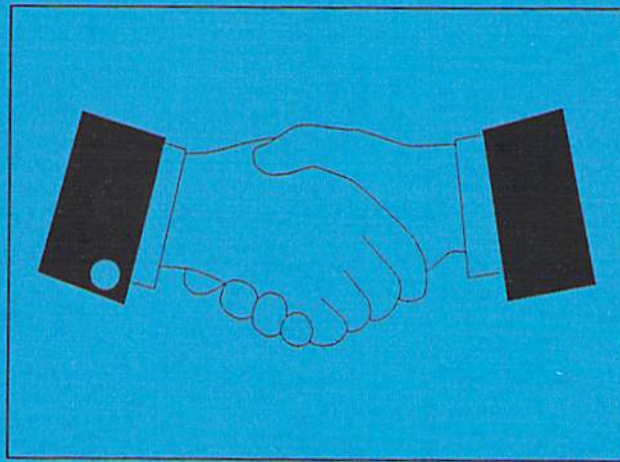


**MADISON COUNTY
DEPARTMENT OF SOCIAL SERVICES
1993 ANNUAL REPORT**



PARTNERSHIP TOWARD INDEPENDENCE



MADISON COUNTY
DEPARTMENT OF SOCIAL SERVICES

PHONE
366-2211

JAMES L. CARY, COMMISSIONER
PO BOX 637
WAMPSVILLE, NEW YORK 13163

IN REPLY
PLEASE REFER TO:

June 9, 1994

Lawrence Carpenter, Chairman
Madison County Board of Supervisors
Wampsville, NY 13163

Dear Mr. Carpenter:

I am pleased to submit the Madison County Department of Social Services 1993 Annual Report, which summarizes the major functions and accomplishments of every program area administered by the agency. It depicts the contributions invested by a dedicated staff to serve the well-being of the children, low-income families, and single individuals of Madison County who are dependent on this agency for financial and supportive social services.

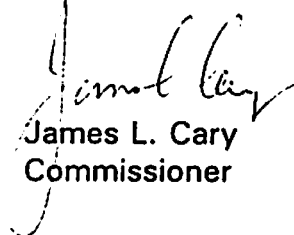
I would like to note several program areas that were particularly successful in 1993:

- The Investigations unit continued to prove itself, as our "Front-End Detection Program" realized an average denial/withdrawal rate of forty-three percent (43%) of all Public Assistance cases validated. This effort resulted in a total Public Assistance/Food Stamps dollar savings of over three hundred and ninety-three thousand dollars (\$393,000). In addition, the unit was able to secure grant reductions in seventy-three (73) cases amounting to a cash savings of almost seven thousand dollars (\$7,000).
- The November 1993 opening of the 8-bed group home in Chittenango by Liberty Resources of Oneida, New York, was the initial step by the Department to establish an in-county interim level of care for Madison County foster children. This group home will offer the Family Court system as well as the Department an alternative to placing children in the more costly institutional level of care. In addition to the dollar savings, having the child in the county and therefore closer to the family enables the Department to work more effectively at our goal of returning the child home.

- In June of 1993, we established the mobile work crew in our Employment unit. This new innovative program provides work experience for a crew of six to eight Public Assistance employable clients who work under the direct supervision of an agency worker. In the seven months of 1993, the work crew completed 35 major and 20 minor projects at 45 different work sites throughout the county. During 1993, 32 individuals were assigned to the crew. Of these, 27 enrollees either obtained employment, were sanctioned, or were excused from the program for good reason. This represents an 80% rate of individuals who exited the Public Assistance rolls as a direct result of the mobile work crew project.

While the success of our many and varied programs is due to the diligence of our staff, we gratefully acknowledge your support and cooperation as being a vital part of these efforts. The staff and I look forward to continuing the productive relationship in the years ahead.

Sincerely,



James L. Cary
Commissioner

JLC/et

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DEPUTY COMMISSIONER

Personnel-Staffing Overview

In 1993 a total of 23 employees left the Social Services Department. Sixteen employees resigned, two retired, four were discharged for unsatisfactory work performance, and one was removed for not being reachable on the Civil Service eligible list. Four employees requested and were granted leaves of absence. Two were maternity leaves and two were medical leaves.

The vacancies which resulted from people leaving the Department occurred at many levels. There were ten Social Welfare Examiner vacancies, five Caseworker vacancies, three Senior Typist vacancies, two Attorney vacancies, one Director of Economic Security vacancy, one Clerk vacancy, and one Welfare Employment Representative vacancy. Two of the Social Welfare Examiner vacancies were filled by promoting clerical staff. The remaining eight were filled by hiring new employees. Two of the Caseworker vacancies were filled through promotions, while the remaining three were filled by hiring new employees. The Director of Economic Security vacancy was filled through a promotion. One of the Senior Typist vacancies was filled through a promotion; the other two were filled by hiring new employees. The Welfare Employment Representative position was filled through promotion. The other vacancies were filled by hiring new employees.

There were a total of seventeen promotions within the Department during 1993. The vacancies resulting from the various

promotions were either backfilled through promoting other staff, or by the hiring of new employees. There were a total of thirty-one new employees hired during 1993.

Six new positions were added during 1993 - two Senior Clerk positions, one Attorney position, one Work Program Crew Leader position, one School Services Program Coordinator position, and one Support Investigator position. The Senior Clerk positions were added in order to handle the additional clerical work resulting from the new managed care program. The Attorney position was added in an effort to address the ever-increasing demands upon the Legal section. The Work Program Crew Leader position was added to supervise the newly-created Mobile Work Crew which is comprised of public assistance recipients. The School Services Program Coordinator position was created in partnership with the local BOCES and school districts in an effort to provide a liaison between schools and county agencies serving at-risk youth. The Support Investigator position was added in order to address the increased workload resulting from recent legislation.

Five positions were reclassified during 1993. A Caseworker position in the Employment Unit was reclassified to Senior Welfare Employment Representative. The Principal Examiner position responsible for Medical Assistance was reclassified to Director of Medical Assistance. The Principal Examiner position responsible for the Economic Security Unit was reclassified to Director of Economic Security. The Accounting Supervisor position was reclassified to Director of Administrative Services, and the Staff

Development/WMS Coordinator position was reclassified to Director of Staff Development/WMS. These reclassifications were the result of a determination that the duties and responsibilities of these various positions were more appropriate to the new titles.

In 1993 thirteen employees of the Department qualified for the attendance bonus of \$125 in accordance with Article 34.7 of the White Collar Bargaining Agreement.

At the end of 1993 there were a total of 112 positions within the Department of Social Services, plus Sheriff's deputies provided through a contract with the Sheriff's Department to conduct fraud investigations and provide building security.

ECONOMIC SECURITY UNIT

December 1992 Public Assistance cases numbered 718. Due to poor economic conditions in January 1993, the PA caseload rose to 761 cases. The agency did not see the normal decline in the number of cases in the spring, with individuals returning to employment. The number of PA cases peaked in July 1993 with 777 PA cases. A decrease was noted in August 1993 which was 749 cases. In September 1993 the cases increased slightly to 752, with the end of the year caseload being 759 cases. As can be noted for comparison, the yearly caseload increased 41 cases (December 1992 to December 1993). The peak caseload showed an increase of 59 cases.

The Non-Public Assistance Food Stamp Program ended in 1992 with a total of 1,283 cases. During 1993, the caseload continued to increase with the caseload at the end of December 1993 being 1,386 cases. This is an increase of 103 cases. The rise in the caseload again reflects the current poor economic conditions.

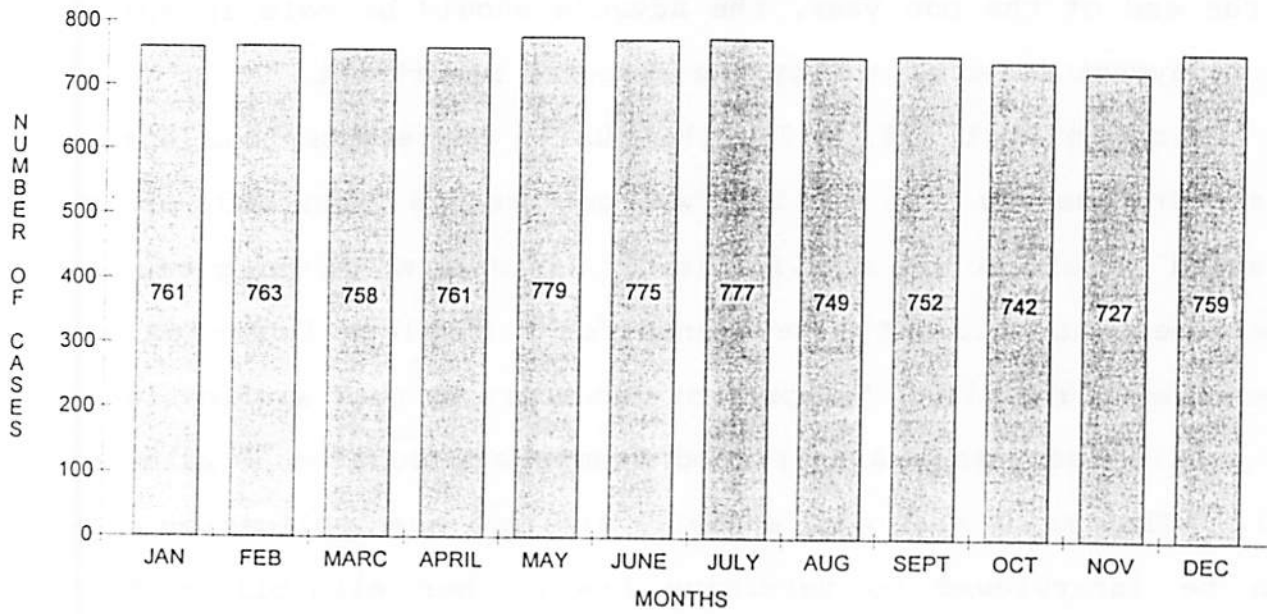
The 1993-1994 HEAP Program began in mid-November 1993 with some changes. Households in receipt of public assistance or food stamps were automatically eligible for a HEAP benefit, plus an emergency benefit if they were threatened with a termination notice or were unable to receive a fuel delivery. This new rule greatly helped the HEAP examiners who would have normally had to interview the households in receipt of food stamps and households who only desired to apply for HEAP. Clients have been able to receive more efficient service to eliminate their heat emergency.

A new public assistance regulation was implemented in the spring of 1993 after there were no HEAP benefits available. This regulation basically states that if there is a termination notice for electricity and/or fuel and the household is unable to negotiate a repayment plan for their delinquent bill, the social services agency advances the money to the client to prevent shut-off. The client then signs a repayment agreement with the agency stating they will repay the agency on a monthly basis for one year. At the end of the one year, the advance should be paid in full. The repayment is monitored by the Resource Department.

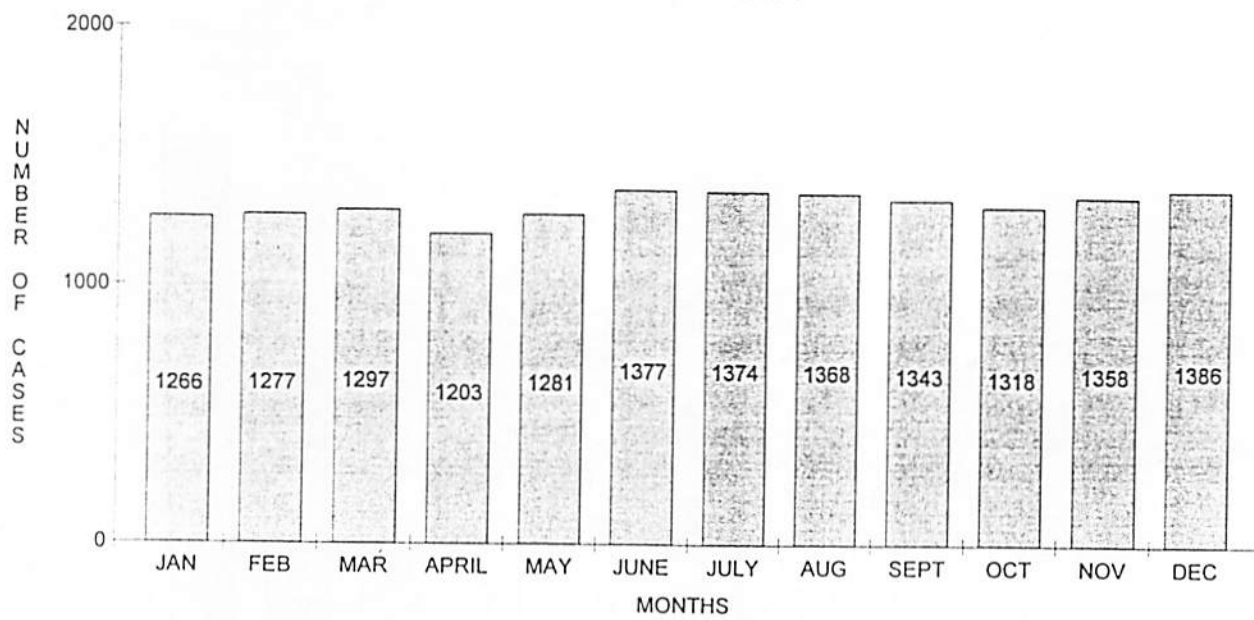
Prior to April 28, 1993, the public assistance/food stamp intake process was that a client was prescreened first and, if it appeared the client may be eligible for assistance, he was given an appointment to return to the agency for a complete interview to determine eligibility. The present procedure is that applications for public assistance and/or food stamps are done on a walk-in basis. This means that a client will fill out the application and then be interviewed to determine his or her eligibility for assistance.

In April 1993, the New York State Department of Social Services lost a court case which involved the budgeting methodology of HEAP payments to vouchered public assistance fuel accounts during the years 11/1/85-6/12/87. The agency was required to reimburse the cases that were affected by the court decision. The agency was able to recoup \$19,118.56 for overpayments owing to the agency and had to pay a total of \$89,840.33 to the clients.

