

AMENDED FISCAL REPORTS

For Fiscal Years:

July 1, 2010 to June 30, 2011
July 1, 2011 to June 30, 2012
July 1, 2012 to June 30, 2013
July 1, 2013 to June 30, 2014
July 1, 2014 to June 30, 2015
July 1, 2015 to June 30, 2016

Luzerne County
Children and Youth Agency

August 2018



Commonwealth of Pennsylvania
Department of the Auditor General

Eugene A. DePasquale • Auditor General



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**EUGENE A. DePASQUALE
AUDITOR GENERAL**

Luzerne County Council
Luzerne County Courthouse
200 North River Street
Wilkes-Barre, PA 18711

Dear Luzerne County Council Members:

We have fulfilled the requirements pursuant to authority derived from Act 148 of 1976, as amended, (62 P.S. § 704.1(a)(4)) for the submitted CY-370 Expenditure Report, the CY-370A Revenue Report, and the CY-348 Fiscal Summary, hereinafter referred to as the submitted fiscal reports, and the related financial records of the Luzerne County Children and Youth Agency (agency), legally known as Luzerne County Children and Youth Services, for the purpose of ascertaining and certifying the actual Commonwealth expenditures incurred on behalf of children residing within the County for the fiscal years July 1, 2010 to June 30, 2011, July 1, 2011 to June 30, 2012, July 1, 2012 to June 30, 2013, July 1, 2013 to June 30, 2014, July 1, 2014 to June 30, 2015, and July 1, 2015 to June 30, 2016, pursuant to authority derived from Act 148 of 1976, as amended, (62 P.S. § 704.1(a)(4)). The scope of our engagement was limited to the fiscal reports submitted to the Department of Human Services (DHS) as part of the Act 148 Invoice Packages for the fiscal years ended June 30, 2011, June 30, 2012, June 30, 2013, June 30, 2014, June 30, 2015, and June 30, 2016.

Preparation of the submitted fiscal reports, and compliance with children, youth, and families regulations, are the responsibility of agency management. Our engagement procedures included a review of selected agency records, and other procedures we deemed necessary, to enable us to ascertain and certify the actual Commonwealth expenditures incurred on behalf of children residing within the County and to determine the County's compliance¹ with certain provisions of 55 Pa. Code, Part V. Children, Youth, and Families Manual, Subpart C, Chapters 3140 and 3170 (55 Pa. Code §§ 3140.1 *et seq.* and 3170.1 *et seq.*), but was not required to be and was not conducted in accordance with professional auditing or attestation standards. We believe that our engagement procedures provided us a reasonable basis to ascertain and certify the actual Commonwealth expenditures incurred on behalf of children within Luzerne County.

We certify that the enclosed amended fiscal reports fairly present, in all material respects, the total Commonwealth expenditures paid on behalf of children residing within the county for the fiscal years ended 2011, 2012, 2013, 2014, 2015, and 2016.

Adjustments to the agency's submitted fiscal reports resulting from the procedures we performed during this engagement are as follows:

- **For the 2010-2011 fiscal year**, our engagement resulted in 2 adjustments being made to the agency's submitted fiscal reports. These adjustments in total impacted the agency's Final Net State Share by increasing agency expenditures by \$89,938. Based on the application of the state participation rates, the 2 adjustments resulted in an amount due to the county totaling \$57,831. Both adjustments are detailed in our amended fiscal reports for fiscal year 2010-2011, as included in Section 1 of this report.
- **For the 2011-2012 fiscal year**, our engagement resulted in 3 adjustments being made to the agency's submitted fiscal reports. These adjustments in total impacted the agency's Final Net State Share by increasing agency expenditures by \$67,887 and increasing non-reimbursable expenditures by \$159,298. Based on the application of the state participation rates, these 3 adjustments resulted in an amount due to the state totaling \$57,612. All adjustments are detailed in our amended fiscal reports for fiscal year 2011-2012, as included in Section 2 of this report.
- **For the 2012-2013 fiscal year**, our engagement resulted in 1 adjustment being made to the agency's submitted fiscal reports. This adjustment in total impacted the agency's Final Net State Share by decreasing agency expenditures by \$2,484. Based on the application of the state participation rates, this adjustment resulted in an amount due to the state totaling \$1,491. The adjustment is detailed in our amended fiscal reports for fiscal year 2012-2013, as included in Section 3 of this report.
- **For the 2013-2014 fiscal year**, our engagement resulted in 1 adjustment being made to the agency's submitted fiscal reports. This adjustment in total impacted the agency's Final Net State Share by increasing agency expenditures by \$92,290. However, no amount is due to the county or state because agency expenditures exceeded the total State Act 148 Allocation by \$55,374. The adjustment is detailed in our amended fiscal reports for fiscal year 2013-2014, as included in Section 4 of this report.
- **For the 2014-2015 fiscal year**, our engagement resulted in two adjustments being made to the agency's submitted fiscal reports. These adjustments in total impacted the agency's Final Net State Share by increasing agency expenditures by \$616,372 and increasing non-reimbursable expenditures by \$305,380. Based on the application of the state participation rates, the two adjustments resulted in an amount due to the county totaling \$186,595. Both adjustments are detailed in our amended fiscal reports for fiscal year 2014-2015, as included in Section 5 of this report.

- **For the 2015-2016 fiscal year**, our engagement resulted in one adjustment being made to the agency's submitted fiscal reports. This adjustment in total impacted the agency's Final Net State Share by increasing agency expenditures by \$55,720. Based on the application of the state participation rates, this adjustment resulted in an amount due to the county totaling \$33,432. This adjustment is detailed in our amended fiscal reports for fiscal year 2015-2016, as included in Section 6 of this report.

Furthermore, we conducted additional procedures beyond those necessary to ascertain and certify the total Commonwealth expenditures paid on behalf of children residing within the county. We performed those additional procedures to determine whether the agency implemented internal controls to sufficiently reduce the risk of overbillings or fraudulent billings by contracted In-Home Purchased Service Providers occurring and going undetected. Opportunities to strengthen the agency's internal controls over its invoice review and approval process for these expenditures were identified and are included in the finding listed below, as detailed in Section 7 of this report:

Finding No. 1 – The Luzerne County Children and Youth Agency Should Implement and Document Internal Control Policies and Procedures in Order to Reduce the Risk of Paying Overbillings or Fraudulent Billings by Contracted In-Home Purchased Service Providers

We also identified the following area of non-compliance, as detailed in Section 7 of this report:

Finding No. 2 – The Luzerne County Children and Youth Agency Failed to Obtain Written Approval from the Department of Human Services – Office of Children, Youth, and Families Regional Office Prior to Contracting Separately with Four Members of the Agency's Staff to Provide Kinship Care

Finding No. 3 - Luzerne County Children and Youth Agency (agency) Failed to Perform a Reconciliation of Agency Records to County Records

Finally, we included the following observations related to DHS' monitoring of County Children and Youth (C&Y) Agencies' compliance with the Child Protective Services Law (CPSL) and the Commonwealth Department of Human Services issuing the agency two Provisional Certificates of Compliance, as detailed in Section 8 of this report:

Current Engagement Observation No. 1 – Significant Control Deficiencies Exist in DHS' Oversight of Children and Youth (C&Y) Agencies' Adherence with the Requirements of the Child Protective Services Law (CPSL)

Current Engagement Observation No. 2 - Luzerne County Children and Youth Services Received a Provisional License in September 2015, April 2016, and November 2016 from the Commonwealth Department of Human Services Due to Citations Related to the Completion of Safety Assessments, Family Members Not Given the Opportunity to Participate in the Development of Family Service Plans, Incomplete and Missing Case File Documentation, and Insufficient Oversight of Child Protective Service Cases

The results of our engagement procedures, as presented in this report, were discussed with County representatives and agency management at an exit conference held on July 25, 2018.

This report is being forwarded to the DHS Bureau of Financial Operations, and the Office of Children, Youth, and Families for review and settlement of the recommended adjustments included in our amended fiscal reports. You will be notified by the DHS of the decisions made regarding the approval and finalization of the adjustment amounts during the DHS settlement process and the impact, if any, on a future Act 148 payment. At that time, in accordance with the Commonwealth's General Rules of Administrative Practice and Procedure, 1 Pa. Code § 31.1 *et seq.*, you will be afforded the opportunity by Commonwealth DHS to appeal its settlement process decision.

We appreciate the cooperation, assistance, and courtesy granted our representatives by your officials and the staff of the Luzerne County Children and Youth Agency.

Sincerely,



Eugene A. DePasquale
Auditor General

August 9, 2018

Endnote

¹ The Child Protective Services Law (CPSL), 23 Pa.C.S. § 6301 *et seq.*, requires the conduct of criminal background checks and child abuse history clearances (certifications) for all employees and direct volunteers of county children and youth (C&Y) agencies, as well as the volunteers/employees of their contractors (providers) and subcontractors (sub-recipients). To ensure adherence to these requirements, the Commonwealth DHS has assigned monitoring responsibilities to internal offices and bureaus based on the types of services provided. However, the safety of children receiving services from/through these agencies may be at risk due to significant control deficiencies related to the CPSL adherence that exist within C&Y agencies and the Commonwealth DHS. Details regarding these deficiencies are further outlined in the Observation included in this report.

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BACKGROUND

The Department of the Auditor General is responsible for reviewing the fiscal reports, known as the submitted CY-370 Expenditure Report, the CY-370A Revenue Report, and the CY-348 Fiscal Summary of the 67 County Children and Youth Agencies to determine proper reporting and utilization of funds according to program regulations and guidelines under the Human Services Code 62 P.S. § 704.1(a)(4). The annual state Act 148 allocations are used by the Counties to administer social services for the children and youth that reside within the Commonwealth of Pennsylvania, whose stated goal is “to ensure, for each child in this Commonwealth, a permanent, legally assured family which protects the child from abuse and neglect.” According to information provided by the Department of Human Services (DHS), Office of Children, Youth and Families (OCYF), the Luzerne County Children and Youth Agency provided in-home and placement services to 1,524 children residing within the County during the 2016-2017 fiscal year. The Children and Youth Social Services Program is County-Administered and State-Supervised by the DHS and thus, they are jointly responsible for achieving the Commonwealth’s goal.

In accordance with the Human Services Code (62 P. S. § 703), the DHS is responsible for making and enforcing all rules and regulations necessary and appropriate to the proper accomplishment of the child welfare duties and functions vested by law in the county institution districts or their successors. Title 55 Pa. Code, Part V. Children, Youth, and Families Manual, Subpart C, outlines the rules and regulations relative to the County Administration of the Children and Youth Social Service Programs. Specifically, in compliance with 55 Pa. Code § 3140.31, the Counties must report their cumulative actual expenditures incurred for the provision of children and youth social services on a quarterly basis to the DHS through the Act 148 Invoice package. The expenditures reported in the Act 148 Invoice package refers to all costs for dependent and delinquent children and youth services funded or administered by the DHS.

As part of our engagement, we reviewed the County Children and Youth Agency’s submitted fiscal reports, as referenced above, which are included in the Act 148 Invoice package. Specifically, we reviewed the final, cumulative 4th Quarter fiscal reports submitted to the DHS, along with the County Children and Youth Agency’s related financial records and supporting documentation, to determine whether the County Children and Youth Agency’s actual, cumulative expenditures and revenues were properly reported to the DHS for the respective fiscal years (FYs). The variances identified between the submitted and actual costs and revenues required adjustments to these fiscal reports, and thus, our Amended CY-370 Expenditure Report, Amended CY-370A Revenue Report, and Amended CY-348 Fiscal Summary, resulting from our engagement procedures and included in this report for each fiscal year included in our scope, reflect the County Children and Youth Agency’s actual related costs and revenues for those years and those costs and revenues’ impact on the County Children and Youth Agency’s corresponding Net State Shares.

SECTION 1

AMENDED FISCAL REPORTS

FOR THE FISCAL YEAR:

JULY 1, 2010 to JUNE 30, 2011

**LUZERNE COUNTY CHILDREN AND YOUTH AGENCY
FOR THE PERIOD JULY 1, 2010 TO JUNE 30, 2011
AMENDED
COMPUTATION OF FINAL NET STATE SHARE**

Approved State Allocation ¹		\$	19,163,441
Supplemental Act 148			<u>0</u>
Total State Allocation			19,163,441
State Share (CY348) ²	\$		18,772,963
Less: Major Service Category Adjustment			<u>0</u>
Net State Share		\$	18,772,963
Less: Expenditures in Excess of the Approved State Allocation			<u>0</u>
Final Net State Share Payable ³		\$	18,772,963
Actual Act 148 Revenues Received ⁴			<u>18,715,132</u>
Net Amount Due County/(State) ⁵		\$	<u><u>57,831</u></u>

¹ Approved State Allocation is the amount of Act 148 State Funds that were budgeted for the County.

² State Share (CY348) is the total amount of County expenditures that are eligible for reimbursement from Act 148 Funds after audit adjustments are considered.

³ Final Net Share Payable is the net amount of reimbursable expenditures from Act 148 funds after audit adjustments are considered.

⁴ Actual Act 148 Revenues Received is the amount of Act 148 funds the county received.

⁵ Net Amount Due the County/(State) is the variance between the amount of Act 148 funds the county received and the Final Net State Share Payable to the county.

LUZERNE COUNTY CHILDREN AND YOUTH AGENCY
 FOR THE PERIOD JULY 1, 2010 TO JUNE 30, 2011
 AMENDED CY348
 FISCAL SUMMARY

	A	B	C	D	E	F	G	H	I	J	K
	GRAND TOTAL	PROGRAM INCOME	TITLE IV-E	TANF	TITLE XX	TITLE IV-B	OTHER FUNDING	MEDICAL ASSISTANCE	NET TOTAL	STATE ACT 148	LOCAL SHARE
NET CHILD WELFARE EXPENDITURES											
01. 100% REIMBURSEMENT	1,014,169	0	208,639	0	0	0	0	0	805,530	805,530	0
02. 90% REIMBURSEMENT	133,040	0	28,481	0	0	0	0	0	104,559	94,103	10,456
03. 80% REIMBURSEMENT	28,719,405	474,411	7,762,174	887,757	270,105	103,186	0	0	19,221,772	15,377,419	3,844,353
04. 60% REIMBURSEMENT	4,291,586	155,312	432,783	0	0	0	0	14,092	3,689,399	2,213,639	1,475,760
05. 50% REIMBURSEMENT	571,124	6,580	0	0	0	0	0	0	564,544	282,272	282,272
06. TOTAL NET CHILD WELFARE EXPEND.	34,729,324	636,303	8,432,077	887,757	270,105	103,186	0	14,092	24,385,804	18,772,963	5,612,841

YDC/YFC PLACEMENT COSTS											
07. 60% DHS PARTICIPATION	653,367	9,427							643,940	386,364	257,576

08. NON-REIMBURSABLE EXPENDITURES	13,577	13,130	0						447		447
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09. TOTAL EXPENDITURES	35,396,268	658,860	8,432,077	887,757	270,105	103,186	0	14,092	25,030,191	19,159,327	5,870,864
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10. IL Grant Funds Reported 0

11. TOTAL HSDF used for Child Welfare 44,400

12. TOTAL TITLE IV-D COLLECTIONS 252,844

13. TITLE IV-D Collections for IV-E Children 65,231

14. STATE ACT 148 - line 6 18,772,963

15. STATE ACT 148 ALLOCATION 19,163,441

16. ADJUSTED STATE SHARE (lower of 14 or 15) 18,772,963

INVOICE											
AMENDED STATE SHARE (ACT 148)	18,772,963										
ACT 148 AMOUNT RECEIVED	18,715,132										
ADJUSTMENT TO STATE SHARE	57,831										

Subsidized Permanent Legal Custodianship SPLC	Total Subsidies	Number of Days	Number of Children
	1,661,483	77,745	251

LUZERNE COUNTY CHILDREN AND YOUTH AGENCY
FOR THE PERIOD JULY 1, 2010 TO JUNE 30, 2011
AMENDED CY370A
REVENUE REPORT

MAJOR SERVICE CATEGORIES & COST CENTERS	REVENUE SOURCES											
	1	2	3	4	5	6	7	8	9	10	11	12
	TOTAL REIMBURSABLE EXPENDITURES	PROGRAM INCOME	TITLE IV-E MAINTENANCE	TITLE IV-E ADMIN.	TANF	TITLE XX	TITLE IV-B	OTHER FUNDING	MEDICAL ASSISTANCE	NET REIMBURSABLE EXPENDITURES	STATE ACT 148	LOCAL SHARE
IN-HOME												
1-A ADOPTION SERVICE	1,014,169	0		208,639	0		0	0	0	805,530	805,530	(0)
1-B ADOPTION ASSISTANCE	5,384,687	0	2,547,970							2,836,717	2,269,374	567,343
1-C COUNSELING - DEPENDENT	439,160	0		25,637	253,785	0	0	0	0	159,738	127,791	31,947
1-D COUNSELING - DELINQUENT	72,146	25			0	0	0	0	0	72,121	57,697	14,424
1-E DAY CARE	209,605	0		408	201,844	0	0	0	0	7,353	5,882	1,471
1-F DAY TREATMENT - DEPENDENT	14,457	0			0	0	0	0	0	14,457	11,566	2,891
1-G DAY TREATMENT - DELINQUENT	18,589	3,209			0	0	0	0	0	15,380	12,304	3,076
1-H HOMEKEEPER SERVICE	123,658	0		25,637						98,021	78,417	19,604
1-I INTAKE & REFERRAL	303,033	0		51,274						251,759	201,407	50,352
1-J LIFE SKILLS - DEPENDENT	91,556	0			70,285	0	0	0	0	21,271	17,017	4,254
1-K LIFE SKILLS - DELINQUENT	214,666	491			0	0	0	0	0	214,175	171,340	42,835
1-L PROTECTIVE SERVICE - CHILD ABUSE	1,085,989	0		205,101						880,888	704,710	176,178
1-M PROTECTIVE SERVICE - GENERAL	6,144,858	44,400		1,129,410	361,843	270,105				4,339,100	3,471,280	867,820
1-N SERVICE PLANNING	2,838,003	0		588,522						2,249,481	1,799,745	449,736
1-O JUVENILE ACT PROCEEDINGS - DEPENDENT	161,142	0			0					161,142	80,571	80,571
1-P JUVENILE ACT PROCEEDINGS - DELINQUENT	0	0			0					0	0	0
1-Q SUBTOTAL IN-HOME	18,115,718	48,125	2,547,970	2,234,428	887,757	270,105	0	0	0	12,127,333	9,814,631	2,312,702
COMMUNITY BASED PLACEMENT												
2-A ALTERNATIVE TREATMENT - DEPENDENT	437,879	2,809		0						435,070	348,056	87,014
2-B ALTERNATIVE TREATMENT - DELINQUENT	24,236	10,261		0						13,975	11,180	2,795
2-C COMMUNITY RESIDENTIAL - DEPENDENT	1,185,431	42,101	222,911	7						920,412	736,330	184,082
2-D COMMUNITY RESIDENTIAL - DELINQUENT	419,562	5,771								413,791	331,033	82,758
2-E EMERGENCY SHELTER - DEPENDENT	133,040	0		28,481						104,559	94,103	10,456
2-F EMERGENCY SHELTER - DELINQUENT	0	0								0	0	0
2-G FOSTER FAMILY - DEPENDENT	9,663,440	365,344		1,217,625			103,186			6,229,413	4,983,530	1,245,883
2-H FOSTER FAMILY - DELINQUENT	48,450	0								48,450	38,760	9,690
2-I SUP. INDEPENDENT LIVING - DEPENDENT	0	0		0			0			0	0	0
2-J SUP. INDEPENDENT LIVING - DELINQUENT	0	0		0			0			0	0	0
2-K SUBTOTAL CBP	11,912,038	426,286	1,999,264	1,217,632	0	103,186	0	0	0	8,165,670	6,542,992	1,622,678
INSTITUTIONAL PLACEMENT												
3-A JUVENILE DETENTION SERVICE	409,982	6,580								403,402	201,701	201,701
3-B RESIDENTIAL SERVICE - DEPENDENT	577,363	19,130	85,403	2						472,828	283,697	189,131
3-C RES. SERVICE - DELINQUENT (NON YDC/YFC)	1,509,009	107,767								1,401,242	840,745	560,497
3-D SECURE RES. SERVICE (EXCEPT YDC)	455,594	16,780								438,814	263,288	175,526
3-E YDC/YFC (NON-SECURE)-Institutional	290,175	6,906								283,269	169,961	113,308
3-F YDC SECURE	363,192	2,521								360,671	216,403	144,268
3-G SUBTOTAL INSTITUTIONAL	3,605,315	159,684	85,403	2	0	0	0	0	0	3,360,226	1,975,795	1,384,431
ADMINISTRATION	1,749,620	11,635		347,378					14,092	1,376,515	825,909	550,606
TOTAL REVENUES	35,382,691	645,730	4,632,637	3,799,440	887,757	270,105	103,186	0	14,092	25,029,744	19,159,327	5,870,417

