MISSISSIPPI
Department of Human Services

MDHS Celebrate

Child Support Enforcement
Awareness Month

MDHS

MISSISSIPPI
Department of
H U M A N
S E R V I C E S
Investing in Mississippi's Future

Investing in Mississippi's Future

Investing in Mississippi's Future

Investing in Mississippi's Future

Investing in Mississippi's Future

MDHS SOCIAL WORKER
SAFETY AWARENESS MONTH
"KICK OFF"

ANNUAL REPORT / FISCAL YEAR 2003
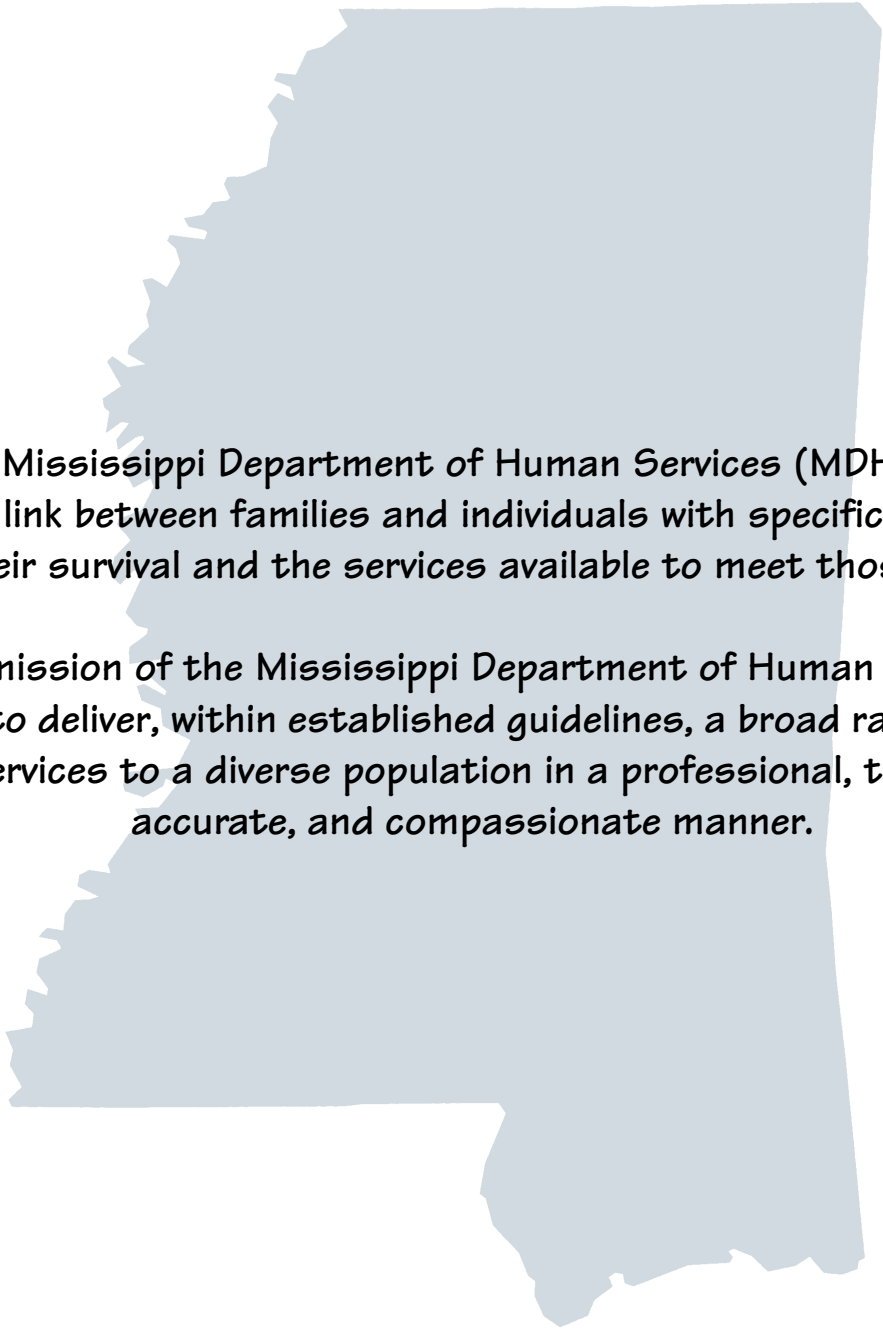
Mississippi Department of Human Services

ANNUAL REPORT

MISSISSIPPI
Department of
HUMAN
SERVICES
Investing in Mississippi's Future

FISCAL YEAR 2003

Mission Statement

The Mississippi Department of Human Services (MDHS) is a primary link between families and individuals with specific needs vital to their survival and the services available to meet those needs.
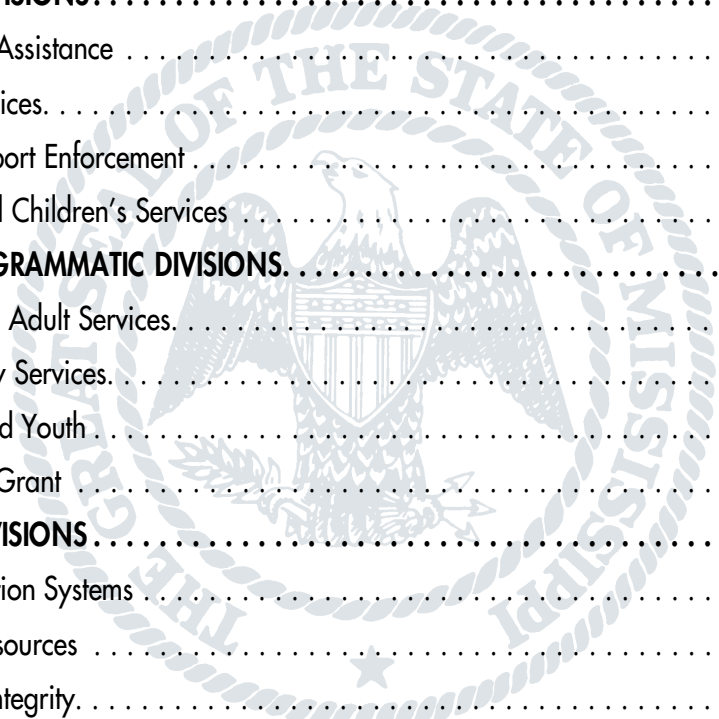
The mission of the Mississippi Department of Human Services is to deliver, within established guidelines, a broad range of services to a diverse population in a professional, timely, accurate, and compassionate manner.
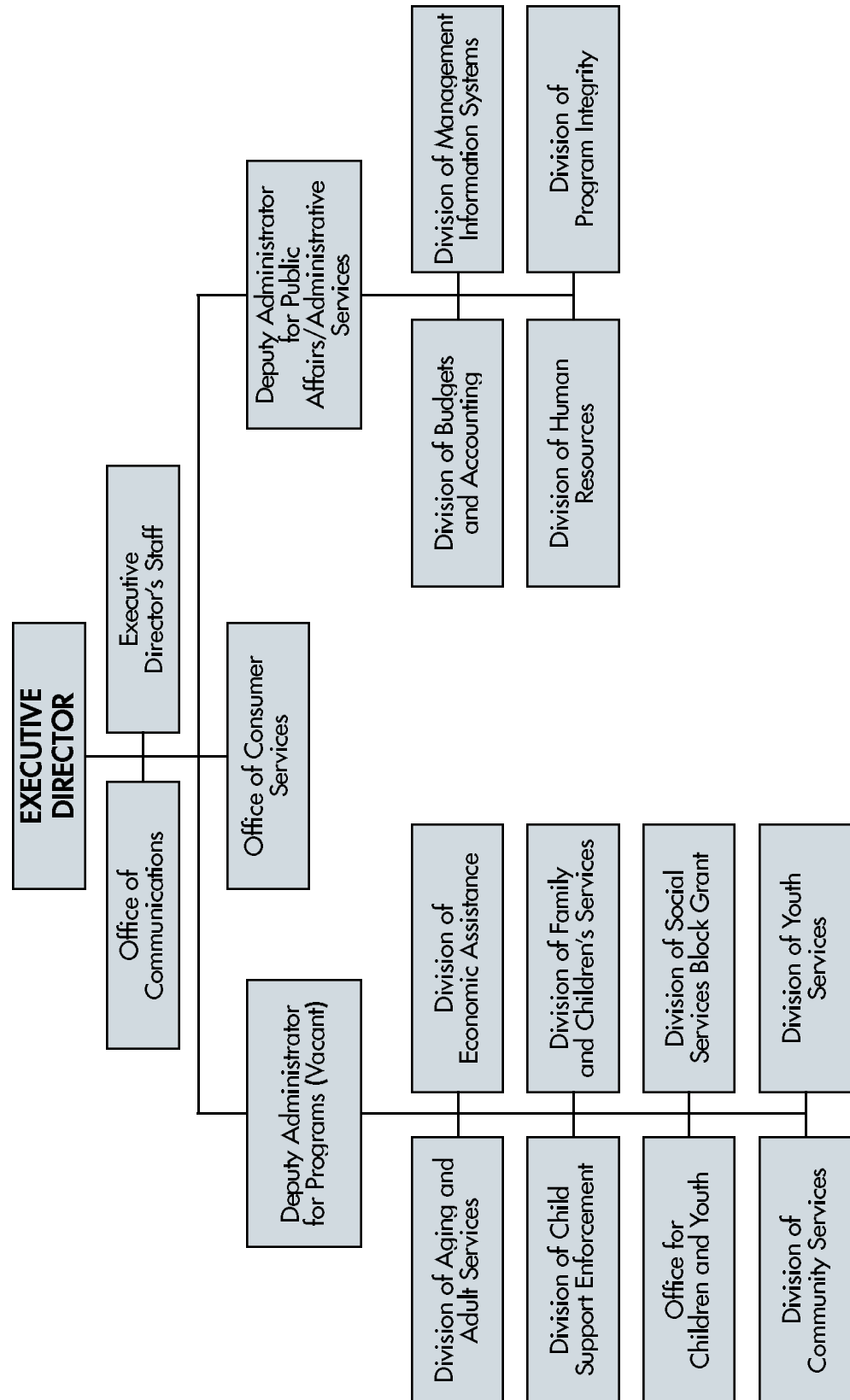
Annual Report, SFY 2003
Table of Contents

