



Office of Children and Family Services

ANDREW M. CUOMO
Governor

SHEILA J. POOLE
Acting Commissioner

August 11, 2015

Dear Chief Executive Officer,

Thank you for submitting Saratoga Supervision and Treatment Services for Juveniles Program (STSJP) plan for Fiscal Year (FY) 2016. Your plan has been reviewed by the Office of Children and Family Services (OCFS) and I am pleased to inform you that your county's STSJP plan has been **approved**.

Saratoga is eligible to receive 62% State reimbursement for STSJP expenditures up to the capped STSJP allocation amount. Your Saratoga will continue to receive 49% State reimbursement for eligible detention services expenditures up to the capped allocation amount. If your municipality shifts a portion of its detention allocation into its STSJP plan, your municipality will receive 62% State reimbursement if such shifted funds are spent on STSJP eligible expenditures. Saratoga may make an initial detention allocation shift or increase the amount of the detention allocation shift until December 31, 2015. If Saratoga plans to shift its detention allocation for STSJP eligible expenses, please submit a request on official letterhead to Cara Korn and email it to stsip@ocfs.ny.gov outlining the amount that will be shifted and the type of programming or services the re-purpose detention funds will be used for under STSJP. An amend STSJP plan will also need to be submitted, if (Saratoga) shifts its detention allocation for STSJP eligible expenses

All STSJP claims must be submitted electronically via the Juvenile Detention Automated System (JDAS) for the service period April 1, 2015 to March 31, 2016. Questions on all aspects of claiming process should be directed to Daniel Hulihan at (518) 473-4511 or at Daniel.Hulihan@ocfs.ny.gov.

Thank you for your continued partnership as we reform the juvenile justice practices in New York State by safely engaging youth and their family through innovating alternative to placement and detention programs.

If you have any questions, please email us at stsip@ocfs.ny.gov and write "STSJP Plan Questions" in the subject line so that we may best assist you in a timely manner. You can direct all STSJP inquiries to Cara Korn at (518) 408-3999 or Cara.Korn@ocfs.ny.gov and Shawn Chin-Chance at (212) 961-4110 or Shawn.Chin-Chance@ocfs.ny.gov.

Sincerely,

A handwritten signature in black ink, appearing to read "Joseph Mancini".

Joseph Mancini
Associate Commissioner
DJJOY Office of Community Partnerships

NEW YORK STATE
OFFICE OF CHILDREN AND FAMILY SERVICES
**SUPERVISION AND TREATMENT SERVICES FOR JUVENILE PROGRAM (STSJP)
FISCAL YEAR (FY) 2016 ANNUAL PLAN**

STSJP Plans are due to the Office of Children and Family Services (OCFS) by 06 / 29 / 2015

Plans should be submitted to: ocfs.sm.stsjp@ocfs.ny.gov

Please ensure that the title **"Supervision and Treatment Services for Juveniles Plan"** and your municipality name are in the subject field to facilitate the timely review of your STSJP Plan. **Note:** Fiscal Year (FY) 2016 replaces the term State Fiscal Year (SFY) 2015-16 and FY 2015 replaces the term SFY 2014-15.

Please direct any STSJP Plan questions to either:

Shawn.Chin-Chance@ocfs.ny.gov PH. 212-961-4110

Cara.Korn@OCFS.ny.gov PH. 518-408-3999

SECTION ONE- Municipal Information			
NAME OF MUNICIPALITY: Saratoga County			
STSJP LEAD AGENCY: Saratoga County Department of Social Services		STSJP LEAD PERSON: Tina Potter, Commissioner	
STSJP LEAD PHONE NUMBER: (518) 884-4140		STSJP LEAD E-MAIL: TINA.POTTER@dfa.state.ny.us	