LUZERNE COUNTY CHILDREN AND YOUTH AGENCY
 FOR THE PERIOD JULY 1, 2010 TO JUNE 30, 2011
 AMENDED CV370
 EXPENDITURE REPORT

MAJOR SERVICE CATEGORIES & COST CENTERS	OBJECTS OF EXPENDITURE										9 Children Served (Purchase)	10 Non- Reimbursable Non PS/Sub.	11 Non-Reim. Purchased Serv/ Subsidies	12 Program Income related to all Non- Reimbursable	
	1 WAGES AND SALARIES	2 EMPLOYEE BENEFITS	3 SUBSIDIES	4 OPERATING	5 PURCHASED SERVICES	6 FIXED ASSETS	7 TOTAL EXPENDITURES	8 Children Served (by county)	9 Children Served (Purchase)	10 Non- Reimbursable Non PS/Sub.					
IN-HOME															
I-A ADOPTION SERVICE	605,405	272,725		136,039	0	0	0	0	0	0	0	0	0	0	0
I-B ADOPTION ASSISTANCE	0	0	5,384,687	0	0	0	0	0	0	0	0	0	0	0	0
I-C COUNSELING - DEPENDENT	75,675	34,090		13,893	315,502	0	0	0	0	0	0	0	0	0	0
I-D COUNSELING - DELINQUENT	0	0		0	72,146	0	0	0	0	0	0	0	0	0	0
I-E DAY CARE	0	0		20,207	189,398	0	0	0	0	0	0	0	0	0	0
I-F DAY TREATMENT - DEPENDENT	0	0		0	14,457	0	0	0	0	0	0	0	0	0	0
I-G DAY TREATMENT - DELINQUENT	0	0		0	18,589	0	0	0	0	0	0	0	0	0	0
I-H HOMEMAKER SERVICE	75,675	34,090		13,893	0	0	0	0	0	0	0	0	0	0	0
I-I INTAKE & REFERRAL	151,351	68,181		27,783	55,718	0	0	0	0	0	0	0	0	0	0
I-J LIFE SKILLS - DEPENDENT	0	0		0	91,556	0	0	0	0	0	0	0	0	0	0
I-K LIFE SKILLS - DELINQUENT	0	0		0	214,666	0	0	0	0	0	0	0	0	0	0
I-L PROTECTIVE SERVICE - CHLD ABUSE	605,405	272,725		111,134	96,725	0	0	0	0	0	0	0	0	0	0
I-M PROTECTIVE SERVICE - GENERAL	3,329,728	1,499,989		708,835	606,306	0	0	0	0	0	0	0	0	0	0
I-N SERVICE PLANNING	1,740,540	784,086		313,377	0	0	0	0	0	0	0	0	0	0	0
I-O JUVENILE ACT PROCEEDINGS - DEPENDENT				0	161,142	0	0	0	0	0	0	0	0	0	0
I-P JUVENILE ACT PROCEEDINGS - DELINQUENT				0	0	0	0	0	0	0	0	0	0	0	0
I-Q SUBTOTAL IN-HOME	6,583,779	2,965,886	5,384,687	1,345,161	1,836,205	0	0	0	0	0	0	0	0	0	0
	Number of Children receiving only NON-PURCHASED IN-Home Services														
COMMUNITY BASED PLACEMENT															
2-A ALTERNATIVE TREATMENT - DEPENDENT	0	0		5,181	432,698	0	0	0	0	0	0	0	0	0	0
2-B ALTERNATIVE TREATMENT - DELINQUENT	0	0		0	24,236	0	0	0	0	0	0	0	0	0	0
2-C COMMUNITY RESIDENTIAL - DEPENDENT	0	0		2,052	1,183,379	0	0	0	0	0	0	0	0	0	0
2-D COMMUNITY RESIDENTIAL - DELINQUENT	0	0		132	419,430	0	0	0	0	0	0	0	0	0	0
2-E EMERGENCY SHELTER - DEPENDENT	0	0		146	132,894	0	0	0	0	0	0	0	0	0	0
2-F EMERGENCY SHELTER - DELINQUENT	0	0		0	0	0	0	0	0	0	0	0	0	0	0
2-G FOSTER FAMILY - DEPENDENT	302,703	136,363	1,661,483	291,594	7,271,744	0	0	0	0	0	0	0	0	0	0
2-H FOSTER FAMILY - DELINQUENT	0	0		0	48,450	0	0	0	0	0	0	0	0	0	0
2-I SUP. INDEPENDENT LIVING - DEPENDENT	0	0		0	0	0	0	0	0	0	0	0	0	0	0
2-J SUP. INDEPENDENT LIVING - DELINQUENT	0	0		0	0	0	0	0	0	0	0	0	0	0	0
2-K SUBTOTAL CBP	302,703	136,363	1,661,483	299,105	9,512,831	0	0	0	0	0	0	0	0	0	0
	Number of Children receiving only NON-PURCHASED IN-Home Services														
INSTITUTIONAL PLACEMENT															
3-A JUVENILE DETENTION SERVICE	0	0		0	409,982	0	0	0	0	0	0	0	0	0	0
3-B RESIDENTIAL SERVICE - DEPENDENT	0	0		2,804	574,559	0	0	0	0	0	0	0	0	0	0
3-C RES. SERVICE - DELINQUENT (EXCEPT YDC/YFC)	0	0		3,054	1,505,955	0	0	0	0	0	0	0	0	0	0
3-D SECURE RES. SERVICE (EXCEPT YDC)	0	0		0	455,594	0	0	0	0	0	0	0	0	0	0
3-E YDC/YFC (NON-SECURE)-Institutional	0	0		0	290,175	0	0	0	0	0	0	0	0	0	0
3-F YDC SECURE	0	0		0	363,192	0	0	0	0	0	0	0	0	0	0
3-G SUBTOTAL INSTITUTIONAL	0	0	0	5,858	3,599,457	0	0	0	0	0	0	0	0	0	0
ADMINISTRATION	690,275	310,751	0	734,386	0	27,338	0	0	0	0	0	0	0	0	0
TOTAL EXPENDITURES	7,576,757	3,413,000	7,046,170	2,384,510	14,948,493	27,338	0	0	0	0	0	0	0	0	0
	County Indirect Costs = \$										472,233	13,577	0	13,130	

**LUZERNE COUNTY CHILDREN AND YOUTH AGENCY
FOR THE PERIOD JULY 1, 2010 TO JUNE 30, 2011
AMENDED
SUMMARY OF EXPENSE AND EXPENSE ADJUSTMENTS**

COST CENTER ITEMS	AS REPORTED PER CY370	INCREASE (DECREASE)	AS AMENDED PER CY370
Adoption Service	\$ 1,014,509	\$ (340)	\$ 1,014,169
Adoption Assistance	5,384,687	0	5,384,687
Counseling	511,349	(43)	511,306
Day Care	209,605	0	209,605
Day Treatment	33,046	0	33,046
Homemaker Service	123,701	(43)	123,658
Intake and Referral	303,118	(85)	303,033
Life Skills	306,222	0	306,222
Protective Service - Child Abuse	1,086,329	(340)	1,085,989
Protective Service - General	6,131,539	13,319	6,144,858
Service Planning	2,838,981	(978)	2,838,003
Juvenile Act Proceedings	161,142	0	161,142
Alternative Treatment	462,115	0	462,115
Community Residential	1,596,641	8,352	1,604,993
Emergency Shelter	133,040	0	133,040
Foster Family	9,712,507	(170)	9,712,337
Supervised Independent Living	0	0	0
Juvenile Detention Service	409,982	0	409,982
Residential Service	2,086,372	0	2,086,372
Secure Residential Service (Except YDC)	455,594	0	455,594
YDC/YFC (Non-Secure) - Institutional	290,175	0	290,175
YDC Secure	363,192	0	363,192
Administration	1,692,484	70,266	1,762,750
Combined Total Expense	<u>35,306,330</u>	<u>89,938</u>	<u>35,396,268</u>
Less Non-reimbursables	<u>13,577</u>	<u>0</u>	<u>13,577</u>
Total Net Expense	<u>\$ 35,292,753</u>	<u>\$ 89,938</u>	<u>\$ 35,382,691</u>

OBJECTS OF EXPENDITURE	AS REPORTED PER CY370	INCREASE (DECREASE)	AS AMENDED PER CY370
Wages and Salaries	\$ 7,581,010	\$ (4,253)	\$ 7,576,757
Employee Benefits	3,413,000	0	3,413,000
Subsidies	7,046,170	0	7,046,170
Operating	2,313,861	70,649	2,384,510
Purchased Services	14,924,951	23,542	14,948,493
Fixed Assets	27,338	0	27,338
Combined Total Expense	<u>35,306,330</u>	<u>89,938</u>	<u>35,396,268</u>
Less Non-reimbursables	<u>13,577</u>	<u>0</u>	<u>13,577</u>
Total Net Expense	<u>\$ 35,292,753</u>	<u>\$ 89,938</u>	<u>\$ 35,382,691</u>

**LUZERNE COUNTY CHILDREN AND YOUTH AGENCY
FOR THE PERIOD JULY 1, 2010 TO JUNE 30, 2011
ADJUSTMENT SCHEDULE**

REPORT REFERENCE			ADJ. NO.	EXPLANATION OF ADJUSTMENTS	AS REPORTED OR ADJUSTED	INCREASE/ (DECREASE)	ADJUSTED TOTAL
SCHEDULE	LINE	COLUMN					
CY-370 Adjustments							
CY-370	1-A	1	1	Adoption Services - Wages & Salaries	\$ 605,745	\$ (340)	\$ 605,405
	1-C	1		Counseling (Dep.) - Wages & Salaries	\$ 75,718	\$ (43)	\$ 75,675
	1-H	1		Homemaker Service - Wages & Salaries	\$ 75,718	\$ (43)	\$ 75,675
	1-I	1		Intake & Referral - Wages & Salaries	\$ 151,436	\$ (85)	\$ 151,351
	1-L	1		Protective Services Child Abuse - Wages & Salaries	\$ 605,745	\$ (340)	\$ 605,405
	1-M	1		Protective Services General - Wages & Salaries	\$ 3,331,599	\$ (1,871)	\$ 3,329,728
	1-N	1		Service Planning - Wages & Salaries	\$ 1,741,518	\$ (978)	\$ 1,740,540
	2-G	1		Foster Family (Dep.) - Wages & Salaries	\$ 302,873	\$ (170)	\$ 302,703
	4	1		Administration - Wages & Salaries	\$ 690,658	\$ (383)	\$ 690,275
					Total Adjustment Amount		\$ (4,253)
				<p>To decrease Wages & Salaries by \$4,253 to eliminate employee salaries over the total maximum compensation allowed for an equivalent commonwealth position. A review of the agency's PW1171 Roster of Personnel by the Commonwealth Department of Human Services cited seven agency employees whose salary exceeded the maximum compensation limits.</p> <p>Title 55 PA Code, Chapter 3170.42(a)(b)</p>			
CY-370	4	4	2	Administration - Operating	\$ 663,737	\$ 70,649	\$ 734,386
	1-M	5		Protective Services General - Purchased Services	\$ 591,116	\$ 15,190	\$ 606,306
	2-C	5		Community Residential (Dep.) - Purchased Services	\$ 1,175,027	\$ 8,352	\$ 1,183,379
				Total Adjustment Amount		\$ 94,191	
				<p>To increase expenditures by \$94,191 to reconcile to the agency's final expenditure ledger. The agency made adjustments to the expenditure ledger after submission of the fiscal reports to the Commonwealth Department of Human Services.</p> <p>Title 55 PA Code, Chapter 3170.95(a)(b)</p>			

SECTION 2

AMENDED FISCAL REPORTS

FOR THE FISCAL YEAR:

JULY 1, 2011 to JUNE 30, 2012

**LUZERNE COUNTY CHILDREN AND YOUTH AGENCY
FOR THE PERIOD JULY 1, 2011 TO JUNE 30, 2012
AMENDED
COMPUTATION OF FINAL NET STATE SHARE**

Approved State Allocation ¹		\$	16,980,018
Supplemental Act 148			<u>2,293,011</u>
Total State Allocation			19,273,029
State Share (CY348) ²	\$		19,215,417
Less: Major Service Category Adjustment			<u>0</u>
Net State Share		\$	19,215,417
Less: Expenditures in Excess of the Approved State Allocation			<u>0</u>
Final Net State Share Payable ³		\$	19,215,417
Actual Act 148 Revenues Received ⁴			<u>19,273,029</u>
Net Amount Due County/(State) ⁵		\$	<u><u>(57,612)</u></u>

¹ Approved State Allocation is the amount of Act 148 State Funds that were budgeted for the County.

² State Share (CY348) is the total amount of County expenditures that are eligible for reimbursement from Act 148 Funds after audit adjustments are considered.

³ Final Net Share Payable is the net amount of reimbursable expenditures from Act 148 funds after audit adjustments are considered.

⁴ Actual Act 148 Revenues Received is the amount of Act 148 funds the county received.

⁵ Net Amount Due the County/(State) is the variance between the amount of Act 148 funds the county received and the Final Net State Share Payable to the county.

LUZERNE COUNTY CHILDREN AND YOUTH AGENCY
 FOR THE PERIOD JULY 1, 2011 TO JUNE 30, 2012
 AMENDED CY348
 FISCAL SUMMARY

	A	B	C	D	E	F	G	H	I	J	K
	GRAND TOTAL	PROGRAM INCOME	TITLE IV-E	TANF	TITLE XX	TITLE IV-B	OTHER FUNDING	MEDICAL ASSISTANCE	NET TOTAL	STATE ACT 148	LOCAL SHARE
NET CHILD WELFARE EXPENDITURES											
01. 100% REIMBURSEMENT	747,867	0	140,566	0	0	0	0	0	607,301	607,301	0
02. 90% REIMBURSEMENT	124,434	1,694	0	0	0	0	0	0	122,740	110,466	12,274
03. 80% REIMBURSEMENT	28,345,750	294,720	7,013,679	913,115	270,105	103,186	0	0	19,750,945	15,800,757	3,950,188
04. 60% REIMBURSEMENT	4,572,453	114,634	480,790	0	0	0	0	23,215	3,953,814	2,372,289	1,581,525
05. 50% REIMBURSEMENT	654,255	5,048	0	0	0	0	0	0	649,207	324,604	324,603
06. TOTAL NET CHILD WELFARE EXPEND.	34,444,759	416,096	7,635,035	913,115	270,105	103,186	0	23,215	25,084,007	19,215,417	5,868,590
YDC/YFC PLACEMENT COSTS											
07. 60% DHS PARTICIPATION	736,600	12,536							724,064	434,438	289,626
08. NON-REIMBURSABLE EXPENDITURES	159,583	0							159,583		159,583
09. TOTAL EXPENDITURES	35,340,942	428,632	7,635,035	913,115	270,105	103,186	0	23,215	25,967,654	19,649,855	6,317,799
10. TOTAL TITLE IV-D COLLECTIONS	196,341										
11. TITLE IV-D Collections for IV-E Children	25,626										
12. STATE ACT 148 - line 6	19,215,417										
13. STATE ACT 148 ALLOCATION	19,273,029										
14. ADJUSTED STATE SHARE (lower of 12 or 13)	19,215,417										
INVOICE											
AMENDED STATE SHARE (ACT 148)	19,215,417										
ACT 148 AMOUNT RECEIVED	19,273,029										
ADJUSTMENT TO STATE SHARE	(57,612)										

LUZERNE COUNTY CHILDREN AND YOUTH AGENCY
 FOR THE PERIOD JULY 1, 2011 TO JUNE 30, 2012
 AMENDED CY370A
 REVENUE REPORT

MAJOR SERVICE CATEGORIES & COST CENTERS	REVENUE SOURCES											
	1	2	3	4	5	6	7	8	9	10	11	12
	TOTAL REIMBURSABLE EXPENDITURES	PROGRAM INCOME	TITLE IV-E MAINTENANCE	TITLE IV-E ADMIN.	TANF	TITLE XX	TITLE IV-B	OTHER FUNDING	MEDICAL ASSISTANCE	NET REIMBURSABLE EXPENDITURES	STATE ACT 148	LOCAL SHARE
IN-HOME												
1-A ADOPTION SERVICE	747,867	0		140,566	0		0	0	0	607,301	607,301	0
1-B ADOPTION ASSISTANCE	6,250,885	0	2,713,269	16,815	0		0	0	0	3,520,801	2,816,641	704,160
1-C SUBSIDIZED PERMANENT LEGAL CUSTODIANSHIP	1,784,918	0	0	0	0		0	0	0	1,784,918	1,427,934	356,984
1-D COUNSELING - DEPENDENT	411,623	0		23,079	228,312	0	0	0	0	160,232	128,186	32,046
1-E COUNSELING - DELINQUENT	125,383	(3)		0	0	0	0	0	0	125,386	100,309	25,077
1-F DAY CARE	146,626	0		0	142,439	0	0	0	0	4,187	3,350	837
1-G DAY TREATMENT - DEPENDENT	10,188	0		0	0	0	0	0	0	10,188	8,150	2,038
1-H DAY TREATMENT - DELINQUENT	17,486	3,094		0	0	0	0	0	0	14,392	11,514	2,878
1-I HOMEMAKER SERVICE	122,971	0		23,079	0	0	0	0	0	99,892	79,914	19,978
1-J INTAKE & REFERRAL	181,611	0		23,079	0	0	0	0	0	158,532	126,826	31,706
1-K LIFE SKILLS - DEPENDENT	129,257	0		0	129,257	0	0	0	0	0	0	0
1-L LIFE SKILLS - DELINQUENT	91,010	0		0	0	0	0	0	0	91,010	72,808	18,202
1-M PROTECTIVE SERVICE - CHILD ABUSE	1,062,858	0		184,634	0	0	0	0	0	878,224	702,579	175,645
1-N PROTECTIVE SERVICE - GENERAL	6,519,560	0		1,040,529	413,107	270,105		0	0	4,795,819	3,836,655	959,164
1-O SERVICE PLANNING	2,951,318	0		553,901	0	0	0	0	0	2,397,417	1,917,934	479,483
1-P JUVENILE ACT PROCEEDINGS - DEPENDENT	147,377	0		0	0	0	0	0	0	147,377	73,689	73,688
1-Q JUVENILE ACT PROCEEDINGS - DELINQUENT	0	0		0	0	0	0	0	0	0	0	0
SUBTOTAL IN-HOME	20,700,938	3,091	2,713,269	2,005,682	913,115	270,105	0	0	0	14,795,676	11,913,790	2,881,886

