

Dutchess County Child & Family Services Plan 2007-2011

DSS 2010 Update

OUTCOME 1: Families will provide children with safe, stable and nurturing environments and Dutchess County will provide children, youth and their families with opportunities to help them meet their needs for physical, social, moral and emotional growth.

GOAL 1: Families, including nuclear, extended and adoptive families are strengthened and supported so they are able to raise, nurture, and ensure the children's connections to their heritage and in planning for their children's futures (Title IVB Goal 1 & Goal 5).

Strategy	Target	Actual Performance	Activity/Person Responsible	Time Frame
1. Dutchess County DSS Preventive Services and Foster Care case managers will participate in a family treatment court which offers enhanced family support and frequent reviews during the court process for families in which substance abuse has contributed to child neglect.	All cases receiving Family Treatment Court services will be reviewed at weekly case conferences so that families will deal with substance abuse issues and receive treatment to improve family functioning, promote children's safety and ensure that their needs are met.	All open FTC cases were reviewed at case conferences held 2 to 3 weeks each month at Family Court. In 2010, five individuals and their families graduated from Family Treatment Court. This program will not continue in 2011 due to budget cuts to Office of Court Administration.	Preventive and foster care case managers and supervisors.	Ongoing
2. Dutchess County DSS Children's Services and legal staff members will participate in weekly case conferences to review CPS, Preventive and foster care cases which meet set criteria including complex issues, multiple service providers, differences of opinion, very young children, and multiple CPS reports.	Every case conferenced will have plans and services assessed and revised to ensure that all issues of child safety and family needs are met.	All cases conferenced were assessed and revised, as necessary, to ensure all issues of child safety and family needs were met. Cps/preventive case reviews occur weekly and foster care case reviews occur bi-weekly.	CPS and Foster care supervisors to chair the meetings and keep records of cases reviewed and decisions made each week.	Ongoing
3. Pre-teens and young teens and their families will participate in the Strengthening Families Program, which is group training to enhance parent-child communication and appropriate teen decision making.	A minimum of sixteen youth and their parents will participate in the program per year.	In 2010, 25 youth and their families participated in the Strengthening Families Program.	Foster care and CPS case managers who administer the program.	Ongoing.
4. Birth families who request voluntary placement of children will meet with the DSS intake worker and be referred to CCSI and/or the Department of Probation if needed.	All families requesting voluntary placement will have assessment to determine whether children can be safely maintained at home with appropriate community supports and services in place prior to a voluntary placement being made.	All families requesting voluntary placements were assessed to determine if the children could be safely maintained in the community prior to placement. 15 families received assessments in 2010 and two voluntary placements occurred.	DSS intake worker	Ongoing

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5. Options for more comprehensive pre and post adoption services will be explored.	DSS will explore at least two options to offer adoptive children and families increased opportunities for supportive services.	DSS used at least 2 options for supportive and therapeutic services for adoptive children in 2010. In 2011, this goal will be discontinued as the primary service contractor has lost funding.	DSS Director of Children's Services and foster parent liaison.	Ongoing
6. Dutchess County DSS will contract with Astor Home For Children to provide five crisis intervention waiver slots to provide in home services to children at risk of psychiatric hospitalization and their families, to enable those children to remain in the community.	5 children per year will receive waiver services.	At least five children utilized the waiver slots in 2010	Astor Home For Children High Risk Services Staff.	Ongoing.
7. Dutchess County DSS will continue to work in collaboration with Astor and Children's Village for implementation of services through the B2H program which is designed to provide qualified children with health care services that will stay with the child until the child turns 21 years of age.	DSS will utilize available waiver slots as they become available. In 2009, Dutchess County received 7 waiver slots for severely emotionally disabled children. In addition, in 2009, Region 5 received 11 waiver slots for developmentally disabled children and 2 waiver slots for medically fragile children. In 2010, there will be an additional 12 slots added to the developmentally disabled children, 1 slot added to the medically fragile children, and 19 added to the severely emotionally disabled children.	D.C. DSS continues to participate in the B2H program and presently all of Dutchess County's slots are full. In 2010, there were 21 Dutchess County Children in the B2H program. Presently, there are 37 children in the B2H program.	B2H Liaisons from DSS (supervisor and worker), Astor B2H liaison, Children's Village B2H liaison, Director of Children Services	Ongoing
8. Dutchess County DSS will reduce our Recurrence Rate of Child Maltreatment/Abuse.	DSS is presently at 15.5% of recurrence and the rest of the state is at 12.8%. DSS plans on reducing this percentage to 12.5% within two years.	D.C. DSS continues to work on ways to reduce the recurrence rate. As of September 2010, the recurrence rate was 17.1% and the goal remains 12.5% by December 2011.	CPS Supervisors, Assistant Director of Children Services, and Director of Children Services.	Ongoing

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GOAL 2: Children who are removed from their birth families will be ensured stability, continuity, and an environment that supports all aspects of their development (Title IV-B Goal 2).

Strategy	Target	Actual Performance	Activity/Person Responsible	Time Frame
1. Dutchess County foster and pre-adoptive parents will receive MAPP training to become certified to provide care to children, and will be offered ongoing training opportunities regarding various aspects of childcare and development at DSS, other community agencies, or via the internet.	All foster and pre-adoptive parents will be trained to increase their awareness of child care, development, issues facing foster children and how to meet the children's needs.	100% of foster and adoptive parents were MAPP trained. In 2010, 29 families participated in MAPP training.	Supervisor of DSS Homefinding unit and foster parent liaison to arrange for and keep records of training.	Two MAPP training sessions will be offered per year. Other training offered a minimum of 4 times per year.
2. Dutchess County DSS foster parent liaison will be available as a resource to foster and adoptive parents.	All foster and adoptive parents will have ongoing support in place to assist in meeting their needs and the needs of foster and adoptive children.	100% of foster and adoptive parents received supportive services by the Foster Parent Liaison.	DSS foster parent liaison.	Ongoing
3. Dutchess County CPS and foster care case managers will attempt to locate appropriate extended family members to become certified as foster parents, become guardians, or accept custody of children who need to be removed from their birth families.	In all cases where children are removed from their birth families, appropriate family resources will be assessed so that Dutchess County children will continue in their family environment wherever possible.	Relatives or significant community members were assessed as possible resources in 100% of cases where children were removed from their birth families.	CPS supervisors and case managers, foster care supervisors and case managers.	Ongoing
4. Dutchess County foster care case managers will participate in a permanency court which will provide thorough reviews of diligent efforts, eight months after removal and every six months thereafter while children are in foster care.	All foster care cases will be reviewed to provide an opportunity for increased coordination and participation by parents to ensure that children's needs are met and permanency is achieved in the shortest amount of time possible.	100% of foster care cases received permanency reviews at Family Court.	Foster care case managers and supervisors.	Ongoing
5. Dutchess County DSS will find permanency for children within two years of placement 57% of the time.	D. C. DSS is currently finding permanency for children within two years at a rate of 48% and the rest of the state is at 62%. DSS will work with D.C. Family Court in a collaborative effort to achieve this goal by filing petitions timely, presenting settlements timely, improving time management at DSS and Family Court, and locating fathers and relatives early on as possible resources for children in placement.	54% of children who were in placement as of 12/31/08 exited to a permanent exit within two years. 63% of children entering foster care for the first time in 2008 exited to a permanent exit within two years.	CPS supervisors, Foster Care Supervisors, Assistant Director of Children Services, and Director of Children Services.	ongoing

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Strategy	Target	Actual Performance	Activity/Person Responsible	Time Frame
6. Foster care workers will prepare children and case records for adoption as soon as the permanency goal is changed to adoption.	All foster care workers will start the process of preparing children on their caseloads for adoption when the goal is changed to adoption to shorten the length of time needed to achieve permanency for these children.	All foster care case managers continue to prepare children and the case records for adoption once the goal is changed.	Foster care case managers and supervisors.	Ongoing
7. A library of resource materials will be created for foster and adoptive parents.	All foster parents will have resource materials available to assist them in meeting the needs of foster children placed with them.	A resource library is maintained at DSS and monitored by the Foster Parent Liaison. All library resources are available to all foster and adoptive parents.	Foster parent liaison	Ongoing
8. Dutchess County DSS will provide when needed, diagnostic assessments to children who have been removed from their homes by Child Protective Services and will utilize information learned to obtain appropriate services for the children (Strategy language revised for 2011)..	All children coming into foster care will be assessed by DSS case managers and/or Poughkeepsie Children's Home staff so that an appropriate level of care can be achieved.	All children continue to be assessed for appropriate level of care and diagnostic assessments are conducted when deemed necessary.	DSS homefinding and foster care case managers and supervisors.	Ongoing Contract reviewed yearly.

OUTCOME 1: Families, including nuclear, extended and adoptive families are strengthened and supported so they are able to raise, nurture, and ensure the children's connections to their heritage and in planning for their children's futures.

GOAL 3: Victims of family violence, both child and adult will be afforded the safety and support necessary to achieve self sufficiency and /or to ensure growth and development (Title IV-B Goal 3).

Strategy	Target	Actual Performance	Activity/Person Responsible	Time Frame
1. Dutchess County DSS case managers and supervisors will participate in training with domestic violence staff to learn about the dynamics of domestic violence and effective strategies and interventions.	All DSS case managers and supervisors will be trained regarding domestic violence so that safety and support services to families dealing with Domestic Violence issues will be enhanced.	All child welfare staff are provided with Domestic Violence trainings onsite and offsite.	Preventive foster care and CPS case Managers and supervisors	Ongoing
2. A domestic violence liaison will be located in Dutchess County DSS Children's Services division to act as a resource and support to children's services staff members in their work with families dealing with domestic violence issues.	A minimum of 150 families per year will receive direct services or consultation services from the domestic violence liaison.	In 2010, the DV liaisons received 294 referrals and worked with 243 clients.	Assistant Director and domestic violence liaison.	Ongoing

OUTCOME 2: Youth will be prepared for their eventual economic self-sufficiency and demonstrate good citizenship as law abiding, contributing members of their families, schools and communities.

GOAL 1: Youth, including adolescents in foster care, pregnant, parenting and at-risk teens will develop the social, educational and vocational skills necessary for self sufficiency (Title IV-B Goal 4).