SECTION TWO – List of Programs and Services to be Funded			
In this section, list the exact name of each program who have received STSJP funds, along with the projected amount of STSJP funds to be used for each. If this is a rollover program, please answer questions that are relevant to the funded program:			
Program One-Name	Berkshire Farm	Type of Program	ATD/ATP
Total Program Expenses	\$ 98,224.00	Rollover Funded Program	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
1. Please indicate specific zip codes that your plan targets:	Saratoga County		
2. How will the program reduce the number of youth who are detained or in residential placement? The program is designed to avert detention remands and keep youth at home, with relatives, or in respite. The program design is if a youth belongs to one of the specified STSJP categories and potentially at risk of either detention or placement out of the home, the Probation Department would contact the Family Specialist for consideration for the program. Additionally, the detention facilities will be requested to advise the Family Specialist if a youth is admitted after hours. The Family Specialist will advise the Probation Department the next morning of the admission. The Probation Officer with the assistance of a Family Specialist will determine whether the youth can be returned home, placed with a relative/family friend or placed in respite. (Please See Attached)			
3. How will the program be family focused? The Stepping Stones Program offers youth and their families' crisis intervention services, assessment services, support services and then the recommendation of further needed services within a 30-60 day period. Under County approval, families will be eligible to continue with the Stepping Stones Program for another 60 days. Initially, Berkshire will be offering crisis intervention services to the youth and family to help stabilize and de-escalate the situation. Once this occurs, there will be an assessment, which includes the present functioning of the identified youth and the family. Also, the relationship of the youth with school, peers, law enforcement, and other community-based arenas needs to be reviewed. (Please See Attached)			
4. Can the program be replicated across multiple locations? Yes. Case management services can be provided at home, at school, or at other sites in the community as needed by the family..			

(Continued Page 1 Question #2) If a youth is suitable and is already remanded, the Probation Officer, with the assistance of the Family Specialist, will make alternative to detention recommendations. As an alternative to remanding the youth to detention, the program will provide the necessary visits and structure for the youth to remain in the community. Further, the program design allows for early discharge from detention with services starting upon referral. The program's success is based on the partnership with the County, the Family Court, and law enforcement. Certainly, the most important partnership is the working relationship Family Specialists will develop with the youth and their families in an effort to keep youth safe at home while addressing issues.

(Continued Page 1 Question #3) Once the assessments are completed and it is determined that the youth is best served by remaining in the home, the Family Specialist will assist the youth and family in identifying problematic areas which need resolutions. A contract will be developed to ensure that all family members are working toward the same goals. The Family Specialist will have a minimum of five contacts per week with at least two occurring face-to-face and one contact in the home. The Family Specialist will ensure that the youth is attending school and complying with agreed upon safety/behavior plan.

5. What is the projected number of youth that are served by this STSJP funded program?

During 2014, the program served a total of 23 families which included 48 youth.

6. If program is being used as an ATD and an ATP, how will it serve both populations of youth?

The program is designed to be flexible in its approach to avert detention remands and keep youth at home, with relatives, or in respite. The program design is if a youth belongs to one of the specified STSJP categories and potentially at risk of either detention or placement out of the home, the Probation Department would contact the Family Specialist for consideration for the program. Additionally, the detention facilities will be requested to advise the Family Specialist if a youth is admitted after hours. The Family Specialist will advise the Probation Department the next morning of the admission. The Probation Officer with the assistance of a Family Specialist will determine whether the youth can be returned home, placed with a relative/family friend or placed in respite.

7. If the program was used during FY 2015, please assess whether the service or program achieved the projected reductions in detention utilization and/or residential placements and other performance outcomes.

Twenty-one (21) out of twenty-three (23) or ninety-one percent (91%) of participating youth evaded detention or foster care during the program year. This exceeds the performance target that 85% of youth will avoid detention or placement.

8. What were the barriers if not met? N/A

Did the program receive STSJP funds for FY 2015? Yes No **If Yes, answer the questions below:**

1. When did the program start using FY 2015 STSJP Funds? October 1, 2014

2. What was the average length of stay for youth in program or service? 4.2 Months

3. How many youth received services in the program during FY 2015? 48

Program Two -Name	KMG	Type of Program	ATD
Total Program Expenses	\$ 6,139.00	Rollover Funded Program	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
1. Please indicate specific zip codes that your plan targets:	Saratoga County		

2. How will the program reduce the number of youth who are detained or in residential placement?

This service will provide Judges with an alternative to detention.

3. How will the program be family focused?

This service will allow the youth to remain in their community; allow them to maintain their involvement with their family system; allow them to participate in individual and family services to address their problem issues; allows the youth to continue their educational program at their home school; and allows them to continue any religious observations.