COMMUNITY BASED PLACEMENT	REVENUE SOURCES											
	TOTAL REIMBURSABLE EXPENDITURES	PROGRAM INCOME	TITLE IV-E MAINTENANCE	TITLE IV-E ADMIN.	TANF	TITLE XX	TITLE IV-B	OTHER FUNDING	MEDICAL ASSISTANCE	NET REIMBURSABLE EXPENDITURES	STATE ACT 148	LOCAL SHARE
2-A ALTERNATIVE TREATMENT - DEPENDENT	460,324	408	12,630	0	0	0	0	0	0	447,486	357,989	89,497
2-B ALTERNATIVE TREATMENT - DELINQUENT	141,626	7,066	0	0	0	0	0	0	0	134,560	107,648	26,912
2-C COMMUNITY RESIDENTIAL - DEPENDENT	1,198,718	12,737	305,920	8	0	0	0	0	0	880,053	704,042	176,011
2-D COMMUNITY RESIDENTIAL - DELINQUENT	471,472	2,267	0	0	0	0	0	0	0	469,205	375,364	93,841
2-E EMERGENCY SHELTER - DEPENDENT	124,434	1,694	0	0	0	0	0	0	0	122,740	110,466	12,274
2-F EMERGENCY SHELTER - DELINQUENT	0	0	0	0	0	0	0	0	0	0	0	0
2-G FOSTER FAMILY - DEPENDENT	6,242,750	269,151	1,216,625	900,111	0	103,186	0	0	0	3,753,677	3,002,941	750,736
2-H FOSTER FAMILY - DELINQUENT	18,797	0	0	0	0	0	0	0	0	18,797	15,038	3,759
2-I SUP. INDEPENDENT LIVING - DEPENDENT	6,169	0	0	0	0	0	0	0	0	6,169	4,935	1,234
2-J SUP. INDEPENDENT LIVING - DELINQUENT	0	0	0	0	0	0	0	0	0	0	0	0
2-K SUBTOTAL CBP	8,664,490	293,323	1,535,175	900,119	0	103,186	0	0	0	5,832,687	4,678,423	1,154,264

INSTITUTIONAL PLACEMENT	REVENUE SOURCES											
	TOTAL REIMBURSABLE EXPENDITURES	PROGRAM INCOME	TITLE IV-E MAINTENANCE	TITLE IV-E ADMIN.	TANF	TITLE XX	TITLE IV-B	OTHER FUNDING	MEDICAL ASSISTANCE	NET REIMBURSABLE EXPENDITURES	STATE ACT 148	LOCAL SHARE
3-A JUVENILE DETENTION SERVICE	506,878	5,048								501,830	250,915	250,915
3-B RESIDENTIAL SERVICE - DEPENDENT	896,197	7,453	144,416	10	0	0	0	0	0	744,318	446,591	297,727
3-C RES. SERVICE - DELINQUENT (NON YDC/YFC)	1,542,607	92,716	0	0	0	0	0	0	0	1,449,891	869,935	579,956
3-D SECURE RES. SERVICE (EXCEPT YDC)	421,620	5,848								415,772	249,463	166,309
3-E YDC SECURE	736,600	12,536								724,064	434,438	289,626
3-F SUBTOTAL INSTITUTIONAL	4,103,902	123,601	144,416	10	0	0	0	0	0	3,835,875	2,251,342	1,584,533

4 ADMINISTRATION	1,712,029	8,617		336,364		0	0	0	23,215	1,343,833	806,300	537,533
5 TOTAL REVENUES	35,181,359	428,632	4,392,860	3,242,175	913,115	270,105	103,186	0	23,215	25,808,071	19,649,855	6,158,216

LUZERNE COUNTY CHILDREN AND YOUTH AGENCY
 FOR THE PERIOD JULY 1, 2011 TO JUNE 30, 2012
 AMENDED CY370
 EXPENDITURE REPORT

MAJOR SERVICE CATEGORIES & COST CENTERS	OBJECTS OF EXPENDITURE											
	1	2	3	4	5	6	7	8	9	10	11	12
	WAGES AND SALARIES	EMPLOYEE BENEFITS	SUBSIDIES	OPERATING	PURCHASED SERVICES	FIXED ASSETS	TOTAL EXPENDITURES	Children Served (by county)	Children Served (Purchased)	Non- Reimbursable Non PS/Sub.	Non-Reim. Purchased Serv/ Subsidies	Program Income related to all Non- Reimbursable
IN-HOME												
1-A ADOPTION SERVICE	451,663	199,339		96,865	0	0	747,867	561	0	0	0	0
1-B ADOPTION ASSISTANCE	0	0	6,248,123	2,762	0	0	6,250,885	0	789	0	0	0
1-C SUBSIDIZED PERMANENT LEGAL CUSTODIANSHIP	0	0	1,784,918	0	0	0	1,784,918	0	254	0	0	0
1-D COUNSELING - DEPENDENT	75,278	33,223		14,470	288,652	0	411,623	9,408	229	0	0	0
1-E COUNSELING - DELINQUENT	0	0		0	125,383	0	125,383	0	28	0	0	0
1-F DAY CARE	0	0		2,847	143,779	0	146,626	0	92	0	0	0
1-G DAY TREATMENT - DEPENDENT	0	0		0	10,188	0	10,188	0	2	0	0	0
1-H DAY TREATMENT - DELINQUENT	0	0		1,125	16,361	0	17,486	0	55	0	0	0
1-I HOMEMAKER SERVICE	75,278	33,223		14,470	58,640	0	181,611	2,897	19,597	0	0	0
1-J INTAKE & REFERRAL	75,278	33,223		14,470	58,640	0	181,611	2,897	19,597	0	0	0
1-K LIFE SKILLS - DEPENDENT	0	0		0	129,257	0	129,257	0	54	0	0	0
1-L LIFE SKILLS - DELINQUENT	0	0		138	90,872	0	91,010	0	61	0	0	0
1-M PROTECTIVE SERVICE - CHILD ABUSE	602,218	265,786		115,919	78,935	0	1,062,858	489	22	0	0	0
1-N PROTECTIVE SERVICE - GENERAL	3,387,475	1,495,041		725,584	911,745	0	6,519,845	4,935	48	285	0	0
1-O SERVICE PLANNING	1,806,653	797,355		347,310	0	0	2,951,318	0	0	0	0	0
1-P JUVENILE ACT PROCEEDINGS - DEPENDENT				0	147,377		147,377	0	563	0	0	0
1-Q JUVENILE ACT PROCEEDINGS - DELINQUENT				0	0		0	0	0	0	0	0
1-R SUBTOTAL IN-HOME	6,473,843	2,857,190	8,033,041	1,335,960	2,001,189	0	20,701,223			285	0	0
Number of Children receiving only NON-PURCHASED IN-Home Services											3,147	
COMMUNITY BASED PLACEMENT												
2-A ALTERNATIVE TREATMENT - DEPENDENT	0	0	0	629	459,895	0	460,524	3,165	21	0	0	0
2-B ALTERNATIVE TREATMENT - DELINQUENT	0	0	0	139	141,487	0	141,626	1,507	11	0	0	0
2-C COMMUNITY RESIDENTIAL - DEPENDENT	0	0	0	1,125	1,197,593	0	1,198,718	8,194	66	0	0	0
2-D COMMUNITY RESIDENTIAL - DELINQUENT	0	0	0	583	470,889	0	471,472	2,355	14	0	0	0
2-E EMERGENCY SHELTER - DEPENDENT	0	0	0	0	124,434	0	124,434	809	38	0	0	0
2-F EMERGENCY SHELTER - DELINQUENT	0	0	0	0	0	0	0	0	0	0	0	0
2-G FOSTER FAMILY - DEPENDENT	301,109	132,892		253,786	5,554,963	0	6,242,750	129,403	1,024	0	0	0
2-H FOSTER FAMILY - DELINQUENT	0	0	0	147	18,650	0	18,797	140	1	0	0	0
2-I SUP. INDEPENDENT LIVING - DEPENDENT	0	0	0	0	6,169	0	6,169	0	30	0	0	0
2-J SUP. INDEPENDENT LIVING - DELINQUENT	0	0	0	0	0	0	0	0	0	0	0	0
2-K SUBTOTAL CBP	301,109	132,892	0	256,409	7,974,080	0	8,664,490	145,573	1,205	0	0	0
INSTITUTIONAL PLACEMENT												
3-A JUVENILE DETENTION SERVICE	0	0	0	0	506,878	0	506,878	2,148	114	0	0	0
3-B RESIDENTIAL SERVICE - DEPENDENT	0	0	0	5,605	890,592	0	896,197	4,240	31	0	0	0
3-C RES. SERVICE - DELINQUENT (EXCEPT YDC/YFC)	0	0	0	2,235	1,540,372	0	1,542,607	8,076	46	0	0	0
3-D SECURE RES. SERVICE (EXCEPT YDC)	0	0	0	0	421,620	0	421,620	1,579	5	0	0	0
3-E YDC SECURE	0	0	0	0	736,600	0	736,600	1,679	7	0	0	0
3-F SUBTOTAL INSTITUTIONAL	0	0	0	7,840	4,096,062	0	4,103,902	17,722	203	0	0	0
4 ADMINISTRATION	752,488	332,231	0	766,806	0	19,802	1,871,327			159,298	0	0
5 TOTAL EXPENDITURES	7,527,440	3,322,313	8,033,041	2,367,015	14,071,331	19,802	35,340,942			159,583	0	0
County Indirect Costs = \$											836,851	

**LUZERNE COUNTY CHILDREN AND YOUTH AGENCY
FOR THE PERIOD JULY 1, 2011 TO JUNE 30, 2012
AMENDED
SUMMARY OF EXPENSE AND EXPENSE ADJUSTMENTS**

COST CENTER ITEMS	AS REPORTED PER CY370	INCREASE (DECREASE)	AS AMENDED PER CY370
Adoption Service	\$ 749,042	\$ (1,175)	\$ 747,867
Adoption Assistance	6,254,296	(3,411)	6,250,885
Subsidized Permanent Legal Custodianship	1,784,918	0	1,784,918
Counseling	537,006	0	537,006
Day Care	146,626	0	146,626
Day Treatment	27,674	0	27,674
Homemaker Service	122,971	0	122,971
Intake and Referral	181,611	0	181,611
Life Skills	220,267	0	220,267
Protective Service - Child Abuse	1,062,858	0	1,062,858
Protective Service - General	6,519,845	0	6,519,845
Service Planning	2,951,318	0	2,951,318
Juvenile Act Proceedings	147,377	0	147,377
Alternative Treatment	605,808	(3,658)	602,150
Community Residential	1,670,190	0	1,670,190
Emergency Shelter	124,434	0	124,434
Foster Family	6,265,955	(4,408)	6,261,547
Supervised Independent Living	6,169	0	6,169
Juvenile Detention Service	506,878	0	506,878
Residential Service	2,438,804	0	2,438,804
Secure Residential Service (Except YDC)	421,620	0	421,620
YDC Secure	736,600	0	736,600
Administration	1,790,788	80,539	1,871,327
Combined Total Expense	<u>35,273,055</u>	<u>67,887</u>	<u>35,340,942</u>
Less Non-reimbursables	<u>285</u>	<u>159,298</u>	<u>159,583</u>
Total Net Expense	<u>\$ 35,272,770</u>	<u>\$ (91,411)</u>	<u>\$ 35,181,359</u>

OBJECTS OF EXPENDITURE	AS REPORTED PER CY370	INCREASE (DECREASE)	AS AMENDED PER CY370
Wages and Salaries	\$ 7,527,440	\$ 0	\$ 7,527,440
Employee Benefits	3,322,313	0	3,322,313
Subsidies	8,036,452	(3,411)	8,033,041
Operating	2,292,059	74,956	2,367,015
Purchased Services	14,074,989	(3,658)	14,071,331
Fixed Assets	19,802	0	19,802
Combined Total Expense	<u>35,273,055</u>	<u>67,887</u>	<u>35,340,942</u>
Less Non-reimbursables	<u>285</u>	<u>159,298</u>	<u>159,583</u>
Total Net Expense	<u>\$ 35,272,770</u>	<u>\$ (91,411)</u>	<u>\$ 35,181,359</u>

**LUZERNE COUNTY CHILDREN AND YOUTH AGENCY
FOR THE PERIOD JULY 1, 2011 TO JUNE 30, 2012
ADJUSTMENT SCHEDULE**

REPORT REFERENCE			ADJ. NO.	EXPLANATION OF ADJUSTMENTS	AS REPORTED OR ADJUSTED	INCREASE/ (DECREASE)	ADJUSTED TOTAL
SCHEDULE	LINE	COLUMN					
CY-370	1-B	3	1	CY-370 Adjustments			
	1-A	4		Adoption Assistance - Subsidies	\$ 6,251,534	\$ (3,411)	\$ 6,248,123
	2-G	4		Adoption Services - Operating	\$ 98,040	\$ (1,175)	\$ 96,865
	4	4		Foster Family (Dep.) - Operating	\$ 258,194	\$ (4,408)	\$ 253,786
	2-A	5		Administration - Operating	\$ 686,267	\$ (40,288)	\$ 645,979
				Alternative Treatment (Dep.) - Purchased Services	\$ 463,553	\$ (3,658)	\$ 459,895
				Total Adjustment Amount		\$ (52,940)	
			<p>To decrease expenditures by \$52,940 to reconcile to the agency's final expenditure ledger. The agency made adjustments to the expenditure ledger after submission of the fiscal reports to the Commonwealth Department of Human Services.</p> <p>Title 55 PA Code, Chapter 3170.95(a)(b)</p>				
CY-370	4	4	2	Administration - Operating	\$ 645,979	\$ 120,827	\$ 766,806
				<p>To increase expenditures by \$120,827 to properly report indirect costs and reconcile to the County Cost Allocation Plan.</p> <p>Title 55 PA Code, Chapter 3170.60 OCYF Bulletin 00-95-12</p>			
CY-370	4	10	3	Administration - Non-Reimbursable Non-PS/Sub.	\$ -	\$ 159,298	\$ 159,298
				<p>To increase non-reimbursable expenditures by \$159,298 to properly report the amount of indirect costs that exceed the 2% cost limit.</p> <p>Title 55 PA Code, Chapter 3170.60 OCYF Bulletin 00-95-12</p>			

SECTION 3

AMENDED FISCAL REPORTS

FOR THE FISCAL YEAR:

JULY 1, 2012 to JUNE 30, 2013

**LUZERNE COUNTY CHILDREN AND YOUTH AGENCY
FOR THE PERIOD JULY 1, 2012 TO JUNE 30, 2013
AMENDED
COMPUTATION OF FINAL NET STATE SHARE**

Approved State Allocation ¹		\$	19,502,604
Supplemental Act 148			<u>387,793</u>
Total State Allocation			19,890,397
State Share (CY348) ²	\$		19,888,906
Less: Major Service Category Adjustment			<u>0</u>
Net State Share		\$	19,888,906
Less: Expenditures in Excess of the Approved State Allocation			<u>0</u>
Final Net State Share Payable ³		\$	19,888,906
Actual Act 148 Revenues Received ⁴			<u>19,890,397</u>
Net Amount Due County/(State) ⁵		\$	<u><u>(1,491)</u></u>

¹ Approved State Allocation is the amount of Act 148 State Funds that were budgeted for the County.

² State Share (CY348) is the total amount of County expenditures that are eligible for reimbursement from Act 148 Funds after audit adjustments are considered.

³ Final Net Share Payable is the net amount of reimbursable expenditures from Act 148 funds after audit adjustments are considered.

⁴ Actual Act 148 Revenues Received is the amount of Act 148 funds the county received.

⁵ Net Amount Due the County/(State) is the variance between the amount of Act 148 funds the county received and the Final Net State Share Payable to the county.

LUZERNE COUNTY CHILDREN AND YOUTH AGENCY
 FOR THE PERIOD JULY 1, 2012 TO JUNE 30, 2013
 AMENDED CY348
 FISCAL SUMMARY

	A	B	C	D	E	F	G	H	I	J	K
	GRAND TOTAL	PROGRAM INCOME	TITLE IV-E	TANF	TITLE XX	TITLE IV-B	OTHER FUNDING	MEDICAL ASSISTANCE	NET TOTAL	STATE ACT 148	LOCAL SHARE
NET CHILD WELFARE EXPENDITURES											
01. 100% REIMBURSEMENT	905,776	0	165,242	0	0	0	0	0	740,534	740,534	0
02. 90% REIMBURSEMENT	27,167	0	0	0	0	0	0	0	27,167	24,450	2,717
03. 80% REIMBURSEMENT	29,461,291	357,051	6,952,760	913,115	270,105	103,186	0	0	20,865,074	16,692,060	4,173,014
04. 60% REIMBURSEMENT	4,375,033	119,660	557,279	0	0	0	0	22,605	3,675,489	2,205,294	1,470,195
05. 50% REIMBURSEMENT	456,036	2,902	0	0	0	0	0	0	453,134	226,568	226,566
06. TOTAL NET CHILD WELFARE EXPEND.	35,225,303	479,613	7,675,281	913,115	270,105	103,186	0	22,605	25,761,398	19,888,906	5,872,492

YDC/YFC PLACEMENT COSTS											
07. 60% DHS PARTICIPATION	1,174,660	11,407							1,163,253	697,952	465,301

08. NON-REIMBURSABLE EXPENDITURES	19	0							19		19
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09. TOTAL EXPENDITURES	36,399,982	491,020	7,675,281	913,115	270,105	103,186	0	22,605	26,924,670	20,586,858	6,337,812
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10. TOTAL TITLE IV-D COLLECTIONS 211,046

11. TITLE IV-D Collections for IV-E Children 41,044

12. STATE ACT 148 - line 6 19,888,906

13. STATE ACT 148 ALLOCATION 19,890,397

14. ADJUSTED STATE SHARE (lower of 12 or 13) 19,888,906

INVOICE	
AMENDED STATE SHARE (ACT 148)	19,888,906
ACT 148 AMOUNT RECEIVED	19,890,397
ADJUSTMENT TO STATE SHARE	(1,491)

