, pay the costs of drug and alcohol counseling for individuals with no insurance to pay for the services and also to purchase safety related items to provide to families with children who do not have the means to purchase them.

Commissioner Huffman talked about 211 and the high cost of this service. This is a system designed for people to dial 211 in order to receive information on where they can get help for a variety of needs. It is a coordinated effort to be able to provide phone numbers, names and addresses for a variety of social service programs that an individual might contact when they need help but do not know where to go for help. This service is currently provided at the County level with HSDF helping to defray the costs associated with this service by the personnel in the Commissioner's Office.

No other comments were made.

Meeting closed at 10:15 A.M.

Human Services Plan

May 18, 2017
Public Hearing 10:00

Present: Saxon Dougherty
Bob Wolfgang
Donna Zofcin
Stacey Barnes

Mary Kushner
Norman J. Wimer
Robert C. Cyle
Daniel J. Miller
Paul B. Puffman

Many commented on common
concerns addressed in
the Plan as other Counties
across the region -
Homelessness, Transp.

All was brought up by
Comm Puffman

Appendix B
Forest County
FY 2017-2018
County Human Services Plan Template

The County Human Services Plan is to be submitted using the Template outlined below. It is to be submitted in conjunction with Appendices A and C (C-1 or C-2, as applicable) to the Department of Human Services (DHS) as directed in the Bulletin.

PART I: COUNTY PLANNING PROCESS (Limit of 2 pages)

Describe the county planning and leadership team and the process utilized to develop the plan for the expenditure of human services funds by answering each question below.

The Forest County Commissioners meet bi-monthly with Forest Warren Department of Human Services personnel. At these meetings they are updated regarding the efficacy of Forest Warren Human Services, are part of the planning process and are in agreement with the complete information provided in the Warren County Plan.

1. Please identify the critical stakeholder groups, including individuals and their families, consumer groups, providers of human services, and partners from other systems, involved in the county's human services system.
The critical stakeholders involved in the county's human services system include the Forest County Commissioners, county transportation staff, county CYS staff, the Forest County Assistance Office staff, Forest-Warren Department of Human Services staff as well as community partners such as the local chapter of the Salvation Army, community food banks and Charitable Deeds (an organization that provides help to area residents).
2. Please describe how these stakeholders were provided with an opportunity for participation in the planning process, including information on outreach and engagement efforts.
The public hearing allowing for input and participation is advertised in the local paper and held on a regular public meeting day of the Board of Commissioners so that anyone wishing to comment or ask questions may attend or contact the Commissioner's Office.
3. Please list the advisory boards that were involved in the planning process.
As key stakeholders, Forest Warren Human Services Board members, Forest County Children & Youth Advisory Board and the Forest County Transportation Advisory Board all have the ability to provide input into the process for developing the Human Services Plan as they meet throughout the year.
4. Please describe how the county intends to use funds to provide services to its residents in the least restrictive setting appropriate to their needs. (The response must specifically address providing services in the least restrictive setting.)
Services are not provided in any restrictive settings. The County is able to utilize the funds as needs present themselves. For example, if the transportation of adults exceeds the transportation needs of the aging population then funds will be shifted to meet those needs. Likewise, if additional funding is needed to help families avoid utility shut off and there is excess funding in specialized services, that money will be reallocated to make the best use

of the grant funds to assist the residents of the County. The ability to shift funding between the categorical areas is a great asset in the grant and allows us to best serve our residents.

5. Please list any substantial programmatic and/or funding changes being made as a result of last year's outcomes.

As a result of prior years' outcomes, Forest County has decided make a substantial budget increase to the Aging Services, specifically, Aging Population Transportation Assistance. The Forest Warren Area Agency on Aging has not been able to sustain the transportation co-pays for the 65 plus population the last few years. In fact, due to the increase in riders, they are running out of funding earlier each year, resulting in increased expenses billed to the Forest County Human Services Development Fund in the 65 plus transportation category. The County will reappropriate the funds from less utilized categories in order to place the funds where they are most needed.

PART II: PUBLIC HEARING NOTICE

Two (2) public hearings are required for counties participating in the Human Services Block Grant. One (1) public hearing is required for counties not participating in the Human Services Block Grant.

1. Proof of publication;
 - a. Please attach a copy of the actual newspaper advertisement for the public hearing (see below). **See attached**
 - b. When was the ad published? **May 10, 2017**
 - c. When was the second ad published (if applicable)?

Please attach proof of publication(s) for each public hearing.

2. Please submit a summary and/or sign-in sheet of each public hearing. (This is required whether or not there is public attendance at the hearing.) **See attached**

NOTE: The public hearing notice for counties participating in a LCA should be made known to residents of all counties.

PART III: CROSS-COLLABORATION OF SERVICES (Limit of 4 pages)

For each of the following, please provide a description of how the county administers services collaboratively across categoricals and client populations. In addition, please explain how the county intends to leverage funds to link residents to existing opportunities and/or to generate new opportunities.

Forest-Warren Human Services' cross-collaboration of services is addressed in the Warren County Plan.

Employment:

At Forest County, as individuals request assistance with either utility or transportation needs, staff who assist in the application process are trained to ask appropriate questions to ascertain if the individuals are seeking employment and are able to work. If so, they are directed to various

agencies to help in this area, Veteran's Affairs Office, local Career Link or other opportunities that may be known to staff.