Strategy	Target	Actual Performance	Activity/Person Responsible	Time Frame
1. Dutchess County DSS Supervisor of independent living youth will utilize a data base to track the number of Independent Living and deemed Independent Living foster care youth completing high school, number of youth engaged in a work activity or community services and number of youth discharged with a significant adult involved.	Date will be collected as a step toward determining the life skills and needs of independent living youth in Dutchess County foster care placements.	At present, the foster care case managers are keeping the data of the I.L. youth on their caseload. In 2012, we will look to streamline this data onto one database maintained by the foster care supervisor.	DSS Supervisor of Independent Living Youth.	December 2007
2. Dutchess County DSS will contract with placement and community agencies to provide appropriate supportive services to adolescents both during and after foster care placement.	All adolescents in foster care or receiving after care services will be offered life skills, anger management, decision making training, substance abuse and mental health services and case planning services as needed.	All adolescents in foster care or after care, receive supportive services, and case planning.	Foster care case managers and supervisors, Director of Children's Services and contract agency staff.	Ongoing Contract renewed yearly
3. Dutchess County DSS independent living case manager will assess the developmental needs and life skills of IL youth in Dutchess County foster homes and arrange for and provide training needed to achieve self-sufficiency.	A minimum of two independent living training sessions per year will be offered to youth in Dutchess County foster homes who have a goal of independent living to assist them in developing the skills necessary for self-sufficiency.	Dutchess County provided three Independent Living Trainings onsite in 2010.	Independent living foster care case manager and supervisor.	Ongoing
4. Dutchess County DSS independent living case manager will enlist the help of foster parents to teach independent living skills to youth in foster homes.	All youth with a goal of independent living who are in foster homes will receive independent living skills training.	All youth with a goal of Independent Living, who are in foster homes, received independent living skills training.	Independent Living case manager and supervisor	Ongoing

OUTCOME 2: Youth will be prepared for their eventual economic self-sufficiency and demonstrate good citizenship as law abiding, contributing members of their families, schools and communities.

GOAL 1: Youth, including adolescents in foster care, pregnant, parenting and at-risk teens will develop the social, educational and vocational skills necessary for self sufficiency (Title IV-B Goal 4).

Strategy	Target	Actual Performance	Activity/Person Responsible	Time Frame
5. A 6 month trial discharge period will be sought for all youth with a goal of independent living or deemed to have a goal of independent living who are discharged from foster care in Dutchess County.	Youth with a goal of independent living or deemed to have a goal of independent living will have an opportunity for supportive services and case management services for a minimum of six months.	All youth with a goal of Independent Living are provided with supportive services and case management services for a period of 6 months.	Independent living case manager and foster care case managers and supervisors.	Ongoing.
6. Dutchess County DSS will fund PINS and JD diversion and Supervision Services through the DC Probation Department and PINS / Truancy and Project Return Services through the Youth Bureau.	Case planning and supervision will be provided to youth to promote the good decision making and personal responsibility needed to achieve social, educational, and vocational goals.	DSS continued funding for the PINS and JD diversion Services through the Probation Dept and Youth Bureau.	DSS Preventive Services Supervisor, Director of Children's Services and contract agency staff	Ongoing. Contracts renewed yearly
7. Dutchess County DSS will contract with Dutchess County Probation Department to provide NCTI cognitive-behavioral training groups to at-risk teens.	A minimum of two group sessions of teens will be taught life skills.	At present, the foster care case managers are keeping the data of the I.L. youth on their caseload. In 2012, we will look to streamline this data onto one database maintained by the foster care supervisor.	DSS Director of Children's Services and contract agency staff	Ongoing

OUTCOME 2: Youth will be prepared for their eventual economic self-sufficiency and demonstrate good citizenship as law abiding, contributing members of their families, schools and communities.

GOAL 2: Youth including runaway and homeless youth will have access to prevention, intervention, and treatment services that promote physical and emotional health.

Strategy	Target	Actual Performance	Activity/Person Responsible	Time Frame
1. DCDSS will fund PINS and JD diversion and Supervision Services through the DC Probation Department and PINS / Truancy and Project Return Services through the Youth Bureau.	Case planning and supervision will be provided to youth to obtain the intervention and treatment services needed.	D.C. DSS continued funding for the PINS/JD diversion services through the Probation Dept and Youth Bureau.	DSS Preventive Services Supervisor, Director of Children's Services and contract agency staff.	Ongoing. Contracts renewed yearly
2. Dutchess County DSS will fund 4 crisis respite beds at the Riverhaven Shelter for teens.	A minimum of 18 youth per year including runaway, homeless, PINS, JD, abused and neglected children will be provided a safe haven and case management services in times of crisis.	D.C. DSS continues to fund and utilize the crisis respite beds at Riverhaven.	Director of Children's Services and contract agency staff.	Ongoing Contracts renewed yearly

OUTCOME 3: Adults in the community will be protected from harm.

Goal 1 - The number of homeless individuals in temporary housing will be reduced.

Strategy	Target	Actual Performance	Activity/Person Responsible	Time Frame
1. The Adult Services Division will work with community agencies to develop permanent housing.	The number of temporary housing placements and the average length of stay will be reduced by 10%.	The number of housing placements increased in 2010. However the length of stay decreased from 14.6 weeks in 2009 to 11.97 weeks in 2010. D.C. plans to continue this strategy as there is still a need for affordable housing. A rooming house for singles, appropriate housing for sex offenders and those with mental illness and substance abuse are still needed.	Director of Adult Services	Ongoing
2. The Adult Services Division will offer rent supplementation to single individuals in temporary housing.	The number of temporary housing placements and the average length of stay will be reduced by 10%.	This strategy was deleted as D.C.'s rent supplementation plan was not approved by the state	Adult Services Staff	Ongoing
3. The Adult Services Division will create a comprehensive resource listing of subsidized/ low income housing and landlords in Dutchess County.	The number of temporary housing placements and the average length of stay will be reduced by 10%	A resource was created and will continue to be updated on an ongoing basis. This resource list has been helpful for locating affordable housing.	Supervisor of Housing Unit.	2010
4. A checklist will also be developed by the Adult Services Division listing all subsidized/low income housing, when applications were filed and what the follow-up is -- to be included in Adult Services records	The number of temporary housing placements and the average length of stay will be reduced by 10%.	A checklist has been created and will be updated on a regular basis. It is helpful for workers to ensure applications have been completed for all affordable housing.	Supervisor of Housing Unit.	2010
5. The Supervisor of the Housing Unit and the Director of Adult Services will participate in Dutchess County Housing Consortium meetings and share information about housing opportunities with the DSS Adult Services Unit.	The Director or the Supervisor will attend all Consortium meetings and report back to staff	We continue to attend all meetings and are able to share information about housing and other topics with our staff.	Director of Adult Services and Supervisor of Housing Unit	Ongoing

OUTCOME 3: Adults in the community will be protected from harm.

GOAL 2: Impaired adults who are abused, neglected or exploited by others will have their situation thoroughly investigated and be protected.

Strategy	Target	Actual Performance	Activity/Person Responsible	Time Frame
1. New Adult Services case managers will attend Protective Services for Adults training through Brookdale.	All new case managers will be registered for the next available training after the date of hire.	All our case managers continue to attend Brookdale and find the training and the interaction with other counties extremely helpful. In 2010, we did not have any new case managers.	Director of Adult Services	Ongoing
2. The Adult Protective Services Manual will be updated and expanded on a continuing basis.	The section dealing with guardianship will be written.	This is an ongoing project. Changes are made as needed. This manual gives guidance to workers.	Director of Adult Services	Ongoing
3. An Adult Protective case manager will be designated to conduct public information sessions about adult abuse to enable the public to better recognize and report on it.	The Case Manager will be designated and conduct 5 sessions per year.	8 sessions were conducted in 2010 to better educate the public about adult abuse.	Director of Adult Services	Ongoing

OUTCOME 3: Adults in the community will be protected from harm.

GOAL 3: Utilize multi-disciplinary community resources to improve assessments and to develop service plans which reduce risk and protect adults.

Strategy	Target	Actual Performance	Activity/Person Responsible	Time Frame
1. Service providers will be invited to speak to DSS staff	6 service providers will be invited to speak to staff and will make presentations	2 service providers spoke in 2010. It is important for workers to know about different programs in order to make appropriate referrals.	Director of Adult Services	2 per year
2. A Case Manager will attend meetings of the elder abuse task force.	A case manager will attend all meetings of this committee.	Our case manager continues to attend meetings of the elder abuse task force and is able to provide insight into protective services for adults.	Case Manager	Ongoing
3. Director of Adult Services will attend the Commissioner's Advisory Committee which brings together a network of Service providers and share information obtained at these meetings with supervisors and staff.	Director of Adult Services staff will attend all meetings of this Committee	The director continues to attend all meetings and shares information with staff.	Director of Adult Services	Ongoing
4. Adult Services will present difficult cases to an internal DSS Case Consultation Team.	The Team will review a minimum of 20 cases per year	Three cases were reviewed in 2010. This is a useful strategy and more effort must be made to hold more meetings. It gives workers different ideas in developing plans and referring clients for services.	Adult Services Supervisor	Ongoing

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YOUTH SERVICES 2010 Update

OUTCOME 2: Youth will be prepared for their eventual economic self-sufficiency and demonstrate good citizenship as law abiding, contributing members of their families, schools and communities.

GOAL 1: Youth, including adolescents in foster care, pregnant, parenting and at-risk teens will develop the social, educational and vocational skills necessary for self sufficiency (Title IV-B Goal 4).

Strategy	Target	Actual Performance	Activity/Person Responsible	Time Frame
1. To serve more youth, the WIB Youth Council will implement the TANF Summer Youth Employment Funding.	Number of slots	As a result of the 55% reduction in 2010 funding, the number of slots to serve youth was reduced. In 2010, 66 youth were employed. 55 of those youth also participate in the On the Job Training program.	SAVY Commissioner.	By the end of 2011.
2. To assist students to advance academically, the Youth Board will allocate funding for academic enrichment and tutoring services during the after school hours.	Participation programs and 90% of served youth will show improvement.	For 2010 – ML King Cultural Center achieved 50% of their outcomes; Northeast Community Center achieved 100% of their outcomes; and Poughkeepsie United Methodist Church met 100% of their outcomes.	Youth Services Staff	Annually- reported to the Youth Board by June.
3. To provide vocational experiences for youth, the Youth Board will allocate funding for jobs or internships.	Number of programs, number of youth served and number of jobs generated.	Five programs served a total of 153 youth in 2010 through subsidized employment and/or internships. The agencies all reported a 100% achievement of their outcomes. (ML King Cultural Center, Northeast Community Center, Mid Hudson Children’s Museum, T/Hyde Park Recreation, and T/Poughkeepsie Recreation.	Youth Services Staff	Annually- reported to the Youth Board by June.
4. To assist older homeless and at risk youth in successfully transitioning into adulthood and higher levels of self-sufficiency, Youth Services will fund Programs that teach life skills and help youth obtain employment, housing, and other needed services.	85% of the 125 youth to be served annually will be living independently or in otherwise appropriate housing, employed and/or attending educational/vocational training at time of discharge.	For 2010 – 87% of the youth discharged from River Haven’s ILP were wither living independently or in housing appropriate to their needs. 75% of the discharged youth obtained employment or were enrolled in educational or vocational training. This outcome fell short due to the poor economy and lack of jobs for teens.	Youth Services Staff and DC RHYSC	Annually- reported to the Youth Board by June
5. To provide older homeless youth with safe, supervised housing combined with services that help to prepare them for independent living, the Youth Bureau will support the River Haven TLC and oversee its compliance with OCFS regulations.	Program will maintain certification and federal funding	For 2010 – River Haven continued to receive an HHS grant of \$200,000 to operate their transitional living program as well as maintaining State certification.	Youth Services Staff and DC RHYSC.	Annually in program report

OUTCOME 2: Youth will be prepared for their eventual economic self-sufficiency and demonstrate good citizenship as law abiding, contributing members of their families, schools and communities. UPDATED JULY 2005

GOAL 1: Youth, including adolescents in foster care, pregnant, parenting and at-risk teens will develop the social, educational and vocational skills necessary for self sufficiency (Title IV-B Goal 4).