Mississippi Department of Human Services
Organizational Chart

EXECUTIVE DIRECTOR

- Executive Director's Staff
- Office of Communications
- Office of Consumer Services

Deputy Administrator for Public Affairs/Administrative Services
- Division of Management Information Systems
- Division of Program Integrity
- Division of Budgets and Accounting
- Division of Human Resources

Deputy Administrator for Programs (Vacant)
- Division of Economic Assistance
- Division of Family and Children's Services
- Division of Social Services Block Grant
- Division of Youth Services
- Division of Aging and Adult Services
- Division of Child Support Enforcement
- Office for Children and Youth
- Division of Community Services

MDHS' Programs and Divisions—An Overview

—— **THELMA W. BRITTAIN** ——
Executive Director

Division of Economic Assistance

Field Operations
State Operations
    Quality Assurance
    Claims Management Unit
    Training Unit
    Work Programs Unit
The Emergency Food Assistance Program
Organizational Chart
Regional Map

Division of Youth Services

Community Services Programs
Placement Alternatives
    Adolescent Offender Program
    Wilderness Programs
    Transitional Living Center
Institutional Services Programs
Amer-I-Can Program
Youth Reentry Program "Going Home"
Repair and Renovation
Budget and Administrative Services Unit
Contract/Grant and Subgrant Management Unit
Organizational Chart
Regional Map

Division of Child Support Enforcement

Programs or Initiatives
    Tax Offset Program
    License Suspension Program
    Immediate Income Withholding
    Automatic Income Withholding
    Central Receipting and Disbursement Unit
    Credit Bureau Reporting
    State Parent Locator
    Central Registry for Interstate Cases

Deputy Administrator
for Programs

MDHS' Programs and Divisions—An Overview (cont.)

Help Desk
New Hire Reporting
Mississippi Employment Security Commission Interface
Uniform Interstate Family Support Act
Child Support Enforcement Network
A Simple Acknowledgement of Paternity
Access and Visitation
Kiosk
Home Page
Financial Institution Data Match
Key Project Summaries
Central Receipting and Disbursement Unit
Program Operations
Program Compliance Unit
Mississippi Enforcement and Tracking of Support System
Field Operations/Legal Training Unit
Child Support Awareness Month
Organizational Chart
Regional Map

Deputy Administrator
for Programs

Division of Family and Children's Services

Program Initiatives
Project Homestead
Adoption Event
IV-E Waiver Demonstration Project
Quality Improvement Program
Programs
Placement Unit
Prevention Unit
Protection Unit
Administration Unit
Mississippi Automated Child Welfare Information System (MACWIS)
Organizational Chart
Regional Map

Division of Aging and Adult Services

Access Services
Legal Assistance Advocacy
Home-Based and Community-Based Programs

MDHS' PROGRAMS AND DIVISIONS—AN OVERVIEW (CONT.)

Deputy Administrator
for Programs

MDHS' Programs and Divisions—An Overview (cont.)

Deputy Administrator
for Programs

Joe Bennett
Deputy Administrator
for Public Affairs and
Administrative Services

MDHS' Programs and Divisions—An Overview (cont.)

Division of Human Resources

Personnel Administration

Personnel Management

Contracts Management/Corrective Discipline and Grievance Unit

Staff Development and Training

Office of Administrative Services

   Telecommunications Unit

   Publications and Forms Management Unit

   Mail Services Unit

   State Office Leasing Unit

   Safety Unit

Facility Maintenance Unit

Organizational Chart

Division of Program Integrity

Bureau of Investigations

   The Office of Fraud Investigations

   The Office of Special Investigations

   The Office of Investigative Audit

   The Office of Administrative Hearings

Bureau of Audit and Evaluation

   Monitoring Subgrants and Vendor Contracts

   Reviewing Single Audits

   Performing Internal Audit Procedures

   Inventorying and Tagging Subgrantee Equipment

   Completing Administrative Review Memorandums

   Tracking the Status of Subgrant and Vendor Agreements

Organizational Chart

Division of Budgets and Accounting

Office of Budgets and Grant Management

Office of General Accounting and Purchasing

Office of Payroll and Payables

Office of Research and Statistics

Organizational Chart

Office of Consumer Services

"Just Wait" Abstinence Unit

Mississippi Emergency Management Agency (MEMA)

Organizational Chart

Joe Bennett
Deputy Administrator
for Public Affairs and
Administrative Services

MDHS' Programs and Divisions—An Overview (cont.)

Office of Communications

Staff Information
Overview
Mission
Organizational Chart

Funding Information

Division of Economic Assistance
Division of Youth Services
Division of Child Support Enforcement
Division of Family and Children's Services
Division of Aging and Adult Services
Division of Community Services
Office for Children and Youth
Division of Social Services Block Grant
Support Services

Statistical Information

Percentage of Mississippi Population Receiving Temporary Assistance for Needy
    Families (Map of counties)
Temporary Assistance for Needy Families - Applications Received, Approved, and
    Denied
Temporary Assistance for Needy Families - Number of Money Payments, Recipients,
    Amount of Assistance, Minimum and Maximum Grant
Temporary Assistance for Needy Families - Individuals Eligible for Assistance
Temporary Assistance for Needy Families - Amount of Money Payments
Percentage of Mississippi Population Receiving Food Stamp Benefits (Map of counties)
Food Stamp Participation
Food Stamp Benefit Value
Food Stamp Program - Applications Received, Approved, and Denied
Foster Home Care Payments
Child Support Cases

Financial Information

MDHS 20 Highest Salaries
Total Expenditures by Budget Unit
Out of State Travel
Vehicle Report

Contact Information

Joe Bennett
Deputy Administrator
for Public Affairs and
Administrative Services

To our clients and friends:

I am truly grateful for the opportunity to serve families and children in this state. It was a privilege to accept Governor Ronnie Musgrove's appointment to lead the Mississippi Department of Human Services (MDHS).

As Executive Director, I provide leadership to the 15 divisions of which the Agency is comprised. The programs provided by MDHS assist in preserving families, providing the essentials of life, and moving families from dependency to self-sufficiency. By providing these critical services, we are changing the lives of thousands of families each day.

As I reflect on the past year, I see a year filled with challenges and rewards. There were many significant accomplishments, including an increase in child support collections and the federal bonus money the Agency received because of the low food stamp error rate. Each of you should be proud because none of this would have been possible without you—the employees.

I am excited about the changes and the direction MDHS is moving in. It is our goal to provide services to citizens in a customer friendly manner with emphasis on accountability. We look forward to collaborating with other agencies, organizations, and members of our communities to holistically meet the needs of the citizens in this state.

Sincerely,

Thelma W. Brittain

Thelma W. Brittain
Executive Director

Contact Information:
Mississippi Department of Human Services

P. O. Box 352 • 750 N. State Street • Jackson, MS 39205

Evelyn Thompson • Phone: (601) 359-9601

A MESSAGE FROM THE EXECUTIVE DIRECTOR

Thelma W. Brittain is a native of Clarksdale, Mississippi, where she attended Immaculate Conception School. She then attended and gradu - ated from Wellesley College in Wellesley, Massachusetts, receiving a Bachelor of Arts in Political Science. She has also studied at the University of Mississippi, taking courses in Business and Public Administration.