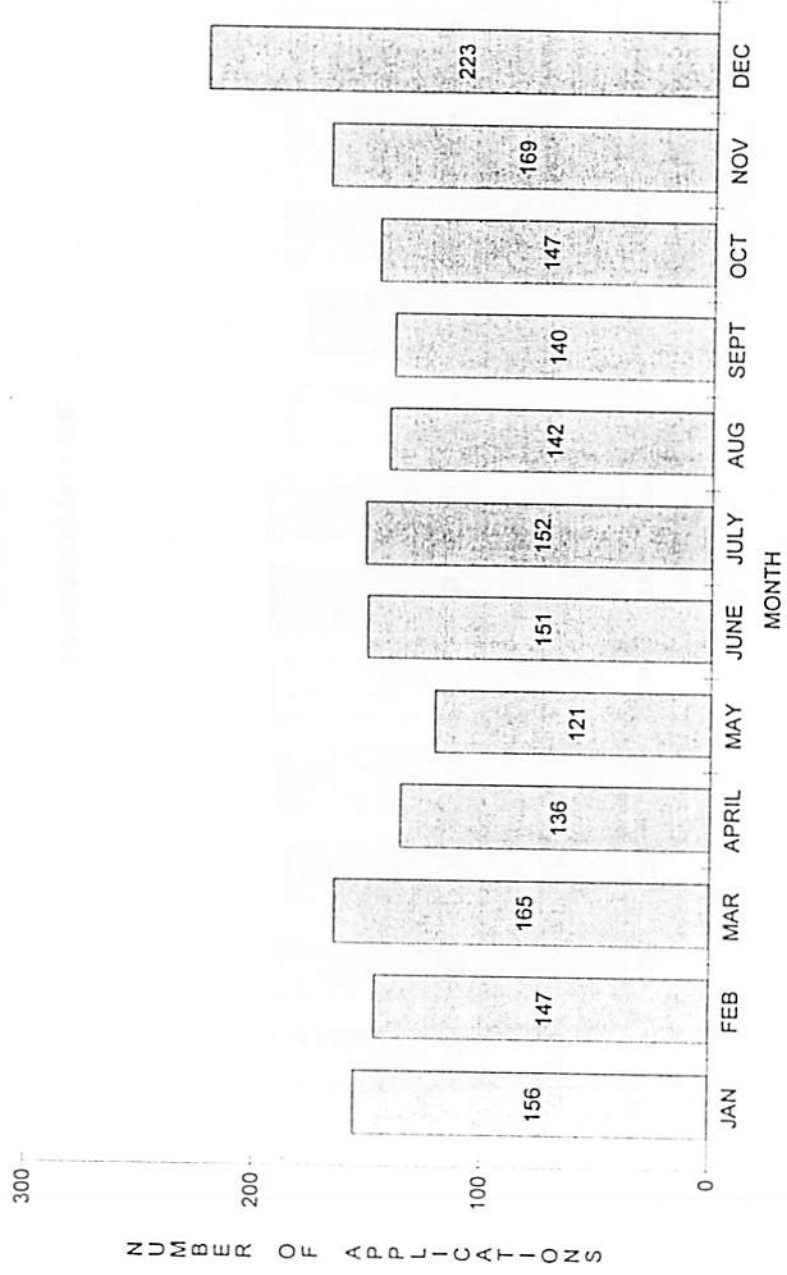
1993 PUBLIC ASSISTANCE CASELOADS

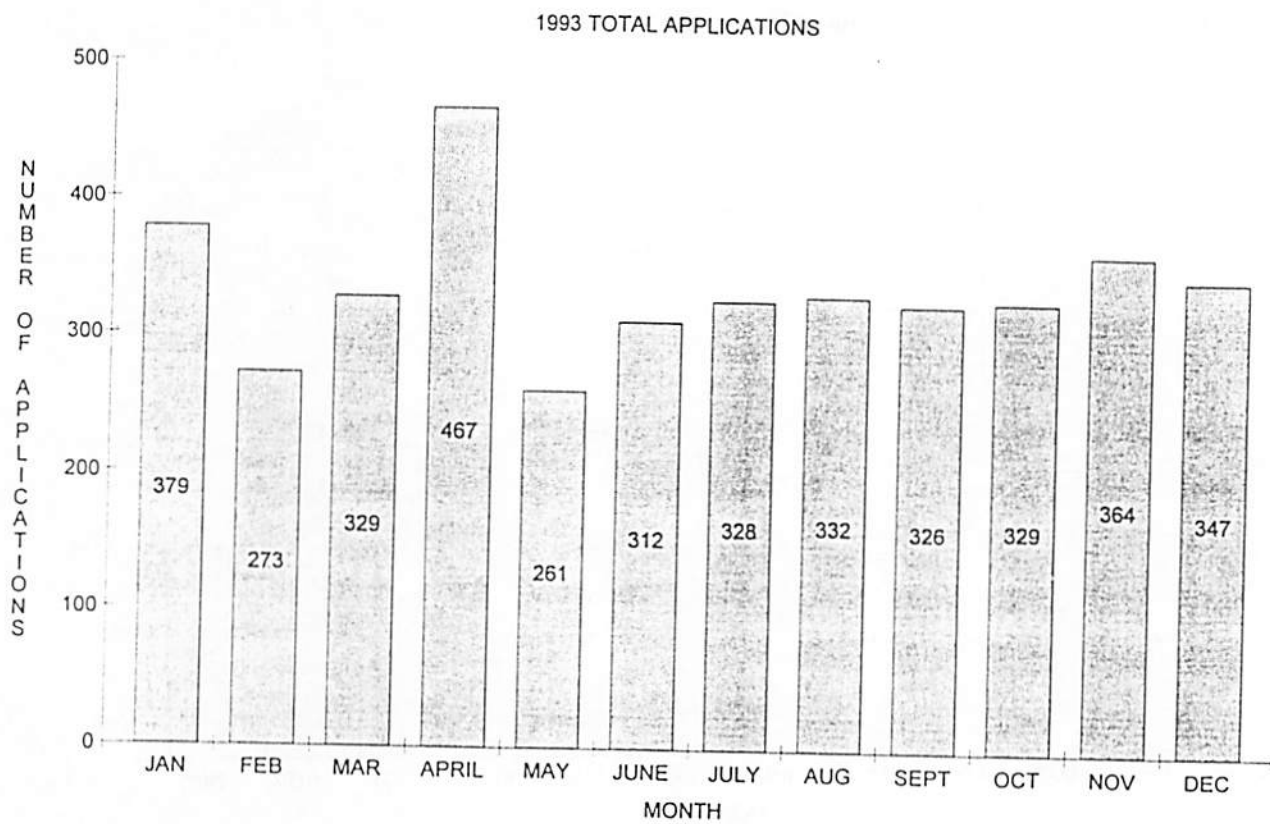


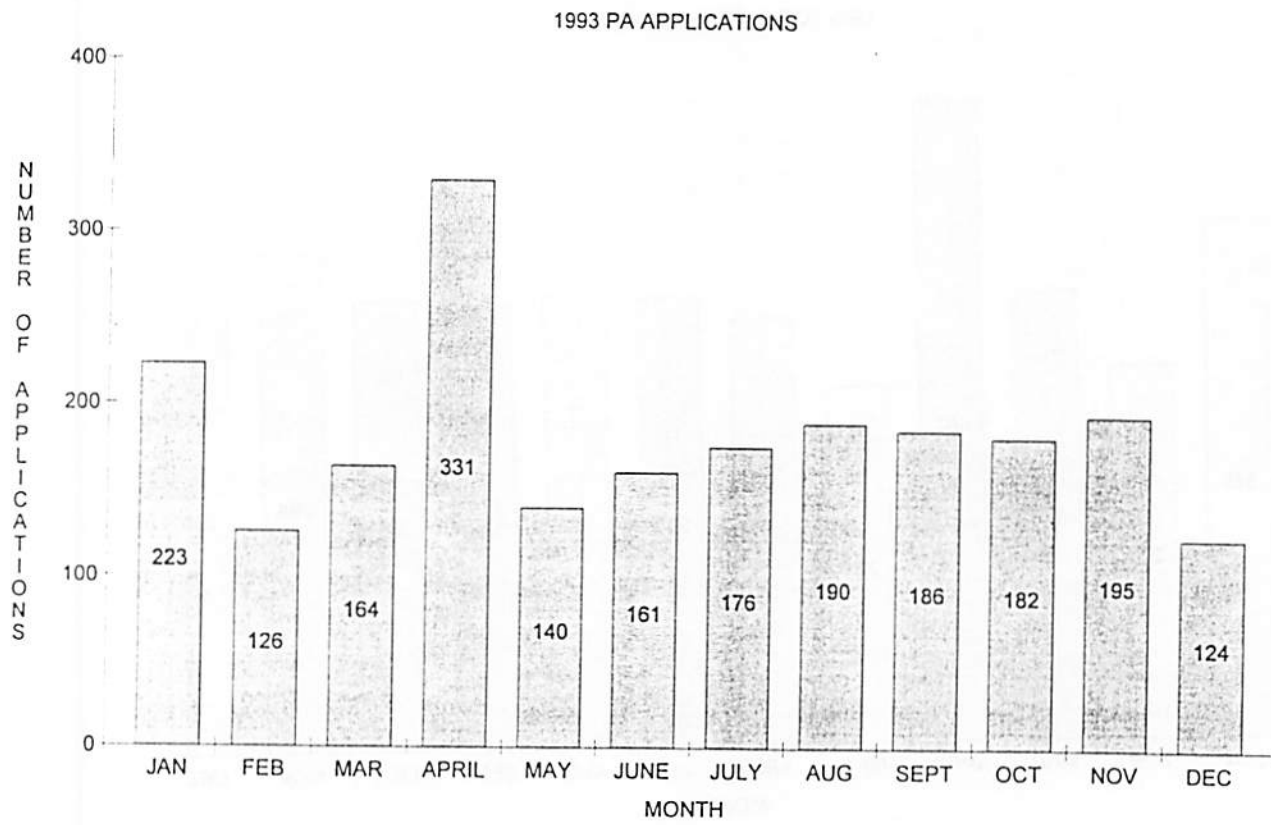
1993 NPA/FS CASELOADS



1993 FS APPLICATIONS







MEDICAL ASSISTANCE

Managed Care

The main focus in Medicaid for 1993 continued to be managed care. After being designated in Round II counties for implementation of managed care, Madison County's plan was submitted May 1, 1993. Contracts were signed with two health maintenance organizations (HMO's) as managed care providers. Blue Care Plus began enrollment for November 1993 participation. Mohawk Valley Physicians' Plan (MVP) began enrollment for 12/93 participation. Client response has been positive and 1993 ended with managed care enrollment at 53.

Caseload

1993 again reflected an increase in the Medicaid population as reflected below:

	<u>1/93</u>	<u>12/93</u>
Individuals	3299	3801
Cases	2296	2592

The largest expansion is reflected in the non-SSI population which increased by 17%.

Transportation

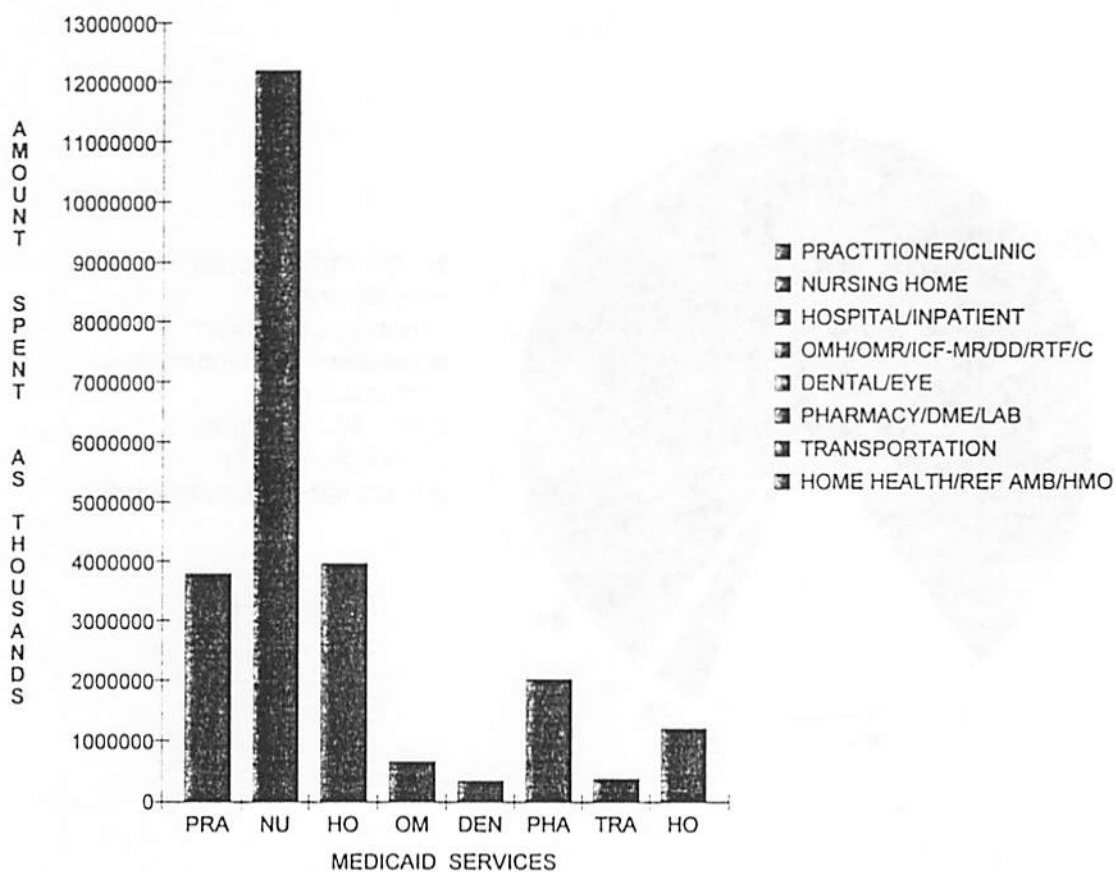
See attached.