4. Can the program be replicated across multiple locations?

Yes. Electronic Monitoring will be provided at the home of the youth anywhere in Saratoga County..

5. If the program was used during FY 2015, were the performance outcomes met and describe the outcomes?

Electronic Monitoring, the youth for whom the program was utilized was not admitted to detention nor returned to detention and so, the goal of 80% of the youth on Electronic Monitoring will not be admitted to detention or, for those youth released from detention, will not be returned to detention during the service period was met.

6. What were the barriers if not met?

N/A

7. If program was used as an ATD and an ATP, how was It used to serve both populations of youth?

N/A

8. What is the projected number of youth that will be served by this STSJP – funded program? 8

Did the program receive STSJP funds for FY 2015? Yes No If Yes, answer the questions below:

1. When did the program start using FY 2015 STSJP Funds? October 1, 2014

2. What was the average length of stay for youth in program or service? 34 Days

3. How many youth received services in the program during FY 2015? 5

Program Three -Name	CAPTAIN Youth Shelter	Type of Program	ATD
Total Program Expenses	\$ 2,563.00	Rollover Funded Program	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
1. Please indicate specific zip codes that your plan targets:	Saratoga County		

2. How will the program reduce the number of youth who are detained or in residential placement?

The Respite Services provided by CAPTAIN would happen at the Runaway and Homeless Youth Shelter located in Malta, NY. Their highly trained staff works with youth from a variety of backgrounds and wide array of issues. They provide a crisis free and safe environment in which youth can de-escalate from crisis, meet with a Case Manager to discuss issues, learn valuable life skills and positive social values, and make connections with caring adults. Their efforts at the Youth Shelter are centered around helping youth identify the issues which led to their current situation, help them identify supportive resources within the community, provide care with a trauma informed approach, and involve youth in activities which promote Positive Youth Development Strategies.

3. How will the program be family focused?

CAPTAIN has the capability of providing mediation services with the youth and family if the youth is present for sufficient time during the Monday-Friday work week. The intent would be to resolve the conflict in the shortest amount of time possible to maximize the number of youth served.

4. Can the program be replicated across multiple locations?

No. Captain provides services at their onsite location.

5. If the program was used during FY 2015, were the performance outcomes met and describe the outcomes?

Respite was not utilized in the last year.

6. What were the barriers if not met?

N/A

7. If program was used as an ATD and an ATP, how was it used to serve both populations of youth?

N/A

8. What is the projected number of youth that will be served by this STSJP – funded program? 2

Did the program receive STSJP funds for FY 2015? Yes No If Yes, answer the questions below:

1. When did the program start using FY 2015 STSJP Funds? N/A

2. What was the average length of stay for youth in program or service? N/A

3. How many youth received services in the program during FY 2015? N/A

SECTION THREE – Analysis of Communities

Provide an analysis that identifies the neighborhoods or communities from which the greatest number of juvenile delinquents, juvenile offenders and persons in need of supervision (PINS) are remanded to detention or residentially placed. Are these the communities and neighborhoods served in the previous years' approved plan, if not, what has changed?

Youths from Saratoga County placed in detention come from a wide variety of communities in the County. Population centers of Saratoga and Clifton Park produce the highest numbers.

SECTION FOUR – Disparity

In this section, please provide information indicating whether the use of detention or residential placement in your service area exhibits a significant racial or ethnic disparity or disproportionality. Please note that when looking for disparity, highlight, with the use of accurate data, youth who given comparable levels of need, do not receive equal utilization of services. Seek out all decision points to illustrate usage. When looking for disproportionality, identify any population groups who are underrepresented in a larger population and then overrepresented in a subset population. For example, population group A represents 15 percent of the general population but represents 75 percent of the detention population. If you currently do not measure these variables, please include your plan for data collection for Racial and Ethnic Disparities across your system. If No disparities or disproportionalities exist in your system simply state that in the space below.

Saratoga County does not have a very racially/ethnically diverse population and that is reflected in the youths who entered detention in CY 2014. Of the 14 youth placed in non-secure detention in 2014, 13 were white and 1 was black. Of the 13 youths who were placed in secure detention in CY 2014, 10 were white, 2 were black and one was hispanic.