She has almost nineteen years of experience in human services adminis - tration. She has worked as an Eligibility Worker, Quality Assurance Program Manager, County Director in Madison County, and as Deputy Administrator for Programs.

Thelma is married to Harold Brittain and they have one daughter, Meagan.

MDHS—CELEBRATING FAMILIES

OLDER AMERICANS' MONTH CELEBRATED IN MAY—"WHAT WE DO MAKES A DIFFERENCE"

The crowd listened to various services available to them at Elder Fest 2003.

Elder Fest 2003

The Division of Aging and Adult Services (DAAS) officially recognized May as Older Americans' Month Tuesday, May 20, 2003 at the Jackson Medical Mall Community Room. This event was co-sponsored by Mississippi Public Broadcasting. The one-day celebration brought together all of the services available for Mississippi's 60 and older population under one roof.

"MDHS is serious about protecting the rights of older Mississippians, while expanding their opportunities and access to quality services," said Executive Director Thelma W. Brittain. "This is important to the state's 457,132 older Mississippians."

The Mississippi State Department of Health, City of Jackson, and the Mississippi Leadership Council on Aging are some of the agencies who had exhibits on display at Elder Fest 2003.

"This is also about improving living conditions, providing better nutrition, and continuing the state's advances in medical technology in an effort to increase longevity. As we become better in these areas, every older Mississippian can live the best life possible," Executive Director Brittain said.

The Aging Services Network, headed by DAAS, consists of federal, state, and local agencies that help ensure that older Americans and their families have the information and assistance they need to make informed decisions and choices. These choices help families care for their loved ones, help older people stay in their homes, and provide care options other than nursing home facilities. Other celebrations included:

- North Central Area Agency on Aging hosted their annual "Over 60 Celebration."

Exhibits were set up to provide information about services and entertainment was provided by local persons. Representatives from one of the local nursing facilities escorted their residents to the celebration in a limousine. More than 250 people attended the event.

- Simpson County Human Resource Agency sponsored its annual Older Americans' Picnic. More than 100 persons enjoyed the entertainment of local musicians and speakers. The highlights of this event included, the talent show and fashion show of "old time clothing." Numerous door prizes were awarded to older people who participated in various activities.
- City of Jackson, Senior Services sponsored its annual Senior Day festivities at the Mississippi Trade Mart. Entertainment was provided by local talent, door prizes were given, and lunch was served.
- Rankin County Human Resource Agency treated older persons to a picnic lunch at Pelahatchie Lake. They were entertained by various speakers and local musicians. The highlight of the event was the annual "Hat Parade."
- The Mayor's Wellness Walk (Ridgeland, MS) promoted healthy lifestyles for seniors. Exhibitors provided information about services and the Mayor led participants in a walk around Northpark Mall.
- The Division of Aging and Adult Services invited MDHS employees to join them in their Aging Services Awareness Day. Employees were welcomed by DAAS Director Edna Caston and treated to refreshments. Door prizes were given to persons who answered aging related questions.

DAAS' staff remains committed to making a difference and encourages all MDHS employees to make a difference in the lives of older persons, by remaining informed of services available and making referrals for services.

MDHS HOSTS 2003 FAMILY SUMMIT

Those in attendance at 2003 Family Summit enjoyed entertainment by the band.

The Mississippi Department of Human Services (MDHS), in partnership with Project Homestead, West Jackson Community Development Corporation, Jackson Public Schools, and the Alcorn State University Cooperative Extension Service, hosted the 2003 Family Summit, Saturday, November 15, 2003. The summit was held at Blackburn Middle School, 1311 West Pearl Street, Jackson, MS.

The goals of the 2003 Family Summit were to create and maintain strong families by fostering positive change within families, neighborhoods, businesses, volunteer groups, service providers, and institutions that provide in-service training and instruction to help families become strong, capable, and connected.

"The Agency saw this as an opportunity to use a holistic approach to serving the needs of families across the state," said MDHS Executive Director Thelma W. Brittain. "We know and believe that in order to make families stable and productive, we need to offer comprehensive services for every member of the family."

The 2003 Family Summit featured performances from Blackburn Middle School's choir and string ensemble, as well as Jackson State University Mascot "Wavey" Dave and the Baby Tigers. Summit attendees also had an opportunity to win two (2) tickets to the Capital City Classic football game.

AGENCY HIGHLIGHTS

Division of Economic Assistance

- The Division continues to be a major contributor to the successful enrollment of uninsured and under-insured children in the Children's Health Insurance Program (CHIP) and the Medicaid programs.

- Mississippi was one of thirteen states recognized nationally for accuracy and stewardship for the Food Stamp Program. Mississippi completed the year with a food stamp error rate of 4.39%. This ranked 5th in the nation and 1st in the Southeast Region.

Division of Youth Services

- Diverted a total of 1,183 youth from training school through the Adolescent Offender Program, saving the state $9,180,554

- Diverted a total of 53 youth from training school through the Wilderness Programs

Division of Child Support Enforcement

- Child support collections totaled $195,621,754.

- Child support legislation was passed and implemented, including:
  1. National Medical Support Notice
  2. Expedited procedures for wage withholdings
  3. Use of constables for service of process

Division of Family and Children's Services

- Youth and county-wide rallies were held to provide abstinence education through Project Homestead

- Investigated 16,591 reports of suspected child abuse and/or neglect, an average of 1,383 reports per month

- In FY 2003, the Adoption Unit finalized 229 adoptive placements, 388 children were placed into adoptive homes, 335 adoption home studies were assigned, and 214 families were approved

Division of Aging and Adult Services

- Allocated funds for a 7-day Home-Delivered Meals program for frail 70 and older persons, providing meals to more than 400 persons in ten counties throughout the State

- Celebrated Centenarians Day by honoring Mississippians who have reached their 100th birthday; 56 people in the State were identified as being more than 100 years old, with 12 of those persons in attendance

Division of Community Services

- Served 85,452 Mississippians with Community Services Block Grant funds

- Served 74,368 Mississippians with Low-Income Home Energy Assistance Program funds

- Provided fans to low-income citizens of Mississippi and weatherized 658 homes

Office for Children and Youth

- Served 43,251 children during FFY 2003

Division of Social Services Block Grant

- Wrote 2 grants: Special Residential Care and After School grants totalling $178,895

- Wrote a $400,000 grant to continue additional meals for seniors to cover weekends

- Set aside $600,000 for Summer Enrichment grants

Division of Economic Assistance

The Division of Economic Assistance, the largest and most diverse Division within the Mississippi Department of Human Services, is responsible for the programs which ensure nutrition, health care, and other basic needs are met for low and median-income individuals and families in Mississippi. The Division administers the Food Stamp Program, Temporary Assistance for Needy Families Program (TANF) and Mississippi Health Benefits. The Food Stamp and TANF Programs provide employment, training, and supportive services components such as transportation and child care, which are intended to promote self-sufficiency. All programs are monitored for responsible management and accountability.

The Division of Economic Assistance has staff located in offices in every county in the State. Each County Office is run by a director who has both programmatic and administrative responsibilities for the county. The counties are divided into nine regions. A Regional Director has oversight responsibility for the counties within a region. At the state level, staff provide policy, procedures, training and other technical assistance needed for program administration.

The major accomplishments of the Division are indicative of the dedication to service delivery and fiscal integrity:

• The Division continues to be a major contributor to the successful enrollment of uninsured and under-insured children in the Children's Health Insurance Program (CHIP) and the Medicaid programs.

Total Health Benefits Eligibles June 2003
CHIP..56,690
Infant Survival Program 25,185
Expanded Medicaid 25,989
Poverty Level Program..154,435
Medical Assistance Program 142,819

• As of June 30, 2003, the Treasury Offset Program (TOP) collected $1,042,529. This collection effort from federal benefits is implemented when repayments of over issuances of food stamp benefits are severely delinquent.

• Mississippi was one of thirteen states recognized nationally for accuracy and stewardship for the Food Stamp Program. Mississippi completed the year with a food stamp error rate of 4.39%. This ranked 5th in the nation and 1st in the Southeast Region.

FIELD OPERATIONS

The Bureau of Field Operations is responsible for the administration of economic assistance programs in 82 county offices, nine branch offices, and nine regional offices. Client services, inquiries and complaint resolutions are coordinated by staff in this unit. Personnel and other administrative issues related to Economic Assistance field staff are handled in this unit.