Housing:

At Forest County, as individuals request assistance with either utility, rent or transportation needs, staff who assist in the application process are trained to ask appropriate questions to ascertain if the individuals are in need of housing. If so, they are given information for the Clarion County Housing Authority, the Veteran's Affairs Office or other private persons who may have housing available.

PART IV: HUMAN SERVICES NARRATIVE

MENTAL HEALTH SERVICES

The Forest County Commissioners meet bi-monthly with Forest Warren Department of Human Services personnel. At these meetings they are updated regarding the efficacy of Forest Warren Human Services, are part of the planning process and are in agreement with the complete information provided in the Warren County Plan.

The discussions in this section should take into account supports and services funded (or to be funded) with all available funding sources, including state allocations, county funds, federal grants, HealthChoices, reinvestment funds, etc.

a) Program Highlights: (Limit of 6 pages)

Highlight the achievements and other programmatic improvements that have enhanced the behavioral health service system in FY 16-17.

b) Strengths and Needs: (Limit of 8 pages)

Please identify the strengths and needs of the county/joiner service system specific to each of the following target populations served by the behavioral health system. When completing this assessment, consider any health disparities impacting each population. Additional information regarding health disparities is available at <https://www.samhsa.gov/health-disparities>.

- **Older Adults (ages 60 and above)**
 - Strengths:
 - Needs:
- **Adults (ages 18 and above)**
 - Strengths:
 - Needs:
- **Transition-age Youth (ages 18-26)- Counties are encouraged to include services and supports assisting this population with independent living/housing, employment, and post-secondary education/training.**
 - Strengths:

- Needs:
- **Children (under 18)- Counties are encouraged to include services like Student Assistance Program (SAP), Respite, and CASSP Coordinator Services and Supports, as well as the development of community alternatives and diversion efforts to residential treatment facility placements.**
 - Strengths:
 - Needs:

Identify the strengths and needs of the county/joiner service system (including any health disparities) specific to each of the following special/underserved populations. If the county does not currently serve a particular population, please indicate and note any plans for developing services for that population.

- **Individuals transitioning out of state hospitals**
 - Strengths:
 - Needs:
- **Co-occurring Mental Health/Substance Use Disorder**
 - Strengths:
 - Needs:
- **Justice-involved individuals-** Counties are encouraged to collaboratively work within the structure of County Criminal Justice Advisory Boards to implement enhanced services for justice-involved individuals to include diversionary services that prevent further involvement within the criminal justice system as well as reentry services to support successful community reintegration.
 - Strengths:
 - Needs:
- **Veterans**
 - Strengths:
 - Needs:
- **Lesbian/Gay/Bisexual/Transgender/Questioning/Intersex (LGBTQI) consumers**
 - Strengths:
 - Needs:
- **Racial/Ethnic/Linguistic minorities (including Limited English Proficiency)**
 - Strengths:
 - Needs:
- **Other (specify), if any (including Tribal groups, people living with HIV/AIDs or other chronic diseases/impairments, Traumatic Brain Injury)**
 - Strengths:
 - Needs:

Is the county currently utilizing Cultural and Linguistic Competence (CLC) Training?

Yes No

If yes, please describe the CLC training being used. Plans to implement CLC training may also be included in the discussion. (Limit of 1 page)

c) Supportive Housing:

The DHS' five- year housing strategy, [Supporting Pennsylvanians through Housing](#), is a comprehensive plan to connect Pennsylvanians to affordable, integrated and supportive housing. This comprehensive strategy aligns well with OMHSAS planning efforts, and OMHSAS is an integral partner in its implementation. Supportive housing is a successful, cost-effective combination of affordable housing with services that helps people live more stable, productive lives. Supportive housing works well for people who face the most complex challenges—individuals and families who have very low incomes and serious, persistent issues that may include substance use, mental illness, and HIV/AIDS; and may also be homeless, or at risk of homelessness.

SUPPORTIVE HOUSING ACTIVITY *Includes Community Hospital Integration Projects Program (CHIPPP), Reinvestment, County base funded or other projects that were planned, whether funded or not. **Include any program activity approved in FY 16-17 that is in the implementation process. Please use one row for each funding source and add rows as necessary.***

1. Capital Projects for Behavioral Health				<input type="checkbox"/> Check if available in the county and complete the section.					
Capital financing is used to create targeted permanent supportive housing units (apartments) for consumers, typically, for a 15-30 year period. Integrated housing takes into consideration individuals with disabilities being in units (apartments) where people from the general population also live (i.e. an apartment building or apartment complex).									
Project Name	*Funding Sources by Type (include grants, federal, state & local sources)	Total \$ Amount for FY 16-17 (only County MH/ID dedicated funds)	Projected \$ Amount for FY 17-18 (only County MH/ID dedicated funds)	Actual or Estimated Number Served in FY 16-17	Projected Number to be Served in FY 17-18	Number of Targeted BH Units	Term of Targeted BH Units (ex: 30 years)		Year Project first started

2. Bridge Rental Subsidy Program for Behavioral Health					<input type="checkbox"/> Check if available in the county and complete the section.				
Short term tenant based rental subsidies, intended to be a “bridge” to more permanent housing subsidy such as Housing Choice Vouchers.									
	*Funding Sources by Type (include grants, federal, state & local sources)	Total \$ Amount for FY 16-17	Projected \$ amount for FY 17-18	Actual or Estimated Number Served in FY 16-17	Projected Number to be Served in FY 17-18	Number of Bridge Subsidies in FY 16-17	Average Monthly Subsidy Amount in FY 16-17	Number of Individuals Transitioned to another Subsidy in FY 16-17	Year Project first started