Strategy	Target	Actual Performance	Activity/Person Responsible	Time Frame
6. To ensure that the needs of homeless youth are represented in countywide planning for the homeless, the RHYSC will supply data, attend meetings of the DC Housing Consortium and participate in the execution of the County's Ten Year Plan to End Homelessness Plan's Updates.	Minutes of Housing Consortium will indicate attendance of RHYSC at 75% of the meetings.	For 2010 – Two meetings were attended which are documented in the previous Youth Bureau Executive Director's reports.	DC RHYSC	Progress reported in Director's Reports to Youth Board

OUTCOME 2: Youth will be prepared for their eventual economic self-sufficiency and demonstrate good citizenship as law abiding, contributing members of their families, schools and communities.

GOAL 2: Youth including runaway and homeless youth will have access to prevention, intervention, and treatment services that promote physical and emotional health.

Strategy	Target	Actual Performance	Activity/Person Responsible	Time Frame
1. To increase family support and family communication, the Youth Board will fund services that strengthen families.	500 youth will be served and 50% will achieve their targeted outcomes.	For 2010 – 2438 youth were served by seven programs with an average of 94% of their outcomes being met. The agencies included Grace Smith House, Mental Health America YIP, and Hudson River Housing river Haven programs, Child Abuse Prevention Center CAC, Family Services Teen Parents, and Youth Services Unit.	Youth Services Staff	Annually- reported to the Youth Board by June.
2. To decrease the number of PINS/JD youth in placement, the County will provide PINS/JD Pre-Diversion and Diversion Services for youth referred by Probation.	70% of the youth served will successfully complete their program and not return to Probation.	For 2010 - 91.5% of the PINS/JD youth served successfully completed their counseling and did not return to Probation.	Youth Services Staff	Annually- reported to the Youth Board by June.
3. To provide access to services, the Youth Board will fund services that link youth to intervention and treatment services.	60% of youth served by funded programs will achieve targeted outcome/s	For 2010 – An average of 98% of the youth served in the following programs achieved the outcomes: Child Abuse Prevention Ctr CAC, Grace Smith House, Mental Health America, Hudson River Housing River Haven Shelter and Independent Living programs, DC Youth Services Unit, Family Services Inc Teen Parents & TRAC & Domestic Violence Youth programs.	Youth Services Staff	Annually- reported to the Youth Board by June.
4. To alleviate the risks encountered by runaway and homeless youth and provide immediate access services that help them re-unite with their families or secure other appropriate living situations, the Youth Board will fund a continuum of services including: 24 hour crisis intervention services, shelter, case management, counseling, advocacy and referral to needed resources.	90% of the 1100 youth served will be successfully assisted through crisis intervention services. 95% of the 150 youth sheltered will be re-united with family or placed in an otherwise safe and appropriate living situation at discharge.	In 2010, 1075 out of the 1106 youth (97%) were successfully assisted through crisis intervention services. In 2010, 121 out of 126 youth (96%) from the shelter were re-united with family or placed in an otherwise safe and appropriate living situation at discharge.	RHY Services Coordinator.	Annually- reported to the Youth Board by June.

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5. To reduce out-of-home placement and increase service access, Youth Services will serve on the Enhanced Coordinated Children's Services Initiative.	Collaborative Team Effort in addressing needs. (Process) Annual Report	For 2010 - Staff attended four (4) Tier II meetings and at least seven (7) Tier 1 network meetings.	Youth Services Staff	Annually- reported by Astor High Risk Services.
6. To support the reduction of community risk factors and increase the community's protective factors, Youth Services will support CAPE's mission and participate in Eastern Dutchess Coalition	Tracking result of schools' surveys and development plans	For 2010 – Staff attended 8 N.E. Coalition meetings. The goal of the coalition is to develop a survey to administer to the 8 th , 10 th and 12 th students of Dover, Webutuck and Pine Plains regarding alcohol and substance abuse so as to determine at-risk factors. These results will then be used to determine what prevention services are needed.	Youth Services Staff	Director's Reports to Youth Board
7. To increase individual protective factors and/or decrease the risk factors for youth referred by Probation, YSU will use YASI to assess and provide individual, family and group counseling.	75% of PINS/JD youth referred by Probation will be successful	For 2010- 91.5% of the PINS/JD youth served successfully completed their counseling and did not return to Probation.	Senior Youth Worker and Youth Workers.	Annually- reported to the Youth Board by June.
8. To promote system coordination, the RHYSC will address the ICP Work Group will at least annually to review runaway and homeless youth data; evaluate effectiveness of current RHY programming; identify service gaps/ emerging needs and review priorities/strategies for maintaining/expanding services and increase service coordination.	ICP Work Group Minutes	Meetings were attended regularly and all info is documented in the ICP minutes.	DC RHYSC and SAVY Commissioner	Report annually and meet as needed work group.

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GOAL 2: Youth including runaway and homeless youth will have access to prevention, intervention, and treatment services that promote physical and emotional health.

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9. To improve system coordination, the Youth Services will participate on the DCDMH Children's Providers Committee and prioritize youth mental health issues.	Children's Providers Committee meeting minutes.	Staff attended 4 of the 5 committee meetings.	Youth Services Staff	Quarterly.
10. To increase community awareness on access to services, effective practices, number of cross systems training and opportunities for funding/collaboration, the Youth Services will provide information electronically.	Number of e-mails	For 2010 – funded agencies received twelve emails on funding and grant opportunities and eight emails on training issues on a variety of youth development topics and issues.	Youth Services Staff	Director's Report to Youth Board.
11. To identify emerging issues and barriers to prevent access to services for families/youth, presentations and reports will be shared with Youth Board members.	Youth Board Minutes (Process)	For 2010 – the Youth Board members are apprised of trends and emerging issues at their monthly meetings and through regular emails.	Youth Services Staff	As needed
12. To increase knowledge of regional/state issues affecting families and youth, the Director of Services will serve on the Taconic Region Youth Bureau Directors committee.	Director's Reports	For 2010 – The Executive Director attended two meetings and shared regional/state news at staff meetings and Youth Board meetings.	Director of Youth Services	Youth Board Minutes

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YOUTH SERVICES 2010 Update

OUTCOME 2: Youth will be prepared for their eventual economic self-sufficiency and demonstrate good citizenship as law abiding, contributing members of their families, schools and communities.

GOAL 3: Communities will provide productive opportunities for youth to make constructive use of their time, contribute positively to community life, participate in culturally sensitive activities, develop skills through practice, and build relationships with positive adult role models.

Strategy	Target	Actual Performance	Activity/Person Responsible	Time Frame
1. To promote constructive use of time, the Youth Board will fund services that increase activities for youth during the out-of school hours and summer.	Funded programs will serve 2500 youth.	For 2010 - Nine municipal recreation programs along with seven nonprofit agencies Family Services Inc TRAC, Mid Hudson Children's Museum, Cornell Cooperative Extension, CAPE Marathon Project, MLK Center, Northeast Community Center, and Poughkeepsie United Methodist Church were funded. 16 programs were funded and served 2711 youth.	Youth Services Staff	Annually- reported to the Youth Board by June.
2. To increase youth opportunities for community service, the Youth Board will fund and support programs that support youth as volunteers.	Funded programs will successfully complete a community service project.	For 2010 - Many funded program include community service projects as part of their overall program and they all completed their projects successfully. Additionally, two funded programs (Mid Hudson Children's Museum and Hands on the Hudson Valley) function as volunteer programs for youth to learn and experience community service and both met 100% of their outcomes.	Youth Services Staff	Annually- reported to the Youth Board by April.
3. To provide High School students opportunities and training for youth leadership, development, empowerment and service, the Youth Services will sponsor the DC Youth Council.	Participating Youth Council members will successfully complete two community service projects, one leadership project, and other organizations' projects. (Process)	For 2010-11 school years, the Youth Council completed four community service projects, one leadership training on public speaking, and also hosted 6 guest lecturers on topics of social media, voter registration, teen dating and relationship violence, bullying, teen homeless issues, and court issues for teens.	Youth Services Staff	YB Annual Report to the Community in June.
4. To recognize youth who overcame adversity and the adults who help them, the Youth Board will hold an event.	Recognition of number of youth and adults recognized	For 2010 - 43 youth and 3 adults were recognized for their achievements at the Youth Board Luncheon. Also, five youth received scholarships to Dutchess Community College.	Youth Services Staff and Youth Board.	Publicity/Annual Report

OUTCOME 2: Youth will be prepared for their eventual economic self-sufficiency and demonstrate good citizenship as law abiding, contributing members of their families, schools and communities.

GOAL 3: Communities will provide productive opportunities for youth to make constructive use of their time, contribute positively to community life, participate in culturally sensitive activities, develop skills through practice, and build relationships with positive adult role models.

Strategy	Target	Actual Performance	Activity/Person Responsible	Time Frame
5. To ensure funded programs reflect the diversity of the County's population, the Youth Board will require funded agencies to operate in a manner that is inclusive for staff and participants.	100% of funded programs will meet the OCFS requirement of reporting demographics of program participants	For 2010 – All 36 funded programs (100%) met the OCFS requirement of reporting demographics of program participants.	Youth Services Staff	Annual Demographic Chart of "Who Does the Division of Youth Services Serve" by June
6. To increase youth's skill development, the Youth Board will fund activities that offer skill building experiences, such as social competencies, arts and cultural awareness, athletics and recreation, improve literacy, health information, parenting and conflict resolution.	100% of funded programs will utilize the strategy and 75% of youth will achieve a higher level of learning. This will increase positive experiences and effective decision making skills promoting quality of life.	For 2010 – 35 out of 36 OCFS Funded municipal and not-for-profit agencies achieved 75% or better for these components. 2 county funded agencies (Cornell Cooperative Extension and Voluntary Action Center) met 92% and 100% respectively, of their outcomes.	Youth Services Staff	Annually reported to the Youth Board by June
7. The Youth Board will fund programs that provide positive mentoring experiences for youth.	Increase the number of programs funded in this area.	For 2010 – Due to less funding no new programs were funded. However, the Youth Board did fund the CAPE Marathon Project. Many of our funded programs have Youth Advisory Committees which are overseen by adult mentors and they all report positive relationships with the youth that serve on the youth advisory Committees.	Youth Services Staff	Annually- reported to the Youth Board by June.
8. Youth Board will review their funding priorities based on QYDS language and allocation monitoring procedures to reflect new department structuring.	Approved revised procedures and strategies incorporating QYDA language & updated Board bylaws	For 2010 - The Youth Board reviewed their funding priorities in light of the current economic difficulties and shared this information at the 2011 Grant Workshop. Additionally, the Bylaws and the overall operating practices of the Youth Board are being streamlined and updated. The Youth Services Director is also in the process of recruiting new Board members to fill the vacancies on the Youth Board.	Youth Board Staff & Youth Board	By end of 2011

Dutchess County Child & Family Services Plan 2007-2011

YOUTH SERVICES 2010 Update

OUTCOME 2: Youth will be prepared for their eventual economic self-sufficiency and demonstrate good citizenship as law abiding, contributing members of their families, schools and communities.

