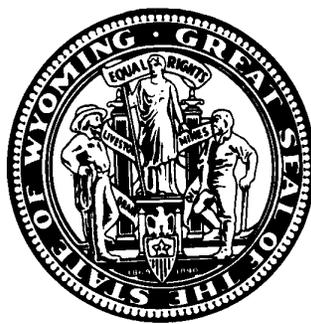


ANNUAL  
SOCIAL SERVICES  
BLOCK GRANT PLAN  
FOR  
THE STATE OF WYOMING  
DEPARTMENT OF FAMILY SERVICES

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Wyoming Department of Family Services

September 30, 2018

## **EXECUTIVE SUMMARY**

The Department of Family Services (DFS) administers a variety of financial assistance and social service programs located within 23 counties and two (2) youth institutions. The Social Services Block Grant (SSBG) Plan describes how the funding is used to support four (4) overarching goals for the Social Services Division. The SSBG Plan, which is completed annually, identifies the services utilized by DFS under SSBG funding. Due to reduced SSBG funding, DFS will maintain the level of services it has provided in the past through collaboration with other public and private agencies and through use of the State General Funds.

This SSBG Plan will provide information on the planning efforts, organization of Social Services Division Goals and Programs as well as the services provided to children, vulnerable adults and families. The SSBG Plan describes the social services available for the federal fiscal year beginning October 1, 2018. DFS is required to review and evaluate the SSBG Plan annually. As a result of this review, changes were made for additional areas to be implemented in the new federal fiscal year in accordance with the DFS overall strategic plan.

The SSBG Plan was distributed to several stakeholders to collect feedback as well as to community members through a public notice. The SSBG Plan is then sent for Federal review and approval for funding availability. A review of the funding expenditures is completed March of every year to ensure oversight of the services provided.

## GRANT PLANNING AND PUBLIC NOTICE

DFS is required to review and evaluate the SSBG Plan annually. As a result of this review, changes were made for additional areas to be implemented in the new federal fiscal year in accordance with the DFS overall strategic plan.

In an effort to gather input from stakeholders, agencies, citizens, and community organizations, the SSBG Plan was distributed to field staff, the Wyoming Citizens Review Panel, and the Wyoming Department of Health as well as input from community members through a public notice and comment period. This plan was published as the proposed plan and made available for public comment for a period of 45 days in accordance with the Omnibus Reconciliation Act of 1981. The Social Services Block Grant Plan is published in the Wyoming Tribune Eagle and the Casper Star Tribune and posted on our website at: <http://dfsweb.wyo.gov>.

After the public comment period, the SSBG Plan is updated taking into consideration any comments received. The plan will be forwarded to the Department of Health and Human Services as the plan for the State of Wyoming for the period October 1, 2018 through September 30, 2019. Audits for prior federal fiscal years can be obtained from the Office of State of Wyoming Auditor's Office or from the following website: [sao.wyo.gov/publications](http://sao.wyo.gov/publications)

### **PUBLIC NOTICE FOR THE PROPOSED ANNUAL SOCIAL SERVICES BLOCK GRANT PLAN OF THE SOCIAL SERVICES DIVISION WITHIN THE DEPARTMENT OF FAMILY SERVICES**

Public notice is hereby given that the Wyoming Department of Family Services intends to act on the Annual Social Services Block Grant Plan. A copy is available at the address below or from the county offices of the Department. This plan describes the social services made available through the Department for the federal fiscal year beginning October 1, 2018.

Every year since 1975, the Department has published a proposed plan for social services offered to communities. The Department presents the proposed plan to the public, reviews their comments, and publishes a finalized plan which then becomes the operational plan for the federal fiscal year. Written comments may be submitted to the following address:

**Brian DeTavernier, Program Analyst**  
**Department of Family Services/Social Services Division**  
**2300 Capitol Ave.**  
**Cheyenne, WY 82002**  
**307-777-6348**  
**[brian.detavernier1@wyo.gov](mailto:brian.detavernier1@wyo.gov)**

## DEPARTMENT ORGANIZATION

DFS is the single state agency designated by the Governor to administer the SSBG. In 2017, DFS underwent organizational changes due to new administration under the Wyoming Department of Health (WDH). The Wyoming Governor appointed the current Director of the WDH as the Director of DFS. The Deputy Director of the WDH serves as the Interim Senior Administrator for DFS. During the organizational changes, four (4) Divisions were created: Social Services, Economic Security, Support Services and Financial Services.

The Social Services Division is established to administer and supervise all child welfare, juvenile probation, and adult protection services, with the functions of policy development, training, strategic planning, and performance management centralized at the state level. Policy and practice standards are uniform across the state, and the state utilizes a centralized State Automated Child Welfare Information System (SACWIS) known as Wyoming Children's Assistance and Protection System (WYCAPS) for the purposes of case management and documentation. Funding from this grant supports social services, which are either provided directly or purchased on behalf of eligible clients under the supervision of the state office.