3. Master Leasing (ML) Program for Behavioral Health					<input type="checkbox"/> Check if available in the county and complete the section.				
Leasing units from private owners and then subleasing and subsidizing these units to consumers.									
	*Funding Source by Type (include grants, federal, state & local sources)	Total \$ Amount for FY 16-17	Projected \$ Amount for FY 17-18	Actual or Estimated Number Served in FY 16-17	Projected Number to be Served in FY 17 –18	Number of Owners/ Projects Currently Leasing	Number of Units Assisted with Master Leasing in FY 16-17	Average subsidy amount in FY 16-17	Year Project first started

4. Housing Clearinghouse for Behavioral Health				<input type="checkbox"/> Check if available in the county and complete the section.					
An agency that coordinates and manages permanent supportive housing opportunities.									
	*Funding Source by Type (include grants, federal, state & local sources)	Total \$ Amount for FY 16-17	Projected \$ Amount for FY 17-18	Actual or Estimated Number Served in FY 16-17	Projected Number to be Served in FY 17-18			Number of Staff FTEs in FY 16-17	Year Project first started

5. Housing Support Services for Behavioral Health				<input type="checkbox"/> Check if available in the county and complete the section.					
HSS are used to assist consumers in transitions to supportive housing and/or services needed to assist individuals in sustaining their housing after move-in.									
	*Funding Sources by Type (include grants, federal, state & local sources)	Total \$ Amount for FY 16-17	Projected \$ Amount for FY 17-18	Actual or Estimated Number Served in FY 16-17	Projected Number to be Served in FY 17-18			Number of Staff FTEs in FY 16-17	Year Project first started

6. Housing Contingency Funds for Behavioral Health				<input type="checkbox"/> Check if available in the county and complete the section.					
Flexible funds for one-time and emergency costs such as security deposits for apartment or utilities, utility hook-up fees, furnishings etc.									
	*Funding Sources by Type (include grants, federal, state & local sources)	Total \$ Amount for FY 16-17	Projected \$ Amount for FY 17-18	Actual or Estimated Number Served in FY 16-17	Projected Number to be Served in FY 17-18			Average Contingency Amount per person	Year Project first started

7. Other: Identify the program for Behavioral Health				<input type="checkbox"/> Check if available in the county and complete the section.					
Project Based Operating Assistance (PBOA is a partnership program with Pennsylvania Housing Finance Agency in which the County provides operating or rental assistance to specific units then leased to eligible persons); Fairweather Lodge (FWL is an Evidenced Based Practice where individuals with serious mental illness choose to live together in the same home, work together and share responsibility for daily living and wellness); CRR Conversion (as described in the CRR Conversion Protocol), other .									
	*Funding Sources by Type (include grants, federal, state & local sources)	Total \$ Amount for FY 16-17	Projected \$ Amount for FY 17-18	Actual or Estimated Number Served in FY 16-17	Projected Number to be Served in FY 17-18	# of Projects Projected in FY 17-18 (i.e. if PBOA; FWLs, CRR Conversions planned)	# of Projects projected in FY 17-18 (if other than PBOA, FWL, CRR Conversion)		Year Project first started

d) Recovery-Oriented Systems Transformation: (Limit of 5 pages)

Based on the strengths and needs reported above in section (b), identify the top three to five priorities for recovery-oriented system transformation efforts the county plans to address in FY 17-18 at current funding levels. For **each** transformation priority, provide:

- A brief narrative description of the priority including action steps for the current fiscal year.
- A timeline to accomplish the transformation priorities including approximate dates for progress steps and priority completion.
- Information on the fiscal and other resources needed to implement the priorities (how much the county plans to utilize from state allocations, county funds, grants, HealthChoices, reinvestment funds, etc., and any non-financial resources).
- A plan/mechanism for tracking implementation of priorities.

1. (Identify Priority)

Narrative including action steps:

Timeline:

Fiscal and Other Resources:

Tracking Mechanism:

2. (Identify Priority)

Narrative including action steps:

Timeline:

Fiscal and Other Resources:

Tracking Mechanism:

3. (Identify Priority)

Narrative including action steps:

Timeline:

Fiscal and Other Resources:

Tracking Mechanism:

4. (Identify Priority)

Narrative including action steps:

Timeline:

Fiscal and Other Resources:

Tracking Mechanism:

5. (Identify Priority)

Narrative including action steps:

Timeline:

Fiscal and Other Resources:

Tracking Mechanism:

e) Existing County Mental Health Services:

Please indicate all currently available services and the funding source or sources utilized.

