

Appendix A
Fiscal Year 2017-2018



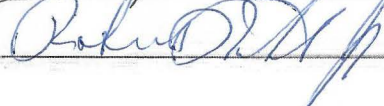
COUNTY HUMAN SERVICES PLAN

ASSURANCE OF COMPLIANCE

COUNTY OF: Mifflin

- 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>	
	Kevin P. Kodish	Date: 6/15/17
	Stephen T. Dunkle	Date: 6/15/17
	Robert Postal, Jr.	Date: 6/15/17

Appendix B

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.

1. Critical stakeholders were involved through quarterly Human Services Development Fund meetings and included representatives from:
 - a. Mifflin Juniata Human Services Department
 - b. Mifflin County Commissioners Board
 - c. Tri-County Drug and Alcohol (TDA/SCA)
 - d. Mifflin County CYS
 - e. Juniata Valley Behavioral and Developmental Services(JVBDS)
 - f. Regional Services (AAA)
 - g. Mifflin County Probation and Parole
 - h. United Way of Mifflin Juniata
 - i. Mifflin County School District
 - j. Mifflin County Communities that Care
 - k. Parent advocates
 - l. TIU #11

2. Stakeholders met quarterly to review information and provide feedback towards the planning process. Each categorical reached out through letters to their own consumers to invite families/stakeholders to engage in the planning process. Additionally, a public hearing was held to allow comment on the plan. Advertisement attached. Needs Assessment Planning was incorporated into the process through the use of assessments conducted by various agencies for their own use. Additionally, the Mifflin Juniata Human Services Department, in partnership with the United Way of Mifflin Juniata and Geisinger Hospital Lewistown, contracted with Penn State University to conduct a 2 county needs assessment which determined emerging priority areas. This assessment was a part of the discussion at quarterly meetings and helped the team discuss potential gaps in service.

3. Advisory boards that were involved in the planning process include the Mifflin County HSDF Advisory Board as well as the Citizens Advisory Board of the JVBDS.

4. The county intends to use funds to provide services to its residents in the least restrictive setting appropriate to their needs. Planning team has met quarterly to discuss plan. Options are made available to address (among others) physical and linguistic barriers as these are the 2 barriers most often encountered.

5. No substantial programmatic and/or funding changes are being made as a result of last year's outcomes unless noted in each individual section.

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 of notice attached. Public hearing notice was sent to local media and also publicized on the county website.
 - a. newspaper ad is attached
 - b. Date of publication is May 24, 2017 in the Sentinel.
2. In attendance were Allison Fisher, Human Services Director, Michael Hannon, Tri-County Drug and Alcohol Commission, Bob Henry, JVBDS. Budget was available for review. Discussion regarding continuation of services since the state budget had not yet passed and allocation letters have not yet been received. Concern over local agencies having to use lines of credit or have programs cut.

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.

Employment: Employment is addressed through a variety of means across services. Through our quarterly HSDF advisory board meetings, categoricals are able to have conversations about specific training opportunities and specific target groups and utilize the county email system and website to get information out quickly. Additionally, through HSDF service coordination funding, we are able to leverage staff time to attend efforts sponsored by Careerlink.

Housing: Our local Housing Coalition has representatives from the categoricals who attend to address ongoing and trending housing needs. Utilization of a housing needs assessment (conducted in 2014 by Diana T. Myers Associates) helps provide the catalyst for addressing issues. The HAP Case manager works closely with a local Outreach effort that includes school district personnel, drug and alcohol staff, mental health/ID staff, police, hospital, and other community representatives. Housing opportunities, including emergency shelter, transitional shelter, permanent supportive housing, master leasing, and rental assistance options are all discussed. Again, staff time is leveraged to participate in these meetings.

PART IV: HUMAN SERVICES NARRATIVE

MENTAL HEALTH SERVICES

Mental Health Services are provided to Mifflin County through a joinder arrangement with Mifflin, Juniata and Huntingdon Counties by Juniata Valley Behavioral and Developmental Services (JVBDS). JVBDS is submitting their portion of the narrative through Huntingdon County. However, JVBDS has been an active participant in the local planning process in Mifflin County.