GOAL 4: The Youth Bureau and the Department of Social Services will assist youth in assuming personal responsibility and refraining from violence.

Strategy	Target	Actual Performance	Activity/Person Responsible	Time Frame
1. To raise awareness on effective practices that reduce youth violence and other illegal behaviors and support system change, the Division of Youth Services will participate in sub-committees of the CJC.	To assist with planning and implementation of the CJC strategic plan. (Process)	The Juvenile Justice Taskforce became a formal sub-committee of the Criminal Justice Council in 2010 and the Chair is now a member of the CJC Executive Committee working with the adult system to reduce recidivism and increase public safety. A pilot juvenile curfew monitoring pilot program was implemented and was very successful while the funding lasted combined with juvenile electronic monitoring program in reducing the level of care for detention.	Youth Services Staff & SAVY Commissioner	Annual Committee Report to the CJC by June.
2. To reduce youth violent incidents or youth recidivism rates, the Youth Board will fund municipal juvenile bureaus and school resource officers programs.	Qualified agencies providing services to reduce violent incidents and recidivism rates will be funded.	For 2010 - Five police departments were funded to provide services via their JAB's and/or the School Resource Officer programs. All five of the police programs met 100% of their projected outcomes. Additionally, one other police department was funded to provide a character and Drug Prevention program and it also met 100% of its intended outcomes.	Youth Services Staff	Annually- reported to the Youth Board by June.
3. To increase access of services for victims of violence, the Youth Board will fund services that provide assistance to children and youth who are victims of violence.	Qualified programs will be funded to provide services to youth.	For 2010 - Three programs were funded to provide services to victims of violence and included Grace Smith House, Family Services Inc Domestic Violence Youth program and the Child Abuse Prevention Center's Child Advocacy Center. GSH and FSI met 100% of their outcomes and CAPC CAC met 80% of its outcomes.	Youth Services Staff	Annually- reported to the Youth Board by June.
4. To increase youth awareness of the signs and causes of violence, the Youth Board will fund educational programs on personal safety and domestic violence.	Qualified programs will be funded to provide awareness.	For 2010 - Two programs were funded including Family Services Inc Domestic Violence Youth and Child Abuse Prevention Center's Personal Safety Program. Both programs met 100% of their outcomes.	Youth Services Staff	Annually- reported to the Youth Board by June.

Dutchess County Child & Family Services Plan 2007-2011

Probation 2010 Update

DC OUTCOME 1: Families will provide children with safe, stable and nurturing environments and Dutchess County will provide children, youth and their families with opportunities to help them meet their needs for physical, social, moral and emotional growth.

DCGOAL 1: Families, including nuclear, extended and adoptive families are strengthened and supported so they are able to raise, nurture, and ensure the children's connections to their heritage and in planning for their children's (Title IVB Goal 1 & Goal 5).

Strategy	Target	Actual Performance	Activity/Person Responsible	Time Frame
1. DC Probation will use the pre-screen YASI as an evaluation tool to identify low risk youth who can be diverted from PINS intake.	All youth will be initially evaluated using the pre-screen YASI.	2010: Achieved	DC Probation , Sr. Probation Officer, Unit Administrator	Ongoing. To report to DSS and JJ Committee by 06/30/11
2. To avoid a juvenile justice setting, YASI identified low risk youth will be referred to the Youth Bureau's Youth Services Unit (YSU) for services.	70 youth per year will be diverted to Youth Bureau's YSU.	2010: 62 youth were identified as low risk and referred to the Youth Services Unit. Of the cases that were not forwarded to court immediately, there were only 64 youth identified as low risk in 2010. Each year, the number of high risk youth increases and the number of low risk youth decreases.	DC Probation , Youth Services Unit; Sr. Probation Officer, Unit Administrator	Ongoing. To report to DSS and JJ Committee by 06/30/11
3. In YASI identified high and medium risk cases, DC Probation will complete a full YASI and consult with the family and a Collaborative Solutions Team member/s, when appropriate, when developing a case plan to link the family to services. (Strategy revised in 2011)	All high and medium risk cases will have a full YASI and all case plans developed include Collaborative Solutions Team consultation.	2010: 242 youth who received a YASI pre-screen scored as high risk and 253 scored as medium risk (495 total) All PINS youth who were accepted for diversion services (205) were screened by the Intake Review Committee (comprised of the Unit Administrator of the Diversion Unit, Intake Worker, Astor Community Based Services, Department of Mental Hygiene and Mediation Center) for early identification and linkage to community based services. Collaborative Team members also consulted individually with Probation Officers and families.	DC Probation, Astor Clinic, DC Dept. Mental Hygiene, Probation Officers	Ongoing. To report to DSS and JJ Committee by 06/30/11.

Dutchess County Child & Family Services Plan 2007-2011

Probation 2010 Update

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Strategy	Target	Actual Performance	Activity/Person Responsible	Time Frame
4. DC Probation will administer the MAYSI mental health assessment to all youth who are accepted into diversion services, with parental permission..	100% of youth who are accepted into diversion services and whose parents have signed consent to do so.	2010: 132 youth were administered the MAYSI with signed parental consent.	DC Probation, Astor Clinic, DC Dept. Mental Hygiene, Sr. Probation Officer, Collaborative Solutions Team, Probation Officers	Ongoing. To report to DSS and JJ Committee by 06/30/11
5. DC Probation will use the results of MAYSI assessment to open a dialogue with the family regarding mental health needs and follow up with appropriate referrals.	All families assessed will receive appropriate referrals to mental health services and those needing additional services will be successfully linked to mental health services..	2010: 153 youth were successfully linked to mental health counseling.	DC Probation , Astor Clinic, DC Dept. Mental Hygiene; Collaborative Solutions Team, Probation Officers	Ongoing. To report to DSS and JJ Committee by 06/30/11
6. DC Probation will operate a Diversion Unit that provides assessment services and case planning services for families that target areas of need and risk and utilize a strength- based approach to increase protective factors and case management services to youth and their families.	No more than 17% of PINS complaints received will result in a petition to Family Court. The number of PINS youth placed in the custody of the Department of Social Services will not exceed 20.	2010: 19% of PINS complaints received resulted in a petition to Family Court. 19 PINS youth were placed in the custody of DSS. It should be noted that we are receiving a greater number of youth who score as high risk on the YASI.	DC Probation; Deputy Director, Unit Administrator, Sr. Probation Officer	Ongoing. To report to DSS and JJ Committee by 06/30/11
7. DC Probation will continue to refer appropriate families to River Haven's Respite Program .	Youth will receive respite services.	16 diversion youth received respite services from River Haven.	River Haven DC Probation; Probation Officers, Unit Administrator	Ongoing. To report to DSS and JJ Committee by 06/30/11

Dutchess County Child & Family Services Plan 2007-2011

Probation 2010 Update

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Strategy	Target	Actual Performance	Activity/Person Responsible	Time Frame
8. DC Probation in its leadership role on the Juvenile Justice Committee will oversee the accomplishments of the DSS/ Probation MOU and track the number of PINS youth placed in DSS custody.	The Juvenile Justice Committee will meet at least four times annually.	2010: The Juvenile Justice Committee met 5 times.	DC DSS, Probation, Mental Hygiene and Youth Bureau; Deputy Director, Sr. Probation Officer, Unit Administrator	Ongoing. To report to DSS and JJ Committee by 06/30/11
9. DC Probation will participate in the Juvenile Justice Committee and the Court Involved Youth Committee to look at processes, procedures.	Establish new processes and procedures to increase system coordination and decrease out of home placement.	2010: Achieved. It should be noted that there were more out of home placements for PINS youth than 2009, but fewer than 2008.	DC DSS, Probation, Mental Hygiene and Youth Bureau; Deputy Director, Unit Administrator, Sr. Probation Officer	Ongoing. To report to DSS and JJ Committee by 06/30/11
10. DC Probation in its role as the facilitator of the Juvenile Detention Task Force will examine disproportionate minority confinement in secure and non-secure detention and diversion programs.	Acquire sufficient data regarding the issue to determine the scope of the problem in Dutchess County.	2010: The Juvenile Detention Task force no longer meets. Detention issues are addressed in the Court Involved Youth Committee. The data on disproportionate minority confinement was obtained and we have begun tracking our progress in reducing this number.	DC DSS, Probation, Mental Hygiene and Youth Bureau; Deputy Director	Ongoing. Juvenile Detention has been folded into the Court Involved Youth Committee.

Dutchess County Child & Family Services Plan 2007-2011

Probation 2010 Update

DC OUTCOME 2: Youth will be prepared for their eventual economic self-sufficiency and demonstrate good citizenship as law abiding, contributing members of their families, schools and communities.

DC GOAL 4: Dutchess County will assist youth in assuming personal responsibility for their behavior and refraining from violence.