LUTZERNE COUNTY CHILDREN AND YOUTH AGENCY
FOR THE PERIOD JULY 1, 2012 TO JUNE 30, 2013
AMENDED CY370A
REVENUE REPORT

MAJOR SERVICE CATEGORIES & COST CENTERS	REVENUE SOURCES											
	1	2	3	4	5	6	7	8	9	10	11	12
	TOTAL REIMBURSABLE EXPENDITURES	PROGRAM INCOME	TITLE IV-E MAINTENANCE	TITLE IV-E ADMIN.	TANF	TITLE XX	TITLE IV-B	OTHER FUNDING	MEDICAL ASSISTANCE	NET REIMBURSABLE EXPENDITURES	STATE ACT 148	LOCAL SHARE
IN-HOME												
1-A ADOPTION SERVICE	905,776	0	0	165,242	0		0	0	0	740,534	740,534	0
1-B ADOPTION ASSISTANCE	6,761,540	0	2,932,650	13,597						3,815,293	3,052,234	763,059
1-C SUBSIDIZED PERMANENT LEGAL CUSTODIANSH	1,887,955	0	102,543	168			0	0	0	1,785,244	1,428,195	357,049
1-D COUNSELING - DEPENDENT	321,786	0		5,644	301,339		0	0	0	14,803	11,842	2,961
1-E COUNSELING - DELINQUENT	265,178	164		0			0	0	0	265,014	212,011	53,003
1-F DAY CARE	88,275	0		0	80,515		0	0	0	7,760	6,208	1,552
1-G DAY TREATMENT - DEPENDENT	0	0		0	0		0	0	0	0	0	0
1-H DAY TREATMENT - DELINQUENT	10,650	2,694		0	0		0	0	0	7,956	6,365	1,591
1-I HOMEMAKER SERVICE	54,330	0		9,913	0		0	0	0	44,417	35,534	8,883
1-J INTAKE & REFERRAL	133,805	0		13,505	0		0	0	0	120,300	96,240	24,060
1-K LIFE SKILLS - DEPENDENT	129,258	0		0	118,761		0	0	0	10,497	8,398	2,099
1-L LIFE SKILLS - DELINQUENT	24,716	0		0	0		0	0	0	24,716	19,773	4,943
1-M PROTECTIVE SERVICE - CHILD ABUSE	1,189,607	0		201,970	0		0	0	0	987,637	790,110	197,527
1-N PROTECTIVE SERVICE - GENERAL	6,045,746	0		906,245	412,500	270,105		0	0	4,456,896	3,565,517	891,379
1-O SERVICE PLANNING	3,204,863	0		584,769	0		0	0	0	2,620,094	2,096,075	524,019
1-P JUVENILE ACT PROCEEDINGS - DEPENDENT	240,053	0		0	0		0	0	0	240,053	120,027	120,026
1-Q JUVENILE ACT PROCEEDINGS - DELINQUENT	0	0		0	0		0	0	0	0	0	0
1-R SUBTOTAL IN-HOME	21,263,538	2,858	3,035,193	1,901,053	913,115	270,105	0	0	0	15,141,214	12,189,063	2,952,151
COMMUNITY BASED PLACEMENT	TOTAL REIMBURSABLE EXPENDITURES	PROGRAM INCOME	TITLE IV-E MAINTENANCE	TITLE IV-E ADMIN.	TANF	TITLE XX	TITLE IV-B	OTHER FUNDING	MEDICAL ASSISTANCE	NET REIMBURSABLE EXPENDITURES	STATE ACT 148	LOCAL SHARE
2-A ALTERNATIVE TREATMENT - DEPENDENT	485,540	6,487	46,401	4			0	0	0	432,648	346,118	86,530
2-B ALTERNATIVE TREATMENT - DELINQUENT	91,917	1,365		0			0	0	0	90,552	72,442	18,110
2-C COMMUNITY RESIDENTIAL - DEPENDENT	1,318,165	16,838	177,951	4			0	0	0	1,123,372	898,698	224,674
2-D COMMUNITY RESIDENTIAL - DELINQUENT	982,663	15,734	9,276	0			0	0	0	957,653	766,122	191,531
2-E EMERGENCY SHELTER - DEPENDENT	27,167	0		0	0		0	0	0	27,167	24,450	2,717
2-F EMERGENCY SHELTER - DELINQUENT	0	0		0	0		0	0	0	0	0	0
2-G FOSTER FAMILY - DEPENDENT	6,465,297	313,769	1,097,476	850,644			103,186	0	0	4,100,222	3,280,178	820,044
2-H FOSTER FAMILY - DELINQUENT	0	0		0			0	0	0	0	0	0
2-I SUP. INDEPENDENT LIVING - DEPENDENT	0	0		0			0	0	0	0	0	0
2-J SUP. INDEPENDENT LIVING - DELINQUENT	0	0		0			0	0	0	0	0	0
2-K SUBTOTAL CBP	9,370,749	354,193	1,331,104	850,652	0	0	103,186	0	0	6,731,614	5,388,008	1,343,606
INSTITUTIONAL PLACEMENT	TOTAL REIMBURSABLE EXPENDITURES	PROGRAM INCOME	TITLE IV-E MAINTENANCE	TITLE IV-E ADMIN.	TANF	TITLE XX	TITLE IV-B	OTHER FUNDING	MEDICAL ASSISTANCE	NET REIMBURSABLE EXPENDITURES	STATE ACT 148	LOCAL SHARE
3-A JUVENILE DETENTION SERVICE	215,983	2,902						0	0	213,081	106,541	106,540
3-B RESIDENTIAL SERVICE - DEPENDENT	813,143	24,733	245,529	15			0	0	0	542,866	325,720	217,146
3-C RES. SERVICE - DELINQUENT (NON YDC/YFC)	1,697,347	87,981		0			0	0	0	1,609,366	965,620	643,746
3-D SECURE RES. SERVICE (EXCEPT YDC)	156,888	1,438								155,450	93,270	62,180
3-E YDC SECURE	1,174,660	11,407								1,163,253	697,952	465,301
3-F SUBTOTAL INSTITUTIONAL	4,058,021	128,461	245,529	15	0	0	0	0	0	3,684,016	2,189,103	1,494,913
4 ADMINISTRATION	1,707,655	5,508		311,735			0			1,367,807	820,684	547,123
5 TOTAL REVENUES	36,399,963	491,020	4,611,826	3,063,455	913,115	270,105	103,186	0	22,605	26,924,651	20,586,858	6,337,793

LUZERNE COUNTY CHILDREN AND YOUTH AGENCY
FOR THE PERIOD JULY 1, 2012 TO JUNE 30, 2013
AMENDED CY370
EXPENDITURE REPORT

MAJOR SERVICE CATEGORIES & COST CENTERS	OBJECTS OF EXPENDITURE										11 Non-Reim. Purchased Serv./ Subsidies	12 Program Income related to all Non-Reimbursable
	1 WAGES AND SALARIES	2 EMPLOYEE BENEFITS	3 SUBSIDIES	4 OPERATING	5 PURCHASED SERVICES	6 FIXED ASSETS	7 TOTAL EXPENDITURES	8 Children Served (by county)	9 Children Served (Purchased)	10 Non-Reimbursable Non PS/Sub.		
IN-HOME												
1-A ADOPTION SERVICE	524,967	271,146		109,663	0	905,776	303	0	0	0	0	
1-B ADOPTION ASSISTANCE	0	6,761,540		0	0	6,761,540	0	837	0	0	0	
1-C SUBSIDIZED PERMANENT LEGAL CUSTODIANS/SH	0	1,887,955		0	0	1,887,955	0	229	0	0	0	
1-D COUNSELING - DEPENDENT	18,028	9,311		3,604	290,843	321,786	8,540	207	0	0	0	
1-E COUNSELING - DELINQUENT	0	0		0	265,178	265,178	0	96	0	0	0	
1-F DAY CARE	0	0		399	87,876	88,275	0	53	0	0	0	
1-G DAY TREATMENT - DEPENDENT	0	0		0	0	0	0	0	0	0	0	
1-H DAY TREATMENT - DELINQUENT	0	0		0	10,650	10,650	0	41	0	0	0	
1-I HOME/MAKER SERVICE	31,729	16,388		6,213	0	54,330	288	0	0	0	0	
1-J INTAKE & REFERRAL	43,266	22,347		8,412	59,780	133,805	2,092	27,689	0	0	0	
1-K LIFE SKILLS - DEPENDENT	0	0		0	129,258	129,258	0	46	0	0	0	
1-L LIFE SKILLS - DELINQUENT	0	0		0	24,716	24,716	0	27	0	0	0	
1-M PROTECTIVE SERVICE - CHILD ABUSE	647,555	334,464		124,893	82,695	1,189,607	678	0	0	0	0	
1-N PROTECTIVE SERVICE - GENERAL	3,131,172	1,609,191		648,403	656,980	6,045,746	5,185	43	0	0	0	
1-O SERVICE PLANNING	1,874,882	968,380		361,601	0	3,204,863	0	0	0	0	0	
1-P JUVENILE ACT PROCEEDINGS - DEPENDENT	0	0		0	240,053	240,053	0	143	0	0	0	
1-Q JUVENILE ACT PROCEEDINGS - DELINQUENT	0	0		0	0	0	0	0	0	0	0	
1-R SUBTOTAL IN-HOME	6,271,599	3,231,227	8,649,495	1,263,188	1,848,029	21,263,538	0	0	0	0	0	
Number of Children receiving only NON-PURCHASED IN-Home Services												
COMMUNITY BASED PLACEMENT												
2-A ALTERNATIVE TREATMENT - DEPENDENT	0	0		7,229	478,311	485,540	3,445	23	0	0	0	
2-B ALTERNATIVE TREATMENT - DELINQUENT	0	0		0	91,917	91,917	657	7	0	0	0	
2-C COMMUNITY RESIDENTIAL - DEPENDENT	0	0		730	1,317,435	1,318,165	7,626	40	0	0	0	
2-D COMMUNITY RESIDENTIAL - DELINQUENT	0	0		1,052	981,651	982,663	4,627	71	0	0	0	
2-E EMERGENCY SHELTER - DEPENDENT	0	0		0	27,167	27,167	177	13	0	0	0	
2-F EMERGENCY SHELTER - DELINQUENT	0	0		0	0	0	0	0	0	0	0	
2-G FOSTER FAMILY - DEPENDENT	288,443	148,982		230,381	5,797,510	6,465,316	135,076	978	19	0	0	
2-H FOSTER FAMILY - DELINQUENT	0	0		0	0	0	0	0	0	0	0	
2-I SUP. INDEPENDENT LIVING - DEPENDENT	0	0		0	0	0	0	0	0	0	0	
2-J SUP. INDEPENDENT LIVING - DELINQUENT	0	0		0	0	0	0	0	0	0	0	
2-K SUBTOTAL CBP	288,443	148,982	0	239,372	8,693,971	9,370,768	151,608	1,132	19	0	0	
INSTITUTIONAL PLACEMENT												
3-A JUVENILE DETENTION SERVICE	0	0		0	215,983	215,983	916	90	0	0	0	
3-B RESIDENTIAL SERVICE - DEPENDENT	0	0		5,031	808,112	813,143	4,094	57	0	0	0	
3-C RES. SERVICE - DELINQUENT (EXCEPT YDC/YFC)	0	0		2,536	1,694,811	1,697,347	7,815	73	0	0	0	
3-D SECURE RES. SERVICE (EXCEPT YDC)	0	0		0	156,888	156,888	577	5	0	0	0	
3-E YDC SECURE	0	0		0	1,174,660	1,174,660	2,202	11	0	0	0	
3-F SUBTOTAL INSTITUTIONAL	0	0	0	7,567	4,050,454	4,058,021	15,604	236	0	0	0	
4 ADMINISTRATION	702,359	362,770	0	636,355	0	1,707,655	0	0	0	0	0	
TOTAL EXPENDITURES	7,262,401	3,742,979	8,649,495	2,146,482	14,992,454	36,399,982	0	0	19	0	0	
County Indirect Costs = \$ 418,880												

**LUZERNE COUNTY CHILDREN AND YOUTH AGENCY
FOR THE PERIOD JULY 1, 2012 TO JUNE 30, 2013
AMENDED
SUMMARY OF EXPENSE AND EXPENSE ADJUSTMENTS**

COST CENTER ITEMS	AS REPORTED PER CY370	INCREASE (DECREASE)	AS AMENDED PER CY370
Adoption Service	\$ 905,776	\$ 0	\$ 905,776
Adoption Assistance	6,761,540	0	6,761,540
Subsidized Permanent Legal Custodianship	1,887,955	0	1,887,955
Counseling	586,964	0	586,964
Day Care	88,275	0	88,275
Day Treatment	10,650	0	10,650
Homemaker Service	54,330	0	54,330
Intake and Referral	133,805	0	133,805
Life Skills	153,974	0	153,974
Protective Service - Child Abuse	1,189,607	0	1,189,607
Protective Service - General	6,045,746	0	6,045,746
Service Planning	3,204,863	0	3,204,863
Juvenile Act Proceedings	240,053	0	240,053
Alternative Treatment	577,457	0	577,457
Community Residential	2,300,828	0	2,300,828
Emergency Shelter	27,167	0	27,167
Foster Family	6,465,316	0	6,465,316
Supervised Independent Living	0	0	0
Juvenile Detention Service	215,983	0	215,983
Residential Service	2,510,490	0	2,510,490
Secure Residential Service (Except YDC)	156,888	0	156,888
YDC Secure	1,174,660	0	1,174,660
Administration	<u>1,710,139</u>	<u>(2,484)</u>	<u>1,707,655</u>
Combined Total Expense	36,402,466	(2,484)	36,399,982
Less Non-reimbursables	<u>19</u>	<u>0</u>	<u>19</u>
Total Net Expense	<u>\$ 36,402,447</u>	<u>\$ (2,484)</u>	<u>\$ 36,399,963</u>

OBJECTS OF EXPENDITURE	AS REPORTED PER CY370	INCREASE (DECREASE)	AS AMENDED PER CY370
Wages and Salaries	\$ 7,262,401	\$ 0	\$ 7,262,401
Employee Benefits	3,742,979	0	3,742,979
Subsidies	8,649,495	0	8,649,495
Operating	2,148,966	(2,484)	2,146,482
Purchased Services	14,592,454	0	14,592,454
Fixed Assets	<u>6,171</u>	<u>0</u>	<u>6,171</u>
Combined Total Expense	36,402,466	(2,484)	36,399,982
Less Non-reimbursables	<u>19</u>	<u>0</u>	<u>19</u>
Total Net Expense	<u>\$ 36,402,447</u>	<u>\$ (2,484)</u>	<u>\$ 36,399,963</u>

**LUZERNE COUNTY CHILDREN AND YOUTH AGENCY
FOR THE PERIOD JULY 1, 2012 TO JUNE 30, 2013
ADJUSTMENT SCHEDULE**

REPORT REFERENCE			ADJ. NO.	EXPLANATION OF ADJUSTMENTS	AS REPORTED OR ADJUSTED	INCREASE/ (DECREASE)	ADJUSTED TOTAL
SCHEDULE	LINE	COLUMN					
CY-370	4	4	1	<p style="text-align: center;">CY-370 Adjustment</p> <p>Administration - Operating</p> <p>To decrease expenditures by \$2,484 to properly report indirect costs and reconcile to the County Cost Allocation Plan.</p> <p>Title 55 PA Code, Chapter 3170.60 OCYF Bulletin 00-95-12</p>	\$ 638,839	\$ (2,484)	\$ 636,355

SECTION 4

AMENDED FISCAL REPORTS

FOR THE FISCAL YEAR:

JULY 1, 2013 to JUNE 30, 2014

**LUZERNE COUNTY CHILDREN AND YOUTH AGENCY
FOR THE PERIOD JULY 1, 2013 TO JUNE 30, 2014
AMENDED
COMPUTATION OF FINAL NET STATE SHARE**

Approved State Allocation ¹	\$	20,120,685
Supplemental Act 148		<u>584,375</u>
Total State Allocation		20,705,060
State Share (CY348) ²	\$	20,760,434
Less: Major Service Category Adjustment		<u>0</u>
Net State Share	\$	20,760,434
Less: Expenditures in Excess of the Approved State Allocation		<u>55,374</u>
Final Net State Share Payable ³	\$	20,705,060
Actual Act 148 Revenues Received ⁴		<u>20,705,060</u>
Net Amount Due County/(State) ⁵	\$	<u>0</u>

¹ Approved State Allocation is the amount of Act 148 State Funds that were budgeted for the County.

² State Share (CY348) is the total amount of County expenditures that are eligible for reimbursement from Act 148 Funds after audit adjustments are considered.

³ Final Net Share Payable is the net amount of reimbursable expenditures from Act 148 funds after audit adjustments are considered.

⁴ Actual Act 148 Revenues Received is the amount of Act 148 funds the county received.

⁵ No amount is due to the County or State because the Children and Youth Agency's expenditures exceeded the Total State Act 148 Allocation by \$55374, as detailed above.. While our adjustments resulted in a net increase of \$92,290 in expenditures for the agency for said fiscal year, as detailed on page 28 of this report, the agency cannot receive state reimbursement in excess of the Total State Act 148 Allocation. Thus, there is no impact on the the Final Net State Share of Expenditures.

**LUZERNE COUNTY CHILDREN AND YOUTH AGENCY
FOR THE PERIOD JULY 1, 2013 TO JUNE 30, 2014
AMENDED CY3-48
FISCAL SUMMARY**

	A	B	C	D	E	F	G	H	I	J	K
	GRAND TOTAL	PROGRAM INCOME	TITLE IV-E	TANF	TITLE XX	TITLE IV-B	Child Welfare Demonstration Project Title IV-E	MEDICAL ASSISTANCE	NET TOTAL	STATE ACT 148	LOCAL SHARE
NET CHILD WELFARE EXPENDITURES											
01. 100% REIMBURSEMENT	756,465	0	103,887	0	0	0	0	0	652,578	652,578	0
02. 90% REIMBURSEMENT	3,573	0	0	0	0	0	0	0	3,573	3,216	357
03. 80% REIMBURSEMENT	30,474,257	335,509	6,544,767	913,115	270,105	97,172	0	0	22,313,589	17,850,870	4,462,719
04. 60% REIMBURSEMENT	3,841,665	76,301	365,618	0	0	0	0	20,312	3,379,434	2,027,660	1,351,774
05. 50% REIMBURSEMENT	452,247	29	0	0	0	0	0	0	452,218	226,110	226,108
06. TOTAL NET CHILD WELFARE EXPEND.	35,528,207	411,839	7,014,272	913,115	270,105	97,172	0	20,312	26,801,392	20,760,434	6,040,958
YDC/YFC PLACEMENT COSTS											
07. 60% DHS PARTICIPATION	807,276	7,193							800,083	480,050	320,033
08. NON-REIMBURSABLE EXPENDITURES	40	0							40		40
09. TOTAL EXPENDITURES	36,335,523	419,032	7,014,272	913,115	270,105	97,172	0	20,312	27,601,515	21,240,484	6,361,031
10. TOTAL TITLE IV-D COLLECTIONS	171,344										
11. TITLE IV-D Collections for IV-E Children	30,655										
12. STATE ACT 148 - line 6	20,760,434										
13. STATE ACT 148 ALLOCATION	20,705,060										
14. ADJUSTED STATE SHARE (lower of 12 or 13)	20,705,060										
INVOICE											
AMENDED STATE SHARE (ACT 148)	20,760,434										
ACT 148 AMOUNT RECEIVED	20,705,060										
ADJUSTMENT TO STATE SHARE	55,374										

LUZERNE COUNTY CHILDREN AND YOUTH AGENCY
FOR THE PERIOD JULY 1, 2013 TO JUNE 30, 2014
AMENDED CY370A
REVENUE REPORT

MAJOR SERVICE CATEGORIES & COST CENTERS	REVENUE SOURCES											
	1	2	3	4	5	6	7	8	9	10	11	12
	TOTAL REIMBURSABLE EXPENDITURES	PROGRAM INCOME	TITLE IV-E MAINTENANCE	TITLE IV-E ADMIN.	TANF	TITLE XX	TITLE IV-B	Child Welfare Demonstration Project Title IV-E	MEDICAL ASSISTANCE	NET REIMBURSABLE EXPENDITURES	STATE ACT 148	LOCAL SHARE
IN-HOME												
1-A ADOPTION SERVICE	756,465	0	103,887	0	0	0	0	0	0	652,578	652,578	0
1-B ADOPTION ASSISTANCE	7,180,468	0	3,093,708	16,440	0	0	0	0	0	4,070,320	3,256,256	814,064
1-C SUBSIDIZED PERMANENT LEGAL CUSTODIANS	2,002,742	0	192,692	2,737	0	0	0	0	0	1,807,313	1,445,850	361,463
1-D COUNSELING - DEPENDENT	304,770	0	6,588	238,855	0	0	0	0	0	59,327	47,462	11,865
1-E COUNSELING - DELINQUENT	241,451	75	0	148,380	0	0	0	0	0	92,996	74,397	18,599
1-F DAY CARE	58,393	0	0	51,439	0	0	0	0	0	6,954	5,563	1,391
1-G DAY TREATMENT - DEPENDENT	0	0	0	0	0	0	0	0	0	0	0	0
1-H DAY TREATMENT - DELINQUENT	15,625	309	0	0	0	0	0	0	0	15,316	12,253	3,063
1-I HOMEMAKER SERVICE	0	0	0	0	0	0	0	0	0	0	0	0
1-J INTAKE & REFERRAL	315,281	0	35,543	0	0	0	0	0	0	279,738	223,790	55,948
1-K LIFE SKILLS - DEPENDENT	111,627	0	111,627	0	0	0	0	0	0	0	0	0
1-L LIFE SKILLS - DELINQUENT	18,200	0	0	0	0	0	0	0	0	18,200	14,560	3,640
1-M PROTECTIVE SERVICE - CHILD ABUSE	1,243,305	0	158,474	0	67,527	0	0	0	0	1,017,304	813,843	203,461
1-N PROTECTIVE SERVICE - GENERAL	6,286,612	0	788,707	362,814	202,578	0	0	0	0	4,932,513	3,946,010	986,503
1-O SERVICE PLANNING	2,991,717	0	410,559	0	0	0	0	0	0	2,581,158	2,064,926	516,232
1-P JUVENILE ACT PROCEEDINGS - DEPENDENT	246,783	0	0	0	0	0	0	0	0	246,783	123,392	123,391
1-Q JUVENILE ACT PROCEEDINGS - DELINQUENT	0	0	0	0	0	0	0	0	0	0	0	0
1-R SUBTOTAL IN-HOME	21,773,439	384	3,286,400	1,522,935	913,115	270,105	0	0	0	15,780,500	12,680,880	3,099,620