The Division is administered by the Senior Administrator, who supervises the Program and Field Administrators. The Program Administrator supervises the Program Managers and Program Analysts who manage and implement federal and state programs. The Field Administrator, who supervises District Managers, Supervisors, and Caseworkers, coordinates the provision of social services locally through the county field offices.

The county field offices are organized into nine (9) judicial districts within 23 counties. Individuals may request services from the local office within the county in which they reside. District Managers are responsible for the overall supervision of the local offices. The Social Services Supervisors are responsible for program implementation and supervision of staff in each of the local offices who provide casework services.

Intake, assessment, and individual case planning are conducted by local office service units. Case plans are developed individually to meet the needs of each client based on assessed needs and resources. The case plans authorize services which are most appropriate to meet the needs of the individuals. Social services are provided directly by DFS Caseworkers or purchased from qualified providers. DFS works closely and collaborates with other agencies to coordinate and secure additional services from other sources.

## **SOCIAL SERVICES DIVISION GOALS**

The Social Services Division has four (4) overarching goals:

1. To ensure that the safety and basic needs of vulnerable adults are met in the least restrictive environment possible while still recognizing the vulnerable adult's right to decision making. The division makes every effort to provide these services in the vulnerable adult's own home.
2. To assess and address all risk and safety concerns to child(ren) in their homes. The division, in partnership with the family, develops and implements detailed safety plans to protect at-risk child(ren) and promote community safety.
3. To assess the needs of the child(ren), parents, and foster parents through a trauma-informed collaborative approach. The division, in collaboration with the family, support networks, and community, develops a case plan identifying and providing interventions and services to enhance the family's independent and continued well-being.
4. To have a program of foster care providers who have the knowledge, skills, and tools to promote positive supports for foster child(ren) and their families. This enables foster parents to provide a safe, nurturing, and stable in-home environment to support child(ren) in building positive, healthy relationships for improved long term well-being.

# **SOCIAL SERVICES PROGRAMS USING SOCIAL SERVICES BLOCK GRANT FUNDS**

Each of the following programs and services are available after an individual or family has become involved with DFS. Services provided or purchased by DFS from qualified providers are directed to program areas as listed in the matrix on the following page. For the purpose of SSBG Plan, a child is defined as anyone below the age of 18 years and an adult is defined as anyone 18 years of age and older.

## **ADULT PROTECTIVE SERVICES**

Adult Protective Services enables DFS to meet its statutory responsibilities of ensuring services are available for vulnerable adults. The program provides prevention, assessment, investigative, and emergency services. A vulnerable adult is defined as any person 18 years of age or older who is unable to manage and take care of him/her self or his/her property without assistance as a result of advanced age, physical disability or mental illness.

## **Child Protective Services**

Child Protective Services enables DFS to meet its statutory responsibilities to provide protective services aimed specifically at the prevention of harm to a child(ren) living in their home, to protect child(ren) from abuse or neglect that jeopardizes their welfare, to assist in the stabilization of the home environment, and to preserve families whenever possible.

## **Juvenile Justice Services**

Juvenile Justice Services enables DFS to meet its statutory responsibilities to work directly with the youth to educate and rehabilitate child(ren) involved in or at-risk of involvement with criminal activity, to assist in the stabilization of the home environment, and to preserve families whenever possible.

## PROGRAMS AND SERVICES

Services	Programs	Adult Protective Services	Child Protective Services	Juvenile Justice Services
Adoption Services			X	X
Case Management		X	X	X
Congregate Care			X	X
Counseling Services		X	X	X
Day Care--Adults		X		
Day Care--Children			X	X
Day Treatment			X	X
Detention				X
Education and Training Services		X	X	X
Electronic Monitoring				X
Foster Care Services - Children			X	X
Health-Related Services		X	X	X
Home-Based Services		X	X	X
Independent/Transitional Living Services			X	X
Interstate Compact on Placement of Children			X	X
Legal Services		X	X	X
Pregnancy & Parenting			X	X
Prevention & Intervention			X	X
Protective Services - Adults		X		
Protective Services - Children			X	
Substance Abuse Services			X	X
Transportation		X	X	X

## SERVICE DEFINITIONS

**Adoption Services** are directed toward achieving a goal of permanency for child(ren) who are legally free by termination or relinquishment of parental rights. Program emphasis is on special needs adoption and child(ren) in DFS custody.

**Case Management Services** involve activities related to the arrangement, coordination, and monitoring of services to meet the needs of child(ren) and families. This may include any or all other services listed, as well as monitoring and evaluating progress to ensure that each individual's rights are protected.