Pam Simpson

Pam Simpson has served as Director of the Division of Economic Assistance since June 2001. She attended the University of Southern Mississippi where she received a Bachelor of Science degree in Social and Rehabilitative Services. Pam has been with the Mississippi Department of Human Services for twenty-six years. She began her career in 1976 as an Eligibility Worker in Forrest County, where she also worked as a County Supervisor. From 1983 until 1994, Pam worked at the regional level as a Program Manager and Regional Director. From 1994 until 1999, she served as Director of the Attala County Department of Human Services. In 1999, she came to Jackson as the Director of the Bureau of Field Operations in the State Office. In this position, Pam is responsible for oversight of program operations at both the county and regional levels.

STATE OPERATIONS

The Bureau of State Operations is responsible for services which support administration of programs by staff in the field. Staff in this unit provide policy dissemination, interpretation and clearances, training, reviews/audits and other technical assistance. The units within State Operations and their functions are indicated below:

QUALITY ASSURANCE

The Office of Quality Assurance is primarily responsible for measuring and reporting on program performance for the economic assistance programs administered by the Division of Economic Assistance. This is accomplished by Quality Control staff through recipient case sampling and management evaluation reviews. Valuable information needed for program assessment, planning, and corrective action is provided. Management Evaluation staff conduct county reviews to assess the administration of programs at the county level. The focus of these reviews varies from year to year based on federal target areas. The current focus is on program access and payment accuracy.

Error rates determined by quality control reviews are as follows:

Food Stamp Error Rates

The food stamp active error rate for cases approved for benefits through June 2003 is 3.94%. The food stamp negative error rate for cases denied or closed through June 2003 is 1.09%.

TANF Error Rates

The payment error rate for the TANF Program for FFY 2002 was 0.56%. The error rate through June 2003 is 1.73%.

CLAIMS MANAGEMENT UNIT

County eligibility staff prepare claims for program benefits improperly received. Claims are identified as Agency error, inadvertent household error, or suspected intentional program violation. Suspected intentional program violations are referred to an Administrative Hearings Officer or to the Division of Program Integrity's Fraud and Investigations Unit for possible court action.

The Administrative Hearings Officer will hold a hearing to determine whether there was intentional program violation and if so, will impose disqualification from the Food Stamp Program. The first disqualification is for twelve months, second for two years and the third violation is permanent disqualification from the program.

TRAINING UNIT

New eligibility workers complete four weeks of policy and procedures training for Health Benefits, Temporary Assistance for Needy Families (TANF), Food Stamps, and related work-programs. Time management, customer service, and interviewing are also included in the curriculum. Trainees also attend one week of computer training. Case managers are required to complete eligibility worker training, if they were not promoted from an eligibility worker position. Case managers also attend one week of interactive policy, procedures, and computer training covering the two work programs: TANF Work Program (TWP) and Employment and Training (E & T). New clerical staff attend three days of training on policy, procedures, computer, customer service, and time management.

New supervisors and county directors attend one week of administrative training including time management, budgeting, supply requisition, property and inventory control, performance appraisals, disciplinary action, grievances, leadership, and computer training.

In addition to the ongoing training schedule, the Training Unit is responsible for specialized training as needed. For the period July 1, 2002 - June 30, 2003, all staff received training on Health Insurance Portability and Accountability Act (HIPAA) compliance.

DIVISION OF ECONOMIC ASSISTANCE

County Offices........................82
Branch Offices..........................9
Regional Offices.......................9

County Directors.....................82
Supervisors 133
Case Managers....................148
Eligibility Workers.................834
Clerical Workers...................352

TANF AVERAGE MONTHLY MONEY PAYMENT CASELOAD

Families...........................19,547
Recipients........................45,043
Adults 11,819
Children..........................33,224

TANF AVERAGE MONTHLY PAYMENTS

Statewide $2,818,819
Per Family.....................$144.21
Per Recipient....................$62.58

VALUE OF FOOD COUPONS ISSUED TOTAL SFY 2003 $324,627,727

Average Number of Recipients Receiving Food Stamps in SFY 2003
137,793 Households
346,263 Persons

Average Monthly Benefit Value of Food Stamps in SFY 2003
$196.33 Household
$78.13 Persons

WORK PROGRAMS UNIT

The Work Programs Unit provides oversight to the TANF Work Program (TWP) and Food Stamp Employment and Training Program (E&T).

The goal of TANF is to end dependency on public assistance by preparing adult recipients, who do not meet an exemption, for employment. Individuals in TANF Work Program may participate in job readiness classes, work-related training, and work experience programs. The E & T program primarily serves adult food stamp recipients, who are not responsible for dependent children. These recipients are provided with employment, work training and/or work experience to assist them with self-sufficiency.

The Work Programs Unit coordinates with the State Board of Community and Junior Colleges to develop, implement and oversee specific career-related training courses. The most successful training courses include communication technology, certified nurse assistant, executive housekeeping, food service, general office clerk, laundry care, janitorial/grounds keeping and welding. Training is conducted in the community college system. The types of classes offered are based on the needs of employers. As additional employment needs are identified, more diversified training can be conducted at community colleges throughout the state.

THE EMERGENCY FOOD ASSISTANCE PROGRAM (TEFAP)

TEFAP is a federal program, which helps supplement the diets of low-income Americans, including elderly people, by providing them with emergency food and nutrition assistance at no cost. Under TEFAP, commodity foods are made available to states by the U.S. Department of Agriculture. States provide the food to local food banks, which in turn distribute the food to approved soup kitchens, food pantries, homeless shelters and group homes that directly serve the public. These organizations distribute the commodities for household consumption or use them to prepare and serve meals in congregate settings. Recipients of food for home use must meet income eligibility criteria set by the states.

From July 1, 2002 through June 30, 2003, surplus food items valued at $6,657,106 were distributed to 1,401,385 eligible recipients.

ORGANIZATIONAL CHART
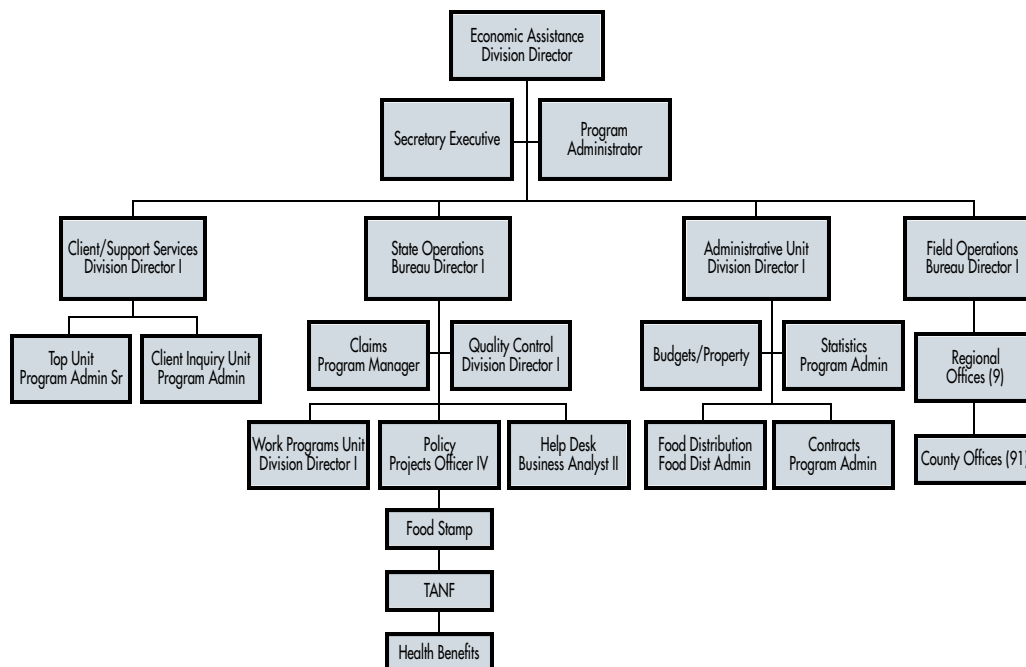
CLAIMS ESTABLISHMENTS

During SFY 2003, a total of 7,736 claims valued at $2,713,677 was established for food stamp benefits improperly received.

During SFY 2003, a total of 282 TANF claims was established for benefits improperly received.

CLAIMS COLLECTIONS

During SFY 2002, a total of 8,612 claims valued at $2,347,548 was established for food stamp benefits improperly received. Collections of claims for the Food Stamp Program were $3,662,892, of which $1,044,762 was retained by the State.

TRAINING SFY 2003

For the period July 1, 2002 - June 30, 2003, staff training sessions were conducted as follows:

New Eligibility Workers..........58

PAYMENT ACCURACY AWARD

Virgil L. Conrad, Southeast Regional Administrator of the Food and Nutrition Service (FNS), presents Pam Simpson, Director of the Division of Economic Assistance, an award for excellence in the administration of the Food Stamp Program for FFY 2002.