COMMUNITY BASED PLACEMENT	REVENUE SOURCES											
	1	2	3	4	5	6	7	8	9	10	11	12
	TOTAL REIMBURSABLE EXPENDITURES	PROGRAM INCOME	TITLE IV-E MAINTENANCE	TITLE IV-E ADMIN.	TANF	TITLE XX	TITLE IV-B	Child Welfare Demonstration Project Title IV-E	MEDICAL ASSISTANCE	NET REIMBURSABLE EXPENDITURES	STATE ACT 148	LOCAL SHARE
2-A ALTERNATIVE TREATMENT - DEPENDENT	445,342	2,731	58,357	0	0	0	0	0	0	384,254	307,403	76,851
2-B ALTERNATIVE TREATMENT - DELINQUENT	173,872	37	0	0	0	0	0	0	0	173,835	139,068	34,767
2-C COMMUNITY RESIDENTIAL - DEPENDENT	1,499,585	24,212	155,031	5	0	0	0	0	0	1,320,337	1,056,270	264,067
2-D COMMUNITY RESIDENTIAL - DELINQUENT	1,059,460	23,090	0	0	0	0	0	0	0	1,036,370	829,096	207,274
2-E EMERGENCY SHELTER - DEPENDENT	0	3,573	0	0	0	0	0	0	0	3,573	3,216	357
2-F EMERGENCY SHELTER - DELINQUENT	0	0	0	0	0	0	0	0	0	0	0	0
2-G FOSTER FAMILY - DEPENDENT	6,525,807	285,055	1,013,387	612,539	0	0	97,172	0	0	4,517,654	3,614,123	903,531
2-H FOSTER FAMILY - DELINQUENT	0	0	0	0	0	0	0	0	0	0	0	0
2-I SUP. INDEPENDENT LIVING - DEPENDENT	0	0	0	0	0	0	0	0	0	0	0	0
2-J SUP. INDEPENDENT LIVING - DELINQUENT	0	0	0	0	0	0	0	0	0	0	0	0
2-K SUBTOTAL CBP	9,707,639	335,125	1,226,775	612,544	0	0	97,172	0	0	7,436,023	5,949,176	1,486,847

INSTITUTIONAL PLACEMENT	REVENUE SOURCES											
	1	2	3	4	5	6	7	8	9	10	11	12
	TOTAL REIMBURSABLE EXPENDITURES	PROGRAM INCOME	TITLE IV-E MAINTENANCE	TITLE IV-E ADMIN.	TANF	TITLE XX	TITLE IV-B	Child Welfare Demonstration Project Title IV-E	MEDICAL ASSISTANCE	NET REIMBURSABLE EXPENDITURES	STATE ACT 148	LOCAL SHARE
3-A JUVENILE DETENTION SERVICE	205,464	29	0	0	0	0	0	0	0	205,435	102,718	102,717
3-B RESIDENTIAL SERVICE - DEPENDENT	701,358	9,741	107,348	7	0	0	0	0	0	584,262	350,557	233,705
3-C RES. SERVICE - DELINQUENT (NON YDC/FC)	1,068,168	62,651	0	0	0	0	0	0	0	1,005,517	603,310	402,207
3-D SECURE RES. SERVICE (EXCEPT YDC)	100,375	1,944	0	0	0	0	0	0	0	98,431	59,059	39,372
3-E YDC SECURE	807,276	7,193	0	0	0	0	0	0	0	800,083	480,050	320,033
3-F SUBTOTAL INSTITUTIONAL	2,882,641	81,558	107,348	7	0	0	0	0	0	2,693,728	1,595,694	1,098,034

4 ADMINISTRATION	1,971,764	1,965	0	258,263	0	0	0	0	20,312	1,691,224	1,014,734	676,490
5 TOTAL REVENUES	36,335,483	419,032	4,620,523	2,393,749	913,115	270,105	97,172	0	20,312	27,601,475	21,240,484	6,360,991

LUZERNE COUNTY CHILDREN AND YOUTH AGENCY
FOR THE PERIOD JULY 1, 2013 TO JUNE 30, 2014
AMENDED CY370
EXPENDITURE REPORT

MAJOR SERVICE CATEGORIES & COST CENTERS	OBJECTS OF EXPENDITURE											
	1	2	3	4	5	6	7	8	9	10	11	12
	WAGES AND SALARIES	EMPLOYEE BENEFITS	SUBSIDIES	OPERATING	PURCHASED SERVICES	FIXED ASSETS	TOTAL EXPENDITURES	Children Served (by county)	Children Served (Purchased)	Non-Reimbursable Non PS/Sub.	Non-Reim. Purchased Serv/ Subsidies	Program Income related to all Non-Reimbursable
IN-HOME												
1-A ADOPTION SERVICE	418,405	233,982		104,078	0	0	756,465	270	0	0	0	0
1-B ADOPTION ASSISTANCE	0	0	7,180,468	0	0	0	7,180,468	0	873	0	0	0
1-C SUBSIDIZED PERMANENT LEGAL CUSTODIANSHIP	0	0	2,002,742	0	0	0	2,002,742	0	282	0	0	0
1-D COUNSELING - DEPENDENT	27,178	15,198		5,633	256,761	0	304,770	6,721	97	0	0	0
1-E COUNSELING - DELINQUENT	0	0		2,065	56,328	0	241,451	0	98	0	0	0
1-F DAY CARE	0	0		0	0	0	58,393	0	48	0	0	0
1-G DAY TREATMENT - DEPENDENT	0	0		0	0	0	0	0	0	0	0	0
1-H DAY TREATMENT - DELINQUENT	0	0		0	15,625	0	15,625	0	56	0	0	0
1-I HOMEMAKER SERVICE	0	0		0	0	0	0	0	0	0	0	0
1-J INTAKE & REFERRAL	146,621	81,993		30,382	56,285	0	315,281	3,049	18,321	0	0	0
1-K LIFE SKILLS - DEPENDENT	0	0		0	111,627	0	111,627	0	68	0	0	0
1-L LIFE SKILLS - DELINQUENT	0	0		500	17,700	0	18,200	0	34	0	0	0
1-M PROTECTIVE SERVICE - CHILD ABUSE	653,713	365,572		136,997	87,023	0	1,243,305	757	55	0	0	0
1-N PROTECTIVE SERVICE - GENERAL	3,253,547	1,819,460		720,348	493,257	0	6,286,612	5,826	34	0	0	0
1-O SERVICE PLANNING	1,693,648	947,127		350,942	0	0	2,991,717	0	0	0	0	0
1-P JUVENILE ACT PROCEEDINGS - DEPENDENT				0	246,783	0	246,783	0	843	0	0	0
1-Q JUVENILE ACT PROCEEDINGS - DELINQUENT				0	0	0	0	0	0	0	0	0
1-R SUBTOTAL IN-HOME	6,193,112	3,463,332	9,183,210	1,350,945	1,582,840	0	21,773,439			0	0	0
	Number of Children receiving only NON-PURCHASED IN-Home Services: 3,089											
COMMUNITY BASED PLACEMENT												
2-A ALTERNATIVE TREATMENT - DEPENDENT	0	0	0	4,581	440,761	0	445,342	3,280	25	0	0	0
2-B ALTERNATIVE TREATMENT - DELINQUENT	0	0	0	1,910	171,962	0	173,872	1,124	12	0	0	0
2-C COMMUNITY RESIDENTIAL - DEPENDENT	0	0	0	838	1,498,747	0	1,499,585	8,031	51	0	0	0
2-D COMMUNITY RESIDENTIAL - DELINQUENT	0	0	0	712	1,058,748	0	1,059,460	5,381	128	0	0	0
2-E EMERGENCY SHELTER - DEPENDENT	0	0	0	0	3,573	0	3,573	21	1	0	0	0
2-F EMERGENCY SHELTER - DELINQUENT	0	0	0	0	0	0	0	0	0	0	0	0
2-G FOSTER FAMILY - DEPENDENT	165,216	92,393		225,534	6,042,704	0	6,525,847	146,109	1,265	40	0	0
2-H FOSTER FAMILY - DELINQUENT	0	0	0	0	699,228	0	701,358	3,789	0	0	0	0
2-I SUP. INDEPENDENT LIVING - DEPENDENT	0	0	0	0	0	0	0	0	0	0	0	0
2-J SUP. INDEPENDENT LIVING - DELINQUENT	0	0	0	0	0	0	0	0	0	0	0	0
2-K SUBTOTAL CBP	165,216	92,393	0	233,575	9,216,495	0	9,707,679	163,946	1,482	40	0	0
INSTITUTIONAL PLACEMENT												
3-A JUVENILE DETENTION SERVICE	0	0	0	0	205,464	0	205,464	874	100	0	0	0
3-B RESIDENTIAL SERVICE - DEPENDENT	0	0	0	2,130	699,228	0	701,358	3,789	58	0	0	0
3-C RES. SERVICE - DELINQUENT (EXCEPT YDC/YFC)	0	0	0	2,981	1,065,187	0	1,068,168	5,392	66	0	0	0
3-D SECURE RES. SERVICE (EXCEPT YDC)	0	0	0	0	100,375	0	100,375	365	1	0	0	0
3-E YDC SECURE	0	0	0	0	0	0	807,276	1,743	14	0	0	0
3-F SUBTOTAL INSTITUTIONAL	0	0	0	5,111	2,877,530	0	2,882,641	12,163	239	0	0	0
4. ADMINISTRATION	793,898	443,966	0	728,479	0	5,421	1,971,764			0	0	0
TOTAL EXPENDITURES	7,152,226	3,999,691	9,183,210	2,318,110	13,676,865	5,421	36,335,523			40	0	0
	County Indirect Costs = \$ 492,290											

**LUZERNE COUNTY CHILDREN AND YOUTH AGENCY
FOR THE PERIOD JULY 1, 2013 TO JUNE 30, 2014
AMENDED
SUMMARY OF EXPENSE AND EXPENSE ADJUSTMENTS**

COST CENTER ITEMS	AS REPORTED PER CY370	INCREASE (DECREASE)	AS AMENDED PER CY370
Adoption Service	\$ 756,465	\$ 0	\$ 756,465
Adoption Assistance	7,180,468	0	7,180,468
Subsidized Permanent Legal Custodianship	2,002,742	0	2,002,742
Counseling	546,221	0	546,221
Day Care	58,393	0	58,393
Day Treatment	15,625	0	15,625
Homemaker Service	0	0	0
Intake and Referral	315,281	0	315,281
Life Skills	129,827	0	129,827
Protective Service - Child Abuse	1,243,305	0	1,243,305
Protective Service - General	6,286,612	0	6,286,612
Service Planning	2,991,717	0	2,991,717
Juvenile Act Proceedings	246,783	0	246,783
Alternative Treatment	619,214	0	619,214
Community Residential	2,559,045	0	2,559,045
Emergency Shelter	3,573	0	3,573
Foster Family	6,525,847	0	6,525,847
Supervised Independent Living	0	0	0
Juvenile Detention Service	205,464	0	205,464
Residential Service	1,769,526	0	1,769,526
Secure Residential Service (Except YDC)	100,375	0	100,375
YDC Secure	807,276	0	807,276
Administration	<u>1,879,474</u>	<u>92,290</u>	<u>1,971,764</u>
Combined Total Expense	36,243,233	92,290	36,335,523
Less Non-reimbursables	<u>40</u>	<u>0</u>	<u>40</u>
Total Net Expense	<u>\$ 36,243,193</u>	<u>\$ 92,290</u>	<u>\$ 36,335,483</u>

OBJECTS OF EXPENDITURE	AS REPORTED PER CY370	INCREASE (DECREASE)	AS AMENDED PER CY370
Wages and Salaries	\$ 7,152,226	\$ 0	\$ 7,152,226
Employee Benefits	3,999,691	0	3,999,691
Subsidies	9,183,210	0	9,183,210
Operating	2,225,820	92,290	2,318,110
Purchased Services	13,676,865	0	13,676,865
Fixed Assets	<u>5,421</u>	<u>0</u>	<u>5,421</u>
Combined Total Expense	36,243,233	92,290	36,335,523
Less Non-reimbursables	<u>40</u>	<u>0</u>	<u>40</u>
Total Net Expense	<u>\$ 36,243,193</u>	<u>\$ 92,290</u>	<u>\$ 36,335,483</u>

**LUZERNE COUNTY CHILDREN AND YOUTH AGENCY
FOR THE PERIOD JULY 1, 2013 TO JUNE 30, 2014
ADJUSTMENT SCHEDULE**

REPORT REFERENCE			ADJ. NO.	EXPLANATION OF ADJUSTMENTS	AS REPORTED OR ADJUSTED	INCREASE/ (DECREASE)	ADJUSTED TOTAL
SCHEDULE	LINE	COLUMN					
CY-370	4	4	1	<p style="text-align: center;">CY-370 Adjustment</p> <p>Administration - Operating</p> <p>To increase expenditures by \$92,290 to properly report indirect costs and reconcile to the County Cost Allocation Plan.</p> <p>Title 55 PA Code, Chapter 3170.60 OCYF Bulletin 00-95-12</p>	\$ 636,189	\$ 92,290	\$ 728,479

SECTION 5

AMENDED FISCAL REPORTS

FOR THE FISCAL YEAR:

JULY 1, 2014 to JUNE 30, 2015

**LUZERNE COUNTY CHILDREN AND YOUTH AGENCY
FOR THE PERIOD JULY 1, 2014 TO JUNE 30, 2015
AMENDED
COMPUTATION OF FINAL NET STATE SHARE**

Approved State Allocation ¹		\$	20,799,044
Supplemental Act 148			<u>0</u>
Total State Allocation			20,799,044
State Share (CY348) ²	\$		18,670,961
Less: Major Service Category Adjustment			<u>0</u>
Net State Share		\$	18,670,961
Less: Expenditures in Excess of the Approved State Allocation			<u>0</u>
Final Net State Share Payable ³		\$	18,670,961
Actual Act 148 Revenues Received ⁴			<u>18,484,366</u>
Net Amount Due County/(State) ⁵		\$	<u><u>186,595</u></u>

¹ Approved State Allocation is the amount of Act 148 State Funds that were budgeted for the County.

² State Share (CY348) is the total amount of County expenditures that are eligible for reimbursement from Act 148 Funds after audit adjustments are considered.

³ Final Net Share Payable is the net amount of reimbursable expenditures from Act 148 funds after audit adjustments are considered.

⁴ Actual Act 148 Revenues Received is the amount of Act 148 funds the county received.

⁵ Net Amount Due the County/(State) is the variance between the amount of Act 148 funds the county received and the Final Net State Share Payable to the county.

LUZERNE COUNTY CHILDREN AND YOUTH AGENCY
 FOR THE PERIOD JULY 1, 2014 TO JUNE 30, 2015
 AMENDED CY348
 FISCAL SUMMARY

	A	B	C	D	E	F	G	H	I	J	K
	GRAND TOTAL	PROGRAM INCOME	TITLE IV-E	TANF	TITLE XX	TITLE IV-B	Child Welfare Demonstration Project Title IV-E	MEDICAL ASSISTANCE	NET TOTAL	STATE ACT 148	LOCAL SHARE
NET CHILD WELFARE EXPENDITURES											
01. 100% REIMBURSEMENT	507,689	0	73,510	0	0	0	0	0	434,179	434,179	0
02. 90% REIMBURSEMENT	0	0	0	0	0	0	0	0	0	0	0
03. 80% REIMBURSEMENT	27,953,257	448,374	6,268,073	913,115	270,105	97,172	0	0	19,956,418	15,965,135	3,991,283
04. 60% REIMBURSEMENT	3,771,667	65,017	319,857	0	0	0	0	15,720	3,371,073	2,022,643	1,348,430
05. 50% REIMBURSEMENT	498,738	731	0	0	0	0	0	0	498,007	249,004	249,003
06. TOTAL NET CHILD WELFARE EXPEND.	32,731,351	514,122	6,661,440	913,115	270,105	97,172	0	15,720	24,259,677	18,670,961	5,588,716

YDC/YFC PLACEMENT COSTS											
07. 60% DHS PARTICIPATION	654,120	15,132							638,988	383,393	255,595
08. NON-REIMBURSABLE EXPENDITURES	305,544	0							305,544		305,544

09. TOTAL EXPENDITURES	33,691,015	529,254	6,661,440	913,115	270,105	97,172	0	15,720	25,204,209	19,054,354	6,149,855
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10. TOTAL TITLE IV-D COLLECTIONS 180,419