**Congregate Care Services** are a substitute care service for placement of child(ren) that provides 24-hour supervision in a structured setting such as a crisis center, group home, residential treatment facility, or psychiatric treatment facility.

**Counseling Services** are trauma informed activities that apply therapeutic processes to personal, family, or situational circumstances in order to bring about a positive resolution of the issues or to improve child(ren) and families functioning. Problem areas may include family and marital relationships, parent-child issues, substance abuse, PTSD, mood disorders, ADHD, trauma history, and behavioral disorders. Also included are crisis intervention and counseling for child(ren) and families as an alternative to traditional court involvement or placement outside the home, residential treatment centers, or psychiatric residential treatment facilities.

**Day Care Services for Children** provide direct care, protection and services to infants, pre-school, and school age child(ren) during a portion of a 24-hour day in the child(ren)'s own home or in another facility. This service is used to help potentially abused and/or neglected child(ren) maintain a degree of safety in an appropriate environment and to assist in the development of more appropriate socialization skills.

**Day treatment** is a service designed for child(ren) who are able to remain in their homes but who have difficulty functioning in the community. Day treatment services include structured supervision, education, individual, group, and family counseling.

**Detention** is the temporary custody of those accused of conduct subject to the jurisdiction of the court, who require a restricted environment for their own or the community's protection while pending legal action or while court ordered to the Wyoming Boys School and Wyoming Girls School.

**Education and Training Services** are provided to child(ren) to help improve their educational knowledge or to improve their daily living skills and to enhance cultural opportunities. Services include instruction or training through community education courses, General Educational Development (G.E.D.) services, juvenile justice, Wyoming Boys School, and Wyoming Girls School.

**Electronic monitoring** is a service for adjudicated child(ren) at the discretion of the court. Those requiring electronic monitoring are placed on probation with DFS providing supervision between initial and final hearings. Electronic monitoring provides DFS with a method for holding youth accountable and is a structured sanction through the use of ankle monitoring.

**Foster Care Services** are the least restrictive settings necessary to meet the needs of a child when child(ren) cannot live safely within their homes. Child(ren) involved with foster care services are initially court ordered or by a voluntary placement agreement signed by the parent or guardian. Services may be provided in foster family homes, kinship homes, homes of relatives, group homes, emergency shelters, residential treatment facilities, psychiatric residential treatment facilities, pre-adoptive homes, or supervised independent living.

**Health Care Services** are provided for all child(ren) entering foster care. Child(ren) have a complete medical exam within 30 days of entering care to assist in accurately diagnosing and treating medical conditions, including medically fragile conditions. Child(ren) in care are also to have any medical needs and treatment included in their case plans to ensure they receive the appropriate level of care for their medical needs. Child(ren) under the age of six (6) also receive an early childhood developmental screening to address any developmental needs.

**Home Based Services** provides child(ren) and families with recurring trainings and in-home coaching designed to find the family strengths, culture, vision, and needs to develop a plan to help them achieve their goals for the child(ren) of concern.

**Independent Living/Transitional Services** are provided or contracted and supervised by DFS where services are designed to promote and educate young adults towards emancipation. Individuals in the Wyoming Boys' School and Girls' School can utilize this service as well as adolescents within communities who are in out of home care in DFS custody.

**Interstate Compact on Placement of Children (ICPC)** is a service to ensure that the protection and services for Wyoming child(ren) placed across state lines for foster care, adoption, or to live with relatives while remaining under the custody of DFS is maintained. Reciprocal services are provided to child(ren) placed in Wyoming by other states. The ICPC compact provides for orderly procedures and determines responsibility for those involved in placements.

**Legal Services** are provided specifically for adoptive parents and/or guardians for child(ren) in the care and custody of DFS that includes legal and attorney fees. These services also include costs of legal and attorney fees for the guardianship of vulnerable adults who receive services from DFS.

**Pregnancy and Parenting Skills** are services that teach parenting skills to parents and caretakers to enhance and/or develop their abilities to engage with child(ren).

**Prevention and Intervention Services** are designed to provide early identification and/or timely intervention to support families or individuals to prevent or deter the consequences of abuse/neglect. Services provided are to prevent the removal of a child(ren) or adults from a home. Services may include assessments and/or evaluations of the issues, counseling, parenting skills training, respite care, supervision, case management, and transportation. An allegation of abuse or neglect is not needed to provide preventative services.

**Protective Services for Adults** are provided to ensure that adults are protected from abuse, neglect, self-neglect, exploitation, abandonment, and/or intimidation. This may be in an adult's home or elsewhere. These services are available to any eligible adult who is being abused, neglected, abandoned, exploited, intimidated, or is self-neglecting. This includes adults who live independently as well as those living in facilities such as intellectually disabled individuals and the elderly.