INTELLECTUAL DISABILITY SERVICES

Intellectual Disability Services are provided to Mifflin County through a joinder arrangement with Mifflin, Juniata and Huntingdon Counties by Juniata Valley Behavioral and Developmental Services (JVBDs). JVBDs is submitting their portion of the narrative through Huntingdon County. However, JVBDs has been an active participant in the local planning process in Mifflin County.

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.

Bridge Housing:

- Service is not provided as need has not been determined to exist and/or adequate provider does not exist.

Case Management:

- *Services offered:* Case management will be provided through Mifflin Juniata Human Services. Case management services include assistance in identifying needs and barriers. Case management seeks to provide the customer with the tools and skills to prevent homelessness. This may include budgeting, life skills, job prep, and referral to applicable services. MJHS proposes to serve 10 clients with \$5800.
- *Achievements/improvements and/or unmet needs/gaps:* We have been able to work with several clients on financial literacy issues during case management meetings and this has proved successful to maintaining budgets for longer than 90 days. Additional funds would allow us to increase the hours we can fund; currently the position is only full-time so we can only serve a limited number of customers.
- *Evaluation of services:* Services will be evaluated by the Mifflin Juniata Human Services Director as part of yearly monitoring and reports reviewed by the HSDF and EFSP Advisory Boards.
- *Changes proposed:* No proposed changes.

Rental Assistance:

- *Services offered:* Rental Assistance will be provided through Mifflin Juniata Human Services. Rental assistance will provide payment for rental needs or utility shutoffs that would lead to eviction. Rental assistance funds can also be used for rental payments to move people out of shelters. MJHS proposes to serve 10 customers with \$4942.
- *Achievements/improvements and/or unmet needs/gaps:* We have been able to work with several clients maintaining housing for over 90 days. Additional funds would allow us to increase the assistance we can fund; average amount of assistance is \$500.
- *Evaluation of services:* Services will be evaluated by the Mifflin Juniata Human Services Director as part of yearly monitoring and reports reviewed by the HSDF and EFSP Advisory Boards.
- *Changes proposed:* No proposed changes.

Emergency Shelter:

- *Services offered:* Emergency Homeless Shelter is provided by Shelter Services, Inc. They are proposing to serve 5 customers with \$9,000. Additionally, emergency homeless shelter is provided to victims of domestic violence through The Abuse Network. They propose to serve 10 customers with \$5000. Services provided are temporary emergency housing, typically for 14 days.
- *Achievements/improvements and/or unmet needs/gaps:* No improvements/changes noted at this time.
- *Evaluation of services:* Services will be evaluated by the Mifflin Juniata Human Services Director as part of yearly monitoring and reports reviewed by the HSDF Advisory Board.
- *Changes proposed:* No changes proposed.

Other Housing Supports:

- Service is not provided as need has not been determined to exist and/or adequate provider does not exist.

Homeless Management Information Systems:

- County has fully implemented HMIS usage and reports regularly. Central Region CoC and Diana Myers Assoc. have been particularly helpful with this process.

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

Drug and Alcohol services are provided to Mifflin County through a joinder agreement with Juniata and Huntingdon Counties by Tri-County Drug and Alcohol Commission (SCA). TDA is submitting their portion of the narrative through Juniata County. TDA has been an active participant in the local planning process in Mifflin County.

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:

Program Name/ Description:

- Shelter Services will provide service planning/ case management services to residents of an emergency shelter
 - * Shelter Services is an emergency shelter that helps the homeless and those at risk of being homeless attain self-sufficiency by offering shelter, housing, and services. HSDF funding helps this agency provide life skills case management for an average of 14 days per person in the shelter. These services help the customer develop a healthy lifestyle that is beneficial to them achieving the highest level of self-sufficiency and maximum independence.

Service Category:

- Service planning/Case management – a series of coordinative staff activities to determine with the client what services are needed and to coordinate their timely provision by the provider and other resources in the community.

Planned Expenditures:

- Shelter Services will provide service planning/case management services to 18 homeless clients at \$4725.

Program Name/ Description:

- Clear Concepts Counseling will provide service planning/ case management services to inmates identified with drug/alcohol issues.
* Clear Concepts Counseling is a licensed counseling center for persons with drug/alcohol issues.. HSDF funding helps this agency provide services for inmates in need. These services help the customer develop a healthy lifestyle that is beneficial to them in achieving the highest level of self-sufficiency and maximum ability to remain sober upon release.