Services By Category	Currently Offered	Funding Source (Check all that apply)
Outpatient Mental Health	<input type="checkbox"/>	<input type="checkbox"/> County <input type="checkbox"/> HC <input type="checkbox"/> Reinvestment
Psychiatric Inpatient Hospitalization	<input type="checkbox"/>	<input type="checkbox"/> County <input type="checkbox"/> HC <input type="checkbox"/> Reinvestment
Partial Hospitalization	<input type="checkbox"/>	<input type="checkbox"/> County <input type="checkbox"/> HC <input type="checkbox"/> Reinvestment
Family-Based Mental Health Services	<input type="checkbox"/>	<input type="checkbox"/> County <input type="checkbox"/> HC <input type="checkbox"/> Reinvestment
ACT or CTT	<input type="checkbox"/>	<input type="checkbox"/> County <input type="checkbox"/> HC <input type="checkbox"/> Reinvestment
Children's Evidence Based Practices	<input type="checkbox"/>	<input type="checkbox"/> County <input type="checkbox"/> HC <input type="checkbox"/> Reinvestment
Crisis Services	<input type="checkbox"/>	<input type="checkbox"/> County <input type="checkbox"/> HC <input type="checkbox"/> Reinvestment
Emergency Services	<input type="checkbox"/>	<input type="checkbox"/> County <input type="checkbox"/> HC <input type="checkbox"/> Reinvestment
Targeted Case Management	<input type="checkbox"/>	<input type="checkbox"/> County <input type="checkbox"/> HC <input type="checkbox"/> Reinvestment
Administrative Management	<input type="checkbox"/>	<input type="checkbox"/> County <input type="checkbox"/> HC <input type="checkbox"/> Reinvestment
Transitional and Community Integration Services	<input type="checkbox"/>	<input type="checkbox"/> County <input type="checkbox"/> HC <input type="checkbox"/> Reinvestment
Community Employment/Employment Related Services	<input type="checkbox"/>	<input type="checkbox"/> County <input type="checkbox"/> HC <input type="checkbox"/> Reinvestment
Community Residential Services	<input type="checkbox"/>	<input type="checkbox"/> County <input type="checkbox"/> HC <input type="checkbox"/> Reinvestment
Psychiatric Rehabilitation	<input type="checkbox"/>	<input type="checkbox"/> County <input type="checkbox"/> HC <input type="checkbox"/> Reinvestment
Children's Psychosocial Rehabilitation	<input type="checkbox"/>	<input type="checkbox"/> County <input type="checkbox"/> HC <input type="checkbox"/> Reinvestment
Adult Developmental Training	<input type="checkbox"/>	<input type="checkbox"/> County <input type="checkbox"/> HC <input type="checkbox"/> Reinvestment
Facility Based Vocational Rehabilitation	<input type="checkbox"/>	<input type="checkbox"/> County <input type="checkbox"/> HC <input type="checkbox"/> Reinvestment
Social Rehabilitation Services	<input type="checkbox"/>	<input type="checkbox"/> County <input type="checkbox"/> HC <input type="checkbox"/> Reinvestment
Administrator's Office	<input type="checkbox"/>	<input type="checkbox"/> County <input type="checkbox"/> HC <input type="checkbox"/> Reinvestment
Housing Support Services	<input type="checkbox"/>	<input type="checkbox"/> County <input type="checkbox"/> HC <input type="checkbox"/> Reinvestment
Family Support Services	<input type="checkbox"/>	<input type="checkbox"/> County <input type="checkbox"/> HC <input type="checkbox"/> Reinvestment
Peer Support Services	<input type="checkbox"/>	<input type="checkbox"/> County <input type="checkbox"/> HC <input type="checkbox"/> Reinvestment
Consumer Driven Services	<input type="checkbox"/>	<input type="checkbox"/> County <input type="checkbox"/> HC <input type="checkbox"/> Reinvestment
Community Services	<input type="checkbox"/>	<input type="checkbox"/> County <input type="checkbox"/> HC <input type="checkbox"/> Reinvestment
Mobile Mental Health Treatment	<input type="checkbox"/>	<input type="checkbox"/> County <input type="checkbox"/> HC <input type="checkbox"/> Reinvestment
BHRS for Children and Adolescents	<input type="checkbox"/>	<input type="checkbox"/> County <input type="checkbox"/> HC <input type="checkbox"/> Reinvestment
Inpatient D&A (Detoxification and Rehabilitation)	<input type="checkbox"/>	<input type="checkbox"/> County <input type="checkbox"/> HC <input type="checkbox"/> Reinvestment
Outpatient D&A Services	<input type="checkbox"/>	<input type="checkbox"/> County <input type="checkbox"/> HC <input type="checkbox"/> Reinvestment
Methadone Maintenance	<input type="checkbox"/>	<input type="checkbox"/> County <input type="checkbox"/> HC <input type="checkbox"/> Reinvestment
Clozapine Support Services	<input type="checkbox"/>	<input type="checkbox"/> County <input type="checkbox"/> HC <input type="checkbox"/> Reinvestment
Additional Services (Specify – add rows as needed)	<input type="checkbox"/>	<input type="checkbox"/> County <input type="checkbox"/> HC <input type="checkbox"/> Reinvestment

*HC= HealthChoices

f) Evidence Based Practices Survey:

Evidenced Based Practice	Is the service available in the County/ Joinder? (Y/N)	Current Number served in the County/ Joinder (Approx)	What fidelity measure is used?	Who measures fidelity? (agency, county, MCO, or state)	How often is fidelity measured?	Is SAMHSA EBP Toolkit used as an implementation guide? (Y/N)	Is staff specifically trained to implement the EBP? (Y/N)	Additional Information and Comments
Assertive Community Treatment								
Supportive Housing								
Supported Employment								Include # Employed
Integrated Treatment for Co-occurring Disorders (MH/SA)								
Illness Management/ Recovery								
Medication Management (MedTEAM)								
Therapeutic Foster Care								
Multisystemic Therapy								
Functional Family Therapy								
Family Psycho-Education								

*Please include both county and Medicaid/HealthChoices funded services.