Strategy	Target	Actual Performance	Activity/Person Responsible	Time Frame
1. For school-filed PINS complaints DC Probation will meet with the family, school official/s, probation officer and mediator from the Collaborative Solutions Team to give an opportunity for the school and family to present issues of concern and to come to an agreement of strategies address the issues.	Every school filed PINS complaint will first result in a meeting of the parties.	74 school review meetings were held. Changes were implemented in early 2011 that have resulted in improved attendance at school review meetings.	DC Probation Officers, Collaborative Team member(s) as appropriate	Ongoing. To report to DSS and JJ committee by 06/30/11.
2. For youth referred to the PINS Program by schools DC Probation will develop a case management plan to address risk and protective factors in the school domain for youth.	At case closing there will be an increase in protective factors and a decrease in risk factors in 50% of the cases as measured by the Youth Data Score.	A sampling of successfully diverted school filed PINS complaints reflected a 50% reduction in dynamic risk.	DC Probation PINS Diversion; Probation Officers	Ongoing. To report to DSS and JJ Committee by 06/30/11
3. When appropriate DC Probation will refer families and schools to formal mediation.	All appropriate families will be referred to formal mediation	7 families received formal mediation.	DC Probation Officers Mediation Center	Ongoing. To report to DSS and JJ Committee by 06/30/11. It is not certain that the Mediation Center will be able to provide services beyond the first quarter of 2011. Any families referred in 2011 must pay for the service because the mediator who was co-located at Probation eliminated from the 2011 budget.
4. DC Probation Officers who have been trained as facilitators of cognitive/behavioral curriculums will implement the Crossroads curriculum, which is cognitive/behavioral curriculum with a focus on life skills.	At least 2 groups will be held per year.	Achieved – There was one truancy group and one anger management group held.	DC Probation Officers	Ongoing. To report to DSS and JJ Committee by 6/30/11.
5. Collaborative Solutions Team members and one Probation Officer will provide Functional Family Therapy at the Office of Probation on a part-time basis. (NEW Strategy for 2011)	The Team members and the Probation Officer will provide Functional Family Therapy on site to up to five families each. 75% of the families who receive Functional Family Therapy will avoid out of home placement.	41 families received FFT therapy from the three part-time FFT therapists (two Collaborative Team members and one probation officer) 4 resulted in out of home placements. 90% avoided out of home placement.	DC Prob Officer, Astor Home for Children, DC Dept. of Mental Hygiene	Ongoing. To report to DSS and JJ Committee by 6/30/11

DC OUTCOME 4: Dutchess County will provide children, youth and families with healthy, safe and thriving environments.

DC GOAL 1: Community safety will be enhanced through deterring gang activity.

Strategy	Target	Actual Performance	Activity/Person Responsible	Time Frame
1. DC Probation will continue to participate in the Safe Passage Home Program, joining other community members on the most problematic street corners Monday through Friday from 2:30 PM to 3:30 PM.	DC Probation will send a representative to assigned corners whenever the program is in operation. DC Probation will attempt to increase community participation in this program.	2010: Due to decreased staffing, only one probation officer team participated in Safe Passage on Fridays only.	DC Probation, Weed and Seed; Unit Administrator	2010 was greatly reduced. 2011 will continue in a reduced capacity, covering one day/week..
2. DC Probation will continue to teach the GREAT program, an evidence based gang prevention curriculum, in the Poughkeepsie school district.	150 children will receive GREAT program services	2010: 80 youth received GREAT program services. One of our GREAT officers was out on maternity leave. The other two had to scale back to one class each in addition to a summer program due to staff resource issues.	DC Probation, GREAT trained probation officers. We only have 2 GREAT officers and also had to decrease students reached due to Federal reduction in dollars to support the program.	2010/2011 school year focus is on the most vulnerable population, so the numbers will remain smaller due to 2 GREAT officers instead of 3 and smaller classroom size targeted.

Dutchess County Child & Family Services Plan 2012-2016

DSS Children's Services 2012

OUTCOME 1: Families will provide children with safe, stable and nurturing environments and Dutchess County will provide children, youth and their families with opportunities to help them meet their needs for physical, social, moral and emotional growth.

GOAL 1: Families, including nuclear, extended and adoptive families are strengthened and supported so they are able to raise, nurture, and ensure the children's connections to their heritage and in planning for their children's futures (Title IVB Goal 1 & Goal 5).

Strategy	Target/Measure	Actual Performance	Activity/Person Responsible	Time Frame
1. Dutchess County DSS Children's Services and legal staff members will participate in weekly case conferences to review CPS, Preventive and foster care cases which meet set criteria including complex issues, multiple service providers, differences of opinion, very young children, and multiple CPS reports.	100% of cases conferenced will have plans and services assessed and revised to ensure that all issues of child safety and family needs are met.		CPS and Foster care supervisors to chair the meetings and keep records of cases reviewed and decisions made each week.	Ongoing
2. Birth families who request voluntary placement of children will meet with the DSS intake worker and be referred to ECCSI and/or the Department of Probation if needed.	100% of families requesting voluntary placement will have assessment to determine whether children can be safely maintained at home with appropriate community supports and services in place prior to a voluntary placement being made.		DSS intake worker	Ongoing
3. Dutchess County DSS will contract with Astor Home For Children to provide five crisis intervention waiver slots to provide in home services to children at risk of psychiatric hospitalization and their families, to enable those children to remain in the community.	5 children per year will receive waiver services.		Astor Home For Children High Risk Services Staff.	Ongoing.
4. Dutchess County DSS will continue to work in collaboration with Astor and Children's Village for implementation of services through the B2H program which is designed to provide qualified children with health care services that will stay with the child until the child turns 21 years of age.	DSS will utilize available waiver slots as they become available. In 2009, Dutchess County received 7 waiver slots for severely emotionally disabled children. In addition, in 2009, Region 5 received 11 waiver slots for developmentally disabled children and 2 waiver slots for medically fragile children. In 2010, there will be an additional 12 slots added to the developmentally disabled children, 1 slot added to the medically fragile children, and 19 added to the severely emotionally disabled children.		B2H Liaisons from DSS (supervisor and worker), Astor B2H liaison, Children's Village B2H liaison, Director of Children Services	Ongoing
5. Dutchess County DSS will reduce our Recurrence Rate of Child Maltreatment/Abuse by utilizing more community resources for families so that there will be more supportive services attached to the family when CPS is no longer involved.	DSS is presently at 15.5% of recurrence and the rest of the state is at 12.8%. DSS plans on reducing this percentage to 12.5% within two years.		CPS Supervisors, Assistant Director of Children Services, and Director of Children Services.	Ongoing
6. Dutchess County DSS will utilize Family Meetings to locate resources for children more quickly and to give families an opportunity to assist in developing safety plans to enable children to remain home or exit foster care more quickly.	Dutchess County DSS in collaboration with NYS OCFS is starting to implement Family Meetings in the Fall of 2011. Twenty two staff have been trainee so far.		CPS, Foster Care and Preventive Supervisors, Assistant Director of Children Services, and Director of Children Services.	Fall 2011

OUTCOME 1: Families will provide children with safe, stable and nurturing environments and Dutchess County will provide children, youth and their families with opportunities to help them meet their needs for physical, social, moral and emotional growth.

GOAL 2: Children who are removed from their birth families will be ensured stability, continuity, and an environment that supports all aspects of their development (Title IV-B Goal 2).

Strategy	Target/Measure	Actual Performance	Activity/Person Responsible	Time Frame
1. Dutchess County foster and pre-adoptive parents will receive MAPP training to become certified to provide care to children, and will be offered ongoing training opportunities regarding various aspects of childcare and development at DSS, other community agencies, or via the internet.	100% of foster and pre-adoptive parents will be trained to increase their awareness of child care, development, issues facing foster children and how to meet the children's needs.		Supervisor of DSS Homefinding unit and foster parent liaison to arrange for and keep records of training.	Two MAPP training sessions will be offered per year. Other training offered a minimum of 4 times per year.
2. Dutchess County DSS foster parent liaison will be available as a resource to foster and adoptive parents.	100% of foster and adoptive parents will have ongoing support in place to assist in meeting their needs and the needs of foster and adoptive children.		DSS foster parent liaison.	Ongoing
3. Dutchess County CPS and foster care case managers will attempt to locate appropriate extended family members to become certified as foster parents, become guardians, or accept custody of children who need to be removed from their birth families.	In all cases where children are removed from their birth families, appropriate family resources will be assessed so that Dutchess County children will continue in their family environment wherever possible.		CPS supervisors and case managers, foster care supervisors and case managers.	Ongoing
4. DSS will find permanency for children within two years of placement by collaboratively working with D.C. Family Court to file petitions timely, present settlements timely, improve time management at DSS and Family Court, and locate fathers and relatives early on as possible resources for children in placement.	57% of children will exit foster care within 2 years of date of placement.		CPS supervisors, Foster Care Supervisors, Assistant Director of Children Services, and Director of Children Services.	ongoing
5. Dutchess County DSS will provide when needed, diagnostic assessments to children who have been removed from their homes by Child Protective Services and will utilize information learned to obtain appropriate services for the children.	All children coming into foster care will be assessed by DSS case managers and/or Poughkeepsie Children's Home staff so that an appropriate level of care can be achieved.		DSS homefinding and foster care case managers and supervisors.	Ongoing Contract reviewed yearly.

OUTCOME 1: Families, including nuclear, extended and adoptive families are strengthened and supported so they are able to raise, nurture, and ensure the children's connections to their heritage and in planning for their children's futures.

GOAL 3: Victims of family violence, both child and adult will be afforded the safety and support necessary to achieve self sufficiency and /or to ensure growth and development (Title IV-B Goal 3).

Strategy	Target/Measure	Actual Performance	Activity/Person Responsible	Time Frame
1. Dutchess County DSS case managers and supervisors will participate in training with domestic violence staff to learn about the dynamics of domestic violence and effective strategies and interventions.	All DSS case managers and supervisors will be trained regarding domestic violence so that safety and support services to families dealing with Domestic Violence issues will be enhanced.		Preventive foster care and CPS case Managers and supervisors	Ongoing
2. Two domestic violence liaisons will be located in Dutchess County DSS Children's Services division to act as a resource and support to children's services staff members in their work with families dealing with domestic violence issues.	A minimum of 175 families per year will receive direct services or consultation services from the domestic violence liaison.		Assistant Director and domestic violence liaison.	Ongoing

Dutchess County Child & Family Services Plan 2012-2016 DSS Children's Services 2012

OUTCOME 2: Youth will be prepared for their eventual economic self-sufficiency and demonstrate good citizenship as law abiding, contributing members of their families, schools and communities.

GOAL 1: Youth, including adolescents in foster care, pregnant, parenting and at-risk teens will develop the social, educational and vocational skills necessary for self sufficiency (Title IV-B Goal 4).

Strategy	Target/Measure	Actual Performance	Activity/Person Responsible	Time Frame
1. Dutchess County DSS Supervisor of independent living youth will utilize a date base to track the number of Independent Living and deemed Independent Living foster care youth completing high school, number of youth engaged in a work activity or community services and number of youth discharged with a significant adult involved.	Data will be centralized as a step toward determining the life skills and needs of independent living youth in Dutchess County foster care placements.		DSS Supervisor of Independent Living Youth.	Ongoing
2. Dutchess County DSS Foster Care case managers will assess the developmental needs and life skills of IL youth in Dutchess County foster homes and arrange for and provide training needed to achieve self- sufficiency.	A minimum of two independent living training sessions per year will be offered to independent living youth in Dutchess County foster homes.		Independent living foster care case manager and supervisor.	Ongoing
3. Dutchess County DSS Foster Care case managers will enlist the help of foster parents and placement agencies to teach independent living skills to youth during and after foster care.	All youth with a goal of independent living who are in foster homes will receive independent living skills training.		Independent Living case manager and supervisor	Ongoing

OUTCOME 2: Youth will be prepared for their eventual economic self-sufficiency and demonstrate good citizenship as law abiding, contributing members of their families, schools and communities.