REGIONAL MAP
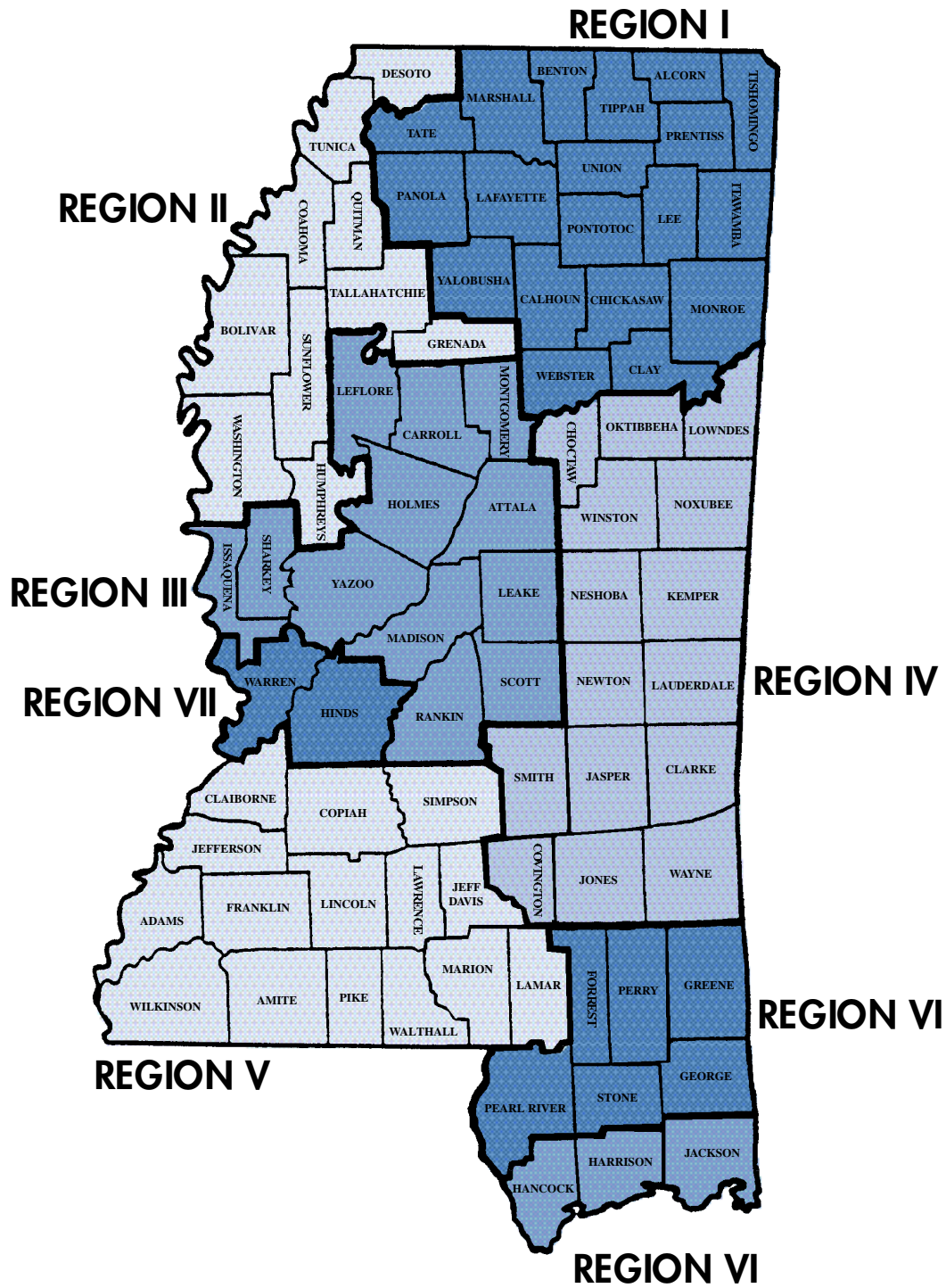
Division of Youth Services

The Division of Youth Services (DYS) administers the Community Services and Institutional Programs for juveniles who have been adjudicated delinquent in Mississippi Youth Courts or who are at risk of becoming delinquent. DYS provides professional counseling, probation supervision, and related services to children in their home communities, as well as education, rehabilitation, and treatment services to children committed to institutional care.

COMMUNITY SERVICES PROGRAMS

Probation and Aftercare Services - Probation and Aftercare Services provide intake screening and assessment, counseling, and supervision services to juveniles brought before youth courts.

The Volunteer Services Coordinator Program - The Volunteer Services Coordinator Program connects youthful offenders and their families with individuals, organizations, and community civic groups to obtain and coordinate services and to share resources.

Community Services Intensive Supervision Program (CSISP) - The Community Services Intensive Supervision Program is a program for serious youth offenders. It provides a heightened level of probation/parole supervision and more support for offenders than traditional supervision.

Interstate Compact for Juveniles (Delinquency and Children in Need of Supervision) - The Interstate Compact for Juveniles (Delinquency and Children in Need of Supervision) provides cooperative supervision of delinquent juveniles on probation or parole, return of runaways, absconders and escapees, return of juveniles charged as delinquent, and additional measures, which any two or more states find desirable.

Statistics for FY 2003	
No. of incoming probation cases being supervised	109
No. of outgoing probation cases being supervised	36
No. of incoming parole cases being supervised	22
No. of outgoing parole cases being supervised	20

These figures reflect a continuous tracking of juveniles being monitored between states until the supervision term expires or the juvenile is returned to its jurisdiction.

PLACEMENT ALTERNATIVES
ADOLESCENT OFFENDER PROGRAM

The Adolescent Offender Program (AOP) is a community-based partnership between the MDHS Division of Youth Services, mental health agencies, community agencies, and local multi-agency councils. The AOP provides a mechanism within communities to coordinate services, share resources, and reduce the number of young offenders being placed in state custody.

Program Goals

The program, which focuses on the family, seeks to assist local communities in coordinating and providing services to at-risk families. Its purpose is to decrease criminal activity, improve school attendance

Willie Blackmon

As Director for MDHS' Division of Youth Services, Willie Blackmon administers the Community Services and Institutional programs for juveniles who have been placed under DYS jurisdiction by Mississippi Youth Courts. Mr. Blackmon has worked in a number of capacities including Youth Services Counselor, Sub-District Supervisor, Caseload Supervisor, Regional Director, and Community Services Administrator.

Mr. Blackmon holds a Bachelor of Arts in Sociology and Master of Science in Education degree in Guidance and Counseling, with emphasis in Vocational Rehabilitation Counseling, from Jackson State University. Mr. Blackmon's accomplishments and membership associations are varied and effective in providing services to the children and the families of Mississippi.

and performance, and inspire adolescents to be more positive, goal-oriented individuals.

The program is designed to provide treatment within a therapeutic, safe, and controlled environment, in which counselors teach adolescents how to develop social skills, interpersonal relationship skills, self-control, and insight.

Services

The therapeutic modalities utilized in the AOP include day treatment, group counseling, individual counseling, recreational therapy, and family intervention. All treatment is aimed at attempting to safely divert adolescent offenders from any further contact with the criminal justice system including possible institutionalization, incarceration, or placement in another residential setting.

Success Indicators

Each program offers services primarily to non-Medicaid clients. However, these services are also available to Medicaid-eligible clients. 6,564 clients have received services through the AOP. The 25 programs have safely diverted 5,259 or 80.1% of the clients from the training schools. The following table indicates the effectiveness of the AOP:

AOP PROGRAM	1999	2000	2001	2002	2003	Total
Total Clients Served	934	1,014	974	1,337	1,387	6,564
# of Clients Diverted from Training Schools	861	697	713	1,143	1,183	5,259
% Success Ratio	92.2%	68.7%	73.2%	95.4%	85.3%	80.1%

Over the past five years, the AOP has diverted a total of 5,259 youth from training school commitments. It costs the State of Mississippi approximately $87.75 per day, per child, over a 120-day period, to maintain placement at the training schools. The cost for 120 days participation in an AOP is estimated to be $23.08. Over the last five years, AOP has saved the State of Mississippi $40,811,943.60.