To access SAMHSA's EBP toolkits:

<http://store.samhsa.gov/list/series?name=Evidence-Based-Practices-KITs>

g) Additional EBP, Recovery Oriented and Promising Practices Survey:

Recovery Oriented and Promising Practices	Service Provided (Yes/No)	Current Number Served (Approximate)	Additional Information and Comments
Consumer Satisfaction Team			
Family Satisfaction Team			
Compeer			
Fairweather Lodge			
MA Funded Certified Peer Specialist			
Other Funded Certified Peer Specialist			
Dialectical Behavioral Therapy			
Mobile Meds			
Wellness Recovery Action Plan (WRAP)			
High Fidelity Wrap Around			
Shared Decision Making			
Psychiatric Rehabilitation Services (including clubhouse)			
Self-Directed Care			
Supported Education			
Treatment of Depression in Older Adults			
Competitive/Integrated Employment Services**			Include # employed
Consumer Operated Services			
Parent Child Interaction Therapy			
Sanctuary			
Trauma Focused Cognitive Behavioral Therapy			
Eye Movement Desensitization And Reprocessing (EMDR)			
First Episode Psychosis Coordinated Specialty Care			
Other (Specify)			

*Please include both County and Medicaid/HealthChoices funded services.

**Do not include numbers served counted in Supported Employment on Evidenced Based Practices Survey above [table (f)]

Reference: Please see SAMHSA’s National Registry of Evidenced Based Practice and Programs for more information on some of the practices at the link provided below.

<http://www.nrepp.samhsa.gov/AllPrograms.aspx>

h) Certified Peer Specialist Employment Survey:

“Certified Peer Specialist” (CPS) is defined as:

An individual who has completed a 10-day Certified Peer Specialist training course provided by either the Institute for Recovery and Community Integration or Recovery Innovations/Recovery Opportunities Center.

Please include CPSs employed in any mental health service in your county/joinder including, but not limited to:

- case management
- inpatient settings
- psychiatric rehabilitation centers
- intensive outpatient programs
- drop-in centers
- Medicaid-funded peer support programs
- consumer-run organizations
- residential settings
- ACT, PACT, or FACT teams

Total Number of CPSs Employed	
Number Full Time (30 hours or more)	
Number Part Time (Under 30 hours)	

INTELLECTUAL DISABILITY SERVICES

The Forest County Commissioners meet bi-monthly with Forest Warren Department of Human Services personnel. At these meetings they are updated regarding the efficacy of Forest Warren Human Services, are part of the planning process and are in agreement with the complete information provided in the Warren County Plan.

The Office of Developmental Programs (ODP), in partnership with the county programs, is committed to ensuring that individuals with an intellectual disability live rich and fulfilling lives in their community. It is important to also ensure that the families and other stakeholders have access to the information and support needed to help be positive members of the individuals’ teams.

This year, we are asking you to focus more in depth on the areas of the county plan that will help us achieve the goal of an Everyday Life for all individuals.

With that in mind, describe the continuum of services to enrolled individuals with an intellectual disability within the county. In a narrative format, please include the strategies that will be utilized for all individuals registered with the county, regardless of the funding stream. In completing the chart below, regarding estimated numbers of individuals, please include only those individuals for whom base or block grant funds have or will be expended. Appendix C should reflect only base or block grant funds except for the Administration category. Administrative expenditures should be included for both base/block grant and waiver administrative funds.

**Please note that under Person Directed Supports, individuals served means the individual used Vendor Fiscal/Employer Agent (VF/EA) or Agency with Choice (AWC) for at least one service during the fiscal year. The percentage of total individuals served represents all funding streams. The percentage might not add to 100 percent if individuals are receiving services in more than one category.*

Individuals Served

	<i>Estimated Individuals served in FY 16-17</i>	<i>Percent of total Individuals Served</i>	<i>Projected Individuals to be served in FY 17-18</i>	<i>Percent of total Individuals Served</i>
Supported Employment				
Pre-Vocational				
Adult Training Facility				
Base Funded Supports Coordination				
Residential (6400)/unlicensed				
Life sharing (6500)/unlicensed				
PDS/AWC				
PDS/VF				
Family Driven Family Support Services				

Supported Employment: “Employment First” is the policy of all commonwealth executive branch agencies under the jurisdiction of the governor. Therefore, ODP is strongly committed to Community Integrated Employment for all.

- Please describe the services that are currently available in your county such as discovery, customized employment, etc.
- Identify changes in your county practices that are proposed for the current year that will support growth in this area and ways that ODP may assist the county in establishing employment growth activities.
- Please add specifics regarding the Employment Pilot if your county is a participant.

Supports Coordination:

- Describe how the county will assist the supports coordination organization to engage individuals and families in a conversation to explore natural support available to anyone in the community.
- Describe how the county will assist supports coordinators to effectively plan for individuals on the waiting list.

- Describe how the county will assist the supports coordination organizations to develop ISPs that maximize community integration and Community Integrated Employment.

Lifesharing Options:

- Describe how the county will support the growth of Lifesharing as an option.
- What are the barriers to the growth of Lifesharing in your county?
- What have you found to be successful in expanding Lifesharing in your county despite the barriers?
- How can ODP be of assistance to you in expanding and growing Lifesharing as an option in your county?