11. TITLE IV-D Collections for IV-E Children 50,885

12. STATE ACT 148 - line 6 18,670,961

13. STATE ACT 148 ALLOCATION 20,799,044

14. ADJUSTED STATE SHARE (lower of 12 or 13) 18,670,961

INVOICE	
AMENDED STATE SHARE (ACT 148)	18,670,961
ACT 148 AMOUNT RECEIVED	18,484,366
ADJUSTMENT TO STATE SHARE	186,595

LUZERNE COUNTY CHILDREN AND YOUTH AGENCY
FOR THE PERIOD JULY 1, 2014 TO JUNE 30, 2015
AMENDED CY370A
REVENUE REPORT

MAJOR SERVICE CATEGORIES & COST CENTERS	REVENUE SOURCES											
	1	2	3	4	5	6	7	8	9	10	11	12
	TOTAL REIMBURSABLE EXPENDITURES	PROGRAM INCOME	TITLE IV-E MAINTENANCE	TITLE IV-E ADMIN.	TANF	TITLE XX	TITLE IV-B	Child Welfare Demonstration Project Title IV-E	MEDICAL ASSISTANCE	NET REIMBURSABLE EXPENDITURES	STATE ACT 148	LOCAL SHARE
IN-HOME												
1-A ADOPTION SERVICE	507,689	0		73,510	0		0	0	0	434,179	434,179	0
1-B ADOPTION ASSISTANCE	7,600,544	0	3,161,774	22,167			0	0	0	4,416,603	3,533,282	883,321
1-C SUBSIDIZED PERMANENT LEGAL CUSTODIANSHIP	2,150,252	0	276,922	7,608			0	0	0	1,865,722	1,492,578	373,144
1-D COUNSELING - DEPENDENT	445,822	0		9,574	188,366		0	0	0	247,882	198,506	49,576
1-E COUNSELING - DELINQUENT	216,455	7		171,955			0	0	0	44,493	35,594	8,899
1-F DAY CARE	57,463	0		0	56,512		0	0	0	951	761	190
1-G DAY TREATMENT - DEPENDENT	0	0		0	0		0	0	0	0	0	0
1-H DAY TREATMENT - DELINQUENT	8,127	638		0	0		0	0	0	7,489	5,991	1,498
1-I HOMEMAKER SERVICE	0	0		0	0		0	0	0	0	0	0
1-J INTAKE & REFERRAL	221,084	0		24,094	0		0	0	0	196,990	157,592	39,398
1-K LIFE SKILLS - DEPENDENT	161,874	0		0	68,863		0	0	0	93,011	74,409	18,602
1-L LIFE SKILLS - DELINQUENT	540	0		0	0		0	0	0	540	432	108
1-M PROTECTIVE SERVICE - CHILD ABUSE	1,055,321	0		142,015	0		0	0	0	913,306	730,645	182,661
1-N PROTECTIVE SERVICE - GENERAL	5,422,163	0		724,817	427,419		0	0	0	4,269,927	3,415,942	853,985
1-O SERVICE PLANNING	2,359,560	0		341,471	0		0	0	0	2,018,089	1,614,471	403,618
1-P JUVENILE ACT PROCEEDINGS - DEPENDENT	272,988	0		0	0		0	0	0	272,988	136,494	136,494
1-Q JUVENILE ACT PROCEEDINGS - DELINQUENT	0	0		0	0		0	0	0	0	0	0
1-R SUBTOTAL IN-HOME	20,479,882	645	3,438,696	1,345,256	913,115	0	0	0	0	14,782,170	11,830,676	2,951,494
COMMUNITY BASED PLACEMENT												
2-A ALTERNATIVE TREATMENT - DEPENDENT	351,919	0	31,889	777			0	0	0	319,253	255,402	63,851
2-B ALTERNATIVE TREATMENT - DELINQUENT	6,180	244		0			0	0	0	5,936	4,749	1,187
2-C COMMUNITY RESIDENTIAL - DEPENDENT	1,226,311	28,189	64,472	19,517			0	0	0	1,114,033	891,226	222,807
2-D COMMUNITY RESIDENTIAL - DELINQUENT	963,311	20,125	0	0			0	0	0	943,186	754,549	188,637
2-E EMERGENCY SHELTER - DEPENDENT	0	0	0	0	0		0	0	0	0	0	0
2-F EMERGENCY SHELTER - DELINQUENT	0	0	0	0	0		0	0	0	0	0	0
2-G FOSTER FAMILY - DEPENDENT	5,511,192	399,171	824,257	607,459			270,105	0	0	3,313,028	2,650,422	662,606
2-H FOSTER FAMILY - DELINQUENT	72,052	0	0	0			0	0	0	72,052	57,642	14,410
2-I SUP. INDEPENDENT LIVING - DEPENDENT	123,187	0	9,260	0			0	0	0	113,927	91,142	22,785
2-J SUP. INDEPENDENT LIVING - DELINQUENT	0	0	0	0			0	0	0	0	0	0
2-K SUBTOTAL CBP	8,254,052	447,729	929,878	627,753	0	270,105	97,172	0	0	5,881,415	4,705,132	1,176,283
INSTITUTIONAL PLACEMENT												
3-A JUVENILE DETENTION SERVICE	225,750	731								225,019	112,510	112,509
3-B RESIDENTIAL SERVICE - DEPENDENT	585,695	8,049	53,817	164			0	0	0	523,665	314,199	209,466
3-C RES. SERVICE - DELINQUENT (NON YDC/PC)	81,700	51,361	0	0			0	0	0	760,339	456,203	304,136
3-D SECURE RES. SERVICE (EXCEPT YDC)	206,755	4,870								201,885	121,131	80,754
3-E YDC SECURE	654,120	15,132								638,988	383,393	255,595
3-F SUBTOTAL INSTITUTIONAL	2,484,020	80,143	53,817	164	0	0	0	0	0	2,349,896	1,387,436	962,460
4 ADMINISTRATION	2,167,517	737		265,876		0	0	0	15,720	1,885,184	1,131,110	754,074
TOTAL REVENUES	33,385,471	529,254	4,422,391	2,239,049	913,115	270,105	97,172	0	15,720	24,898,665	19,054,354	5,844,311

LUZERNE COUNTY CHILDREN AND YOUTH AGENCY
 FOR THE PERIOD JULY 1, 2014 TO JUNE 30, 2015
 AMENDED CY370
 EXPENDITURE REPORT

MAJOR SERVICE CATEGORIES & COST CENTERS	OBJECTS OF EXPENDITURE											
	1	2	3	4	5	6	7	8	9	10	11	12
	WAGES AND SALARIES	EMPLOYEE BENEFITS	SUBSIDIES	OPERATING	PURCHASED SERVICES	FIXED ASSETS	TOTAL EXPENDITURES	CHILDREN SERVED (BY COUNTY)	CHILDREN SERVED (PURCHASED)	NON-REIMBURSABLE NON-PS/SUB.	NON-REIM. PURCHASED SERV/ SUBSIDIES	PROGRAM INCOME RELATED TO ALL NON-REIMBURSABLE
IN-HOME												
1-A ADOPTION SERVICE	287,328	153,381		66,980	0	0	507,689	238	0	0	0	0
1-B ADOPTION ASSISTANCE	0	0	7,600,544	0	0	0	7,600,544	0	914	0	0	0
1-C SUBSIDIZED PERMANENT LEGAL CUSTODIANSHIP	0	0	2,150,252	0	0	0	2,150,252	0	284	0	0	0
1-D COUNSELING - DEPENDENT	38,395	20,497		7,264	379,666	0	445,822	5,890	290	0	0	0
1-E COUNSELING - DELINQUENT	0	0			216,455	0	216,455	0	82	0	0	0
1-F DAY CARE	0	0		0	57,463	0	57,463	0	36	0	0	0
1-G DAY TREATMENT - DEPENDENT	0	0		0	0	0	0	0	0	0	0	0
1-H DAY TREATMENT - DELINQUENT	0	0		0	8,127	0	8,127	0	36	0	0	0
1-I HOMEMAKER SERVICE	0	0		0	0	0	0	0	0	0	0	0
1-J INTAKE & REFERRAL	96,628	51,382		18,282	54,592	0	221,084	3,919	17,739	0	0	0
1-K LIFE SKILLS - DEPENDENT	0	0		0	161,874	0	161,874	0	108	0	0	0
1-L LIFE SKILLS - DELINQUENT	0	0		540	0	0	540	0	0	0	0	0
1-M PROTECTIVE SERVICE - CHILD ABUSE	569,537	304,027		107,747	74,010	0	1,055,321	900	196	0	0	0
1-N PROTECTIVE SERVICE - GENERAL	2,883,519	1,539,268		585,224	414,152	0	5,422,163	6,135	103	0	0	0
1-O SERVICE PLANNING	1,369,448	731,031		259,081	0	0	2,359,560	0	0	0	0	0
1-P JUVENILE ACT PROCEEDINGS - DEPENDENT				0	272,988	0	272,988	0	3,438	0	0	0
1-Q JUVENILE ACT PROCEEDINGS - DELINQUENT				0	0	0	0	0	0	0	0	0
1-R SUBTOTAL IN-HOME	5,244,855	2,799,786	9,750,796	1,045,118	1,639,327	0	20,479,882					
Number of Children receiving only NON-PURCHASED IN-Home Services												
COMMUNITY BASED PLACEMENT												
2-A ALTERNATIVE TREATMENT - DEPENDENT	0	0	0	5,287	346,632	0	351,919	2,714	14	0	0	0
2-B ALTERNATIVE TREATMENT - DELINQUENT	0	0	0	150	6,030	0	6,180	35	2	0	0	0
2-C COMMUNITY RESIDENTIAL - DEPENDENT	0	0	0	139,078	1,087,133	0	1,226,211	5,645	42	0	0	0
2-D COMMUNITY RESIDENTIAL - DELINQUENT	0	0	0	1,259	962,052	0	963,311	4,401	54	0	0	0
2-E EMERGENCY SHELTER - DEPENDENT	0	0	0	0	0	0	0	0	0	0	0	0
2-F EMERGENCY SHELTER - DELINQUENT	0	0	0	0	0	0	0	0	0	0	0	0
2-G FOSTER FAMILY - DEPENDENT	353,881	188,907		228,356	4,740,212	0	5,511,356	120,363	952	164	0	0
2-H FOSTER FAMILY - DELINQUENT	0	0	0	555	71,497	0	72,052	425	3	0	0	0
2-I SUP. INDEPENDENT LIVING - DEPENDENT	0	0	0	0	123,187	0	123,187	880	3	0	0	0
2-J SUP. INDEPENDENT LIVING - DELINQUENT	0	0	0	0	0	0	0	0	0	0	0	0
2-K SUBTOTAL CBP	353,881	188,907	0	374,685	7,336,743	0	8,254,216	134,463	1,070	164	0	0
INSTITUTIONAL PLACEMENT												
3-A JUVENILE DETENTION SERVICE	0	0	0	0	225,750	0	225,750	903	60	0	0	0
3-B RESIDENTIAL SERVICE - DEPENDENT	0	0	0	1,091	584,604	0	585,695	3,136	48	0	0	0
3-C RES. SERVICE - DELINQUENT (EXCEPT YDC/YFC)	0	0	0	2,088	809,612	0	811,700	4,076	79	0	0	0
3-D SECURE RES. SERVICE (EXCEPT YDC)	0	0	0	0	206,755	0	206,755	724	5	0	0	0
3-E YDC SECURE	0	0	0	0	654,120	0	654,120	1,314	9	0	0	0
3-F SUBTOTAL INSTITUTIONAL	0	0	0	3,179	2,480,841	0	2,484,020	10,153	201	0	0	0
ADMINISTRATION	800,552	427,347	0	1,244,663	0	335	2,472,897			305,380	0	0
TOTAL EXPENDITURES	6,399,288	3,416,040	9,750,796	2,667,645	11,456,911	335	33,691,015			305,544	0	0
County Indirect Costs = \$ 1,039,585												

**LUZERNE COUNTY CHILDREN AND YOUTH AGENCY
FOR THE PERIOD JULY 1, 2014 TO JUNE 30, 2015
AMENDED
SUMMARY OF EXPENSE AND EXPENSE ADJUSTMENTS**

COST CENTER ITEMS	AS REPORTED PER CY370	INCREASE (DECREASE)	AS AMENDED PER CY370
Adoption Service	\$ 507,689	\$ 0	\$ 507,689
Adoption Assistance	7,600,544	0	7,600,544
Subsidized Permanent Legal Custodianship	2,150,252	0	2,150,252
Counseling	662,277	0	662,277
Day Care	57,463	0	57,463
Day Treatment	8,127	0	8,127
Homemaker Service	0	0	0
Intake and Referral	221,084	0	221,084
Life Skills	162,414	0	162,414
Protective Service - Child Abuse	1,055,321	0	1,055,321
Protective Service - General	5,422,163	0	5,422,163
Service Planning	2,359,560	0	2,359,560
Juvenile Act Proceedings	272,988	0	272,988
Alternative Treatment	358,099	0	358,099
Community Residential	2,189,522	0	2,189,522
Emergency Shelter	0	0	0
Foster Family	5,583,408	0	5,583,408
Supervised Independent Living	123,187	0	123,187
Juvenile Detention Service	225,750	0	225,750
Residential Service	1,397,395	0	1,397,395
Secure Residential Service (Except YDC)	206,755	0	206,755
YDC Secure	654,120	0	654,120
Administration	1,856,525	616,372	2,472,897
Combined Total Expense	33,074,643	616,372	33,691,015
Less Non-reimbursables	164	305,380	305,544
Total Net Expense	\$ 33,074,479	\$ 310,992	\$ 33,385,471

OBJECTS OF EXPENDITURE	AS REPORTED PER CY370	INCREASE (DECREASE)	AS AMENDED PER CY370
Wages and Salaries	\$ 6,399,288	\$ 0	\$ 6,399,288
Employee Benefits	3,416,040	0	3,416,040
Subsidies	9,750,796	0	9,750,796
Operating	2,051,273	616,372	2,667,645
Purchased Services	11,456,911	0	11,456,911
Fixed Assets	335	0	335
Combined Total Expense	33,074,643	616,372	33,691,015
Less Non-reimbursables	164	305,380	305,544
Total Net Expense	\$ 33,074,479	\$ 310,992	\$ 33,385,471

**LUZERNE COUNTY CHILDREN AND YOUTH AGENCY
FOR THE PERIOD JULY 1, 2014 TO JUNE 30, 2015
ADJUSTMENT SCHEDULE**

REPORT REFERENCE			ADJ. NO.	EXPLANATION OF ADJUSTMENTS	AS REPORTED OR ADJUSTED	INCREASE/ (DECREASE)	ADJUSTED TOTAL
SCHEDULE	LINE	COLUMN					
CY-370	4	4	1	CY-370 Adjustments			
				Administration - Operating	\$ 628,291	\$ 616,372	\$ 1,244,663
				To increase expenditures by \$616,372 to properly report indirect costs and reconcile to the County Cost Allocation Plan.			
				Title 55 PA Code, Chapter 3170.60 OCYF Bulletin 00-95-12			
CY-370	4	10	2	Administration - Non-Reimbursable Non-PS/Sub.	\$ -	\$ 305,380	\$ 305,380
				To increase Non-Reimbursable expenditures by \$305,380 to report indirect costs which exceed the 2% cost limitation.			
				Title 55 PA Code, Chapter 3170.60 OCYF Bulletin 00-95-12			

SECTION 6

AMENDED FISCAL REPORTS

FOR THE FISCAL YEAR:

JULY 1, 2015 to JUNE 30, 2016

**LUZERNE COUNTY CHILDREN AND YOUTH AGENCY
FOR THE PERIOD JULY 1, 2015 TO JUNE 30, 2016
AMENDED
COMPUTATION OF FINAL NET STATE SHARE**

Approved State Allocation ¹	\$	22,449,245
Supplemental Act 148		<u>0</u>
Total State Allocation		22,449,245
State Share (CY348) ²	\$	18,563,493
Less: Major Service Category Adjustment		<u>0</u>
Net State Share	\$	18,563,493
Less: Expenditures in Excess of the Approved State Allocation		<u>0</u>
Final Net State Share Payable ³	\$	18,563,493
Actual Act 148 Revenues Received ⁴		<u>18,530,061</u>
Net Amount Due County/(State) ⁵	\$	<u>33,432</u>

¹ Approved State Allocation is the amount of Act 148 State Funds that were budgeted for the County.

² State Share (CY348) is the total amount of County expenditures that are eligible for reimbursement from Act 148 Funds after audit adjustments are considered.

³ Final Net Share Payable is the net amount of reimbursable expenditures from Act 148 funds after audit adjustments are considered.

⁴ Actual Act 148 Revenues Received is the amount of Act 148 funds the county received.

⁵ Net Amount Due the County/(State) is the variance between the amount of Act 148 funds the county received and the Final Net State Share Payable to the county.

LUZERNE COUNTY CHILDREN AND YOUTH AGENCY
 FOR THE PERIOD JULY 1, 2015 TO JUNE 30, 2016
 AMENDED CY3-48
 FISCAL SUMMARY

	A	B	C	D	E	F	G	H	I	J	K
	GRAND TOTAL	PROGRAM INCOME	TITLE IV-E	TANF	TITLE XX	TITLE IV-B	Child Welfare Demonstration Project Title IV-E	MEDICAL ASSISTANCE	NET TOTAL	STATE ACT 148	LOCAL SHARE
NET CHILD WELFARE EXPENDITURES											
01. 100% REIMBURSEMENT	50,223	0	7,127	0	0	0	0	0	43,096	43,096	0
02. 90% REIMBURSEMENT	0	0	0	0	0	0	0	0	0	0	0
03. 80% REIMBURSEMENT	29,041,027	513,571	6,553,548	826,411	270,105	97,172	0	0	20,780,220	16,624,178	4,156,042
04. 60% REIMBURSEMENT	3,055,954	36,350	207,487	0	0	0	0	14,847	2,797,270	1,678,363	1,118,907
05. 50% REIMBURSEMENT	435,712	0	0	0	0	0	0	0	435,712	217,856	217,856
06. TOTAL NET CHILD WELFARE EXPEND.	32,582,916	549,921	6,768,162	826,411	270,105	97,172	0	14,847	24,056,298	18,563,493	5,492,805
YDC/YFC PLACEMENT COSTS											
07. 60% DHS PARTICIPATION	324,786	12,259							312,527	187,516	125,011
08. NON-REIMBURSABLE EXPENDITURES	3,178	0							3,178		3,178
09. TOTAL EXPENDITURES	32,910,880	562,180	6,768,162	826,411	270,105	97,172	0	14,847	24,372,003	18,751,009	5,620,994
10. TOTAL TITLE IV-D COLLECTIONS	236,764										
11. TITLE IV-D Collections for IV-E Children	39,188										
12. STATE ACT 148 - line 6	18,563,493										
13. STATE ACT 148 ALLOCATION	22,449,245										
14. ADJUSTED STATE SHARE (lower of 12 or 13)	18,563,493										
INVOICE											
AMENDED STATE SHARE (ACT 148)	18,563,493										
ACT 148 AMOUNT RECEIVED	18,530,061										
ADJUSTMENT TO STATE SHARE	33,432										