**Protective Services for Children** are services or activities designed to stop or further deter abuse and/or neglect, including failure to provide adequate food, clothing, shelter, or medical care. Protective services may include immediate investigation and intervention, emergency medical services, emergency shelter, developing case plans, initiation of legal action (if needed), counseling for child(ren), assessment/evaluation of family circumstances, arranging alternative living arrangement, preparing for foster placement, and case management and referral to service providers.

**Substance Abuse Services** are designed primarily to deter, reduce, or eliminate substance abuse or chemical dependency in youth and may include medical and residential services. Medical services include a comprehensive range of personal and family counseling, treatment for opiate dependency, and detoxification for drug and alcohol addictions. Residential services include alternative living arrangements, such as an institutional facility or a community-based transitional home.

**Transportation Services** are services needed for child(ren) and families to gain access to social services or medical care, including necessary costs of room and board while in transit. Transportation services are available to child(ren) and families involved with Child Protective Services, and Juvenile Services and to vulnerable adults involved with Adult Protective Services.

## DEPARTMENT OF FAMILY SERVICES FIELD OFFICES

COUNTY/DISTRICT	DFS FIELD OFFICE	TELEPHONE	FAX
Albany	3817 Beech Street, Ste. 200 Laramie, WY 82070	307-745-7324	307-742-8848
Big Horn	616 Second Ave North Greybull, WY 82426	307-765-9453	307-765-2330
Campbell	551 Running W. Dr., Ste. 200 Gillette, WY 82716	307-682-7277	307-686-1889
Carbon	215 West Buffalo, Ste. 359 Rawlins, WY 82301	307-328-0612	307-328-2801
Converse	219 North Russell Douglas, WY 82633	307-358-3138	307358-4238
Crook	102 North 5 <sup>th</sup> Box 57 Sundance, WY 82729	307-283-2014	307-283-1606
Fremont	201 North 4 <sup>th</sup> Lander, WY 82520	307-332-4038	307-332-4806
Fremont	877 N. 8 <sup>th</sup> St. West, 2 <sup>nd</sup> Floor Riverton, WY 82501	307-856-6521	307-856-7937
Goshen	1618 East M Street Torrington, WY 82240	307-532-2191	307-532-4666
Hot Springs	403 Big Horn Thermopolis, WY 82443	307-864-2158	307-864-2651
Johnson	381 North Main Buffalo, WY 82834	307-684-5513	307-864-7966
Laramie	1510 East Pershing Blvd. Cheyenne, WY 82002	307-777-6800	307-777-5190

COUNTY/DISTRICT	DFS FIELD OFFICE	TELEPHONE	FAX
Lincoln	1100 Pine Avenue, Box 470 Kemmerer, WY 83101	307-877-6670	303-877-5794
Lincoln	631 Washington Box 1336 Afton, WY 83110	307-886-9232	307-886-3101
Natrona	851 Werner Court, Suite 200 Casper, WY 82601	307-473-3900	307-473-3967
Niobrara	905 South Main Box 389 Lusk, WY 82225	307-334-2153	307-334-2151
Park	1301 Rumsey Cody, WY 82414	307-587-6246	307-527-7183
Park	109 West 14 <sup>th</sup> Powell, WY 82435	307-754-2245	307-754-4230
Platte	1556 Progress Court Wheatland, WY 82201	307-322-3790	307-322-4125
Sheridan	247 E. Grinnell St., Suite 100 Sheridan, WY 82801	307-672-2404	307-672-8948
Sublette	111 North Sublette Box 1070 Pinedale, WY 82941	307-367-4124	307-367-6774
Sweetwater	2451 Foothill Blvd. Suite 103 Rock Springs, WY 82901	307-352-2500	307-382-5917
Teton	115 W. Snow King Avenue Jackson, WY 83001	307-733-7757	307-733-0082
Uinta	350 City View Dr. Ste. 206 Evanston, WY 82930	307-789-2756	307-789-2165
Uinta	1505 Highway 414 Box 1109 Mountain View, WY 82939	307-786-4011	307-787-6359

<b>COUNTY/DISTRICT</b>	<b>DFS FIELD OFFICE</b>	<b>TELEPHONE</b>	<b>FAX</b>
Washakie	1700 Robertson Worland, WY 82401	307-347-6181	307-347-6184
Weston	22922 Hwy. 85, Ste. 200 Newcastle, WY 82701	307-746-4657	307-746-2588
Wyoming Boys School	1550 Hwy. 20 South Worland, WY 82401	307-347-6144	307-347-4869
Wyoming Girls School	3500 Big Horn Avenue Sheridan, WY 82801	307-674-7476	307-674-4909