5 Years	Clients Served	Cost Per Day	Average Stay	Total
Training Schools	5,259	$87.75	120 Days	$55,377,270.00
AOP	5,259	$23.08	120 Days	$14,565,326.40
Total saved over 5 years by diverting from training schools				$40,811,943.60

2003	Clients Served	Cost Per Day	Average Stay	Total
Training Schools	1,183	$87.75	120 Days	$12,456,990.00
AOP	1,183	$23.08	120 Days	$3,276,436.80
Total saved in 2003 by diverting from training schools				$9,180,554.00

AOP SITES

The AOP was established under Senate Bill 2775 during the 1994 Regular Session of the Mississippi Legislature. There are currently 25 programs:

1. Warren-Yazoo Mental Health Services
2. Pine Belt Mental Health Resources
3. Region 1 Mental Health Center
4. Community Counseling Services
5. Region 6/Life Help/Leflore County
6. Multi-County Community Service Agency - Lauderdale County
7. Adams County Board of Supervisors, doing business as the Adams County Coalition for Children and Youth
8. Mississippi Gulf Coast YMCA
9. Hinds County Human Resource Agency
10. Region 3 Mental Health Center
11. WWISCAA
12. Bolivar County Community Action Agency
13. Exchange Club of Mississippi for the Prevention of Child Abuse
14. Madison County Board of Supervisors
15. Metro Jackson YMCA - Rankin County
16. Metro Jackson YMCA - Copiah/Lincoln Counties
17. Metro Jackson YMCA - Desoto County
18. Mississippi Gulf Coast YMCA - Hancock County

WILDERNESS PROGRAMS

The Wilderness Programs are community-based partnerships among the MDHS Division of Youth Services and wilderness service providers. These programs, which focus on delinquent children and children in need of supervision, 12-17 years of age, seek to provide alternatives to the training schools.

Goals

The program has been designed to address the needs of youth who have failed to complete programs in less restrictive community settings. The program combines the continuous presence of specially trained counselor-teachers who are on-site, 24 hours a day, so that relations between adults and youth are expedited.

Services

Wilderness Programs help youth build self-esteem, improve school performance, develop self-confidence, improve problem solving skills, and control impulsive behaviors. The services provided include individual, group and family counseling, social skills development, recreational therapy, and education through an accredited school.

Sites

The Wilderness Programs were established under House Bill 859 during the 1994 Regular Session of the Mississippi Legislature.

The current programs include:

Magnolia Academy
2513 Bee Kerr Road
Columbia, Tennessee 38401
Operated by: Res-Care, Inc.

Eckerd Youth Alternatives, Inc.
3113 Friendship Road
Milton, Florida 32570
Operated by: Eckerd Family

The Bridge, Inc.
3401 Newman Road
Mobile, Alabama 36695
Operated by: The Bridge, Inc.

Success Indicators

The following summary indicates the effectiveness of the Wilderness Programs.

	1999	2000	2001	2002	2003	Total
Total Clients Served	23	54	61	55	57	250
# of Clients Diverted from Training School	22 96%	53 98%	56 92%	53 96%	53 93%	237 94.8%

TRANSITIONAL LIVING CENTER

The Transitional Living Center (TLC) is a voluntary group living program offered by the DYS. A "School-to-School/School-to-Work" program has emerged from this venture. The TLC targets youth, ages 16-18, who have been adjudicated delinquent and subsequently placed in state custody or adjudicated by the court as a child in need of supervision (CHINS). Assistance is offered in employment, educational opportunities (GED preparation), independent living, community life, and staff development.

(cont. from previous page)

19. Mississippi Gulf Coast YMCA - Harrison County
20. Multi-County Community Service Agency, Inc.- Scott County
21. Multi-County Community Action Agency, Inc.- Simpson/Covington Counties
22. Pike County Board of Supervisors
23. Pine Belt Mental Healthcare Resources
24. Region 6/Life Help - Grenada County
25. Region 6/Life Help - Sunflower/Humphreys Counties

INSTITUTIONAL SERVICES PROGRAMS

The Division of Youth Services currently provides institutional care to delinquent juveniles committed to MDHS/DYS custody.

The psycho-educational program offered at DYS institutions begins with an intensive, military-type training designed to build basic concepts of self-discipline, self-worth, personal responsibility, attention to detail, a sense of urgency, and respect of constituted authority. Once students successfully complete a three-week basic military-type training phase, they are placed in advanced education training at East Columbia School (Columbia Campus), Williams School, and Williams Annex (MYCC). Mental health coping skills are provided by a psychologist and counselors.

The Instructional Plan consists of, but is not limited to:

Step-to-Step Reading - Students scoring third grade or below will sequentially progress from entry-level skills in reading to fourth grade skill level. The method used is the WINNING program, which is based on Sue Dickson's "sing, spell, read, and write."

Computer Labs - Williams School houses two computer labs. East Columbia School houses 15 work-stations that provide vocational opportunities for students.

Interactive Video Network (IVN) - Williams School and East Columbia School were selected to be equipped with an electronic classroom (part of the STAR school project through the MS Educational Television Interactive Video Network (METIVN).

Library/Media - Williams School and East Columbia School are staffed by licensed library/media specialists. Library services are provided to all students and teachers are assisted with instructional planning and delivery.

Military Program - The Military Program is designed to instill responsibility, attention to detail, a sense of order, and discipline. To accomplish this, the program utilizes five instructional components: drill and ceremonies, military conduct, physical training, followership and teamwork, and leadership development.

AMER-I-CAN PROGRAM

The Amer-I-Can Program is a pilot program, mandated by the Mississippi Legislature. The program provides a 60- to 90-hour, 15 chapter, Life Management Skills curriculum to approximately 300 cadets housed on the campus of the Mississippi Youth Corrections Complex. The curriculum is designed to empower individuals to take charge of their lives and achieve their full potential. An intensive aftercare component is included as a part of the program.

YOUTH REENTRY PROGRAM "GOING HOME"

The U.S. Department of Justice awarded Mississippi a $2 million grant to help reduce recidivism among violent offenders after they are released from prison. The Mississippi Department of Corrections (MDOC) partnered with the Mississippi Department of Human Services (MDHS), Division of Youth Services (DYS) and Jackson State University (JSU) to apply for the Serious and Violent Offender Reentry Initiative Grant.

TRAINING SCHOOL HIGHLIGHTS

COLUMBIA CAMPUS

Character education training is being offered to students on developing responsible citizenship skills.

The school has developed a partnership with the Home Extension Service that focuses on nutrition and other health related services. These services primarily focus on pregnant females committed to the training school.

Destination 2000 software targets lower functioning students to improve reading and math skills. Students are able to participate in many special academic competitions and contests, as well as dramatic and musical productions.

MISSISSIPPI YOUTH CORRECTIONS COMPLEX (OAKLEY)

Aztec, Solutions for Success Software is offered to assist students in subject area remedial or enrichment academics and GED preparation.

Students participate in academic competitions such as, Spelling Bees, U.S. History Bowls, Geography Quizzes, Essay Contests and Odyssey of the Mind Competitions. The winners earn pizza parties, movies, or other positive rewards of their choosing.

The GED Program continues to foster success in the students, with a pass rate of approximately 85%.

The purpose of the Serious and Violent Offender Reentry Initiative is to help adult and juvenile offenders become productive citizens through education, job and life skills training, and substance abuse treatment. The program is designed to provide a structured process for successful reentry of adult and juvenile offenders into the community by creating a supportive infrastructure to assist the offenders in navigating and accessing a continuum of needed services.

Seventy-five juveniles, ages 14-17, who have been adjudicated delinquent will be identified to participate over a 3-year period. The three phases of the program will consist of: 1) Institutional Phase (Intake and Life Skills Training), 2) Transition Phase (Residential Living, Work Maturity Skills, and on-the-job training), and 3) Community Phase (job placement and follow-up). Parental involvement is mandated and the youth and their families will have access to an array of services through a day treatment center, which will be located in Hinds County, as well as a wealth of resources offered by other divisions within MDHS.

REPAIR AND RENOVATION

State institutions and agencies are responsible for preplanning their immediate and future needs of capital improvements, repair, and renovations by priority projects. The DYS coordinates these projects through the Department of Finance and Administration (DFA), Bureau of Building, Grounds and Real Property Management for the Mississippi Youth Corrections Complex (MYCC), the Columbia Training School, and the Ironwood Maximum Security Unit. The Bureau of Building, Grounds and Real Property Management submits these requests to the Legislative Budget Office, the House Public Buildings, Grounds and Lands Committee, and the Senate Property Committee.

BUDGET AND ADMINISTRATIVE SERVICES UNIT

This unit is responsible for two major components: (1) fiscal management of the Division's annual budget, which consists of allocation of resources, purchasing, monitoring expenditures, and funds management; (2) personnel management and administrative services for more than 700 authorized positions that consist of the implementation of established personnel policies and procedures as it relates to recruitment, selection, and separation of Division personnel.

CONTRACT/GRANT AND SUBGRANT MANAGEMENT UNIT

The Contract/Grant and Subgrant Management Unit of the DYS is responsible for procuring personal services contracts for Oakley, as well as Columbia Training Schools through competitive solicitation and negotiation. In addition, the unit is responsible for the management of these contracts, which include processing invoices for payment, as well as securing the appropriate documentation for the contract files. The services provided through personal services contracts are medical, psychological, psychiatric, dental, medical waste collection, garbage collection, pest control, plumbing, asbestos control, and a life management skills program.