Service Category:

- Service planning/Case management – a series of coordinative staff activities to determine with the client what services are needed and to coordinate their timely provision by the provider and other resources in the community.

Planned Expenditures:

- Clear Concepts Counseling will provide service planning/case management services to 125 clients at \$4725.

Aging Services: none planned, no change from previous year

Children and Youth Services: none planned, no change from previous year

Generic Services: Please provide the following:

Program Name/ Description:

- The Abuse Network will provide case management services to victims of domestic violence
- Abuse Network operates an emergency shelter for battered women and their children. As part of these HSDF services, clients will receive education on personal safety and domestic violence, information on community resources, and systems advocacy.

Service Category:

- Service planning/Case management – a series of coordinative staff activities to determine with the client what services are needed and to coordinate their timely provision by the provider and other resources in the community.

Client Population (only if Generic): Adult and children

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Planned Expenditures:

- The Abuse Network will provide case management services to 35 victims of domestic violence for \$3458

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/ Description of Services:

- Big Brothers Big Sisters will provide mentoring services

The target group of clientele for services is at-risk youth, male and female, between the ages of ten and eighteen. Focus is particularly on children living in single female head of households where the family group is living at or below the poverty level. The child's parent(s) must be willing to accept the services offered. BBBS goals are to establish a one-on-one mentoring relationship to provide additional social and educational support to these youth that will enhance their personal and character development. BBBS provides two programs under this service. The first is a traditional/community based mentoring program that matches children with adult volunteers with similar interests. The second Juniata Valley YMCA Big Brothers Big Sisters (BBBS) is a School Based-mentoring program which matches High School Juniors and Seniors as mentors to 2nd – 5th grade elementary students at two sites in the community. These matches meet at a predetermined time and place in a group setting supervised by a BBBS designated site supervisor. The programmatic emphasis is changing from the traditional/community based to site or school based mentoring due to liability issues. Each child is given a needs assessment during the initial screening process and every six months thereafter. The BBBS Coordinator makes regular contact with the parents, child, and the big brother or sister. Each adult volunteer and youth has a file. Each contact with the volunteer, youth, or parent/guardian is documented in the file and on the file's cover sheet.

The LUMINA Center will provide mentoring services

Mifflin County has a very serious drug problem. Consequently, many of the children who attend activities at the Lumina Center are directly affected by problems that stem from drug and alcohol use and abuse within a family system. Over the course of the past year, the Lumina Center has consistently serviced over 110 children from low-income families. Statistics prove that the hours directly after school and into the early evening are the times when more juvenile delinquency, teen pregnancy and risky behaviors occur. The Lumina Center attempts to make programming available to children and youth during these most crucial times. It is of utmost importance to provide a safe, drug-free atmosphere that is well supervised by caring, loving adults who are able to serve as positive role models for these youth. Many of the youth do not have positive role models in their lives, and so the Lumina Center endeavors to "fill that gap" to at least some degree. The target clientele for the Center are children between the ages of eight to eighteen years of age, except for the Rainbow Summer program that accepts children as young as six years of age. The services offered by the Lumina Center are available to both male and females. The Lumina Center is a youth center that offers free programming to the children and youth of Mifflin County. The LUMINA Center offers the following programs: Drop-In Center, After-School Program, Summer Program, and Rainbow Summer. The LUMINA Center provides a relaxed atmosphere in which teens are able to communicate and become educated on behavioral, emotional, and social issues. The main goal of the LUMINA Center is to provide preventative services and community outreach to at-risk youth in the following categories: drug and alcohol education, high-school drop-out prevention services, smoking cessation information, and training for the LUMINA Center volunteers. The LUMINA Center accomplishes these goals through Drop-In and After School and Summer Programs.

Planned Expenditures:

- Big Brothers Big Sisters will provide mentoring services to 5 clients at \$3000.
- The LUMINA Center will provide mentoring services to 150 clients at \$5000.