MEDICAL TRANSPORTATION 1993

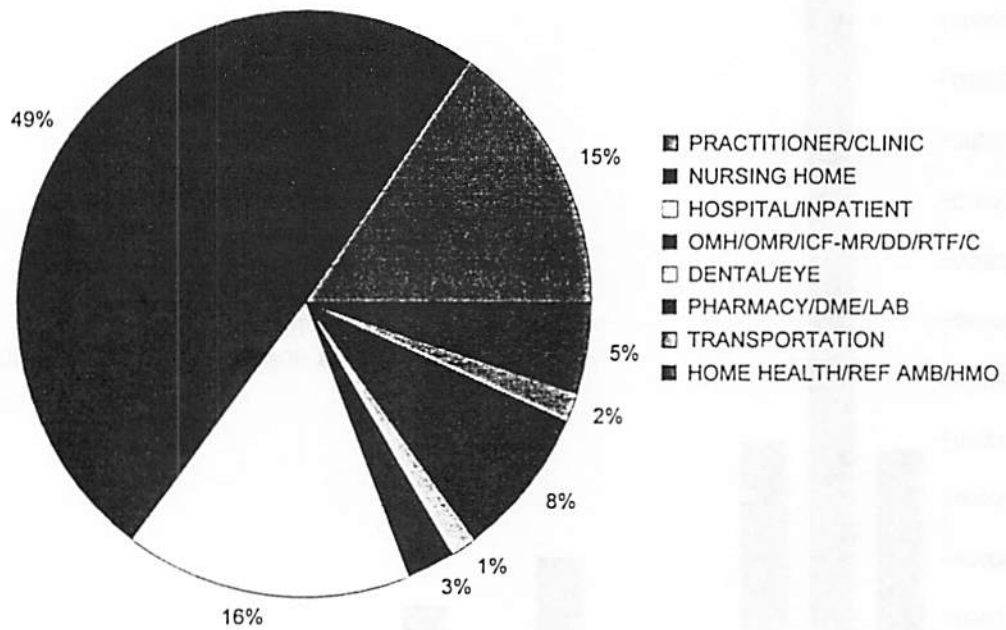
	NUMBER OF TRIPS
TAXI (including ARC)	4,656
WHEELCHAIR VAN	1632
AMBULANCE	876
OFFICE FOR THE AGING	1279
TRANSPORTATION AIDES	1759

The total savings by using the Transportation Aides amounted to \$38,789.02

MEDICAL ASSISTANCE 1993



MEDICAL ASSISTANCE 1993



STAFF DEVELOPMENT

What a year for Staff Development in 1993! A total of 1,923 hours of locally-arranged training was provided to the staff of the Department of Social Services.

Many hours were spent training newly-hired employees on the policies and procedures they needed to do their jobs. The most extensive training is provided to social welfare examiners and caseworkers. Newly-hired social welfare examiners follow a two-week intensive training program provided by the Director of Staff Development, the Senior Welfare Examiners, and the Director of the program area. During this time, trainees are oriented to the rules and regulations of their assigned program area(s) - Public Assistance, Food Stamps, Medicaid or HEAP. The interviewing of clients is a needed skill that will be cultivated during this training. Caseworkers receive on-the-job training by working closely with their his or her supervisor or an experienced caseworker. The local training for caseworkers is supplemented by mandatory State-sponsored training contracted through several colleges, including Cornell University, SUNY Albany, or SUC at Buffalo. Another emphasis in our local training program is the on-going training provided to our foster parents. Periodic training sessions are scheduled, using many different community resources.

Several on-sight programs were mandated for all agency staff. These included informational sessions on the new managed care program, TB informational sessions as offered by our Public Health

Department, and a session on sexual harassment in the workplace.

A new initiative is to provide professional image/client awareness training to the welfare examiner staff on an annual basis. This year's client awareness training was prepared and delivered by the Director of Staff Development in October. All welfare examiners were required to attend.

Five of our employees were able to participate in personal computer courses arranged by the Assessment office. These courses included basic and advanced DOS and basic and advanced Word Perfect.

Locally we were able to reap the benefits of grant funds received by the Madison Council on Alcoholism and Substance Abuse (MCCASA). As part of the funds, MCCASA provided a professional to deliver a program to our caseworkers and foster parents on dealing with children who have suffered a loss.

Twenty-five employees participated in the County's EAP-sponsored programs. These programs included such topics as standard first aid, wills and estate planning, assertive communications, and stress management. These programs could be used for personal development or to gain knowledge useful in the employee's job.

Four individuals attended the New York Public Welfare Association's summer conference, and five employees attended the winter conference. These conferences provide the appropriate setting to learn of upcoming changes in rules and regulations, and also to network with other County DSS personnel to learn of other

local initiatives and ideas including best practices.

Employees also participated in 907 hours of State-sponsored training. These trainings continue to require a \$14/person/day fee that is withheld from our State reimbursement. This fee is charged regardless of the intent of the training - State-mandated, introduction of new rules and regulations, or to further one's understanding of the program area.

The State trainings included a one-day on-sight caseworker safety training. This provided the Child Welfare caseworkers with techniques to use in protecting themselves from violence both in the workplace and on the road.

Sixteen employees were able to take advantage of two graduate courses offered through SUNY Albany and provided at the Mohawk Valley Community College campus. Tuition was paid by the State. These courses included "Social Welfare Policy and Services I" and "Human Behavior and Social Environment II".

Due to many different interpretations of the Medicaid transportation regulations, the State held its first Medicaid transportation conference this year. Two of our employees were able to attend.

The year ahead sees the local focus to be re-evaluating and improving the training offered to our eligibility workers. This will be done by exploring what the State has to offer, by conducting a local needs assessment, and by getting input from other local districts.

MONTHLY INVESTIGATION UNIT STATISTICS FOR 1993

JAN FEB MAR APR MAY JUN JUL AUG SEP OCT NOV DEC Y-T-D

))))—VALIDATIONS—((((/))))

ADC CASES	36	24	40	41	31	41	50	36	42	37	43	45	466
ADC CASES DENIED	8	7	18	15	5	11	26	19	19	11	13	14	166
ADC-U CASES	9	5	3	2	3	3	6	7	11	5	12	9	75
ADC-U CASES DENIED	4	2	1	0	1	2	4	3	3	2	4	4	30
HR CASES	55	43	43	33	26	30	32	50	31	34	37	45	459
HR CASES DENIED	26	25	23	18	12	11	17	25	18	20	19	23	237

TOTAL CASES	100	72	86	76	60	74	88	93	84	76	92	99	1,000
TOTAL DENIALS	38	34	42	33	18	24	47	47	40	33	36	41	433
% DENIAL RATE	38%	47%	49%	43%	30%	32%	53%	51%	48%	43%	39%	41%	43%

))))—DENIAL REASONS—((((/))))

EXCESS RESOURCES/INCOME	9	8	12	7	5	8	7	7	10	7	10	10	100
NOT AT ADDRESS GIVEN	4	5	4	2	6	2	8	5	6	9	7	4	62
FAILED TO CONTACT OUR UNIT	7	4	6	9	3	6	18	8	10	5	7	7	90
NO SHOW FOR APPOINTMENT	4	5	3	3	0	0	0	0	0	0	0	0	15
WITHDREW AFTER VALIDATION	11	5	12	8	0	5	10	17	11	6	4	7	96
OTHER	3	7	7	4	3	3	4	10	3	6	8	15	73

))))—SAVINGS—((((/))))

P.A. SAVINGS	117158	113986	117976	114498	7714	112035	121506	120968	117636	114147	116862	119915	194,401
F.S. SAVINGS	7694	5822	9124	6398	3316	5820	110063	9378	7830	6097	7734	9129	88,405
M.A. SAVINGS	9388	8240	110904	8574	4476	6428	111766	112270	110744	8390	9412	110594	111,186

TOTAL SAVINGS	134240	128048	138004	129470	115506	124283	143335	142616	136210	128634	134008	139638	393,992
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)))—GRANT REDUCTIONS—(((/))))

ADC - CASES	5	2	3	3	3	5	3	0	6	4	4	5	43
ADC - SAVINGS	560	224	336	336	336	560	336	0	672	448	448	560	4,816
HR - CASES	4	4	1	1	3	1	0	2	3	5	4	2	30
HR - SAVINGS	276	276	69	69	207	69	0	138	207	345	276	138	2,070

TOTAL CASES	9	6	4	4	6	6	3	2	9	9	8	7	73
TOTAL SAVINGS	836	500	405	405	543	629	336	138	879	793	724	698	6,886

))))—ABSENT PARENT—((((/))))

ABSENT PARENT REFERRALS	43	46	45	61	51	50	46	45	47	39	38	64	575
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))—FS DISQ. CONSENT AGREE.—((/))))

NUMBER CASES	0	1	0	0	0	0	0	0	0	0	0	0	1
AMOUNT INVOLVED	0	714	0	0	0	0	0	0	0	0	0	0	714

)))—REPAYMENT AGREE.—(((/))))

NUMBER OPEN	3	5	0	10	3	3	5	1	6	7	4	6	53
AMOUNT OPEN	1447	3226	0	5215	2264	4820	2296	705	3853	3440	2962	5705	35,933
NUMBER CLOSED	6	5	8	27	14	12	7	3	16	13	11	6	128
AMOUNT CLOSED	1827	1807	3032	8264	3808	3730	1110	768	3596	6678	3958	3334	41,912

TOTAL AMOUNT	3274	5033	3032	113479	6072	8550	3406	1473	7449	110118	6920	9039	77,845
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))))—FRAUD ARRESTS—((((/))))

NUMBER ARRESTS	1	0	0	2	0	0	0	1	0	0	0	1	5
AMOUNT INVOLVED	1257	0	0	5210	0	0	0	1934	0	0	0	1277	9,678

))))—CONVICTIONS—((((/))))

NUMBER RECEIVED	8	0	0	0	0	0	0	0	3	0	0	2	13
AMOUNT INVOLVED	8936	0	0	0	0	0	0	0	6314	0	0	4019	19,269

CHILDREN'S SERVICES UNIT

Foster Care & Institution Placements

The number in non-JD/PINS foster care and in non-JD/PINS higher levels of care has remained fairly constant throughout 1993, never fluctuating more than one or two children. The year ended with 56 in foster care and 12 in higher levels of care.

JD/PINS placement in higher levels of care increased from 21 to 26 children throughout 1993. At the same time, our JD/PINS foster care placements have decreased by 6 throughout the year. The shift in levels of care is due in part to the opening of Dailey House in Chittenango. This is a new group home for that group home level of care within our county which better meets the needs of teenage JD/PINS males than foster care.

Overall total placements for the year 1993 remain fairly constant with the major change being the shift from foster homes to group home care in the JD/PINS category.

Madison County youth placed with the New York State Division for Youth was somewhat higher this year. January saw 10 youths in placement. Placements went to a high of 15 in October. The year ended with 13 in placement. This increase has been due to the increased severity of juvenile delinquency offenses and the increased length of placement in DFY programs.

The continued need for institutional placements is due in part to more difficult children being referred to the Department of Social Services by the court for placement in higher levels of

care. For the majority of these children, psychiatric and psychological evaluations are obtained to determine the need for service and the level of placement which is most appropriate. In addition, the lack of foster parents willing and able to foster children and teenagers with severe problems remains a factor.

Preventive Services

During 1993, the number of children served who were not in placement increased dramatically. Our low was April when 227 children were served. The high was November with 302 served. By the end of December, the preventive caseload had 293 children.

This continued increase from 1992 is due in part to a purchased private program established by our Department and the Department of Mental Health. PACT (Parents and Children Together) was established to provide diagnostic evaluation and on-going mental health services to families and children eligible for mandated preventive services. This program has decreased the need for evaluations from the House of the Good Shepherd and Elmcrest Children's Center.

The Children's Services Unit continues to provide case management to court-ordered foster care diversion cases which are contracted out to Madison County Catholic Charities. Case management of these contracted services has necessitated the use of approximately one-half of a caseworker position but continues to provide the agency with substantial reimbursements from the state. Forty-eight children have received diversion services in 1993.

During the year, 28 were terminated, 13 cases completed the program successfully, 12 were placed with the Department of Social Services for placement, one moved out of Madison County, one was placed with New York State Division for Youth, and one was terminated by Family Court.

Parent Skills Training

The Department has continued to contract with a private contractor to facilitate a parent skill training group. This parent group deals with the problems of multi-problem families and continues to decrease the time their children spend in foster care. Additionally, the group has assisted in preventing placement of children who have not been placed. Many of the parents who are actively participating in this group are parents of teenagers and young adolescents.

During 1993, 26 families were serviced by the parent group. These families included 49 children. Thirty-two children were prevented from being placed and eight returned home earlier than anticipated.

The group has been led by David Blaisdell and co-taught by Children's Services personnel. The parents who are active in this group continue to make great personal strides which will continue during the coming year. An addition to the group has been allowing children to participate with their parents in the group. Teenagers who have been discharged from placement attend regularly, and this has been a major factor in successful transition from placement to

home.

Adoption Services

During 1993, four persons were certified as prospective parents for hard-to-place children, for a total of nine currently certified. Several families have opted to withdraw their certification and adoptive status, some following adoptions, some have decided that adoption is not for them. These persons were trained and certified in conjunction with the training and certification of foster parents. The basis for combining adoption and foster parent certification has to do with the fact that most of the older, hard-to-place children who are freed for adoption have come through the foster care system, and many of the issues that need to be dealt with are the same.

During 1993, one child was adopted by his foster parents. Three children were placed and finalized with Madison County adoptive/searching families. The Department currently has seven children in its charge who have been freed for adoption. One child is in an adoptive home and finalization should occur in the next few months. Of the remaining children, it is anticipated that two will not be placed due to age and emotional problems and have a goal of independent living. The finalization of three children is currently being delayed by a court appeal. Of the others, one has severe mental and physical problems which are delaying arrangements for placement.