LUCERNE COUNTY CHILDREN AND YOUTH AGENCY
FOR THE PERIOD JULY 1, 2015 TO JUNE 30, 2016
AMENDED CY370A
REVENUE REPORT

MAJOR SERVICE CATEGORIES & COST CENTERS	REVENUE SOURCES											
	1	2	3	4	5	6	7	8	9	10	11	12
	TOTAL REIMBURSABLE EXPENDITURES	PROGRAM INCOME	TITLE IV-E MAINTENANCE	TITLE IV-E ADMIN.	TANF	TITLE XX	TITLE IV-B	Child Welfare Demonstration Project Title IV-E	MEDICAL ASSISTANCE	NET REIMBURSABLE EXPENDITURES	STATE ACT 148	LOCAL SHARE
IN-HOME												
I-A ADOPTION SERVICE	50,223	0		7,127	0		0	0	0	43,096	43,096	0
I-B ADOPTION ASSISTANCE	7,729,602	0	3,249,501	58,135			0	0	0	4,421,966	3,537,573	884,393
I-C SUBSIDIZED PERMANENT LEGAL CUSTODIANS	2,216,546	0	346,009	16,349			0	0	0	1,854,188	1,483,350	370,838
I-D COUNSELING - DEPENDENT	423,465	0		3,018	383,224	0	0	0	0	37,223	29,778	7,445
I-E COUNSELING - DELINQUENT	235,460	0		189,594	0	0	0	0	0	45,866	36,693	9,173
I-F DAY CARE	103,020	0		1,659	78,358	0	0	0	0	23,003	18,402	4,601
I-G DAY TREATMENT - DEPENDENT	0	0		0	0	0	0	0	0	0	0	0
I-H DAY TREATMENT - DELINQUENT	10,131	0		10,751	0	0	0	0	0	10,131	8,105	2,026
I-I HOME/MAKER SERVICE	75,553	0		31,176	0	0	0	0	0	64,802	51,842	12,960
I-J INTAKE & REFERRAL	274,895	0		4,147	146,126	0	0	0	0	243,719	194,975	48,744
I-K LIFE SKILLS - DEPENDENT	177,700	837		166,328	0	0	0	0	0	26,590	21,272	5,318
I-L LIFE SKILLS - DELINQUENT	29,167	0		716,548	29,109	0	0	0	0	29,167	23,334	5,833
I-M PROTECTIVE SERVICE - CHILD ABUSE	1,255,375	0		337,934	0	0	0	0	0	1,089,047	871,238	217,809
I-N PROTECTIVE SERVICE - GENERAL	5,411,512	0		0	0	0	0	0	0	4,665,855	3,732,684	933,171
I-O SERVICE PLANNING	2,376,645	0		0	0	0	0	0	0	2,038,711	1,630,969	407,742
I-P JUVENILE ACT PROCEEDINGS - DEPENDENT	210,906	0		0	0	0	0	0	0	210,906	105,453	105,453
I-Q JUVENILE ACT PROCEEDINGS - DELINQUENT	176	0		0	0	0	0	0	0	176	88	88
I-R SUBTOTAL IN-HOME	20,580,376	837	3,595,510	1,553,172	826,411	0	0	0	0	14,804,446	11,788,852	3,015,594
COMMUNITY BASED PLACEMENT												
2-A ALTERNATIVE TREATMENT - DEPENDENT	0	0		0	0	0	0	0	0	0	0	0
2-B ALTERNATIVE TREATMENT - DELINQUENT	0	0		0	0	0	0	0	0	0	0	0
2-C COMMUNITY RESIDENTIAL - DEPENDENT	886,139	44,719	49,084	1,244			0	0	0	791,092	632,874	158,218
2-D COMMUNITY RESIDENTIAL - DELINQUENT	716,718	38,267	0	0			0	0	0	678,451	542,761	135,690
2-E EMERGENCY SHELTER - DEPENDENT	0	0		0	0	0	0	0	0	0	0	0
2-F EMERGENCY SHELTER - DELINQUENT	0	0		0	0	0	0	0	0	0	0	0
2-G FOSTER FAMILY - DEPENDENT	6,387,495	429,541	881,024	680,641			270,105	97,172	0	4,029,012	3,223,210	805,802
2-H FOSTER FAMILY - DELINQUENT	62,829	207	0	0			0	0	0	62,622	50,098	12,524
2-I SUP. INDEPENDENT LIVING - DEPENDENT	592,561	0	0	0			0	0	0	592,561	474,049	118,512
2-J SUP. INDEPENDENT LIVING - DELINQUENT	76,214	0	0	0			0	0	0	76,214	60,971	15,243
2-K SUBTOTAL CBP	8,721,956	512,734	930,108	681,885	0	270,105	97,172	0	0	6,229,952	4,983,963	1,245,989
INSTITUTIONAL PLACEMENT												
3-A JUVENILE DETENTION SERVICE	224,630	0		0			0	0	0	224,630	112,315	112,315
3-B RESIDENTIAL SERVICE - DEPENDENT	555,364	24,545	16,007	5,997			0	0	0	508,815	305,289	203,526
3-C RES. SERVICE - DELINQUENT (NON YDC/YC)	593,919	10,468	0	0			0	0	0	583,451	350,071	233,380
3-D SECURE RES. SERVICE (EXCEPT YDC)	552,463	0		0			0	0	0	552,463	331,478	220,985
3-E YDC SECURE	324,786	12,259		0			0	0	0	312,527	187,516	125,011
3-F SUBTOTAL INSTITUTIONAL	2,251,162	47,272	16,007	5,997	0	0	0	0	0	2,181,886	1,286,669	895,217
4 ADMINISTRATION	1,354,208	1,337		185,483			0	0	14,847	1,152,541	691,525	461,016
5 TOTAL REVENUES	32,907,702	562,180	4,541,625	2,226,537	826,411	270,105	97,172	0	14,847	24,368,825	18,751,009	5,617,816

LUZERNE COUNTY CHILDREN AND YOUTH AGENCY
FOR THE PERIOD JULY 1, 2015 TO JUNE 30, 2016
AMENDED CY 370
EXPENDITURE REPORT

MAJOR SERVICE CATEGORIES & COST CENTERS	OBJECTS OF EXPENDITURE											
	1	2	3	4	5	6	7	8	9	10	11	12
	WAGES AND SALARIES	EMPLOYEE BENEFITS	EMPLOYEE BENEFITS	OPERATING SERVICES	PURCHASED SERVICES	FIXED ASSETS	TOTAL EXPENDITURES	Children Served (by county)	Children Served (Purchased)	Non-Reimbursable Non PS/Sub.	Non-Reim. Purchased Serv/ Subsidies	Program Income related to all Non-Reimbursable
IN-HOME												
I-A ADOPTION SERVICE	14,910	8,138		27,175	0	0	50,223	48	0	0	0	0
I-B ADOPTION ASSISTANCE	48,457	26,449	7,645,416	9,280	0	0	7,729,602	35	927	0	0	0
I-C SUBSIDIZED PERMANENT LEGAL CUSTODIANSHIP			2,216,546	0	0	0	2,216,546	0	290	0	0	0
I-D COUNSELING - DEPENDENT	12,425	6,782		2,380	401,878	0	423,465	1,815	178	0	0	0
I-E COUNSELING - DELINQUENT	0	0		0	235,460	0	235,460	0	48	0	0	0
I-F DAY CARE	6,834	3,730		1,309	91,147	0	103,020	44	62	0	0	0
I-G DAY TREATMENT - DEPENDENT	0	0		0	0	0	0	0	0	0	0	0
I-H DAY TREATMENT - DELINQUENT	0	0		0	10,131	0	10,131	0	23	0	0	0
I-I HOMEMAKER SERVICE	43,487	23,737		8,329	0	0	75,553	140	0	0	0	0
I-J INTAKE & REFERRAL	126,111	68,836		24,153	55,795	0	274,895	1,291	12,081	0	0	0
I-K LIFE SKILLS - DEPENDENT	16,773	9,156		3,212	148,559	0	177,700	449	115	0	0	0
I-L LIFE SKILLS - DELINQUENT	0	0		0	29,167	0	29,167	0	1	0	0	0
I-M PROTECTIVE SERVICE - CHILD ABUSE	672,801	367,239		128,855	86,480	0	1,255,375	454	89	0	0	0
I-N PROTECTIVE SERVICE - GENERAL	2,884,410	1,574,406		583,426	369,270	0	5,411,512	1,661	105	0	0	0
I-O SERVICE PLANNING	1,367,967	746,686		261,992	0	0	2,376,645	1,951	0	0	0	0
I-P JUVENILE ACT PROCEEDINGS - DEPENDENT				0	210,906	0	210,906	0	2,324	0	0	0
I-Q JUVENILE ACT PROCEEDINGS - DELINQUENT				0	176	0	176	0	1	0	0	0
I-R SUBTOTAL IN-HOME	5,194,175	2,835,159	9,861,962	1,050,111	1,638,969	0	20,580,376			0	0	0
	Number of Children receiving only NON-PURCHASED IN-Home Services 650											
COMMUNITY BASED PLACEMENT												
2-A ALTERNATIVE TREATMENT - DEPENDENT	0	0	0	0	0	0	0	0	0	0	0	0
2-B ALTERNATIVE TREATMENT - DELINQUENT	0	0	0	0	0	0	0	0	0	0	0	0
2-C COMMUNITY RESIDENTIAL - DEPENDENT	4,970	2,713		1,271	877,185	0	886,139	4,980	49	0	0	0
2-D COMMUNITY RESIDENTIAL - DELINQUENT	0	0	0	595	716,123	0	716,718	3,505	44	0	0	0
2-E EMERGENCY SHELTER - DEPENDENT	0	0	0	0	0	0	0	0	0	0	0	0
2-F EMERGENCY SHELTER - DELINQUENT	0	0	0	0	0	0	0	0	0	0	0	0
2-G FOSTER FAMILY - DEPENDENT	520,598	287,466		296,219	5,284,695	0	6,388,978	128,553	815	0	1,483	0
2-H FOSTER FAMILY - DELINQUENT	0	0	0	0	62,829	0	62,829	470	4	0	0	0
2-I SUP. INDEPENDENT LIVING - DEPENDENT	0	0	0	0	592,561	0	592,561	4,178	23	0	0	0
2-J SUP. INDEPENDENT LIVING - DELINQUENT	0	0	0	0	76,214	0	76,214	683	5	0	0	0
2-K SUBTOTAL CBP	525,568	290,179	0	298,085	7,609,607	0	8,723,439	142,369	940	0	1,483	0
INSTITUTIONAL PLACEMENT												
3-A JUVENILE DETENTION SERVICE	0	0	0	0	224,630	0	224,630	905	44	0	0	0
3-B RESIDENTIAL SERVICE - DEPENDENT	24,228	13,215		4,746	513,175	0	555,364	2,623	24	0	0	0
3-C RES. SERVICE - DELINQUENT (EXCEPT YDC/YFC)	0	0	0	1,617	593,997	0	595,614	3,386	60	0	1,695	0
3-D SECURE RES. SERVICE (EXCEPT YDC)	0	0	0	0	0	0	552,463	1,598	7	0	0	0
3-E YDC SECURE	0	0	0	0	324,786	0	324,786	678	10	0	0	0
3-F SUBTOTAL INSTITUTIONAL	24,228	13,215	0	6,363	2,209,051	0	2,252,857	9,190	145	0	1,695	0
4 ADMINISTRATION	468,414	255,677	0	629,932	0	185	1,354,208			0	0	0
5 TOTAL EXPENDITURES	6,212,385	3,394,230	9,861,962	1,984,491	11,457,627	185	32,910,880			0	3,178	0
	County Indirect Costs = \$ 656,474											

**LUZERNE COUNTY CHILDREN AND YOUTH AGENCY
FOR THE PERIOD JULY 1, 2015 TO JUNE 30, 2016
AMENDED
SUMMARY OF EXPENSE AND EXPENSE ADJUSTMENTS**

COST CENTER ITEMS	AS REPORTED PER CY370	INCREASE (DECREASE)	AS AMENDED PER CY370
Adoption Service	\$ 50,223	\$ 0	\$ 50,223
Adoption Assistance	7,729,602	0	7,729,602
Subsidized Permanent Legal Custodianship	2,216,546	0	2,216,546
Counseling	658,925	0	658,925
Day Care	103,020	0	103,020
Day Treatment	10,131	0	10,131
Homemaker Service	75,553	0	75,553
Intake and Referral	274,895	0	274,895
Life Skills	206,867	0	206,867
Protective Service - Child Abuse	1,255,375	0	1,255,375
Protective Service - General	5,411,512	0	5,411,512
Service Planning	2,376,645	0	2,376,645
Juvenile Act Proceedings	211,082	0	211,082
Alternative Treatment	0	0	0
Community Residential	1,602,857	0	1,602,857
Emergency Shelter	0	0	0
Foster Family	6,451,807	0	6,451,807
Supervised Independent Living	668,775	0	668,775
Juvenile Detention Service	224,630	0	224,630
Residential Service	1,150,978	0	1,150,978
Secure Residential Service (Except YDC)	552,463	0	552,463
YDC Secure	324,786	0	324,786
Administration	1,298,488	55,720	1,354,208
Combined Total Expense	<u>32,855,160</u>	<u>55,720</u>	<u>32,910,880</u>
Less Non-reimbursables	<u>3,178</u>	<u>0</u>	<u>3,178</u>
Total Net Expense	<u>\$ 32,851,982</u>	<u>\$ 55,720</u>	<u>\$ 32,907,702</u>

OBJECTS OF EXPENDITURE	AS REPORTED PER CY370	INCREASE (DECREASE)	AS AMENDED PER CY370
Wages and Salaries	\$ 6,212,385	\$ 0	\$ 6,212,385
Employee Benefits	3,394,230	0	3,394,230
Subsidies	9,861,962	0	9,861,962
Operating	1,928,771	55,720	1,984,491
Purchased Services	11,457,627	0	11,457,627
Fixed Assets	185	0	185
Combined Total Expense	<u>32,855,160</u>	<u>55,720</u>	<u>32,910,880</u>
Less Non-reimbursables	<u>3,178</u>	<u>0</u>	<u>3,178</u>
Total Net Expense	<u>\$ 32,851,982</u>	<u>\$ 55,720</u>	<u>\$ 32,907,702</u>

**LUZERNE COUNTY CHILDREN AND YOUTH AGENCY
FOR THE PERIOD JULY 1, 2015 TO JUNE 30, 2016
ADJUSTMENT SCHEDULE**

REPORT REFERENCE			ADJ. NO.	EXPLANATION OF ADJUSTMENTS	AS REPORTED OR ADJUSTED	INCREASE/ (DECREASE)	ADJUSTED TOTAL
SCHEDULE	LINE	COLUMN					
CY-370	4	4	1	<p style="text-align: center;">CY-370 Adjustment</p> <p>Administration - Operating</p> <p>To increase expenditures by \$55,720 to properly report indirect costs and reconcile to the County Cost Allocation Plan.</p> <p>Title 55 PA Code, Chapter 3170.60 OCYF Bulletin 00-95-12</p>	\$ 600,754	\$ 55,720	\$ 656,474

SECTION 8

CURRENT ENGAGEMENT FINDINGS AND RECOMMENDATIONS

LUZERNE COUNTY CHILDREN AND YOUTH AGENCY
CURRENT ENGAGEMENT FINDINGS AND RECOMMENDATIONS

Finding No. 1 – The Luzerne County Children and Youth Agency Should Develop and Implement Internal Control Policies and Procedures in Order to Reduce the Risk of Paying Overbillings or Fraudulent Billings by Contracted In-Home Purchased Service Providers

Condition: During the 2010-2011, 2011-2012, 2012-2013, 2013-2014, 2014-2015, and 2015-2016 fiscal years, the Luzerne County Children and Youth Agency (agency) paid contracted In-Home Purchased Service providers¹ (providers) a total of \$9,413,086 for services rendered directly to at-risk children and their families.²

We evaluated the agency’s internal control procedures over its invoice review and approval process related to reducing the risk that overbillings or fraudulent billings included on invoices submitted by these providers for services rendered directly to at-risk children and their families occurring and going undetected. We judgmentally selected 5 providers that were utilized during the 2015-16 fiscal year, judgmentally selected 14 invoices totaling \$201,682 paid to those providers, and obtained the approved invoices corresponding to the \$201,682 expended.

Four providers were contracted as Fee-for-Service providers and one provider was contracted as a Program-Funded provider. The approved contracts for the Fee-for-Service providers include an agreed upon fee-for-service rate per unit (day/hour/child), and costs invoiced by these types of providers are calculated by multiplying the contracted service rate by the number of units each respective Fee-for-Service provider listed on its submitted invoices. While the monthly invoices submitted by the Fee-for-Service providers included the names of the individuals who received the services, the agency did not provide any evidence that the validity of the number of units invoiced for each listed individual was substantiated. For the Program-Funded provider, the agency did not substantiate monthly operating costs invoiced by this provider and subsequently paid by the agency or that services were actually provided to the individuals named on the invoices.

¹ Agency management stated that 93 providers were utilized during the 2010-2011, 2011-2012, 2012-2013, 2013-2014, 2014-2015, and 2015-2016 fiscal years. Due to the amount of time it would have taken, based on how agency records are maintained, we did not verify the accuracy of this number, which is included for contextual purposes only. However, we did perform procedures to obtain reasonable assurance that the agency paid In-Home Purchased Service Providers a total of \$10,531,369 during the noted engagement scope period.

² When evaluating the agency’s internal control procedures over its invoice review and approval process, we excluded Juvenile Act Proceedings costs totaling \$1,118,283 from the \$10,531,369 total the agency paid to contracted In-Home Purchased Service providers during our engagement scope period because, due to the nature of these costs, they are not subject to the same risks as costs invoiced by In-Home Purchased Service Providers rendering services directly to at-risk children and their families.

LUZERNE COUNTY CHILDREN AND YOUTH AGENCY
CURRENT ENGAGEMENT FINDINGS AND RECOMMENDATIONS

Furthermore, agency management has not formally adopted written internal control policies and procedures, or documented and maintained evidence of the performance of control procedures related to reducing the risk or paying overbillings or fraudulent billings submitted by these providers.

Finally, regarding the remaining In-Home Purchased Services providers for whom we performed no testing procedures, agency management informed us that they were subjected to the same procedures as detailed above.

Criteria: 55 Pa. Code Chapter 3140. Planning and Financial Reimbursement Requirements for County Children and Youth Social Service Programs.

Section 3140.21. Reimbursement for Services. General. “(a) Under section 704.1 of the Human Services Code (62 P.S. § 704.1), the Department reimburses expenses incurred by the county for children and youth social services, including services to alleged and adjudicated dependent and delinquent children according to an approved county plan and budget estimate up to the amount of State funds allocated to the county under section 709.3 of the Human Services Code (62 P.S. § 709.3).”

- *Office of Children, Youth and Families (OCYF) Bulletin 3140-06-06, applicable for fiscal year ended 6/30/2011; Bulletin 3140-11-02, applicable for fiscal year ended 6/30/2012; Bulletin 3140-13-01, applicable for fiscal year ended 6/30/2013; Bulletin 3140-13-05, applicable for fiscal year ended 6/30/2014; Bulletin 3140-14-02, applicable for fiscal year ended 6/30/2015; and Bulletin 3140-15-02, applicable for fiscal year ended 6/30/2016 : Act 148 Invoicing Procedures for County Child Social Services - Instructions for Completion of Expenditure Report. This form is a report of the ACTUAL EXPENDITURES of the County Children and Youth Agency (CCYA).*

In addition, 55 Pa. Code § 3170. Allowable Costs and Procedures for County Children and Youth.

- *Section 3170.2. Definitions. Program funded agency – An agency whose total eligible expenditures are funded in a manner which is predetermined by the appropriate county authorities.*
- *Section 3170.23(a). Purchase of Service. Purchase of service funding may be by unit of service funding or by program funding.*
- *Section 3170.85. Responsibility of the County. “...the county executive officers shall be responsible for the effective execution of each purchase of service agreement...”*

LUZERNE COUNTY CHILDREN AND YOUTH AGENCY
CURRENT ENGAGEMENT FINDINGS AND RECOMMENDATIONS

- *Section 3170.91. County Responsibility.* “The county is responsible for the general fiscal management of the county agency. This includes maintaining fiscal records of expenditures and revenues of the program, providing data for budgeting and expenditure reporting to the Department, monitoring the financial activities of the program, and other activities related to the fiscal operations of the program.”
- *Section 3170.92(b). Accountability for Expenditures for Clients. Records Maintenance.* “County agencies shall maintain sufficient and appropriate records and data to justify payment for expenses by the Department. The local authorities or contractors shall maintain books, records, documents and other evidence and accounting procedures and practices, sufficient to reflect properly all direct and indirect costs of whatever nature claimed to have been incurred and anticipated to be incurred for funds supported by the Department and for which reimbursement is claimed...”

Cause: Agency management thought the invoice review and approval procedures performed during the fiscal years included in our engagement scope period were sufficient. These procedures included the agency’s Quality Assurance section reviewing submitted invoices for caseworker initials and date indicating sign off, comparing contracted rates to rates on invoices, calculating if the invoiced amounts were accurate (rates x units), and comparing referral dates to service dates. However, we determined that performance of these procedures alone does not provide reasonable assurance that contracted In-Home Purchased Services were actually provided, and if provided, provided for the number of units for each listed individual on Fee-for-Service providers’ invoices. In addition, for Program-Funded providers, the agency review and approval procedures did not include steps to substantiate monthly operating costs invoiced by these providers.

Effect: The lack of internal control policies and procedures to obtain reasonable assurance that contracted In-Home Purchased Services were actually provided, and if provided, provided for the number of units invoiced by Fee-for-Service providers, or the monthly operating costs invoiced by Program-Funded providers, increases agency management’s risk of:

- Failure to detect fraudulent or erroneous In-Home provider billings (invoices).
- Failure to prevent or detect improper payments for such invoices.
- Inappropriately billing the Commonwealth DHS for such improper payments.
- Receipt of Act 148 funds to which the agency may not be entitled.