GOAL 2: Youth including runaway and homeless youth will have access to prevention, intervention, and treatment services that promote physical and emotional health.

Strategy	Target/Measure	Actual Performance	Activity/Person Responsible	Time Frame
1. Dutchess County DSS will fund 4 crisis respite beds at the Riverhaven Shelter for teens.	A minimum of 18 youth per year including runaway, homeless, PINS, JD, abused and neglected children will be provided a safe haven and case management services in times of crisis.		Director of Children's Services and contract agency staff.	Ongoing Contracts renewed yearly

OUTCOME 3: Adults in the community will be protected from harm.

Goal 1 - The number of homeless individuals in temporary housing will be reduced.

Strategy	Target/Measure	Actual Performance	Activity/Person Responsible	Time Frame
1. The Adult Services Division will work with community agencies to develop permanent housing.	The number of temporary housing placements and the average length of stay will be reduced by 10%.		Director of Adult Services	Ongoing
2. The Adult Services Division will maintain a comprehensive resource listing of subsidized/ low income housing and landlords in Dutchess County.	The number of temporary housing placements and the average length of stay will be reduced by 10%		Supervisor of Housing Unit.	Ongoing
3. A checklist will be used by the Adult Services Division listing all subsidized/low income housing, when applications were filed and what the follow-up is – to be included in Adult Services records	The number of temporary housing placements and the average length of stay will be reduced by 10%.		Supervisor of Housing Unit.	Ongoing
4. The Supervisor of the Housing Unit and the Director of Adult Services will participate in Dutchess County Housing Consortium meetings and share information about housing opportunities with the DSS Adult Services Unit.	The Director or the Supervisor will attend all Consortium meetings and report back to staff		Director of Adult Services and Supervisor of Housing Unit	Ongoing

Dutchess County Child & Family Services Plan 2012-2016 DSS Adult Services 2012

OUTCOME 3: Adults in the community will be protected from harm.

GOAL 2: Impaired adults who are abused, neglected or exploited by others will have their situation thoroughly investigated and be protected.

Strategy	Target/Measure	Actual Performance	Activity/Person Responsible	Time Frame
1. New Adult Services case managers will attend Protective Services for Adults training through Brookdale.	All new case managers will be registered for the next available training after the date of hire.		Director of Adult Services	Ongoing
2. The Adult Protective Services Manual will be updated and expanded on a continuing basis.	A new section will be written each year.		Director of Adult Services	Ongoing
3. An Adult Protective case manager will be designated to conduct public information sessions about adult abuse to enable the public to better recognize and report on it.	The Case Manager will conduct 5 sessions per year.		Director of Adult Services	Ongoing
4. Obtain capacity evaluations and representative payee evaluations.	Dutchess County will explore contracting for in-home psychiatric evaluations and assessments.		Director of Adult Services	2012

OUTCOME 3: Adults in the community will be protected from harm.

GOAL 3: Utilize multi-disciplinary community resources to improve assessments and to develop service plans which reduce risk and protect adults.

Strategy	Target/Measure	Actual Performance	Activity/Person Responsible	Time Frame
1. Service providers will be invited to speak to DSS staff	8 service providers will be invited to speak to staff and will make presentations		Director of Adult Services	2 per year
2. A Case Manager will attend meetings of the elder abuse task force.	A case manager will attend all meetings of this committee.		Case Manager	Ongoing
3. Director of Adult Services will attend the Commissioner's Advisory Committee which brings together a network of Service providers and share information obtained at these meetings with supervisors and staff.	Director of Adult Services staff will attend all meetings of this Committee		Director of Adult Services	Ongoing
4. Adult Services will present difficult cases to an internal DSS Case Consultation Team.	The Team will review a minimum of 10 cases per year		Adult Services Supervisor	Ongoing
5. Case managers and supervisors will participate in training to learn about the dynamics of domestic violence and effective strategies and interventions so that safety and support to families dealing with domestic violence issues will be enhanced	All case managers and supervisors will be trained		Domestic Violence Liaison	2012

OUTCOME 1: Families, including nuclear, extended and adoptive families are strengthened and supported so they are able to raise, nurture, and ensure the children's connections to their heritage and in planning for their children's futures.

GOAL 4: Dutchess County will make available and accessible child care to families eligible for child care services under the NYSCCBG program.

Strategy	Target/Measure	Actual Performance	Activity/Person Responsible	Time Frame
1. CCBG expenditures will be monitored so that funding remains available throughout the year for families guaranteed childcare.	100% of families guaranteed childcare will have funds available to them during the fiscal year.		Director of Administrative Services & Director of Child Care	Ongoing
2. Child care Front End Detection investigations will be completed in a manner that will allow the avoidance of improper payments while processing of applications within 30 days.	75% of investigations are completed timely.		Director of Special Investigations Unit	Ongoing

OUTCOME 2: Youth will be prepared for their eventual economic self-sufficiency and demonstrate good citizenship as law abiding, contributing members of their families, schools and communities.

GOAL 1: Youth, including adolescents in foster care, pregnant, parenting and at-risk teens will develop the social, educational and vocational skills necessary for self sufficiency (Title IV-B Goal 4).

Strategy	Target/Measure	Actual Performance	Activity/Person Responsible	Time Frame
1. To offer summer employment to youth, the WIB Youth Council will implement the TANF Summer Youth Employment Funding.	Number of slots		SAVY Commissioner.	By the end of 2012.
2. To assist students to advance academically, the Youth Board will allocate funding for academic enrichment and tutoring services during the after school hours.	Participation programs and 80% of served youth will show improvement.		Youth Services Staff	Annually- reported to the Youth Board by June.
3. To provide vocational experiences for youth, the Youth Board will allocate funding for jobs or internships.	Number of programs, number of youth served and number of jobs generated.		Youth Services Staff	Annually- reported to the Youth Board by June.
4. To assist older homeless and at risk youth in successfully transitioning into adulthood and higher levels of self-sufficiency, Youth Services will fund Programs that teach life skills and help youth obtain employment, housing, and other needed services.	75% of the 100 youth to be served annually will be living independently or in otherwise appropriate housing, employed and/or attending educational/vocational training at time of discharge.		Youth Services Staff and DC RHYSC	Annually- reported to the Youth Board by June
5. To provide older homeless youth with safe, supervised housing combined with services that help to prepare them for independent living, the Division of Youth Services and the RHYSC will support the River Haven TLC and oversee its compliance with OCFS regulations.	Program will maintain certification and federal funding		Youth Services Staff and DC RHYSC.	Annually in program report
6. To ensure that the needs of homeless youth are represented in countywide planning for the homeless, the RHYSC will supply data, attend meetings of the DC Housing Consortium and participate in the execution of the County's Ten Year Plan to End Homelessness Updates.	Minutes of Housing Consortium will indicate attendance of RHYSC or designee at 75% of the meetings.		DC RHYSC	Youth Board Minutes

OUTCOME 2: Youth will be prepared for their eventual economic self-sufficiency and demonstrate good citizenship as law abiding, contributing members of their families, schools and communities.

GOAL 2: Youth including runaway and homeless youth will have access to prevention, intervention, and treatment services that promote physical and emotional health.

Strategy	Target/Measure	Actual Performance	Activity/Person Responsible	Time Frame
1. To increase family support and family communication, the Youth Board will fund services that strengthen families.	500 youth will be served and 50% will achieve their targeted outcomes.		Youth Services Staff	Annually- reported to the Youth Board by June.
2. To decrease the number of PINS/JD youth in placement, the County will provide PINS/JD Pre-Diversion and Diversion Services for youth referred by Probation.	70% of the youth served will successfully complete their program and not return to Probation.		Youth Services Staff	Annually- reported to the Youth Board by June.
3. To provide access to services, the Youth Board will fund services that link youth to intervention and treatment services.	60% of youth served by funded programs will achieve targeted outcomes		Youth Services Staff	Annually- reported to the Youth Board by June.
4. To alleviate the risks encountered by runaway and homeless youth and provide immediate access services that help them re-unite with their families or secure other appropriate living situations, the Youth Board will fund a continuum of services including: 24 hour crisis intervention services, shelter, case management, counseling, advocacy and referral to needed resources.	90% of the 1100 youth served will be successfully assisted through crisis intervention services. 95% of the 150 youth sheltered will be re-united with family or placed in an otherwise safe and appropriate living situation at discharge.		RHY Services Coordinator.	Annually- reported to the Youth Board by June.
5. To reduce out-of-home placement and increase service access, Youth Services will serve on the Enhanced Coordinated Children's Services Initiative.	Collaborative Team Effort in addressing needs. (Process) Annual Report		Youth Services Staff	Annually- reported by Astor High Risk Services.
6. To support the reduction of community risk factors and increase the community's protective factors, Youth Services will support CAPE's mission and participate in their Coalition meetings as appropriate.	Tracking result of schools' surveys and development plans via attendance at Coalition meetings.		Youth Services Staff	Youth Board minutes
7. Youth will decrease risk factors by modifying risk behavior or changing their attitude to reflect a more constructive, positive way of life through counseling services at Youth Services Unit.	70% of 180 youth will improve their situation enough to avoid out of home placement while in the program or will be receiving services from an agency to which they were referred.	-	Senior Youth Worker and Youth Workers.	Annually- reported to the Youth Board by June.

OUTCOME 2: Youth will be prepared for their eventual economic self-sufficiency and demonstrate good citizenship as law abiding, contributing members of their families, schools and communities.

GOAL 2: Youth including runaway and homeless youth will have access to prevention, intervention, and treatment services that promote physical and emotional health.

Strategy	Target/Measure	Actual Performance	Activity/Person Responsible	Time Frame
8. The RHYSC and other RHY providers, as needed will be represented on the ICP Workgroup to ensure RHY needs are evaluated and included in County planning efforts to maximize coordination between the RHY service system and other local service systems.	ICP Minutes will indicate attendance of RHYSC or designee at 80% of the ICP Meetings and will reflect the Workgroup's review of RHY data, unmet needs, and strategies for maintaining/enhancing services.		DC RHYSC and SAVY Commissioner	Report annually and meet as needed work group.
9. To improve system coordination, the Youth Services will participate on the DCDMH Children's Providers Committee and prioritize youth mental health issues.	Children's Providers Committee meeting minutes.		Youth Services Staff	Quarterly.
10. To increase community awareness on access to services, effective practices, number of cross systems training and opportunities for funding/collaboration, the Youth Services will provide information electronically.	Number of e-mails		Youth Services Staff	Youth Board. minutes
11. To identify emerging issues and barriers to prevent access to services for families/youth, presentations and reports will be shared with Youth Board members.	Youth Board Minutes (Process)		Youth Services Staff	As needed
12. To increase knowledge of regional/state issues affecting families and youth, the Director of Youth Services will serve on the Taconic Region of Youth Bureau Directors committee.	Director's Reports		Director of Youth Services	Youth Board Minutes

Dutchess County Child & Family Services Plan 2012-2016

YOUTH SERVICES 2012

OUTCOME 2: Youth will be prepared for their eventual economic self-sufficiency and demonstrate good citizenship as law abiding, contributing members of their families, schools and communities.