We have had no infants surrendered in several years and do not

anticipate any in the foreseeable future. Parents wanting certification for infant adoption will be processed and placed on a waiting list.

TASA (Teenage Services Act)

Madison County continues our arrangement with Liberty Resources, Inc., to provide TASA services as a referral agency with the approval of New York State Department of Social Services.

Independent Living

We continue to contract with Liberty Resources, Inc., to provide independent living group sessions to those children in foster care who are at least fourteen. These sessions are held once each month on a Saturday. During these sessions, children learn interpersonal skills, cooking, budgeting, shopping, job hunting, and other skills of interest to them in preparing to live independently in the future. There are currently ten children participating.

Foster Parent Orientation and Status

We have continued to use MAPP (Model Approach to Partnership in Parenting) orientation for certification of prospective foster parents. We began the year with 41 certified homes, one of which was a relative home for specific children. We ended the year with 52 certified homes, three of which were relative homes. We have found that our MAPP-trained parents appear to be better prepared as foster parents than in the past and appear to be better able to

manage difficult problems.

We have four homes that may be used for emergency placement after hours and for placements of up to 60 days while evaluations are completed by PACT. The position of foster home finder/recruiter has been helpful in this area. It is anticipated that this position will continue to enhance and improve our foster home program.

CHILD PROTECTIVE SERVICES

During 1993 there were 638 calls received from the Child Protective Register, a decrease from 1992. In addition, we received 15 requests for service where the SCR was not called but an investigation or other assistance was requested by Family Court, another agency such as law enforcement, or an individual. Of the reports received, 35% were indicated compared to 42.5% in 1992, 36% in 1991 and 28% in 1990.

There were 93 petitions filed in Family Court. This included 31 neglect, 14 abuse, 7 approval of voluntary placement, 23 extensions, 3 permanent neglect, 3 violations 2 PINS, 2 amendments to neglect petitions, 5 modifications, 2 terminations and show cause.

Foster care placements numbered 47. Twenty-seven of these children remained in care at the end of the year. Of the 36 children discharged from the CPS foster care caseload, 26 were discharged to the same parent from whom they were removed. Eight were discharged to another relative or caretaker, and two were discharged to independent living. During the year, one child was placed in foster care twice and is now at home awaiting residential placement. Two children who were discharged to their parent were later replaced as PINS. Two other children were placed twice during the year and one remains in care and the other is with a relative.

There are now four children in therapeutic foster care and

nine in residential treatment centers, a great increase from previous years.

STEP classes to enhance parenting skills continue to be provided by the parent aides with some caseworker assistance. Classes are run both during the day and evenings to accommodate working parents. There were four regular STEP classes, Early Childhood class and two STEP Teen classes. Four classes were days and three were evenings. Of the 89 parents who began classes, 62 received certificates of completion. A basic skills class is ongoing every two weeks and attendance varies from 3-6. There are plans to have a "refresher" parenting class within the next three months.

During 1992 supervision for visits between parents and children was provided for 30 families. The number of such visits keeps increasing and requires a great deal of caseworker and parent aide time. This seriously cuts into the time that could be spent providing other service to clients.

1993 CHILD ABUSE AND MALTREATMENT REGISTER REFERRALS

MONTH	IND.	UNF.	TRANS.	REPEAT CALLS IND.	UNF.	SECONDARY RESPONSIB.	ADD'L INFO.	DUPLICATE	PENDING
JANUARY	25-44	28-46	2-4	1-2	1-1	7-16	0	3-4	0
FEBRUARY	19-33	29-42	0	2-2	1-1	6-6	0	0	0
MARCH	15-33	31-50	1-1	0-0	1-1	5-8	0	0	0
APRIL	8-12	28-37	2-2	2-2	1-4	7-13	0	1-4	0
MAY	16-28	26-37	0	0-0	6-6	6-13	0	0	0
JUNE	17-29	34-55	0	6-17	2-5	6-11	1-1	2-3	0
JULY	7-7	28-58	1-2	3-3	2-3	8-10	0	0	0
AUGUST	12-22	34-61	2-6	3-7	7-8	2-2	1-2	2-3	0
SEPTEMBER	12-18	15-29	1-3	3-8	4-6	8-11	0	1-1	0
OCTOBER	15-32	22-29	0	1-2	2-2	7-8	0	0	6-13
NOVEMBER	6-9	18-31	0	1-3	0	6-14	0	0	7-13
DECEMBER	1-1	3-3	0	0	1-1	2-2	0	0	36-60
TOTAL	153-268	296-478	9-18	22-46	28-38	70-114	2-3	9-15	49-86

First number in each column - families

Second number in each column - children

TRANS. - Transferred out of county

SECONDARY RESPONSIB. - Secondary responsibility. Part of the family resides on our county.

(Primary responsibility rests with the county where the child resides.)

IND. - Indicated

UNF. - Unfounded

ADULT & FAMILY SERVICES

During 1993 the Adult & Family Services Unit provided services as illustrated in the Services Chart. Delivery of service has remained relatively stable.

Another area active in the unit was in-home care programs. A total of 137 individuals received services under the Long Term Home Health Care and Personal Care Programs. Totals were 88 under Long Term Home Health Care and 49 under Personal Care.

Thirty new individuals were placed on the Long Term Home Health Care Program. Seventeen new individuals were placed on the Personal Care Program.

The average age was 76 with a range of 44-98. The average DMS-1 score was 153. Clients were maintained at 44% of the cost of placement.

These two programs continue to provide a cost effective alternative to institutionalization.

The Care at Home Program has served three families this year. This program provides an alternative to institutionalization for families with severely disabled children.

SERVICES PROVIDED

	<u>ADULTS</u>	
	<u>NO. RECIPIENTS</u>	<u>NO. HOURS</u>
EMPLOYMENT	37	217
FAMILY PLANNING	0	0
FOSTER CARE - ADULTS	12	259
HEALTH RELATED	14	338
HOME MANAGEMENT	30	2065
HOMEMAKER	0	0
HOUSEKEEPER/CHORE	0	0
HOUSING	1	15
INFORMATION & REFERRAL	1525	1501
PREVENTIVE - ADULT	7	370
PROTECTIVE - ADULT	2	120
INVESTIGATION PROTECTIVE	0	0
TRANSPORTATION	0	0
PERSONAL CARE SERVICES	0	0
SERVICES TO VICTIMS OF DOMESTIC VIOLENCE	0	0

CHILD SUPPORT ENFORCEMENT UNIT

Beginning January 1, 1993, the Support Collection Enforcement Unit was comprised of three support investigators, three account clerk typists, and a coordinator. One account clerk typist had been on disability since October 31, 1992, and retired on December 31, 1992. This position was then filled on January 18, 1993. Of the three investigators, one investigator left the unit on February 22, 1993. That position was filled on March 2, 1993. A second investigator left on May 21, 1993, and that position was filled on August 24, 1993.

Despite the drastic turnover this unit has experienced during 1993, the unit was able to collect a total of \$3,132,267. This is an increase of \$368,513 over the total collected in 1992. The caseload for 1993 totaled 3,381 cases; 1,296 were ADC and 2,085 were private child support services. This is an increase of 603 cases over the 1992 caseload figures, resulting in a 21.7% increase.

An additional investigator was added to this unit effective October 5, 1993, due to the Legislative Chapter 59 Laws of 1993 that became effective July 1, 1993. The following is a brief description of some of the Chapter 59 Laws which will have a stupendous impact to the Child Support Enforcement Program.

Medical Support Enforcement

Under the new provisions, courts will require that respondents who have health insurance available from an employer/organization,

where the employer will pay a substantial portion of the coverage, will be required to enroll their dependent children. Where a respondent has been so ordered, the Support Collection Unit will issue an Execution for Medical Support Enforcement to the employer/organization requesting that the employer/organization notify the Support Collection Unit if health insurance benefits pursuant to the Court order have been obtained. If the respondent has not secured such benefits, the execution will additionally direct the employer/organization to enroll the dependent children and deduct the premiums, if any, from the respondent's wages.

This will cause a significant amount of additional time the investigators must spend on each order. A few examples are: correspondence with employers, obtaining pertinent health insurance information from employers, answering the employers' questions regarding the new law, and processing the information through the varied units as necessary in the Department of Social Services. Also, increased enforcement petitions due to the failure either by the respondent or the respondent's employer to comply.

Review and Adjustment of Child Support Orders

Section 103 of the Family Support Act of 1988 requires that beginning October 1993, states implement a process for the periodic review and adjustment of Title IV-D child support orders. Orders are to be reviewed no later than every 36 months, and adjusted as appropriate, in accordance with State child support guidelines. New York has approximately 350,000 IV-D cases with orders,

including 120,000 ADC cases, which became eligible for this process on October 13, 1993.

A sampling of increased workload involved with each case affected by the review and adjustment of child support orders includes additional client interviews, thorough financial investigations, calculations to determine if adjustment is indicated, preparation of the proposed adjusted order of child support, and increased Court appearances.

Property Execution Remedies

Civil Practice Law and Rules Article 52 Remedies, which until now has been available only to enforce money judgments,, may now be employed for child support arrears/past due support which has not been reduced to judgment.

To effectuate the execution process, the Support Collection Unit must identify liquid assets, prepare and issue the Restraining Notice with Information Subpoena, and Questions and Answers, mail a copy of the notice to respondent, resolve claims of exempt monies, resolve Mistake of Fact claims, review the returned Questions and Answers form from the financial institution, and serve the Execution with Notice to Garnishee.

In summary, this new legislation has added a great deal of additional work to an already enormous workload.

The federal government encourages both effective and efficient program operations through a financial participation process known as an "incentive" which is based on both ADC and Non-ADC

collections. Statewide incentive payments are passed through to the local districts based on a method that considers the district's IV-D program effectiveness and efficiency. Madison County's incentive has increased from \$72,000 in 1991 to \$74,443.97 in 1992, to \$76,140 in 1993.

The primary goal of the Child Support Enforcement Program is to secure support for all children from any person who is legally liable for such support. The eight employees working within this unit have managed to generate over three million dollars back into Madison County.

EMPLOYMENT UNIT

Calendar year 1993 found the Employment Unit very active in implementing the JOBS legislation of 1990. Along with this, the New York State Department of Labor representative and Food Stamp coordinator contributed to the total effort directed at returning our employable population to work.

During 1993, the Food Stamp Employment & Training program assessed 170 work registrants and enrolled 162 of them. Eventually more than half of these enrollees (84) were sanctioned for program non-compliance resulting in a saving of \$21,035. Other savings (job starts, requested case closings, etc.) amounted to \$10,424, for a total savings of \$31,459 in 1993.

Once again the Job Club was held ten times with sessions not being held in July and August. Over the year, a total of 78 participants were enrolled and successfully completed the 4-week program.

The Employment Unit monitored an average of 61 clients a month in approved education and training programs during 1993. In these activities clients have participated in programs ranging from obtaining a GED to becoming health care and office professionals, to name just a few.

Project Advance, a program for women in the Aid to Families with Dependent Children category, was held for three 8-week sessions. This activity, with an emphasis on preparing clients for education and training, graduated a total of 32 participants.

Because of changes in employment emphasis, moving toward employment-oriented goals, Project Advance was not renewed following the Fall 1993 session. In its place will be Independence 101, a program of psychological and educational counseling with back-to-work goals.

During 1993 an average of 17 clients per month were administered The Adult Basic Education (TABE) test. This test is a reliable starting point for client assessment and activity placement. From recent results, a need was identified for remedial math and reading education. In conjunction with the Utica School of Commerce, The Adult Basic Education program has been developed to address this most basic of client needs.

Equally active in 1993 was the Community Work Experience Program and Public Works Projects programs. These activities are designed both to work toward repaying public assistance grants and help develop work habits that will lead to clients getting and keeping self-sufficient employment. In the average month in 1993 there were over 62 persons assigned to worksites throughout Madison County.

The newest facet of these programs is the Mobile Work Crew. Commenced in June 1993, the Mobile Work Crew is designed to give CWEP/PWP placements direct supervision in a variety of work settings. The purchase of an 8-seat mini-bus in October 1993 has enabled the crew to be truly mobile by providing transportation from Wampsville to any area of the county. Through the end of the calendar year, the crew has completed 35 major and 20 minor

projects at 45 different sites countywide. Especially impressive has been the participation rates generated from this endeavor. Thirty-two persons during 1993 were assigned to the crew. Of these 32, 27 enrollees either got jobs, were sanctioned, or were excused from the activity for good cause. This represents over 84% who exited public assistance as a direct result of the Mobile Work Crew, and the remaining five workers were retained on the crew into the new year.

RESOURCE DEPARTMENT

The Resource Department has the responsibility of assessing and collecting monies due to the agency, including mortgages, accident liens, estates, fraud and non-fraud repayments, and third party health insurance claims.

The following is the breakdown of monies received by the Resource Department in 1993:

Assignments of Proceeds	118,679.01
Estates	88,572.00
Retroactive SSI	59,632.60
Satisfaction of Mortgages	35,800.16
Accident Liens	1,989.05
Fraud Repayments	8,037.81
Non-Fraud Repayments	14,930.42
T53 Funds Transferred to Foster Care	181,115.43
Miscellaneous	<u>35,169.65</u>
	543,926.13

Burial applications are taken by the Resource Department and totalled 45 in 1993.

The Resource Department also conducts resource clearances, which are reports sent to area banks to detect unreported accounts. In 1993, 101 resource clearances were completed.

Review of third party health insurance of Medicaid clients, its entrance and monitoring on the MMIS computer system is also handled by the Resource Department.