The unit is also responsible for securing various grants to implement new programs within the Division or supplement existing programs. The DYS has received grant money from the Office of Juvenile Justice and Delinquency Prevention (OJJDP) to operate or supplement various programs such as, an Electronic Monitoring Program for Lowndes County. Also included in this unit are the Adolescent Offender Program (AOP) and Wilderness subgrants. The unit handles preparation, subgrant management, and program management for the aforementioned program.

Contact Information:
MDHS
Division of Youth Services

P. O. Box 352
750 N. State Street
Jackson, MS 39205

Phone: 601-359-4972
Fax: 601-359-4970

Mississippi Youth Corrections Complex - Unit 1

ORGANIZATIONAL CHART

```
                    Division Director

                         Secretary Administrative


   Community Services                    Division Director I    Division Director II
   Admin.


Secretary Principal   Branch Director I    Administrative Assistant   Bureau Director I
                                                                      MS Youth Corrections
                                                                      Complex Administrator

Youth Services        Vacant               School Administrator       Military Coordinator
Program Specialist    Research             Columbia
                      Statistician III

Region I Director     Region II Director   Education Coordinator       Contracts

Region III Director   Region IV Director

Region V Director     Region VI-A Director

Vacant                Region VII Director
Region VI-B Director
```


Senator David Jordan (left), presents former NFL star Jim Brown (center), founder and president of the Amer-I-Can Program, with a joint resolution from the Senate and House of Representatives. Jim also visited the Mississippi Youth Corrections Complex while in Jackson.

REGIONAL MAP

REGION I

REGION II

REGION III

REGION VII

REGION IV

REGION V

REGION VI-B

REGION VI-A

DESOTO
BENTON
ALCORN
MARSHALL
TIPPAH
TISHOMINGO
TUNICA
TATE
PRENTISS
UNION
PANOLA
LAFAYETTE
ITAWAMBA
COAHOMA
QUITMAN
PONTOTOC
LEE
TALLAHATCHIE
YALOBUSHA
CALHOUN
CHICKASAW
MONROE
BOLIVAR
SUNFLOWER
GRENADA
LEFLORE
WEBSTER
CLAY
MONTGOMERY
WASHINGTON
CARROLL
CHOCTAW
OKTIBBEHA
LOWNDES
HUMPHREYS
HOLMES
ATTALA
WINSTON
NOXUBEE
ISSAQUENA
SHARKEY
YAZOO
LEAKE
NESHOBA
KEMPER
MADISON
WARREN
HINDS
RANKIN
SCOTT
NEWTON
LAUDERDALE
SMITH
JASPER
CLARKE
CLAIBORNE
COPIAH
SIMPSON
JEFFERSON
LAWRENCE
JEFF
DAVIS
COVINGTON
JONES
WAYNE
ADAMS
FRANKLIN
LINCOLN
MARION
LAMAR
FORREST
PERRY
GREENE
WILKINSON
AMITE
PIKE
WALTHALL
PEARL RIVER
STONE
GEORGE
HANCOCK
HARRISON
JACKSON

Division of Child Support Enforcement

The Division of Child Support Enforcement (DCSE) offers services to Mississippi's children and families by securing financial and medical support. Every child deserves the love and support of both parents to develop into the most productive adult possible. DCSE operates 86 offices in 82 counties to ensure the availability of child support services to all eligible persons in the State of Mississippi. These services include the following:

- Location of noncustodial parents
- Establishment of paternity
- Establishment of orders for child support and medical support
- Collections and distribution of child support payments
- Enforcement of child support orders
- Review and adjustments of orders

As a result of the child support enforcement services provided by DCSE, the State of Mississippi's public assistance rolls have decreased, which have reduced expenditures for Temporary Assistance for Needy Families (TANF). Enforcing financial support to children and families builds the capacity of families to become self-sufficient and less dependent upon TANF benefits. During State Fiscal Year 2003, DCSE made a positive impact upon children and families in Mississippi and had a number of significant accomplishments, including:

- Child support collections totaled $195,621,754.00.
- Paternity establishment percentages remained steady at 69%.
- Compliance with Federal Welfare Reform requirements was a major priority including completion of the final certification review for Mississippi Enforcement Tracking Support System (METSS).
- Child support legislation was passed and implemented, including:

    1. National Medical Support Notice
    2. Expedited procedures for wage withholdings
    3. Use of constables for service of process

- Pro Se clinics for noncustodial parents were developed and implemented.

PROGRAMS OR INITIATIVES

Tax Offset Program - The Tax Offset Program is a federally mandated program to intercept state and federal taxes from noncustodial parents delinquent in making their child support payments. These funds are either distributed to the custodial parent or recovered as repayment for expended TANF benefits. It has been proven to be most effective, collecting $21,419,472.73 in State Fiscal Year 2003.

License Suspension Program - The License Suspension Program is a federally mandated program to suspend individual licenses for non-payment of child support. The suspension of driver's, professional, and recreational licenses was created as an enforcement tool. It has shown to be effective, with the suspension of 4,713 licenses in Fiscal Year 2003.

Alsee McDaniel

Alsee McDaniel has been Director of the Division of Child Support Enforcement (DCSE) since February 2000. In this capacity, he is responsible for the overall supervision and management of the Division, including a State Office administrative and support staff and county staff in 86 offices across the State. McDaniel was formerly a staff attorney and General Counsel for DCSE. He is very proud of the past accomplishments of the Division and remains committed to improving child support services for the children and families in Mississippi in the years to come.

Supporting Children Every Step of the Way!

Volunteers gave up a Saturday to help make the Access and Visitation Center a place parents and children can be comfortable, as well as safe.

Immediate Income Withholding - Income is defined as any form of periodic payment to an individual regardless of source. Income Withholding is the deduction of the child support obligation from the noncustodial parent's income by the noncustodial parent's employer/payor. Income Withholding is effective immediately on all new or modified orders. The Federal Welfare Reform law (PRWORA) requires employers/payors to withhold an additional amount for delinquency, if an amount is specified in the court order. The employer/payor must be notified when to begin withholding the additional amount with an affidavit of accounting, a notarized record of overdue payments, or attested judgment for delinquency or contempt.

Automatic Income Withholding - DCSE began initiation of automatically sending withholding orders to the noncustodial parent's employer/payor when there is a match with the New Hire Directory.

Central Receipting and Disbursement Unit (CRDU) - The purpose of the CRDU is to process and disburse child support payments to custodial parents and to provide employers/payors and customers with a single location to make payments.

Credit Bureau Reporting - Mississippi Enforcement and Tracking of Support System (METSS) automatically reports noncustodial parents with past due child support to the credit bureau. The noncustodial parent must have a 60-day delinquent balance in order to be reported.

State Parent Locator Unit (SPLU) - The SPLU provides location information, upon request, from local child support offices, other state IV-D agencies, custodial parents, social services agencies, and others as specified by law.

Central Registry for Interstate Cases - The Central Registry is the point of contact for other state child support agencies. The Central Registry receives all out-of-state cases requiring some type of assistance from Mississippi, processes the information, and forwards the cases to the local child support office. Assistance is also provided for various aspects of processing interstate cases.

Help Desk - The Help Desk assists local child support staff with problems involving cases, which cannot be resolved locally by making adjustments or referring to appropriate personnel.

New Hire Reporting - Employers are mandated to report newly hired or re-hired employees to the Mississippi State Directory of New Hires within 15 days of hire, so that more timely actions may be taken on cases.

Mississippi Employment Security Commission (MESC) Interface - Several interfaces are processed each month with MESC including interception of unemployment compensation benefits to pay child support obligations and provisions of location and wage information for noncustodial parents.

Uniform Interstate Family Support Act (UIFSA) - Some of the most difficult child support cases to pursue are those in which the parent, or alleged parent, lives in one state and the child and custodial parent live in another. All states, however, are required to pursue child support enforcement (including location and establishment of paternity and support obligations) as vigorously for children who live outside their borders, as well as under their own jurisdiction.

Child Support Enforcement Network (CSENet) - CSENet is a federally mandated automated nationwide communication network linking child support agencies. This system allows information between states to flow electronically. CSENet, which interfaces with METSS, has been an integral part of DCSE since November 1995.

SUCCESS STORIES AND ACCOMPLISHMENTS

TOTAL DOLLAR COLLECTIONS

SFY 1995.........$83,884,000
SFY 1996.......$104,512,754
SFY 1997.......$114,683,715
SFY 1998.......$128,687,043
SFY 1999.......$145,191,817
SFY 2000.......$165,097,357
SFY 2001.......$178,496,714
SFY 2002.......$191,423,389
SFY 2003.......$195,621,754

Madison County - Collected $15,181.99 from noncustodial parent who paid off arrearage in order to obtain a mortgage loan on a house.