GOAL 3: Communities will provide productive opportunities for youth to make constructive use of their time, contribute positively to community life, participate in culturally sensitive activities, develop skills through practice, and build relationships with positive adult role models.

Strategy	Target/Measure	Actual Performance	Activity/Person Responsible	Time Frame
1. To promote constructive use of time, the Youth Board will fund services that increase activities for youth during the out-of school hours and summer.	Funded programs will serve 2000 youth.		Youth Services Staff	Annually- reported to the Youth Board by June.
2. To increase youth opportunities for community service, the Youth Board will fund and support programs that support youth as volunteers.	Funded programs will successfully complete a community service project.		Youth Services Staff	Annually- reported to the Youth Board by April.
3. To provide High School students opportunities and training for youth leadership, development, empowerment and service, the Youth Services will sponsor the DC Youth Council.	Participating Youth Council members will successfully complete two community service projects; participate in one leadership training; invite five guest speakers to present at their monthly meetings; and host or co-host one community event.		Youth Services Staff	YB Annual Report to the Community in June.
4. The Youth Board will recognize at least one young person who overcame adversity through their annual scholarship fund.	One youth will receive a scholarship to attend Dutchess Community College.		Youth Services Staff and Youth Board.	Publicity/Annual Report
5. To increase youth's skill development, the Youth Board will fund activities that offer skill building experiences, such as social competencies, arts and cultural awareness, athletics and recreation, improve literacy, health information, parenting and conflict resolution.	80% of funded programs that offer skills development will meet at least 75% of their outcomes.		Youth Services Staff	Annually reported to the Youth Board by June
6. The Youth Board will fund programs that provide positive mentoring experiences for youth.	Fund at least one program offering mentor relationships.		Youth Services Staff	Annually- reported to the Youth Board by June.
7. Youth Board will review their funding priorities based on the OCFS Quality Youth Development System (QYDS), ICP Workgroup needs assessment results, monitoring of funded programs, and through data/info gained through committee work.	Approved Youth Board List of Funding Priorities		Youth Board Staff & Youth Board	By end of 2012

Dutchess County Child & Family Services Plan 2012-2016

YOUTH SERVICES 2012

OUTCOME 2: Youth will be prepared for their eventual economic self-sufficiency and demonstrate good citizenship as law abiding, contributing members of their families, schools and communities.

GOAL 4: The Youth Bureau and the Department of Social Services will assist youth in assuming personal responsibility and refraining from violence.

Strategy	Target/Measure	Actual Performance	Activity/Person Responsible	Time Frame
1. To raise awareness of effective practices that reduce youth violence and other illegal behaviors and support system change, the Division of Youth Services will participate in sub-committees of the CJC.	To assist with planning and implementation of the CJC strategic plan. (Process)		Youth Services Staff & SAVY Commissioner	Annual Committee Report to the CJC by June.
2. To reduce youth violent incidents or youth recidivism rates, the Youth Board will fund municipal juvenile bureaus and school resource officers programs.	Qualified agencies providing services to reduce violent incidents and recidivism rates will be funded.		Youth Services Staff	Annually- reported to the Youth Board by June.
3. To increase access of services for victims of violence, the Youth Board will fund services that provide assistance to children and youth who are victims of violence.	Qualified programs will be funded to provide services to youth.		Youth Services Staff	Annually- reported to the Youth Board by June.
4. To increase youth's awareness of the signs and causes of violence, the Youth Board will fund educational programs on personal safety and domestic violence.	Qualified programs will be funded to provide awareness.		Youth Services Staff	Annually- reported to the Youth Board by June.
5. To improve service coordination and training for adults, the Division of Youth Services staff will participate in interagency committees/coalitions that address youth violence.	Committees served and goals accomplished successfully. (Process)		Youth Services Staff	Annually-Youth Services Report to the Community

OUTCOME 1: Families will provide children with safe, stable and nurturing environments and Dutchess County will provide children, youth and their families with opportunities to help them meet their needs for physical, social, moral and emotional growth.

GOAL 1: Families, including nuclear, extended and adoptive families are strengthened and supported so they are able to raise, nurture, and ensure the children's connections to their heritage and in planning for their children's (Title IVB Goal 1 & Goal 5).

Strategy	Target/Measure	Actual Performance	Activity/Person Responsible	Time Frame
1. The Dutchess County Office of Probation will operate a Diversion Unit that provides intake, assessment services and case planning services for families that target criminogenic areas of need and risk and utilize a strength-based approach to increase protective factors and reduce dynamic risk.	1) All PINS Diversion youth who are accepted for services will be screened by the Intake Review Committee (comprised of the Unit Administrator of the Diversion Unit, Intake Worker, Astor Community Based Services, Dept. of Mental Hygiene) for early identification of and linkage to community based services. 2) Not more than 20% of PINS complaints received will result in a petition to Family Court.		DC Probation , Sr. Probation Officer, Unit Administrator	Ongoing.
2. The Dutchess County Office of Probation will use the pre-screen YASI to identify low risk youth who can be diverted from PINS Intake	All youth will be initially evaluated using the pre-screen YASI.		DC Probation , Youth Services Unit; Sr. Probation Officer, Unit Administrator	Ongoing.
3. When a recommendation for out of home placement is being considered, the case will be reviewed by the Dispositional Review Team.	The number of PINS youth placed in the custody of the Department of Social Services will not exceed 20.		DC Probation, Astor Clinic, DC Dept. Mental Hygiene, Probation Officers	Ongoing.
4. Dutchess County Office of Probation will continue to refer appropriate families to River Haven's Respite Program.	15 youth will receive respite services.		River Haven DC Probation; Probation Officers, Unit Administrator, Sr. Probation Officer.	Ongoing.
5.. DC Probation in its leadership role on the Juvenile Justice Committee will oversee the accomplishments of the DSS/ Probation MOU and track the number of PINS youth placed in DSS custody.			DC DSS, Probation, Mental Hygiene and Youth Bureau; Deputy Director, Sr. Probation Officer, Unit Administrator	Ongoing.
6. DC Probation will participate in the Juvenile Justice Committee and the Court Involved Youth Committee to look at processes, procedures.	Establish new processes and procedures to increase system coordination and decrease out of home placement.		DC DSS, Probation, Mental Hygiene and Youth Bureau; Deputy Director, Unit Administrator, Sr. Probation Officer	Ongoing.

OUTCOME 2: Youth will be prepared for their eventual economic self-sufficiency and demonstrate good citizenship as law abiding, contributing members of their families, schools and communities.

GOAL 4: Dutchess County will assist youth in assuming personal responsibility for their behavior and refraining from violence.

Strategy	Target	Actual Performance	Activity/Person Responsible	Time Frame
1. For school-filed PINS complaints DC Probation will meet with the family, school official/s, probation officer to give an opportunity for the school and family to present issues of concern and to come to an agreement of strategies address the issues.	Every school filed PINS complaint will first result in a meeting of the parties.		DC Probation Officers, School Officials	Ongoing.
2. DC Probation Officers who have been trained as facilitators of cognitive/behavioral curriculums will implement the Crossroads curriculum, which is cognitive/behavioral curriculum with a focus on life skills.	At least 2 groups will be held per year.		DC Probation Officers	Ongoing.
3. Collaborative Solutions Team members and one Probation Officer will provide Functional Family Therapy at the Office of Probation on a part-time basis.	The Team members and the Probation Officer will provide Functional Family Therapy on site to up to 18 families. 75% of the families who receive Functional Family Therapy will avoid out of home placement.		DC Prob Officer, Astor Community Based Services, DC Dept. of Mental Hygiene	Ongoing.

DC OUTCOME 4: Dutchess County will provide children, youth and families with healthy, safe and thriving environments.

DC GOAL 1: The Dutchess County Office of Probation and Community Corrections will work collaboratively with the Family Court , County Attorney’s Office, Law Guardians and Dutchess County Department of Social Services to ensure that youth in detention have been objectively screened with a validated assessment tool and all alternative to detention options have been fully utilized.

Strategy	Target	Performance	Activity/Person Responsible	Time Frame
1. Youth in detention will be screened using an objective detention screening tool.	Ninety percent of youth remanded to detention will be assessed using the approved NYS OCFS validated detention tool.		Dutchess County Office of Probation	Annually
2. DC Probation as a member of the Court Involved Youth Committee will examine disproportionate minority confinement in secure and non-secure detention.	Acquire sufficient data regarding the issue to determine the scope of the problem in Dutchess County.		DC DSS, Probation, Mental Hygiene and Youth Bureau; Deputy Director	Ongoing at monthly meetings
3. Based on the results of the screening tool, a recommendation for release to the least restrictive alternative to detention program will be made where indicated.	Ten youth will be discharged from detention to Juvenile Pre-trial services Ten youth will be placed on Juvenile Pre-trial services as an alternative to being placed in detention.		Dutchess County Office of Probation will work with the Dutchess County Attorney’s Office, Law Guardians and the Family Court to coordinate release recommendations.	Annually
4. Efficacy of and planning for alternative to detention options shall be driven by available data.	Eighty percent of parents and children who complete curfew monitoring surveys will report at least one positive change. Seventy-five percent of youth who receive curfew monitoring services will avoid detention or out-of-home placement. Seventy percent of youth who receive electronic monitoring services will avoid detention or out-of-home placement.		Dutchess County Office of Probation Reports will be made every six months to the Department of Social Services Ongoing discussions of juvenile pre-trial and detention programs, systems process issues and outcomes will be part of the agenda at the monthly Court Involved Youth Committee	Annual





DUTCHESS COUNTY DEPARTMENT OF SOCIAL SERVICES

APPLICATION FOR CHILD CARE SERVICES



Application Date _____ Worker: **DC** _____ Case Type: **40** District: _____ Case Number: _____ Service Trans. Type: New Op Reop Recert

Case Name _____ Disposition: Denied Reason Code WD *Shaded Areas for Office Use Only*

Name _____ Telephone Number _____

Residence Address _____ City II _____, NY Zip Code _____

Mailing Address (if different) _____ City _____, NY Zip Code _____

Former Address _____ Another phone number where you can be reached _____ Marital Status _____

List everyone who lives with you even if they are not applying. List yourself first.

	First Name	M I	Last Name	Date of Birth	Social Security Number (SSN) <i>Optional</i>	Sex M or F	Does this person need child care?		Relation- ship to you	Hispanic or Latino?		Enter Y (Yes) or N (No) for each race*					
							Yes	No		Yes	No	I	A	B	P	W	
1									SELF								
2																	
3																	
4																	
5																	
6	<u>2</u>																
7																	
8																	

* Race/Ethnic Codes: **I** – Native American or Alaskan Native, **A** – Asian, **B** – Black or African American, **P** – Native Hawaiian or Pacific Islander, **W** - White

Please list maiden or other names by which you or anyone in your household has been known	First Name	MI	Last Name
			<u>3</u>

Are you currently receiving or applying for Temporary Assistance? Yes No

Are you currently receiving or applying for other Child Care funding? Yes No If yes, name of agency: _____

List names of everyone under 21 and write in any information you currently have about that person's absent parent.