Department of Social Services

FISCAL

General Administration

Disbursements:

Personnel Services	2,039,577	
Equipment	25,911	
Contractual	465,005	
Employee Benefits	<u>542,989</u>	
		3,073,482

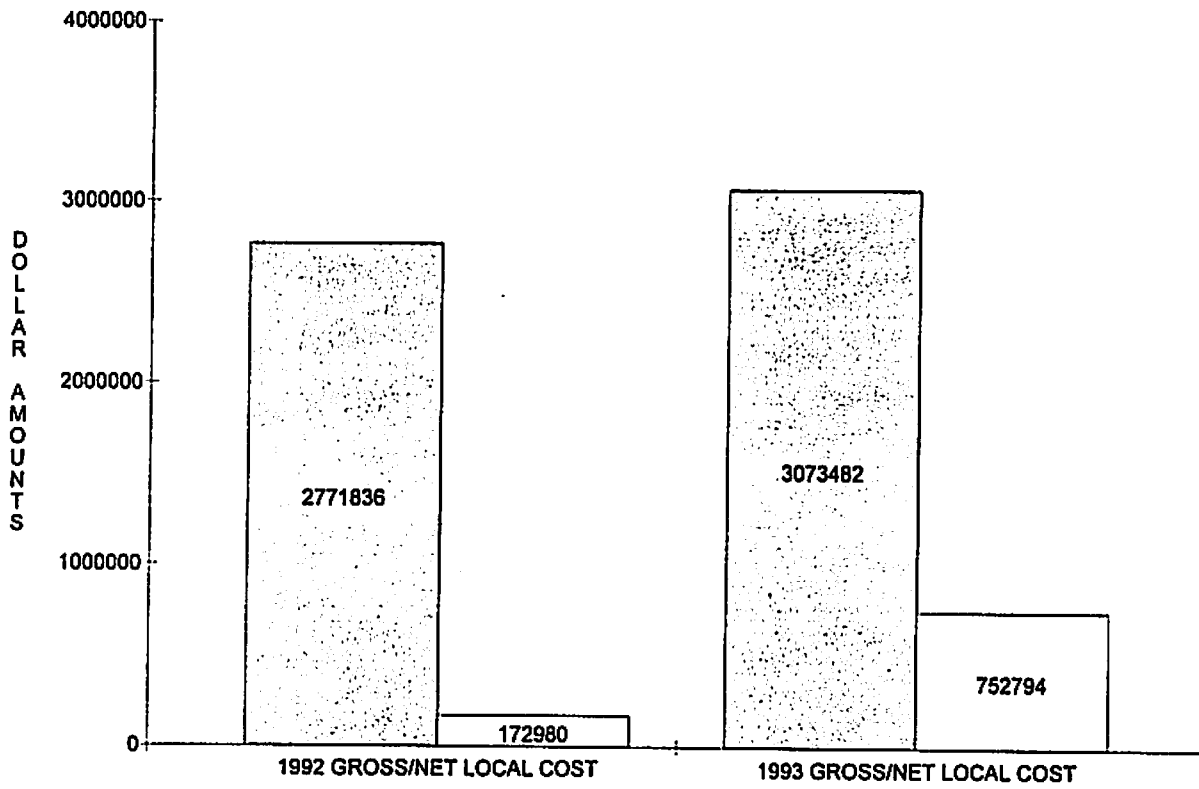
Credits:

State Reimbursement	1,049,898	
Federal Reimbursement	1,265,801	
Refunds	<u>4,989</u>	
		<u>2,320,688</u>

NET LOCAL COST		752,794
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	<u>1992</u>	<u>1993</u>	<u>Increase/ (Decrease)</u>
Gross Cost	2,771,836	3,073,482	301,646
Net Local Cost	172,980	752,794	579,814

GENERAL ADMINISTRATION



Purchase of Service - 1993

Disbursements:

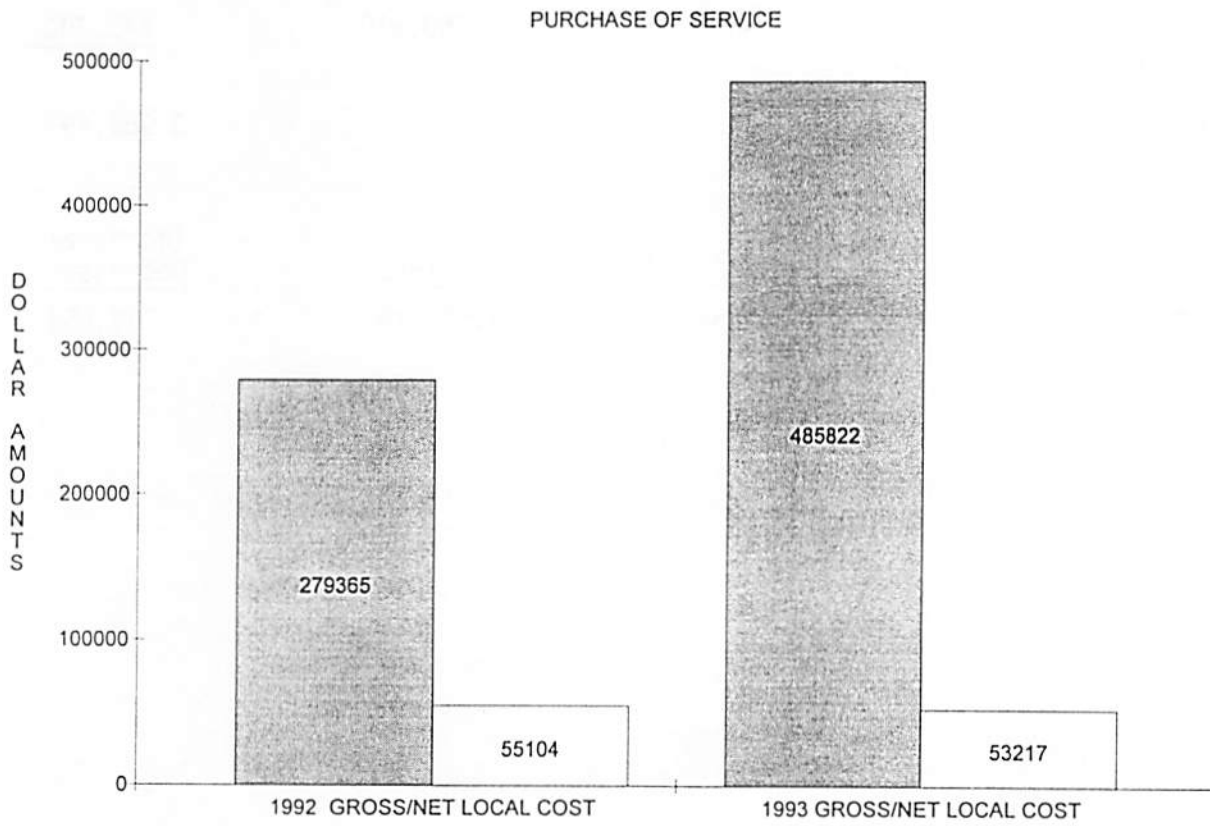
Purchase of Service	22,596	
Day Care NPA	105,290	
Catholic Charities - Court Div.	94,427	
Child Care Block Grant	125,948	
Non Residential Victims of Domestic Violence	47,700	
Public Purchase of Service - MH	<u>89,861</u>	485,822

Credits:

State Reimbursement	133,153	
Federal Reimbursement	299,452	
Refunds	<u>0</u>	<u>432,605</u>

NET LOCAL COST		53,217
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	<u>1992</u>	<u>1993</u>	<u>Increase/ Decrease</u>
Gross Cost	279,365	485,822	206,457
Net Local Cost	55,104	53,217	<1,887>



Medical Assistance & MMIS (Local Share) - 1993

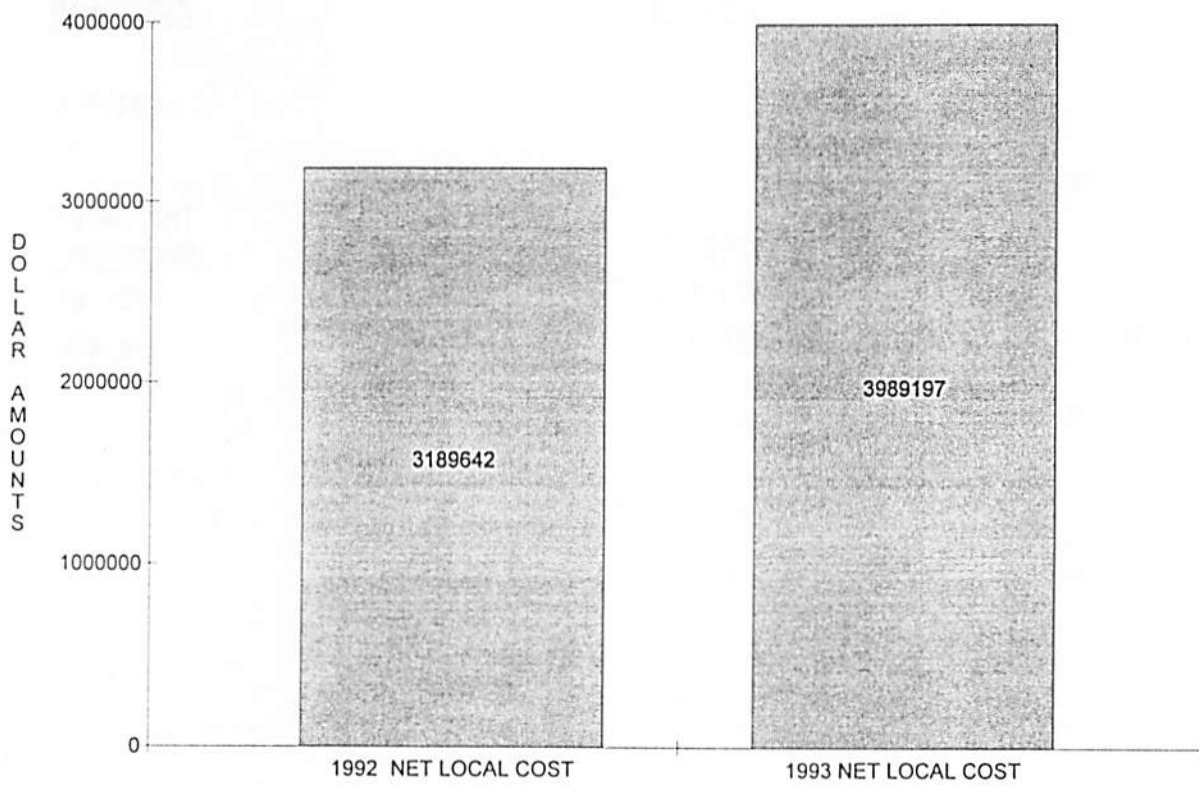
Disbursements: 4,532,987

<u>Credits:</u>	<u>MA</u>	<u>MMIS</u>	
State Reimbursement	<276,169>	168,810	
Federal Reimbursement	344,638		
Refunds	<u>306,511</u>	<u> </u>	
	374,980	168,810	<u>543,790</u>

NET LOCAL COST 3,989,197

	<u>1992</u>	<u>1993</u>	<u>Increase/ Decrease</u>
Net Local Cost	3,189,642	3,989,197	799,555

MA & MMIS (LOCAL SHARE ONLY)



Aid to Dependent Children - 1993

Disbursements:

Cash Grant	2,464,319	
Other Vendors	<u>1,330,567</u>	3,794,886

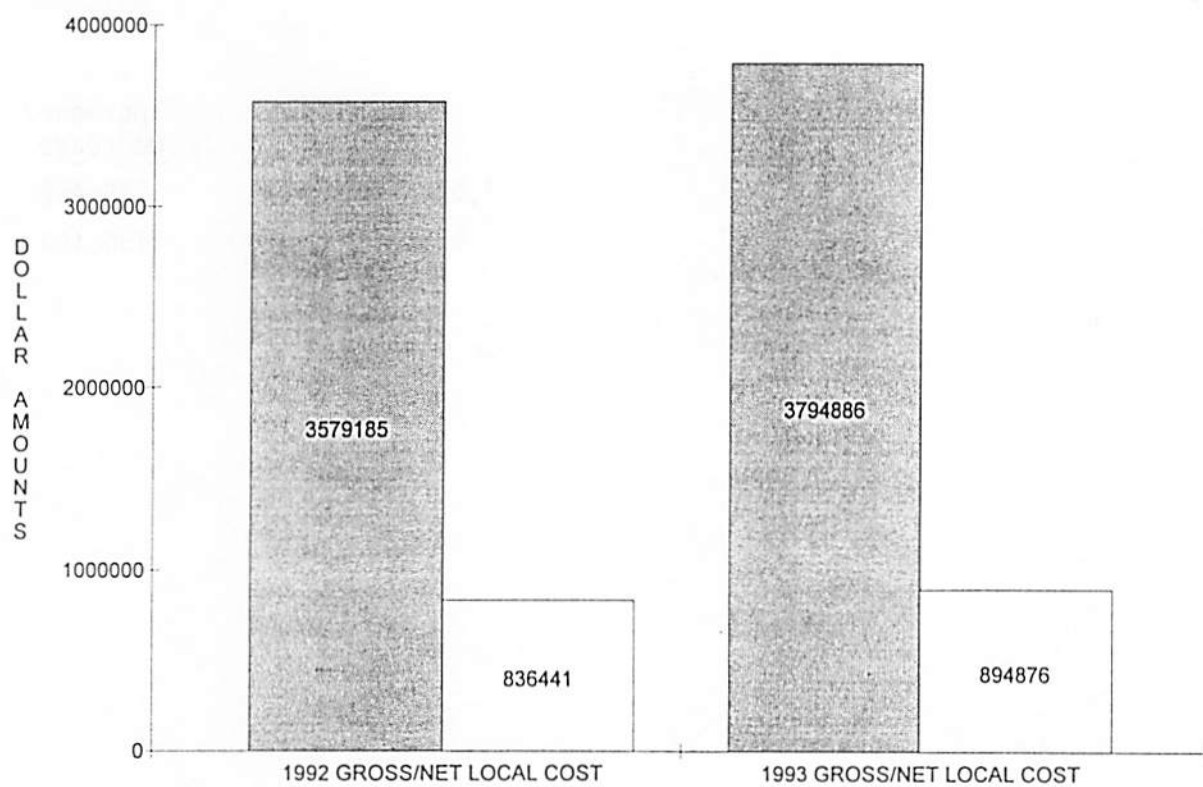
Credits:

State Reimbursement	903,433	
Federal Reimbursement	1,615,358	
Refunds	<u>381,219</u>	<u>2,900,010</u>

NET LOCAL COST		894,876
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	<u>1992</u>	<u>1993</u>	<u>Increase/ Decrease</u>
Gross Cost	3,579,185	3,794,886	215,701
Net Local Cost	836,441	894,876	58,435

AID TO DEPENDENT CHILDREN



Child Welfare - 1993

Disbursements: 1,669,155

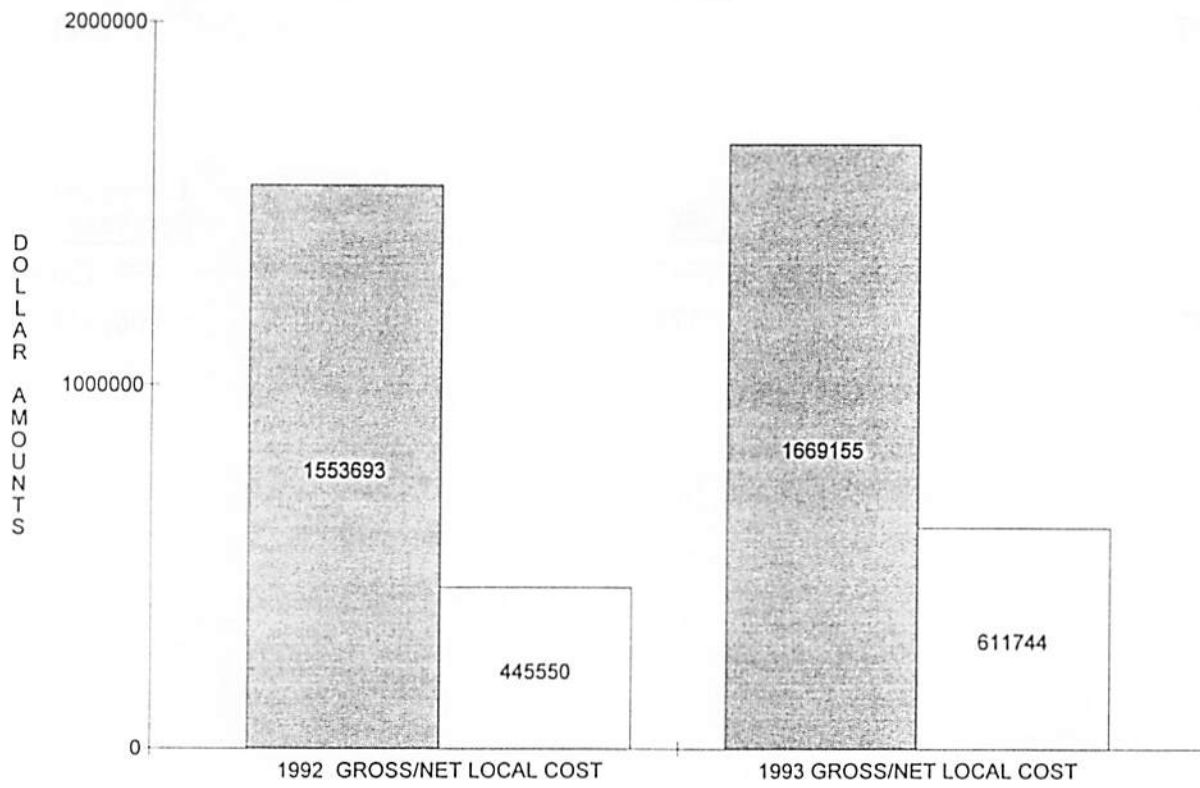
Credits:

State Reimbursement	564,680	
Federal Reimbursement	377,648	
Refunds	<u>115,083</u>	<u>1,057,411</u>

Net Local Cost 611,744

	<u>1992</u>	<u>1993</u>	<u>Increase/ Decrease</u>
Gross Cost	1,553,693	1,669,155	115,462
Net Local Cost	445,550	611,744	166,194

CHILD WELFARE



Juvenile Delinquents- 1993

Disbursements: 1,259,710

Credits:

State Reimbursement 458,857

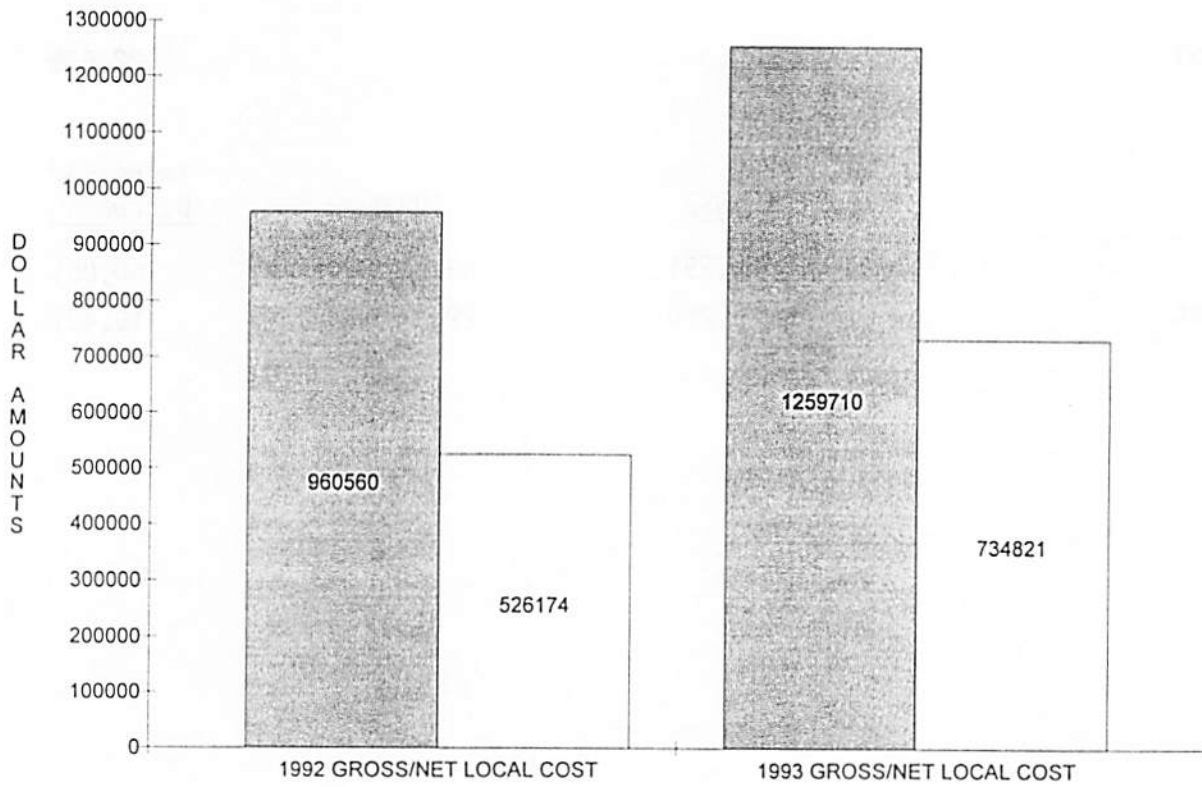
Federal Reimbursement 0

Refunds 66,032 524,889

NET LOCAL COST 734,821

	<u>1992</u>	<u>1993</u>	<u>Increase/ Decrease</u>
Gross Cost	960,560	1,259,710	299,150
Net Local Cost	526,174	734,821	208,647

JUVENILE DELINQUENTS



JOBS - 1993

Disbursements: 83,242

Credits:

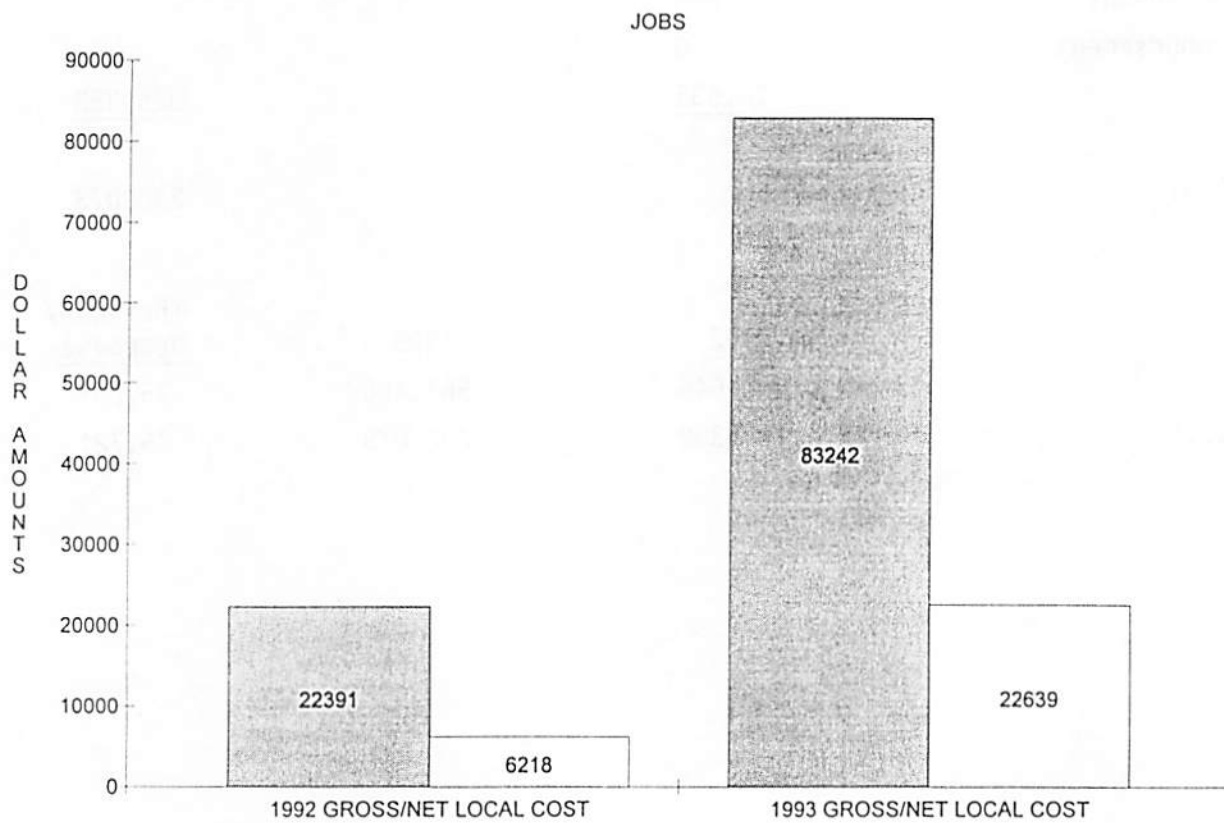
State Reimbursement 21,894

Federal Reimbursement 38,709

Refunds 0 60,603

NET LOCAL COST 22,639

	<u>1992</u>	<u>1993</u>	<u>Increase/ Decrease</u>
Gross Cost	22,391	83,242	60,851
Net Local Cost	6,218	22,639	16,421



Home Relief - 1993

Disbursements:

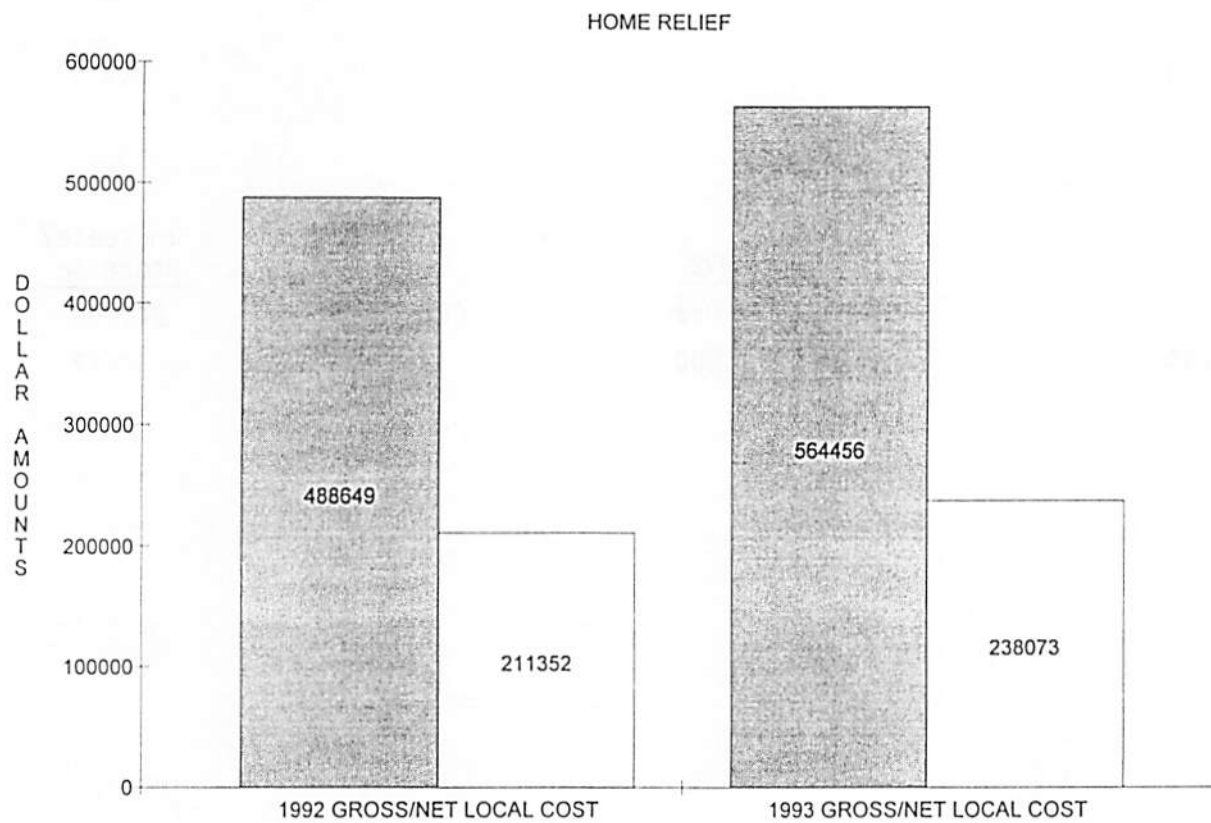
Cash Grants	345,423	
Other Vendor	219,033	564,456