If such disproportionality exists, describe how the service/program proposed for funding will address this disparity.

N/A

SECTION FIVE – Strategy

Justification and Overall Strategy – The purpose of STSJP funds is to establish supports and services for youth who, absent these services, are likely to be detained or placed. Funds should therefore be clearly targeted to meet the needs of the types of youth who in the past have been admitted to detention or residential placement. With this specific purpose in mind, describe the strategy devised by your collaborative partners (list your collaborative partners) to address the STSJP Funding objective through the programs chosen in Section Two.

The purpose of STSJP funds is to establish supports and services for youth who, absent these services, are likely to be detained or placed. Funds should therefore be clearly targeted to meet the needs of the types of youth.

SECTION SIX – Outcomes

Performance Outcomes – For FY 2016, provide the projected performance outcomes for your proposed services and programs, being sure to include: An estimate of the anticipated reductions in detention utilization and residential placements.

An estimate of the anticipated reductions in detention utilization and residential placements: for Berkshire Farms, 85% of the youth receiving services will not be admitted to detention or, for those youth released from detention, will not be returned to detention during the service period.

For Electronic Monitoring, 85% of the youth on Electronic Monitoring will not be admitted to detention or, for those youth released from detention, will not be returned to detention during the service period.

For Respite, 85% of the youth receiving respite will not be admitted to detention or, for those youth released from detention, will not be returned to detention during the service period.

Other projected positive outcomes for youth who participate in the services and programs:

Other projected positive outcomes for youth who participate in the services and programs: Generally, to demonstrate a decrease in risk of recidivism and an increase of protective factors under the selected moderate/high risk areas identified for each youth who are opened under probation supervision. The assessment tool that will be used is the Youth Assessment Screening Instrument (YASI) developed by Orbis Partners, Inc.

Are there any changes in allocations or practices planned for FY 2016 based on experiences in FY 2015, please list those changes:

N/A

SECTION SEVEN– Comments

SECTION EIGHT– Plan Amounts

Instructions:

- A. Enter all program expenses in Program Services tab.
- B. Specify State Reimbursements for this plan (lines 6-9)

Expenses

1. Program Expenses (from Program Services)	\$106,926	
2. State Reimbursement (Line 1* 0.62)		\$66,294

Available Reimbursements

3. STSJP Allocation	\$66,294
4. Detention Allocation	\$243,312
5. JDAI	0

Reimbursements for this Plan

6. STSJP Allocation	\$66,294
7. Detention Allocation being shifted to STSJP (if applicable)	0
8. JDAI (if applicable)	0
9. FY 2015 Rollover (if applicable)	0
10. Total Reimbursements (Lines 6-9)	\$66,294

State and Local Totals

11. State Share Amount (Line 10)	\$66,294
12. Local Share Amount (Line 1-10)	\$40,632

SECTION NINE– Approval

Approval of the Chief Executive Officer

As STSJP Lead for SARATOGA COUNTY Municipality, I certify that the CEO MATTHEW E. VEITCH has reviewed and approved the 2015-2016 plan.

Date: 7/1/15 STSJP Lead User ID: MATTHEW E. VEITCH STSJP Lead Printed Name: Matthew E. Veitch

INSTRUCTIONS:

Instructions for properly processing an STSJP plan.

- a. Once you have opened a copy of the OCFS-2121 form, please immediately use the "Save As" function in Microsoft Word to save a copy of the document on your computer.
- b. Please save your STSJP plan using the following format; (Municipality Name 2015-2016 STSJP Plan)
- c. Work from the "saved" plan document using it to record all of your municipality's information. Please use the document OCFS- 2121A to document additional STSJP programs.
- d. Once you have satisfactorily completed entering the required data, save the document.
- e. Section Nine must be completed prior to OCFS review of STSJP Plan
- f. Upload completed plan and send it to OCFS via the STSJP email address at ocfs.sm.stsjp@ocfs.ny.gov

Approval of the OCFS STSJP Program Lead

As OCFS STSJP reviewer, I certify that I approve of this Supervision and Treatment Services for Juveniles Program Plan for Saratoga Municipality and 2015-2016 fiscal year.

Date: 8/1/15 User ID: [Signature] Printed Name: D. Campbell