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:

- Interagency coordination will be provided by Mifflin Juniata Human Services for a cost of \$24092. Services will include the following:
- Plan and manage activities and meetings designed to improve the effectiveness of county human services.
- Keep the County Commissioners informed about Human Services Department activities, plans, and projects.
- Continue to evaluate the county’s human service needs to identify gaps or duplication of services through informal assessment. When gaps in services are identified, the Human Service Director will help to develop and seek funding for program and services that address the unique needs of the local community.
- Work closely with public and private human services providers within the community. Coordinate services between these agencies whenever possible.
- Keep informed about political developments and social trends related to the human service field that could potentially impact the local community. This information will be passed along to persons/agencies that would benefit or will be impacted by the information.
- Attend and/or coordinate training as related to grant funding and activities.
- Coordinate quarterly meetings with the Mifflin County Human Services Planning Advisory Board.
- Seek additional funding sources through grants for other County Departments and local human service agencies as approved by the County Commissioners.
- It is our hope that the outreach services improve the ability of the HS office to work across the categoricals to provide a responsive and efficient delivery system.

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.

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

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

Non-Block Grants topic of upcoming meeting

On May 31, at 5 pm at the proposed budget and the COMPASS Center, 31 S. Dorcas Street, Lewistown, a public meeting will be held to discuss the submission of the Human Services Non-Block Grant plan to the state Department of Human Services (DHS). This public meeting will provide an opportunity for citizens to view the proposed budget and make comment. Any questions can be directed to Allison Fisher at the Mifflin Juniata Human Services Department, 20 North Wayne St. Lewistown, PA 17044. The telephone number is 717-242-5452. Requests can also be emailed to afisher@co.mifflin.pa.us.

Public Hearing Notice
May 10, 2017
For immediate release

Contact: Allison Fisher
Human Services Director
20 North Wayne St.
Lewistown, PA 17044
717-242-5452
afisher@co.mifflin.pa.us

Public Meeting for Review of Human Services Plan

On May 31, 2017 at 5:00 pm at the COMPASS Center, 31 S.Dorcas Street, Lewistown, a public meeting will be held to discuss the submission of the Human Services Non-Block Grant plan to the state Department of Human Services (DHS).

This public meeting will provide an opportunity for citizens to view the proposed budget and make comment.

Any questions can be directed to Allison Fisher at the Mifflin Juniata Human Services Department, 20 North Wayne St. Lewistown, PA 17044. The telephone number is 717-242-5452. Requests can also be emailed to afisher@co.mifflin.pa.us.

APPENDIX C-2 : NON-BLOCK GRANT COUNTIES

County: MIFFLIN	1. ESTIMATED INDIVIDUALS SERVED	2. DHS ALLOCATION (STATE & FEDERAL)	3. PLANNED EXPENDITURES (STATE & FEDERAL)	4. COUNTY MATCH	5. OTHER PLANNED EXPENDITURES
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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	-		\$ -	\$ -	\$ -
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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	-		\$ -	\$ -	\$ -
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Please enter the ID allocation above (unless your county is a non-submitting joinder county).

APPENDIX C-2 : NON-BLOCK GRANT COUNTIES

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

Bridge Housing			\$ -		
Case Management	10		\$ 5,800		
Rental Assistance	10		\$ 4,942		
Emergency Shelter	15		\$ 14,000		
Other Housing Supports			\$ -		
Administration			\$ 2,749		
TOTAL HOMELESS ASSISTANCE SERVICES	35	\$ 27,491	\$ 27,491		\$ -

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					
BHSI Partial Hospitalization					
BHSI Recovery Support Services					
TOTAL SUBSTANCE USE DISORDER SERVICES	-		\$ -	\$ -	\$ -

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

HUMAN SERVICES DEVELOPMENT FUND

Adult Services	143		\$ 9,450		
Aging Services			\$ -		
Children and Youth Services			\$ -		
Generic Services	35		\$ 3,458		
Specialized Services	155		\$ 8,000		
Interagency Coordination			\$ 24,092		
Administration			\$ 5,000		
TOTAL HUMAN SERVICES DEVELOPMENT FUND	333	\$ 50,000	\$ 50,000		\$ -

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

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GRAND TOTAL	368	\$ 77,491	\$ 77,491	\$ -	\$ -
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