Credits:

State Reimbursement	249,848	
Federal Reimbursement	0	
Refunds	<u>76,535</u>	<u>326,383</u>

NET LOCAL COST		238,073
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	<u>1992</u>	<u>1993</u>	<u>Increase/ Decrease</u>
Gross Cost	488,649	564,456	75,807
Net Local Cost	211,352	238,073	26,721



HEAP - 1993

Disbursements:

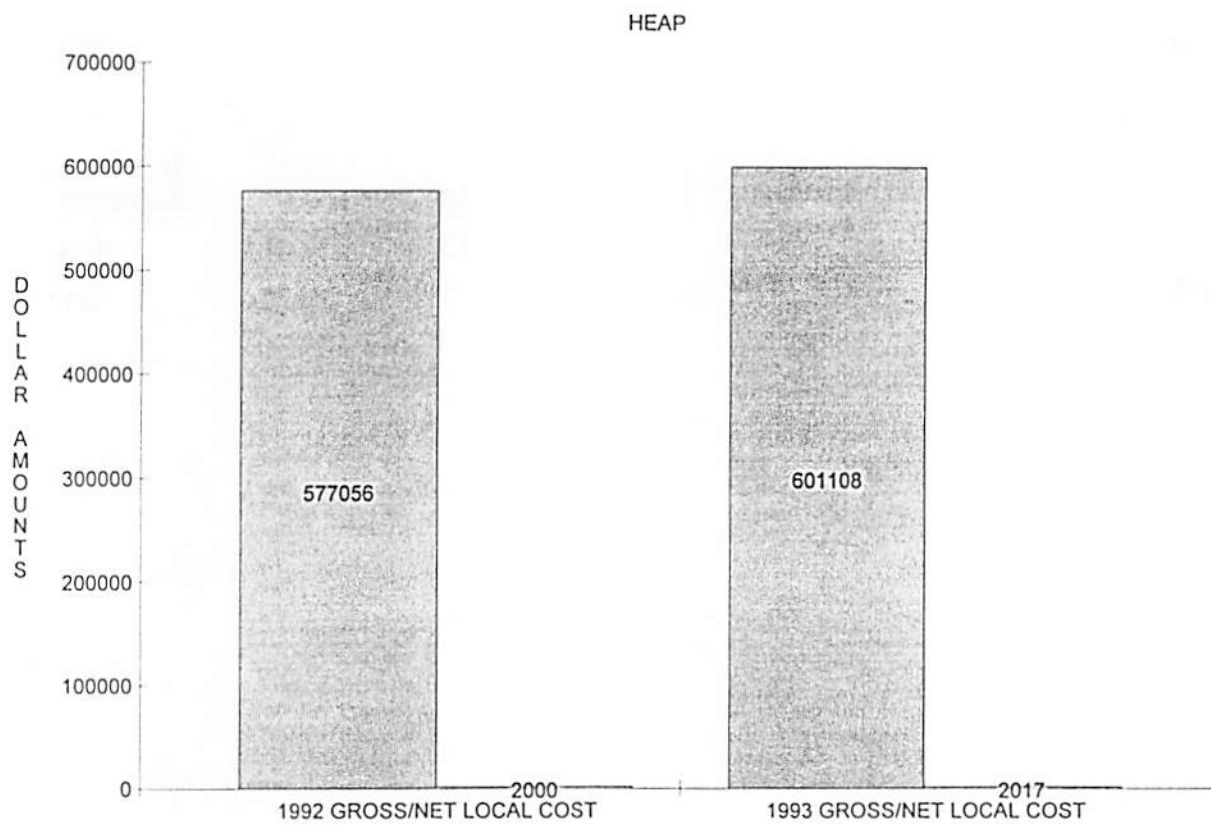
Cash Grants	36,085	
Other Vendors	<u>565,023</u>	601,108

Credits:

Federal Reimbursement	595,375	
Refunds	<u>3,716</u>	<u>599,091</u>

NET LOCAL COST		2,017
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	<u>1992</u>	<u>1993</u>	<u>Increase/ Decrease</u>
Gross Cost	577,056	601,108	24,052
Net Local Cost	2,000	2,017	17



Emergency Aid to Adults - 1993

Disbursements: 1,393

Credits:

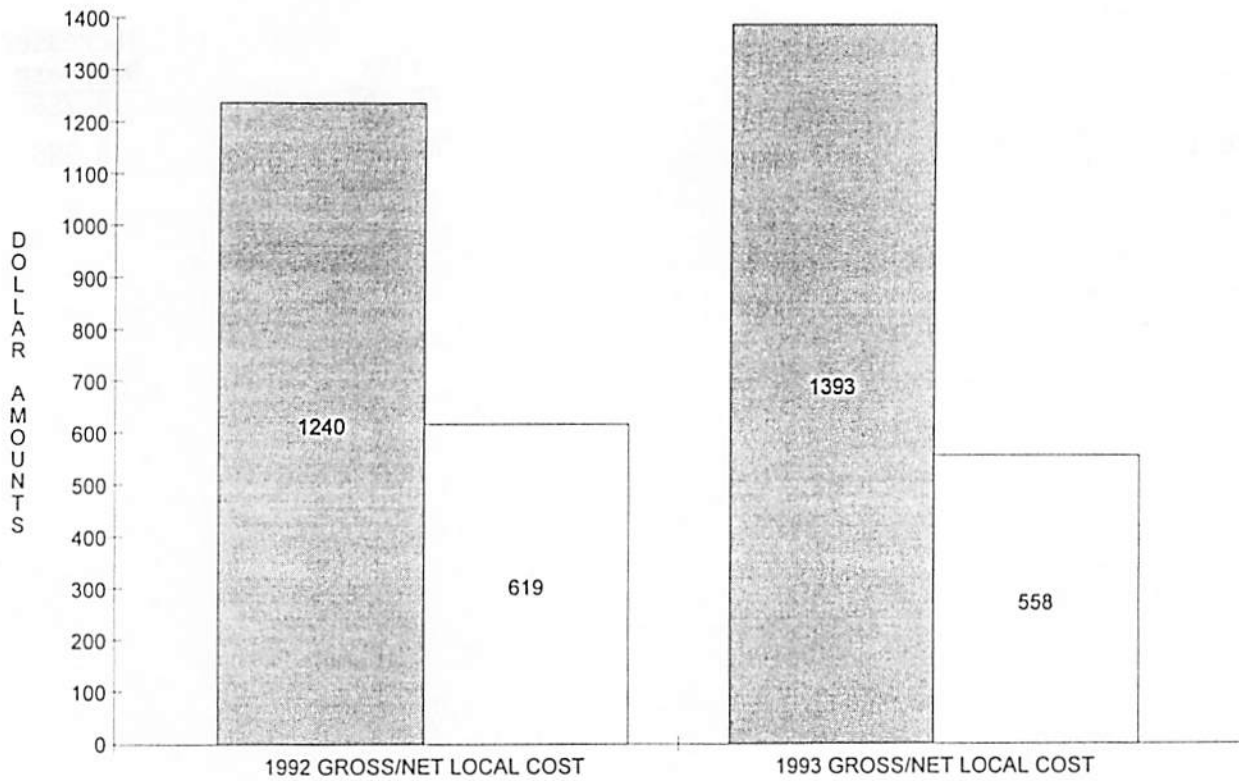
State Reimbursement 735

Refunds 100 835

NET LOCAL COST 558

	<u>1992</u>	<u>1993</u>	<u>Increase/ Decrease</u>
Gross Cost	1240	1393	153
Net Local Cost	619	558	<61>

EMERGENCY AID TO ADULTS



Burials - 1993

Disbursements: 65,390

Credits:

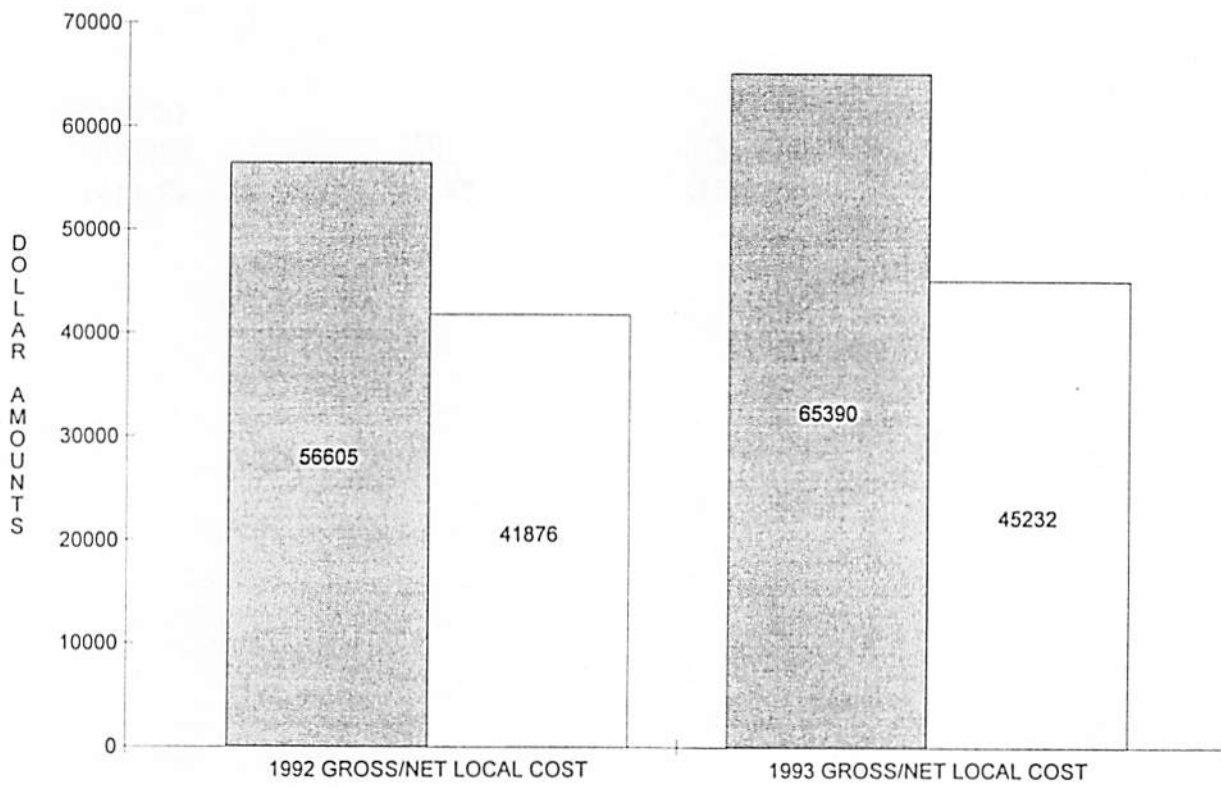
State Reimbursement 20,158
Refunds 0

20,158

Net Local Cost 45,232

	<u>1992</u>	<u>1993</u>	<u>Increase/ Decrease</u>
Gross Cost	56,605	65,390	8,785
Net Local Cost	41,876	45,232	3,356
# of Burials	36	41	5

BURIALS



Title IV-D Program - 1993

Disbursements:

0

Credits:

Incentives

77,465

77,465

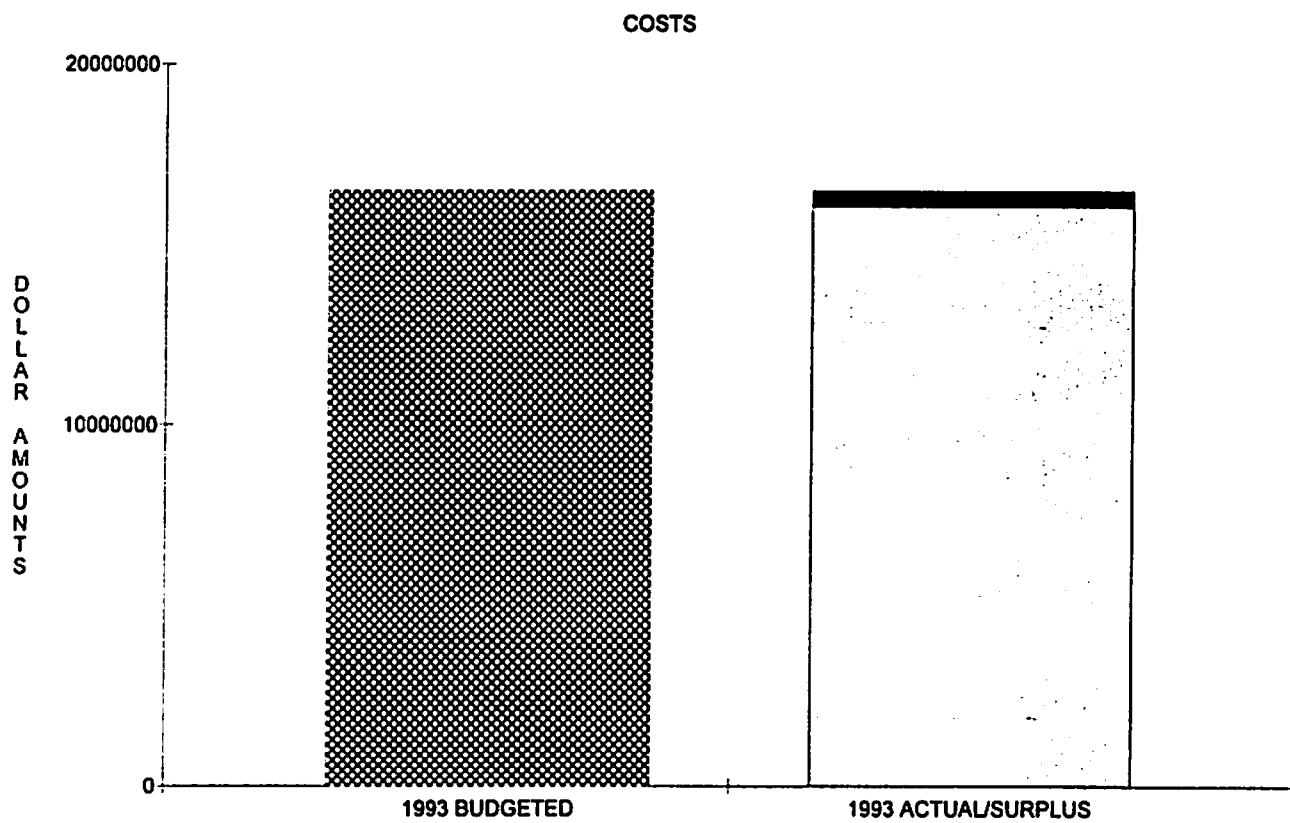
NET LOCAL COST

<77,465>

	<u>1992</u>	<u>1993</u>	<u>Increase/ Decrease</u>
Net Local Cost	<74,851>	<77,465>	<2,614>