LUZERNE COUNTY CHILDREN AND YOUTH AGENCY
CURRENT ENGAGEMENT FINDINGS AND RECOMMENDATIONS

Recommendation: We recommend that agency management strengthen its invoice review and approval internal control procedures to reduce the risk of paying for overbillings and fraudulent billings by In-Home Purchased Service providers. We further recommend that agency management ensure that such policies and procedures are adequate to obtain reasonable assurance that the services related to the fees invoiced by contracted In-Home Purchased Service providers were actually provided, and provided in adherence to executed contract terms. Specifically, this written fiscal-related monitoring policy, and corresponding procedures, should include, but not be limited to, the following:

- Development and implementation of formal policies and procedures detailing the specific internal control procedures, including fiscal-related In-Home monitoring procedures, that must be performed to reduce the agency's risk of paying overbillings or fraudulent billings by In-Home Purchased Service providers. The implemented fiscal-related monitoring procedures must be sufficient to assess the validity of the number of units invoiced by Fee-for-Service providers and operating costs invoiced by Program-Funded providers.
- Performance of on-site monitoring visits of In-Home Purchased Services providers, as deemed necessary by agency management, to determine whether appropriate supporting documentation exists substantiating invoiced costs, including assessing the validity of the number of units invoiced by Fee-for-Service providers and operating costs invoiced by Program-Funded providers, and that related services were actually provided according to executed contract terms.
- Requiring In-Home Purchased Services providers, as deemed necessary by agency management, to submit substantiation evidencing that services related to invoiced In-Home Purchased Services costs were actually provided.³
- Ensuring that agency staff responsible for reviewing and approving submitted In-Home Purchased Services providers' invoices for payment are made aware of the results of monitoring reviews of these respective providers and, for any such providers for which significant documentation deficiencies have been identified, the impact on the agency's invoice review and approval process for these providers.

We further recommend that the agency maintain sufficient evidence documenting the results of all fiscal-related monitoring procedures performed to determine whether the services for which In-Home Purchased Services providers were paid were actually provided, and provided in

³ For program-funded providers, fiscal-related monitoring should include verification of these providers' operating costs invoiced to the agency.

LUZERNE COUNTY CHILDREN AND YOUTH AGENCY
CURRENT ENGAGEMENT FINDINGS AND RECOMMENDATIONS

adherence to DHS regulations and executed contract terms and to reduce the risk of overbillings and fraudulent billings by contracted In-Home Purchased Services Providers going undetected.

Agency Representative Response: The agency accepts finding number 1. The agency is in the process of reorganizing the fiscal department to include developing policies and procedures to reduce the risk of paying overbillings or fraudulent billings by contracted in-home service providers. Although the agency currently has a procedure in place to address this year [sic], we can improve procedures to ensure the risk is reduced.

Auditor's Conclusion: We commend Luzerne County Children and Youth Services management on acknowledging the deficiencies that existed in the agency's invoice review and approval process for In-Home Purchased Services providers during the fiscal years included in our engagement scope period, and their efforts to develop and implement formal, written fiscal-related monitoring policy and procedures for these contracted In-Home Purchased Services providers. During our next audit of the agency, we will review the agency's policy and procedures to determine whether the agency implemented internal controls to reduce the risk of paying overbillings and fraudulent billings by contracted In-Home Purchased Services providers and not detecting these overpayments.

LUZERNE COUNTY CHILDREN AND YOUTH AGENCY
CURRENT ENGAGEMENT FINDINGS AND RECOMMENDATIONS

Finding No. 2 - The Luzerne County Children and Youth Agency Failed to Obtain Written Approval from the Department of Human Services – Office of Children, Youth, and Families Regional Office Prior to Contracting Separately with Four Members of Agency Staff Members to Provide Kinship Care Services.

Condition: Luzerne County Children and Youth Agency (agency) contracted separately with four agency staff members to provide kinship care services during our engagement scope period, but failed to obtain written approval from the Department of Human Services – Office of Children, Youth and Families (DHS – OCYF) regional office. One staff member provided kinship care services from July 20, 2012 to September 25, 2012, a second staff member provided kinship care services from March 26, 2014 to May 9, 2014; the third from October 9, 2015 to January 9, 2017; and, the fourth from January 1, 2016 to February 28, 2016.

Furthermore, the agency failed to implement written policies and procedures detailing the requirements that must be met for the provision of kinship care services by agency staff members.

Criteria: Title 55 Pa. Code Chapter 3170. Allowable Costs and Procedures for County Children and Youth

Section 3170.93. Contracts (g) Conflict of Interest. The appropriate county authority shall not make any contract or agreement with a person, company, or organization in which a member of the county children and youth staff has financial interest; nor, shall the county authority contract with members in its own staff or their immediate families, except with the clear prior written approval of the regional office.

Cause: Agency management informed us they contacted the Commonwealth DHS - OCYF regional office, but never received written approval. In addition, since the situation was not mentioned by DHS – OCYF during the annual license inspections, agency management assumed the request was approved. The agency director stated that kinship caregivers fill out the same forms as foster parents and attend the same training, but the agency is not required to seek written approval from DHS - OCYF prior to contracting with them. However, we concluded that because clear written approval of the DHS - OCYF regional office was not received prior to contracting with agency employees the agency was not in adherence with the Act 148 regulations.

LUZERNE COUNTY CHILDREN AND YOUTH AGENCY
CURRENT ENGAGEMENT FINDINGS AND RECOMMENDATIONS

Effect: Allowing agency employees to perform kinship care services without prior written approval of the DHS - OCYF regional office represents a conflict of interest and results in non-allowable expenses. The costs to compensate four agency employees to serve as kinship guardians were included on the agency's CY-370 Expenditure Reports, and state reimbursement was received. However, we did not make an adjustment to these costs since the kinship guardians fulfilled all requirements and the services were provided.

Recommendation: The agency should contact its DHS - OCYF regional office to obtain written approval prior to contracting with members of its own staff, or their immediate family members, to provide kinship care services. Also, the agency should develop and implement written policies and procedures detailing the requirements that must be satisfied for the provision of kinship care services that adhere to DHS regulations.

Agency Management Response: The agency accepts finding number 2. In 2017 the agency implemented a new process to address this issue. An employee that is interested in becoming a kinship home for a relative, must be approved and licensed by a private provider.

Auditor's Conclusion: During our next regularly scheduled audit, we will verify whether the agency established and implemented appropriate policies and procedures for contracting with members of their own staff, or their immediate family members,, o and whether the agency obtained written approval from its DHS – OCYF regional office prior to contracting with agency staff members, or their immediate staff members to provide kinship care services.

LUZERNE COUNTY CHILDREN AND YOUTH AGENCY
CURRENT ENGAGEMENT FINDINGS AND RECOMMENDATIONS

Finding No. 3 – Luzerne County Children and Youth Agency Failed to Perform a Reconciliation of Agency Records to County Records

Condition: During our current engagement, for the 2010-2011, 2011-2012, 2012-2013, 2013-2014, 2014-2015, and 2015-2016 fiscal years, we found that the Luzerne County Children and Youth Agency (agency) failed to establish a process for reconciling the agency’s expenditures and revenues presented on the quarterly fiscal reports submitted to the Department of Human Services (DHS) with the related expenditures and revenues recorded in the county’s general ledger, pursuant to the CY-376 Certification Statement attached to the quarterly fiscal reports submitted to DHS through the Act 148 Invoice Package.

Criteria: The DHS Office of Children, Youth and Families (OCYF) Bulletins in the paragraph below relate to Act 148 Invoicing Procedures for County Child Social Services and require submission of the CY-376 Certification Statement with the fiscal reports included in the quarterly Act 148 Invoice Package:

- Bulletin 3140-06-06, applicable for the fiscal year ended 6/30/2011
- Bulletin 3140-11-02, applicable for the fiscal year ended 6/30/2012
- Bulletin 3140-13-01, applicable for the fiscal year ended 6/30/2013
- Bulletin 3140-13-05, applicable for the fiscal year ended 6/30/2014
- Bulletin 3140-14-02, applicable for the fiscal year ended 6/30/2015
- Bulletin 3140-15-02, applicable for the fiscal year ended 6/30/2016

The CY-376 Certification Statement submitted by the agency with its quarterly fiscal reports of the expenditures and revenues and signed by the county commissioners states, in part, that *“We certify that we are the authorized official(s) of the above-named county, and that this statement of receipts and expenditures for the period shown is true and correct to the best of our knowledge and belief; that the expenditures and income shown on these forms have been reconciled with the related balances of the books of this County...”*

Cause: Agency management stated there was a turnover in agency fiscal staff and no process was in place since the 2010-2011 fiscal year to reconcile agency expenditures and revenues recorded in the agency’s financial records to the County’s financial records.

Effect: As a result of the agency not reconciling the expenditures and revenues recorded in the agency’s financial records with the related amounts recorded in the County’s financial records, there is a risk that errors in the expenditures and revenues may have been included in the agency’s submitted Act 148 fiscal reports and not been discovered in a timely manner. This may lead to the agency inaccurately invoicing their net costs to the Commonwealth DHS and, in turn, to the agency’s receipt of Act 148 funds to which it may not be entitled.

LUZERNE COUNTY CHILDREN AND YOUTH AGENCY
CURRENT ENGAGEMENT FINDINGS AND RECOMMENDATIONS

Recommendation: The Luzerne County Children and Youth Agency should implement formal procedures to prepare reconciliations of the agency's financial records with the related financial records of the County, prior to submitting their quarterly Act 148 fiscal reports to DHS. The agency should maintain evidence of these reconciliations, along with the documentation utilized in the preparation of the reconciliations.

Agency Management Response: The agency accepts finding number 3. The agency is in the process of reorganizing the fiscal department. The new fiscal officer will make reconciliation of agency records to county records.

Auditor's Conclusion: During our next regularly scheduled audit, we will follow up on agency management's development of policies and procedures to perform reconciliations of the agency's financial records with the related financial records of the County, prior to submitting the quarterly Act 148 fiscal reports to DHS.

SECTION 9

CURRENT ENGAGEMENT OBSERVATIONS

LUZERNE COUNTY CHILDREN AND YOUTH AGENCY
CURRENT ENGAGEMENT OBSERVATIONS

Observation No. 1 – Significant Control Deficiencies Exist in the Commonwealth DHS’ Oversight of Children and Youth (C&Y) Agencies’ Adherence with the Requirements of the Child Protective Services Law (CPSL)

The Child Protective Services Law⁴ (CPSL) requires the conduct of criminal background checks and child abuse history clearances (certifications) for all employees and direct volunteers of county children and youth (C&Y) agencies as well as the volunteers/employees of these agencies’ contractors (providers) and subcontractors (sub-recipients).⁵ To ensure adherence to these requirements, the Commonwealth DHS (DHS) has assigned monitoring responsibilities to internal offices and bureaus based on the types of services provided.

As a part of its annual licensing inspection process of county C&Y agencies, the Commonwealth DHS’ Office of Children, Youth and Families (OCYF) performs reviews of agency employees and agency foster parents’ adherence to the requirements of the CPSL. The OCYF also performs CPSL adherence reviews of employees of contracted foster family agencies through its annual licensing inspection of these providers. However, because the OCYF is behind in its completion of these annual inspections and does not have adequate procedures in place to determine whether C&Y agencies are monitoring their respective providers’ and sub-recipients’ adherence to the CPSL,⁶ the safety of children receiving services from these agencies and their contractors and subcontractors may be at **risk**. According to information provided by the DHS OCYF, the Luzerne County Children and Youth Agency provided in-home and placement services to 1,524 children residing within the County during the 2016-2017 fiscal year.

Furthermore, beginning July 1, 2012, the DHS Bureau of Human Services’ Licensing (bureau) took over the responsibility for the performance of the annual licensing inspections of Child Day Treatment Centers and Child Residential Facilities which encompasses the performance of CPSL adherence reviews of the employees of these providers. Prior to July 1, 2012, the DHS OCYF had been responsible for performing these CPSL adherence reviews during its annual licensing inspections of these providers. Through a review of DHS’ website, we found letters,

⁴ Please note that the CPSL was extensively amended in 2013, 2014, and 2015 with 24 pieces of legislation “[being] enacted, changing how Pennsylvania responds to child abuse. These changes will significantly impact the reporting, investigation, assessment, prosecution and judicial handling of child abuse and neglect cases. The new laws will expand and further define mandatory reporters and the reporting process, increase penalties for those mandated to report suspected child abuse who fail to do so, and provide protections from employment discrimination for filing a good faith report of child abuse.” See <http://keepkidssafe.pa.gov/laws/index.htm> last accessed on September 2, 2016. Please note that although this particular DHS’ keepkidssafe.pa.gov link only refers to 23, instead of 24, pieces of legislation, we were able to confirm that the link should actually refer to 24 pieces of legislation, just as in the following DHS’ link: <http://keepkidssafe.pa.gov/index.htm>

⁵ 23 Pa.C.S. §§ 6344 and 6344.2.

⁶ This is detailed in the Commonwealth of Pennsylvania Single Audit Reports (most recently for the fiscal year ended June 30, 2017, via Finding 2017-012).

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posted by DHS, to the management staff of Child Day Treatment Centers and Child Residential Facilities detailing the results of the licensing inspections performed by the bureau; identified regulatory violations, including CPSL adherence violations, were specified in the accompanying License Inspection Summaries. However, we are unable to attest to the timeliness of the completion of these annual inspections. Furthermore, we are also unable to attest to whether the CPSL adherence of any potential sub-recipients used by these providers are being monitored.

Finally, for contracted in-home preventative service providers, we were informed by DHS OCYF that these providers are not required to be licensed by the Commonwealth and, thus, are not subject to the annual inspections performed by the DHS. However, it is DHS' position that while not all in-home service providers would meet the criteria requiring the conduct of criminal background checks and child abuse history clearances (certifications) for employees/volunteers, when they do, C&Y agencies are responsible for including provisions in their executed contracts with these providers and monitoring their providers' adherence to CPSL requirements.

However, in correspondence with agency management during the course of recently conducted audit engagements, we have found that the agency management staffs of some of these C&Y agencies are of the opinion that there is no need for C&Y agencies to monitor CPSL adherence of the employees/volunteers of these providers because they are now including the requirements for this monitoring in their executed contracts with these providers. Our interpretation of the CPSL is that the C&Y agencies cannot fulfill their duties under the CPSL to protect the children receiving in-home preventative services from child abuse by merely "monitoring" their executed provider contracts rather than actually monitoring their providers' adherence to the CPSL background check requirements. While it is evident that neither the DHS nor some C&Y agencies are monitoring the CPSL adherence of their employees and volunteers of contracted in-home preventative service providers, this Department will continue to raise concerns about their interpretation of the CPSL and that this faulty interpretation may be putting the safety of these children at **great risk**.

It is important to note that background checks and child abuse clearances have historically been valid for one year after being obtained. However, recent amendments to the CPSL extend this time frame from one year to five years.⁷ Therefore, there is a need for DHS and C&Y agencies across the commonwealth to have a *greatly heightened* awareness about their employees' providers' and sub-recipients' arrest and conviction records, as well as child abuse adjudications to ensure that no new, disqualifying incidents have occurred from the date of the background clearances since certain disqualifying offenses could go undetected for years.

⁷ 23 Pa.C.S. § 6344.4.

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It is also important to note that DHS senior management staff provided a response to our concerns detailed above in a February 2018 letter , affirming their assertion that, because DHS has no contractual relationship with these providers in these circumstances, the ability and responsibility to monitor private providers' (which includes contracted in-home preventative service providers and their sub-recipients) to ensure adherence to the requirements of the CPSL falls to the C&Y agencies contracting with these providers, as does the responsibility to take appropriate action when they do not comply.

DHS senior management staff's response further stated that DHS recognizes that they are responsible for communicating contract monitoring expectations to the C&Y agencies and for implementing a method to ensure that contract monitoring is being performed adequately. DHS' OCYF has communicated DHS' expectation that C&Y agencies must monitor these private providers' compliance with the requirements of the CPSL and has reiterated this expectation during quarterly Pennsylvania Children and Youth Administrators (PCYA) meetings held between June 2016 and October 2017 and in general guidance regarding contract monitoring efforts included in OCYF Bulletins issued for the 2017-18 and 2018-19 fiscal years. DHS' response also stated that OCYF will issue additional guidance in its Needs-Based Plan and Budget instructions for this year to emphasize adherence to the CPSL requirements for these providers as part of the C&Y agencies' monitoring expectations.

Finally, DHS' response stated that DHS will address the adequacy of C&Y agencies' monitoring through the July 2019 version of the DHS Single Audit Supplement (SAS). DHS will develop and require through the SAS a schedule that captures the details of each C&Y agency's monitoring efforts, including a listing of these private providers, whether they were monitored, and whether there were any CPSL violations identified. The schedule will be submitted with the respective county's annual single audit report and will be subject to an Agreed Upon Procedures (AUP) engagement. DHS will also provide technical assistance to any C&Y agency that needs improvement.

Auditor's Conclusion: We commend DHS management for acknowledging the seriousness of the risks to children's safety resulting from the significant control deficiencies we identified. We will continue to monitor the adequacy of measures taken by DHS to monitor and address C&Y agencies' compliance with the requirements of the CPSL.

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Observation No. 2 – Luzerne County Children and Youth Services Received a Provisional License in September 2015, April 2016, and November 2016 from the Commonwealth Department of Human Services Due to Citations Related to the Completion of Safety Assessments, Family Members Not Given the Opportunity to Participate in the Development of Family Service Plans, Incomplete and Missing Case File Documentation, and Insufficient Oversight of Child Protective Service Cases

For the period under audit and through the date of this report, we reviewed the Luzerne County Children and Youth Agency (agency) Certificates of Compliance granted by the Department of Human Services (DHS) to determine whether the agency was properly licensed to provide children and youth social services. During this review, we found that in 2015, DHS conducted two separate inspections based on complaints which included a child fatality review, in addition to the annual inspection. As a result of these inspections and subsequent inspections, the agency received a Provisional Certificate of Compliance from DHS for the period September 16, 2015 to March 16, 2016, April 8, 2016 to September 16, 2016, and November 10, 2016 to March 16, 2017, due to citations identified by DHS staff regarding agency practice and regulatory violations related to the following: incomplete and inaccurate Safety Assessments which were not reviewed by a Supervisor within required 10 days; not engaging families to participate in the development of Family Service Plans; case documentation was not contained in the paper file or electronically and often times illegible or non-identifying regarding type of contact, persons involved, place and date; and insufficient oversight of caseloads in the Child Protective Service units

Agency management stated an inability to maintain sufficient staffing levels increased staff stress and caused inconsistent supervisory oversight, which contributed to problems with license compliance. In addition, staff adjustments to Pennsylvania's Child Protective Services Law (CPSL), made effective December 31, 2014, also contributed to problems with license compliance. These changes impacted the regulatory requirements of children and youth agencies and the providers with whom these agencies contract to provide services to resident at-risk youth pertaining to the mandatory reporting of suspected child abuse and reports of child abuse that were previously referred to law-enforcement agencies are now required to be investigated by county children and youth agencies. As a result, the Luzerne County agency experienced a significant increase in child abuse referrals, which then increased child abuse investigations and cases. Reports of child abuse increased 31% from 2014 to 2015.

As a result of the Provisional Licenses, the agency developed and implemented corrective action plans and made progress to address previous licensing deficiencies. These actions include: monthly meetings with the DHS - OCYF regional office to review safety and risk assessments compliance; meeting with families and providers following a child's placement to review appropriateness of the placement, ensure the appropriate delivery of services with the

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goal of reunification, and develop mutually agreed upon service plans; approved documentation by completing case notes and supervisory reviews for intake cases; hiring consultants to work with the agency management team; receiving employee training from the DHS Northeast Regional Office and the Child Welfare Resource Center; and agency managers and the agency Quality Assurance unit performing monthly case reviews. As a result of these corrective actions, DHS issued the agency a full certificate of compliance for the period March 27, 2017 to March 27, 2018. We will follow up on the agency's certificate of compliance during our next audit of the agency.

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