Name of Person Under 21	Absent Parent's Name and Address	Absent Parent's Date of Birth <i>Optional</i>	Absent Parent's Social Security Number <i>Optional</i>
	4		

Do you need child care so you can work? Yes No If no, list reason child care is needed _____

Current Place of Employment: _____ Work Phone: _____
(If self-employed list the name of your company)

Start Date of Job: _____ Pay Rate per Hour: _____ Hours per Week: _____

Is this a job with rotating shifts? Yes No Are you required to work overtime? Yes No

5

List the Scheduled Days and Hours of Employment (e.g., Mon. through Fri. 8 a.m. – 4 p.m.): _____

INCOME - ANSWER ALL QUESTIONS LISTED BELOW

Indicate if you or someone who lives with you receives money from:	Yes	No	Gross Amount	Period (week, month, etc.)	Who Receives?
Employment/self-employment including overtime, commissions, training programs, tips					
Child Support Payments (received)					
Alimony/Support (received)					
Unemployment Insurance Benefits					
Social Security Benefits (including SSI)					
Disability Benefits (NYS, VA, Private)					
Rental/ Boarders/Lodgers Income (received)					
Other (please specify)					

6

Office Use Only

READ THE IMPORTANT INFORMATION BELOW AND SIGN AT THE BOTTOM

7

PENALTIES – Your application may be investigated. By signing this agreement you are consenting to cooperate in such investigation. **Federal and State laws provide for penalties of fine, imprisonment or both if you do not tell the truth when you apply for Child Care Services;** or at any time when you are questioned about your eligibility; or if you cause someone else not to tell the truth regarding your application or continuing eligibility. Penalties also apply if you conceal or fail to disclose facts regarding your initial or continuing eligibility for Child Care Services; or if you conceal or fail to disclose facts that would affect the right of someone for whom you have applied to obtain or continue to receive Child Care Services; and such Child Care Services must be used for the other person and not yourself. It is unlawful to obtain Child Care Services by concealing information or providing false information.

CHANGES – I agree to inform the agency **immediately** of any change in my needs, income, property, living arrangement or address to the best of my knowledge or belief.

I agree to inform the agency **immediately** of any change in child care arrangements, including where child care is provided, who is providing care, providers fees, and hours for which child care is needed.

CONSENT – I understand that by signing this application form I agree to any investigation made by the Department of Social Services to verify or confirm the information I have given or any other investigation made by them in connection with my request for Child Care Services. If additional information is requested I will provide it.

NON-DISCRIMINATION NOTICE – This application will be considered without regard to race, color, sex, disability, religious creed, national origin or political belief.

CERTIFICATION OF CITIZENSHIP/ALIEN STATUS FOR CHILD CARE SERVICES – I swear and affirm under penalties of perjury, that all children who are seeking child care services _____ are

(List the names of all the children who need child care services)

United States (U.S.) citizens or nationals or persons with satisfactory immigration status. I understand that information about my household may be submitted to the Immigration and Naturalization Service (INS) for verification of immigration status, if applicable. I further understand that the use or disclosure of information about household members including myself who are applying for or receiving Child Care Services is restricted to persons and organizations directly connected with the verification of immigration status and the administration or enforcement of provisions of the Child Care Services program.

CERTIFICATION: I swear and/or affirm under the penalties of perjury that the information I have given or will give to the local Social Services district is correct.

APPLICANT/REPRESENTATIVE SIGNATURE	DATE SIGNED	HUSBAND/WIFE SIGNATURE	DATE SIGNED

8



Please return to the address below:
Dutchess County Dept. of Social Services
60 Market Street
Poughkeepsie, NY 12601
Phone: 486-3140 Fax: 486-3142



Use this area for additional information:

(FOR OFFICE USE ONLY) WMS DATA

CIN	REL CODE	SSN	SFUI	MS CODE	SI CODE	LA CODE	EM CODE	CI CODE	EL CODE

INCOME

LN NO.	SRC CODE	AMOUNT	PER.

I CONSENT TO WITHDRAW MY APPLICATION. I understand I may reapply at any time.

SIGNATURE _____

DATE _____

For Agency Use Only

Eligibility Determined by _____ Date _____ Eligibility Approved by _____ Date _____

Child Care Authorization Period: From _____ To _____

Comments:

DAY CARE SUBSIDY POLICY STATEMENT

I, _____, understand that I must follow the procedures listed below in order to remain eligible for a day care subsidy.

You must be employed and working on a regular basis. On a day when one parent is not working, the Dutchess County Department of Social Services will not pay for day care.

You must report all changes within ten days. This includes, but is not limited to: changes in employment status from full-time to part-time or the reverse; changes in gross monthly total income (wages, child support, social security or any other earned or unearned income); changes in household composition; changes in address.

You must report any change in the use of a day care provider such as a child no longer attending or a child changing providers.

If you are out of work for six weeks or less due to a disability, your children cannot attend day care at the County's expense. If you return to work within six weeks, however, your subsidy will be reinstated.

If you are laid off from your job and report it immediately, the Department will pay for day care for the hours that you are searching for another job. This will continue for up to 30 days. After that, you will lose your slot and have to reapply for day care if the need arises.

Non-compliance with any of the above can result in suspension or termination of your day care subsidy. Collection and/or prosecution will also be pursued, if appropriate.

Parent's Signature

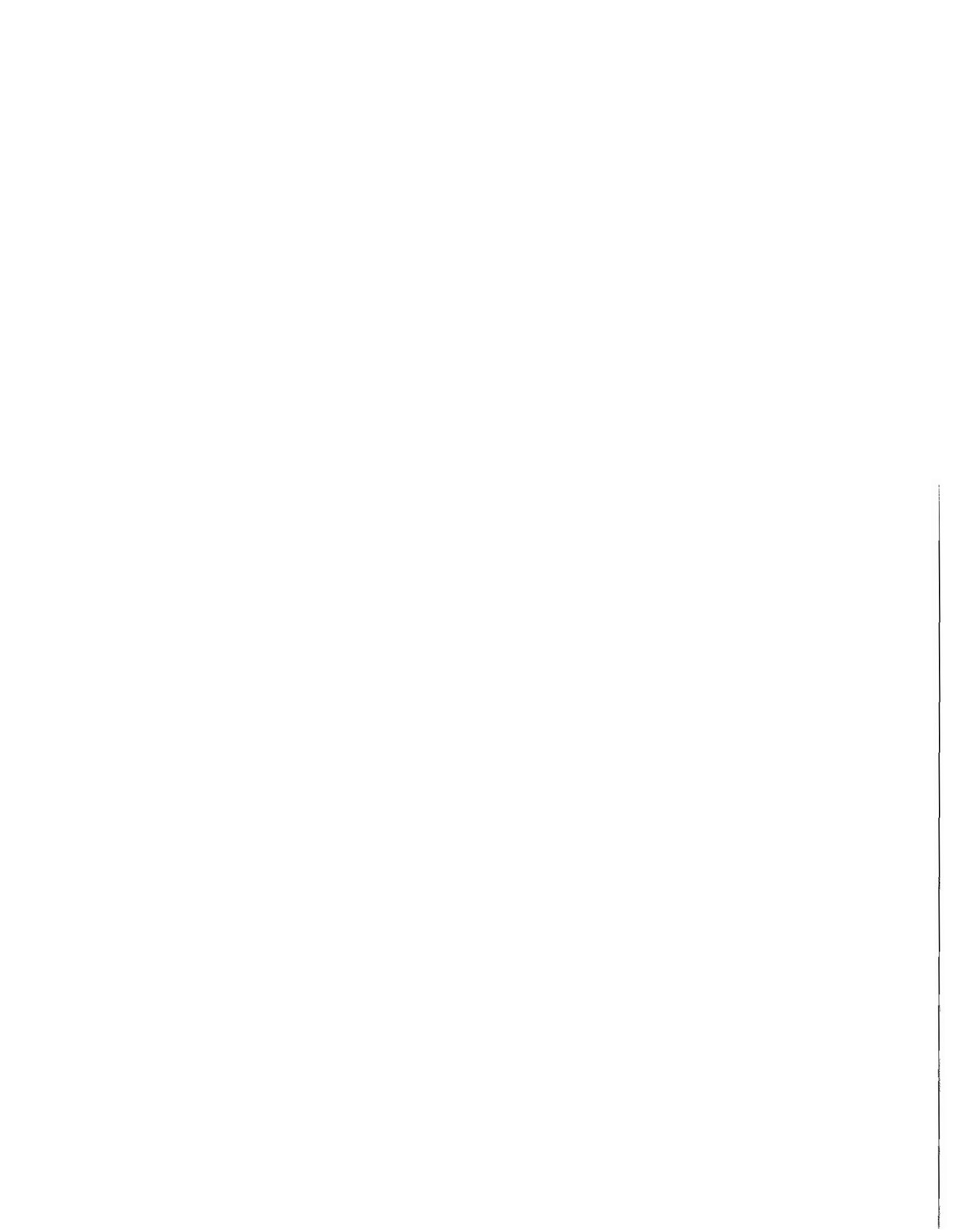
Date

Parent's Signature

Date

Worker's Signature

9/30/11



CHILD CARE EMPLOYMENT QUESTIONNAIRE

Name: _____ Social Security #: _____ (optional)
Phone #: _____

SECTION I – EMPLOYER INFORMATION

Please provide the following information regarding your employer:

Employers Name: _____
Address: _____
Phone: _____
Contact Person: _____

SECTION II – EMPLOYMENT INFORMATION

Please provide the following information regarding your employment:

How many hours are you scheduled to work each week? _____
How many hours per day? _____
How many days per week? _____
What shift are you scheduled to work (i.e. 9:00 a.m.- 5:00 p.m.?) _____
What is your rate of pay per hour? _____
Do you receive tips? _____ Amount: \$ _____ per _____
Does your employer offer you overtime opportunities? _____
If so, please explain: _____

Approximate travel time to work _____

SECTION III – CHILD CARE INFORMATION

Please provide the following information regarding your child care provider:

Name: _____
Address: _____
Phone: _____
Weekly child care costs: _____

On days when your child/children are not in school, please indicate their times in care: (i.e. 9:00 a.m. – 5:00 p.m.)

On days when your child/children are in school, please indicate their times in care:
(i.e. 7:30 a.m. – 8:30 a.m./3:30 p.m. – 5:00 p.m.) Include part-time childcare costs

The above information is true and accurate. I understand that I must notify my child care subsidy worker of any changes in employment immediately in writing.

Signature: _____ Date: _____