Cross Systems Communications and Training:

- Describe how the county will use funding, whether it is block grant or base, to increase the capacity of your community providers to more fully support individuals with multiple needs.
- Describe how the county will support effective communication and collaboration with local school districts in order to engage individuals and families at an early age.
- Describe how the county will communicate and collaborate with local children and youth agencies, the Area Agency on Aging and the mental health system to ensure individuals and families are provided with the information they need to access needed community resources as well as formalized services and supports through ODP.

Emergency Supports:

- Describe how individuals in an emergency situation will be supported in the community (regardless of availability of county funding or waiver capacity).
- Provide details on your county's emergency response plan including:
 - Does your county reserve any base or block grant funds to meet emergency needs?
 - What is your county's emergency plan in the event an individual needs emergency services, residential or otherwise, whether within or outside of normal working hours?
 - Does your county provide mobile crisis?
 - If your county does provide mobile crisis, have the staff been trained to work with individuals who have an ID and/or Autism diagnosis?
 - What is the composition of your mobile crisis team?
 - Do staff who work as part of the mobile crisis team have a background in ID and/or Autism?
 - Is there training available for staff who are part of the mobile crisis team?
 - If your county does not have a mobile crisis team, what is your plan to create one within your county's infrastructure?
- Please submit the county 24-hour Emergency Response Plan as required under the Mental Health and Intellectual Disabilities Act of 1966.

Administrative Funding: ODP has engaged the PA Family Network to provide support and training in the community. The PA Family Network will be providing individuals who are person centered thinking trainers.

- Describe how the county will utilize the trainers with individuals, families, providers, and county staff.

- Describe other strategies you will utilize at the local level to provide discovery and navigation (information, education, skill building) and connecting and networking (peer support) for individuals and families.
- What kinds of support do you need from ODP to accomplish the above?
- Describe how the county will engage with the Health Care Quality Units (HCQU) to improve the quality of life for the individuals in your community.
- Describe how the county will use the data generated by the HCQU as part of the Quality Management Plan process.
- Describe how the county will engage the local Independent Monitoring for Quality (IM4Q) Program to improve the quality of life for individuals in your program.
- Describe how the county will use the data generated by the IM4Q process as part of your Quality Management Plan.
- Are there ways that ODP can partner with you to utilize data more fully?
- Describe how the county will support local providers to increase their competency and capacity to support individuals who present with higher levels of need related to: aging, physical health, behavioral health, communication, etc.
- How can ODP assist the county's support efforts of local providers?
- Describe what Risk Management approaches your county will utilize to ensure a high-quality of life for individuals.
- Describe how the county will interact with individuals, families, providers, advocates and the community at large in relation to risk management activities.
- How can ODP assist the county in interacting with stakeholders in relation to risk management activities?
- Describe how you will utilize the county housing coordinator for people with an intellectual disability.
- Describe how the county will engage providers of service in the development of an Emergency Preparedness Plan.

Participant Directed Services (PDS):

- Describe how your county will promote PDS services.
- Describe the barriers and challenges to increasing the use of Agency with Choice.
- Describe the barriers and challenges to increasing the use of VF/EA.
- Describe how the county will support the provision of training to individuals and families.
- Are there ways that ODP can assist you in promoting/increasing PDS services?

Community for All: ODP has provided you with the data regarding the number of individuals receiving services in congregate settings.

- Describe how the county will enable these individuals to return to the community.

HOMELESS ASSISTANCE SERVICES

Describe the continuum of services to individuals and families within the county who are experiencing homelessness or facing eviction by answering each question below. An individual or family is facing eviction if they have received either written or verbal notification from the landlord that they will lose their housing unless some type of payment is received. Include achievements and improvements in services to families experiencing or at risk for homelessness, as well as unmet needs and gaps.

Case management and administration of the Homeless Assistance Program (HAP) continues to be handled in the Commissioners' Office. The Chief Clerk is in charge of the overall administration of the program and the Administrative Assistant provides the direct administration of case management. Emergency homeless situations are referred to the office by the County Assistance Office, Forest County Children & Youth Agency or other concerned and involved stakeholders. Individuals are advised to complete the application process whereby need, eligibility and availability of funds can be determined. Final determination is made by the Chief Clerk and/or a County Commissioner. This system is working very well due to the easily accessible location for potential clients of these services. Whereas, an individual may be embarrassed to be seen going into the Children & Youth Offices or the County Assistance Office, they are comfortable coming into the Courthouse and for residents on the other side of the County we can have them pick up an application at our County Transportation building and at least begin the process. Forest County continues to have an issue with an occasional individual without a home and nowhere to go as there are no shelters in the County.

Bridge Housing:

- Please describe the Bridge Housing services offered. Include achievements and improvements in services to families experiencing or at risk for homelessness, as well as unmet needs and gaps.
N/A
- How does the county evaluate the efficacy of Bridge Housing services?
N/A
- Please describe any proposed changes to Bridge Housing services for FY 17-18.
N/A
- If Bridge Housing services are not offered, please provide an explanation of why services are not offered.
This service requires temporary housing facilities for individuals for up to 18 months and there are none in Forest County.