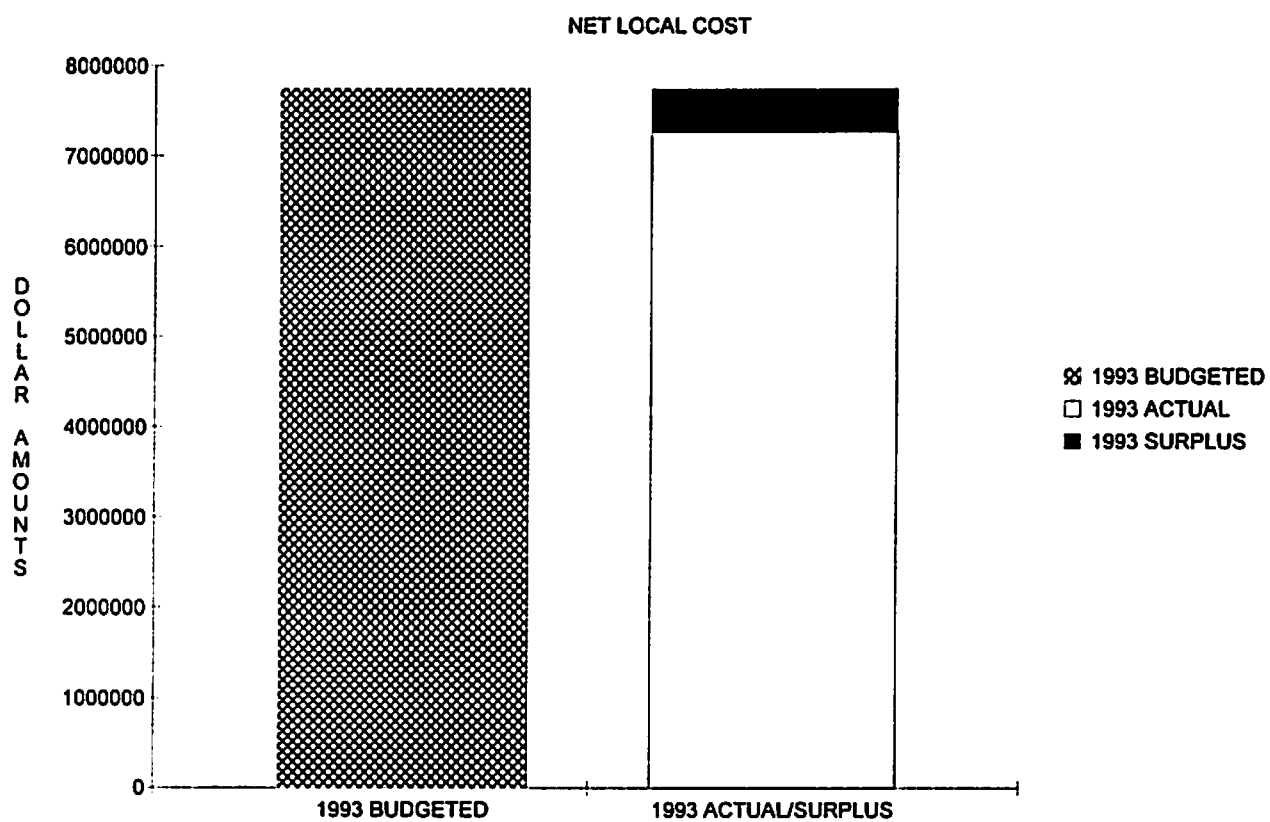
Budgeted vs Actual Costs 1993

	<u>Budgeted</u>	<u>Actual</u>	<u>Surplus/ Deficit</u>
General Administration	3,113,379	3,073,482	39,897
Title XX POS	524,556	485,822	38,734
Medical Assistance	164,000	163,107	893
MMIS	4,559,600	4,369,880	189,720
Aid to Dependent Children	3,795,000	3,794,886	114
Child Welfare	1,772,740	1,669,155	103,585
Juvenile Delinquents	1,326,020	1,259,710	66,310
JOBS	83,500	83,242	258
Home Relief	565,000	564,456	544
HEAP	603,800	601,108	2,692
Emergency Aid to Adults	3,000	1,393	1,607
Burials	65,400	65,390	10
Title IV-D Program	<u><77,400></u>	<u><77,465></u>	<u>65</u>
	16,498,595	16,054,166	444,429



Net Local Cost - 1993

	<u>Budgeted Amount</u>	<u>Actual Amount</u>	<u>Surplus/ <Deficit></u>
General Administration	844,842	752,794	92,048
Title XX - POS	68,202	53,217	14,985
Medical Assistance	<123,221>	<211,873>	88,652
MMIS	4,392,600	4,201,070	191,530
Aid to Dependent Children	895,605	894,876	729
Child Welfare	613,820	611,744	2,076
Juvenile Delinquents	821,197	734,821	86,376
JOBS	22,225	22,639	<414>
Home Relief	239,200	238,073	1,127
HEAP	0	2,017	<2,017>
Emergency Aid to Adults	1,500	558	942
Burials	46,250	45,232	1,018
Child Support Incentive	<77,400>	<77,465>	65
	<u>7,744,820</u>	<u>7,267,703</u>	<u>477,117</u>

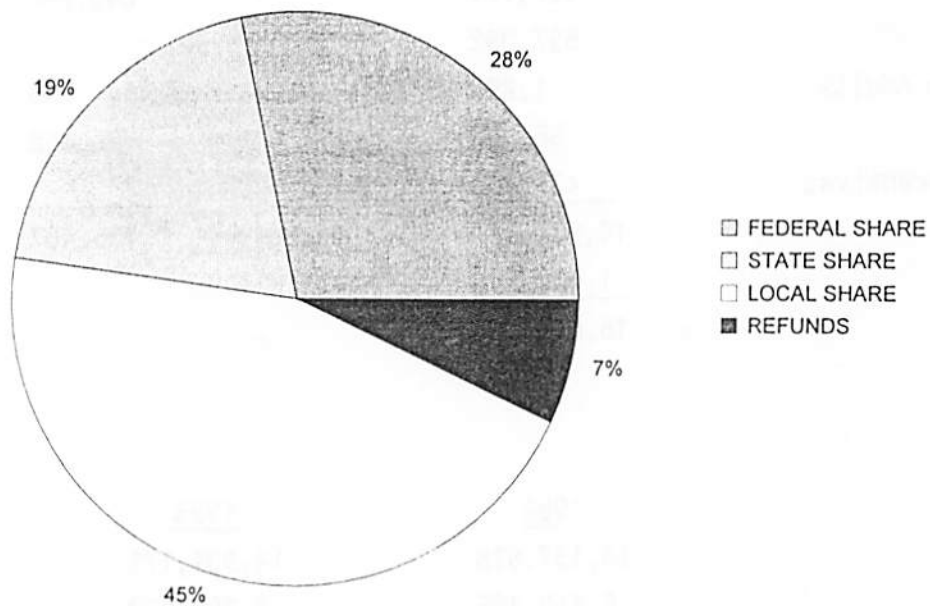


Reimbursement Breakdown - 1993

	<u>Net Expenditures</u>	<u>Federal Share</u>	<u>State Share</u>	<u>Local Share</u>
General Administration	3,068,493	1,265,801	1,049,898	752,794
Title XX POS	485,822	299,452	133,153	53,217
Medical Assistance	<143,404>	344,638	<276,169>	<211,873>
MMIS (Local Share)	4,201,070			4,201,070
Aid to Dependent Children	3,413,667	1,615,358	903,433	894,876
Child Welfare	1,554,072	377,648	564,680	611,744
Juvenile Delinquent	1,193,678		458,857	734,821
JOBS	83,242	38,709	21,894	22,639
Home Relief	487,921		249,848	238,073
HEAP	597,392	595,375		2,017
Emergency Aid to Adults	1,293		735	558
Burials	65,390		20,158	45,232
Child Support Incentives	<77,465>			<77,465>
	<u>14,931,171</u>	<u>4,536,981</u>	<u>3,126,487</u>	<u>7,267,703</u>
Refunds	<u>1,122,995</u>			
	16,054,166			

	<u>1992</u>	<u>1993</u>	<u>Increase/ Decrease</u>
Total Net Funds	13,137,618	14,931,171	1,793,553
Net Local Cost	5,413,105	7,267,703	1,854,598

REIMBURSEMENT BREAKDOWN FOR 1993



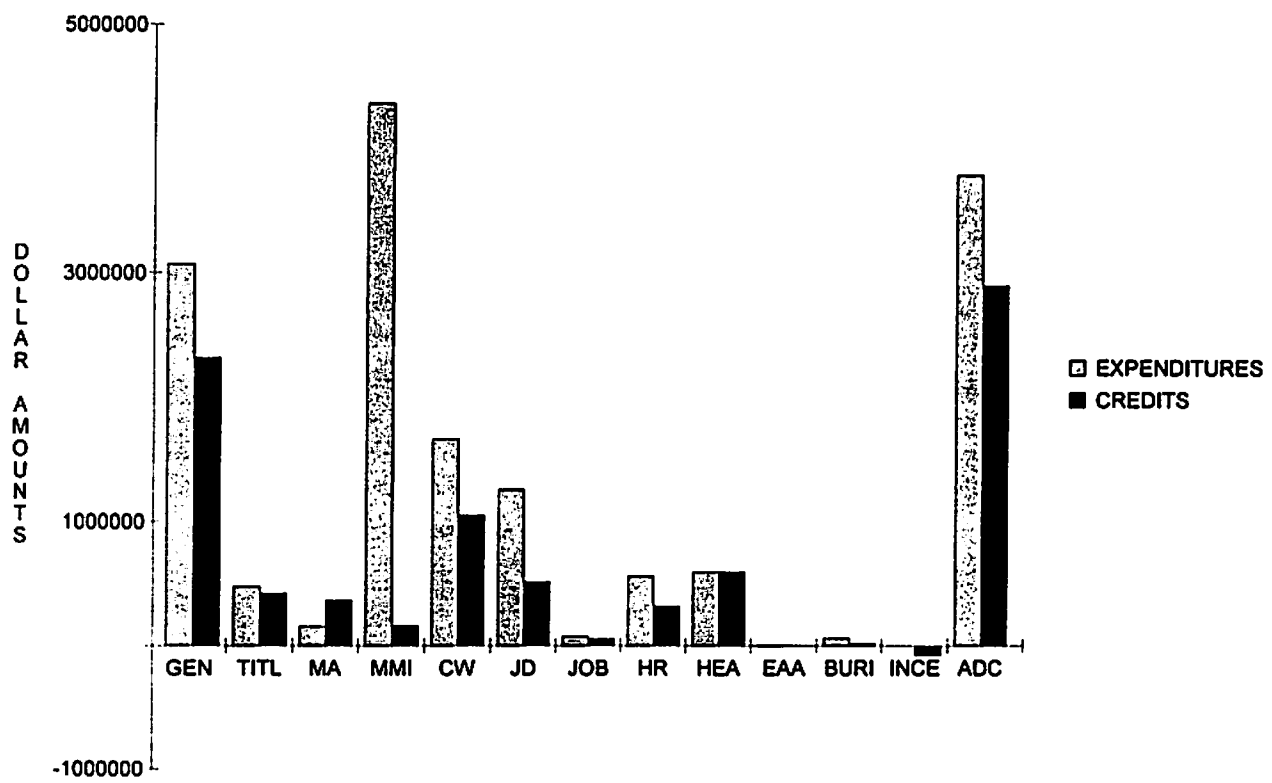
This financial report does not take into account the federal and state shares of MMIS expenditures. Only the local share of MMIS costs are included.

FISCAL SUMMARY

	<u>Expenditures</u>	<u>Credits</u>
General Administration	3,073,482	2,320,688
Title XX - POS	485,822	432,605
Medical Assistance	163,107	374,980
MMIS	4,369,880	168,810
Aid to Dependent Children	3,794,886	2,900,010
Child Welfare	1,669,155	1,057,411
Juvenile Delinquents	1,259,710	524,889
JOBS	83,242	60,603
Home Relief	564,456	326,383
HEAP	601,108	599,091
Emergency Aid to Adults	1,393	835
Burials	65,390	20,158
Title IV-D Program	<u>0</u>	<u>77,465</u>
	16,131,631	8,863,928

	<u>1992</u>	<u>1993</u>	<u>Increase/ Decrease</u>
Net Local Cost	5,413,105	7,267,703	1,854,598

FISCAL SUMMARY



1993 FISCAL SUMMARY