Case Management:

- Please describe the Case Management services offered. Include achievements and improvements in services to families experiencing or at risk for homelessness, as well as unmet needs and gaps.
N/A
- How does the county evaluate the efficacy of Case Management services?
N/A
- Please describe any proposed changes to Case Management services for FY 17-18.
N/A
- If Case Management services are not offered, please provide an explanation of why services are not offered.
There are no case management services offered with HAP funds. This service is provided through Forest County Children & Youth and Forest Warren Human Services.

Rental Assistance:

- Please describe the Rental Assistance services offered. Include achievements and improvements in services to families experiencing or at risk for homelessness, as well as unmet needs and gaps.
The County utilizes the Homeless Assistance Program funds in the rental assistance category. The funds provide eligible individuals with the funds to help them remain in their homes, either through rental assistance or meeting emergency utility needs. We see gaps in the services in cases where individuals seeking help are inelligible due to an extreme lack of resources. Therefore, the most needy of our applicants are denied because paying a portion of a bill that is about to be shut off may only buy them another month or two and that does not meet the guidelines of the program.
- How does the county evaluate the efficacy of Rental Assistance services?
If a family or individual is able to remain in their home with heat and electric for another year, we feel the services have been successful.
- Please describe any proposed changes to Rental Assistance services for FY 17-18.
None
- If Rental Assistance services are not offered, please provide an explanation of why services are not offered.

Emergency Shelter:

- Please describe the Emergency Shelter services offered. Include achievements and improvements in services to families experiencing or at risk for homelessness, as well as unmet needs and gaps.
N/A
- How does the county evaluate the efficacy of Emergency Shelter services?
N/A
- Please describe any proposed changes to Emergency Shelter services for FY 17-18.
N/A
- If Emergency Shelter services are not offered, please provide an explanation of why services are not offered.
There are no Emergency Shelters in Forest 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
- How does the county evaluate the efficacy of Other Housing Supports services?
- Please describe any proposed changes to Other Housing Supports services for FY 2017-2018.
- If Other Housing Supports services are not offered, please provide an explanation of why services are not offered.
No other housing supports have been needed.

Homeless Management Information Systems:

- Describe the current status of the county's Homeless Management Information System (HMIS) implementation. Does the Homeless Assistance provider enter data into HMIS?

HMIS is combined under the Warren-Forest Economic Opportunity Council and as such is managed by that agency.

SUBSTANCE USE DISORDER SERVICES (Limit of 10 pages for entire section)

This section should describe the entire substance use disorder service system available to all county residents that is provided through all funding sources, including state allocations, county funds, federal grants, HealthChoices, reinvestment funds, etc.

The Forest County Commissioners meet bi-monthly with Forest Warren Department of Human Services personnel. At these meetings they are updated regarding the efficacy of Forest Warren Human Services, are part of the planning process and are in agreement with the complete information provided in the Warren County Plan.

This overview should include:

1. Waiting list information (time frames, number of individuals, etc.) for:
 - Detoxification services
 - Non-hospital rehabilitation services
 - Medication Assisted treatment
 - Halfway House Services
 - Partial Hospitalization
 - Outpatient
2. Barriers to accessing any level of care.
3. Narcan resources available in the county.
4. Resources developed to address the opioid epidemic such as warm hand-off protocols, use of CRS, 24/7 Case management services, use of toll free hotline, coordination with local emergency departments, police, EMS, etc.
5. Treatment Services expansion including the development of any new services or resources to meet local needs.
6. Any emerging substance use trends that will impact the ability of the county to provide substance use services.

This overview should not include the DHS-issued guidelines for the use of Act 152 or BHSI funds. The focus should be a comprehensive overview of the substance use services and supports provided by the SCA and any challenges to providing services.

Target Populations

Please identify the county resources to meet the service needs for the following populations:

- **Adults (including older adults, transition age youth, ages 18 and above)**
- **Adolescents (under 18)**
- **Individuals with Co-Occurring Psychiatric and Substance Use Disorders**
- **Women with Children**
- **Overdose survivors**
- **County's identified priority populations**

Recovery –Oriented Services

Describe the current recovery support services including CRS services available in the county including any proposed recovery support services being developed to enhance the existing system. Do not include information on independently affiliated 12 step programs (AA,NA,etc).

HUMAN SERVICES AND SUPPORTS/ HUMAN SERVICES DEVELOPMENT FUND

For each of these categories (Adult Services, Aging Services, Children and Youth Services, Generic Services and Specialized Services), please use the fields and dropdowns to describe how the county intends to utilize HSDF funds on allowable expenditures (please refer to the HSDF Instructions and Requirements for more detail).

Copy and paste the template for each service offered under each categorical, ensuring each service aligns with the service category when utilizing Adult, Aging, Children and Youth, or Generic Services.

Adult Services: Please provide the following:

Program Name: **Adult Information and Referral**

Description of Services: **Provision of information and/or referrals to individuals at least age 18 and under the age of 60 who need assistance with such things as veteran benefits, election/voter information, transportation needs, utility assistance, eviction notices, property tax assistance and/or other services.**

Service Category: Information & Referral - The direct provision of information about social and other human services, to all persons requesting it, before intake procedures are initiated. The term also includes referrals to other community resources and follow-up.

Adult Services: Please provide the following:

Program Name: **Adult Protective Services**

Description of Services: **Provision of protective assistance to families or individuals at least age 18 and under the age of 60 that are in crisis or a dangerous situation; whereas intervention and assistance is necessary to prevent homelessness.**

Service Category: Protective - A system of social service intervention activities to assist eligible persons in a crisis situation. The term includes social service activities necessary to remove the person from the dangerous situation. See Appendix D for specific services.

Adult Services: Please provide the following:

Program Name: **Adult Transportation Services**

Description of Services: **Transportation services are provided to Forest County residents that are at least age 18 but under the age of 60 to and from medical appointments, to the pharmacy, shopping or for other appointments. In order to ride the vans that provide this service an individual cannot have a**

vehicle of their own, nor can anyone in their household and they must be a person with a disability or a client of medical assistance.

Service Category: Transportation - Activities which enable individuals to travel to and from community facilities to receive social and medical service, or otherwise promote independent living. The service is provided only if there are no other appropriate resources.

Aging Services: Please provide the following:

Program Name: **Aging Information and Referral Services**

Description of Services: **Provision of information and/or referrals to individuals 60 years of age or older who need assistance with such things as veteran benefits, election/voter information, transportation needs, utility assistance, eviction notices, property tax assistance and/or aging services.**

Service Category: Information & Referral - Provides information on available services and facilities and links the consumer with appropriate agencies or community resources that can provide the needed service.

Aging Services: Please provide the following:

Program Name: **Aging Transportation Services**

Description of Services: **Transportation services are provided to Forest County residents 60 years of age or older. These clients may ride the vans to wherever is needed, such as the local community centers, medical appointments, hair dresser appointments, to the pharmacy and shopping.**

Service Category: Transportation (Passenger) - Activities which enable individuals to travel to and from community facilities to receive social and medical service, or otherwise promote independent living.

Children and Youth Services: Please provide the following:

Program Name: **N/A**

Description of Services:

Service Category: Please choose an item.

Generic Services: Please provide the following:

Program Name: **N/A**

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: Please provide the following: (Limit of 1 paragraph per service description)

Program Name: **Children & Youth Specialized Services**

Description of Services: **Provision of counseling services identified as a goal in a family's Family Service Plan that are not covered by insurance and cannot be afforded by the CYS involved family. This category also provides protective assistance to families with children under the age of 18 in the home that are in crisis or a dangerous situation; whereas intervention and assistance is necessary to prevent harm, homelessness and or grounds for dependency and subsequent removal from the home. Additionally safety items are purchased for eligible families that are in need of them but cannot afford them, such as car seats, baby gates and smoke alarms.**

Interagency Coordination: (Limit of 1 page)

If the county utilizes funds for Interagency Coordination, describe how the funding will be utilized by the county for planning and management activities designed to improve the effectiveness of categorical county human services. The narrative should explain both:

- how the funds will be spent (e.g. salaries, paying for needs assessments, etc.).
- how the activities will impact and improve the human services delivery system.

Administration: Forest County utilizes eight percent of the funds to support the salary and benefits of the Chief Clerk for the data collection and completion of the County’s portion of the Forest Warren Human Services Plan, the fiscal monitoring of the grant funds as they are received and expenditures and the general oversight of the program in Forest County.

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.

Forest County Human Services provides drug and alcohol counseling services to eligible adult individuals without insurance. Individual Outpatient, Intensive Outpatient or Group Outpatient Services are provided to eligible individuals at least 18 years of age and under 60 years of age by Family Services of Warren County, Inc. or Deerfield Behavioral Health, Inc.

Category	Allowable Cost Center Utilized
Mental Health	
Intellectual Disabilities	
Homeless Assistance	
Substance Use Disorder	Outpatient/IOP

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

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

County:	1.	2.	3.	4.	5.
Forest	ESTIMATED INDIVIDUALS SERVED	DHS ALLOCATION (STATE & FEDERAL)	PLANNED EXPENDITURES (STATE & FEDERAL)	COUNTY MATCH	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					
Housing Support Services					
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	-		\$ -	\$ -	\$ -

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.
Forest	ESTIMATED INDIVIDUALS SERVED	DHS ALLOCATION (STATE & FEDERAL)	PLANNED EXPENDITURES (STATE & FEDERAL)	COUNTY MATCH	OTHER PLANNED EXPENDITURES

HOMELESS ASSISTANCE SERVICES

Bridge Housing					
Case Management					
Rental Assistance	30		\$ 4,172		
Emergency Shelter					
Other Housing Supports					
Administration			\$ 463		
TOTAL HOMELESS ASSISTANCE SERVICES	30	\$ 4,635	\$ 4,635		\$ -

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					
BHSI Outpatient/IOP	4		\$ 3,000		
BHSI Partial Hospitalization					
BHSI Recovery Support Services					
TOTAL SUBSTANCE USE DISORDER SERVICES	4		\$ 3,000	\$ -	\$ -

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

HUMAN SERVICES DEVELOPMENT FUND

Adult Services	74		\$ 14,500		
Aging Services	227		\$ 22,000		
Children and Youth Services					
Generic Services					
Specialized Services	46		\$ 6,500		
Interagency Coordination					
Administration			\$ 4,000		
TOTAL HUMAN SERVICES DEVELOPMENT FUND	347	\$ 50,000	\$ 47,000		\$ -

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

\$ 3,000 OF HSDF will be used for Outpatient/IOP in Substance Abuse Disorder to serve 4 individuals.

GRAND TOTAL	381	\$ 54,635	\$ 54,635	\$ -	\$ -
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