Pontotoc County - Collected a total of $18,184 in tax offsets.

Tunica County - 91% paternity established.

MAV-P STATISTICS

Category	SFY 2003
Outreach	5,043
Mediation	42
Education	628
Visitation	85

A Simple Acknowledgment of Paternity (ASAP) - ASAP is Mississippi's voluntary paternity establishment program. ASAP makes it possible for parents to establish paternity in hospitals and other birthing facilities, at the State Department of Health, County Health Departments, and DCSE. This procedure carries the same legal effect, as if the father and mother were married at any time between conception and birth. The program allows the father's name to be added to the birth certificate.

Access and Visitation - Federal grants are provided to States to establish and administer programs to support and facilitate nonresidential parents' access to and visitation of their children. In February 1997, DCSE was directed by the Office of the Governor to design and develop Mississippi's Access and Visitation Program (MAV-P). Three Mississippi counties - Hinds, Pike and Leflore - were selected for the pilot project. MAV-P added Pro Se clinics as part of their outreach program in 2003.

Kiosk - DCSE has a kiosk placed in the Jackson Medical Mall. The kiosk provides information regarding all services provided by DCSE to interested citizens. The kiosk explains the purpose of child support, as well as how and where to apply for child support services. The kiosk details each of the child support enforcement tools and how child support is obtained from the noncustodial parent.

Home Page - (www.mdhs.state.ms.us/csemdhs.html) - The home page is much like the kiosk in explaining child support services. It provides a direct avenue for a personal response through e-mail. It also provides employers a direct link to the State New Hire Directory.

Financial Institution Data Match (FIDM) - The Financial Institution Data Match is an interface with financial institutions that is intended to identify accounts belonging to parents who are delinquent in their child support obligation. When a match is identified, state child support agencies may issue liens or levies on the accounts of that delinquent obligor to collect the past-due support.

KEY PROJECT SUMMARIES

Central Receipting and Disbursement Unit - The CRDU is currently working on projects to collect more support through Electronic Fund Transfer (EFT). The Division of Child Support currently receives payments electronically from 30 states and approximately 100 employers.

Program Operations - The capacity to suspend licenses is a quick "attention getter" to noncustodial parents. DCSE is allowed to request the suspension of driver licenses, business licenses, hunting and fishing licenses, and professional and occupational licenses. DCSE suspended 4,713 licenses in State Fiscal Year 2003. In order to have a license reinstated, the noncustodial parent must either pay the arrears in full or enter into an acceptable agreement for payment. These agreements require a lump sum payment of arrears, increased monthly obligation for arrears, and consistent payments thereafter. These agreements are filed with the court and become agreed judgements once signed by the judge.

The greater availability of enforcement tools is key to the collection of child support payments. With continued hard work and diligent efforts, the Division of Child Support Enforcement is committed to providing services to the children and families of Mississippi.

Program Compliance Unit - The Program Compliance Unit completed the State Assessment Report for Federal Fiscal Year 2002 and submitted the results to the Office of Child Support Enforcement in March 2003. This report measures State compliance with federal requirements for distribution, paternity/support establishment, enforcement, expedited process, medical support, case closure and review, and adjustment. Mississippi's certified child support system, Mississippi Enforcement and Tracking of Support System

LICENSE SUSPENSIONS

Licensing Agency	# Suspended in SFY 2003
Department of Public Safety	4,091
Department of Wildlife, Fisheries and Parks	615
Board of Education	6
Board of Cosmetology	5
Board of Medical Licensure	1
MSDH	1
Total	**4,713**

(METSS), extracts a random sample of cases from within the system for review. The total number of cases used in the audit was 1,000.

Mississippi Enforcement and Tracking of Support System (METSS) - In State Fiscal Year 2003, METSS completed the final review for Level II Federal Certification of the system requirements mandated by the Personal Responsibility and Work Opportunity Reconciliation Act of 1996 (PRWORA). Many system enhancements were made to METSS to meet the guidelines for certification.

Field Operations/Legal Training Unit - The Training Unit assesses, designs, develops, and conducts high quality training/staff development programs and continuously strives for ways to do it better. During State Fiscal Year 2003, the State Office Senior Attorney conducted legal training for all DCSE attorneys in four regions. Intensive field training was conducted in Hinds and Warren counties.

Child Support Awareness Month - The theme for the month, usually celebrated in August of each year, is "Supporting Children Every Step of the Way!" August is also recognized as National Child Support Awareness Month.
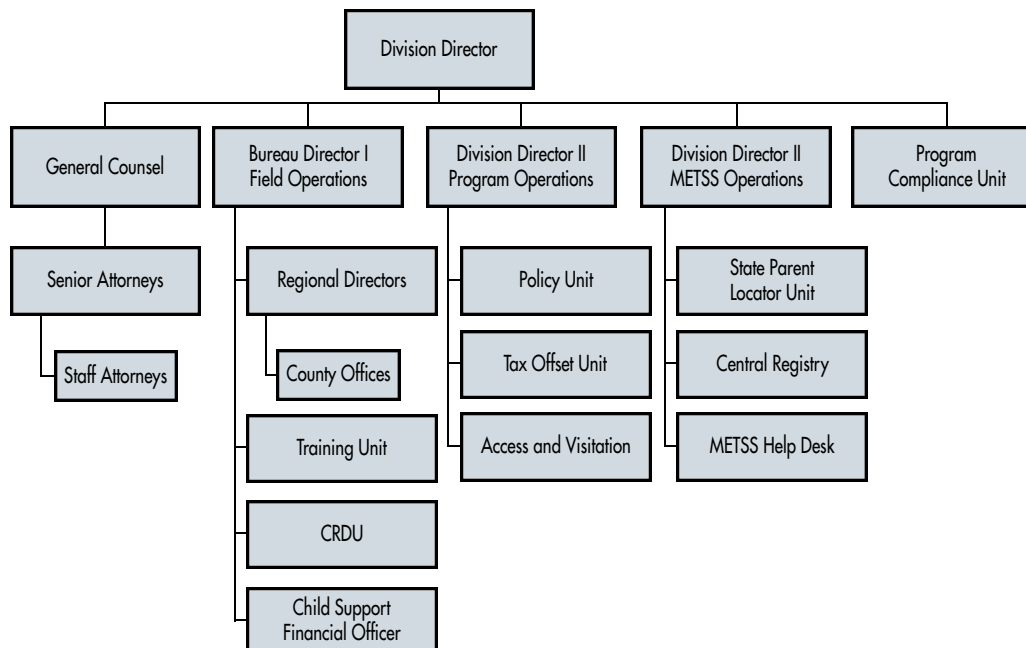
Division of Child Support Enforcement
Supporting Children
Every Step of the Way.
Payment Line 1-800-434-5437

ORGANIZATIONAL CHART

Organizational chart:

- Division Director
  - General Counsel
    - Senior Attorneys
      - Staff Attorneys
  - Bureau Director I Field Operations
    - Regional Directors
      - County Offices
    - Training Unit
    - CRDU
    - Child Support Financial Officer
  - Division Director II Program Operations
    - Policy Unit
    - Tax Offset Unit
    - Access and Visitation
  - Division Director II METSS Operations
    - State Parent Locator Unit
    - Central Registry
    - METSS Help Desk
  - Program Compliance Unit

REGIONAL MAP

REGION I

REGION II

REGION III

REGION VII

REGION IV

REGION VI

REGION V

DESOTO

BENTON

ALCORN

TISHOMINGO

MARSHALL

TIPPAH

TATE

PRENTISS

TUNICA

UNION

PANOLA

LAFAYETTE

LEE

ITAWAMBA

COAHOMA

QUITMAN

PONTOTOC

TALLAHATCHIE

YALOBUSHA

CALHOUN

CHICKASAW

MONROE

BOLIVAR

GRENADA

SUNFLOWER

WEBSTER

CLAY

LEFLORE

MONTGOMERY

WASHINGTON

CARROLL

CHOCTAW

OKTIBBEHA

LOWNDES

HUMPHREYS

HOLMES

ATTALA

WINSTON

NOXUBEE

ISSAQUENA

SHARKEY

YAZOO

LEAKE

NESHOBA

KEMPER

MADISON

WARREN

SCOTT

NEWTON

LAUDERDALE

HINDS

RANKIN

SMITH

JASPER

CLARKE

CLAIBORNE

COPIAH

SIMPSON

JEFFERSON

COVINGTON

JONES

WAYNE

ADAMS

FRANKLIN

LINCOLN

LAWRENCE

JEFF
DAVIS

WILKINSON

AMITE

PIKE

MARION

LAMAR

FORREST

PERRY

GREENE

WALTHALL

PEARL RIVER

STONE

GEORGE

HANCOCK

HARRISON

JACKSON
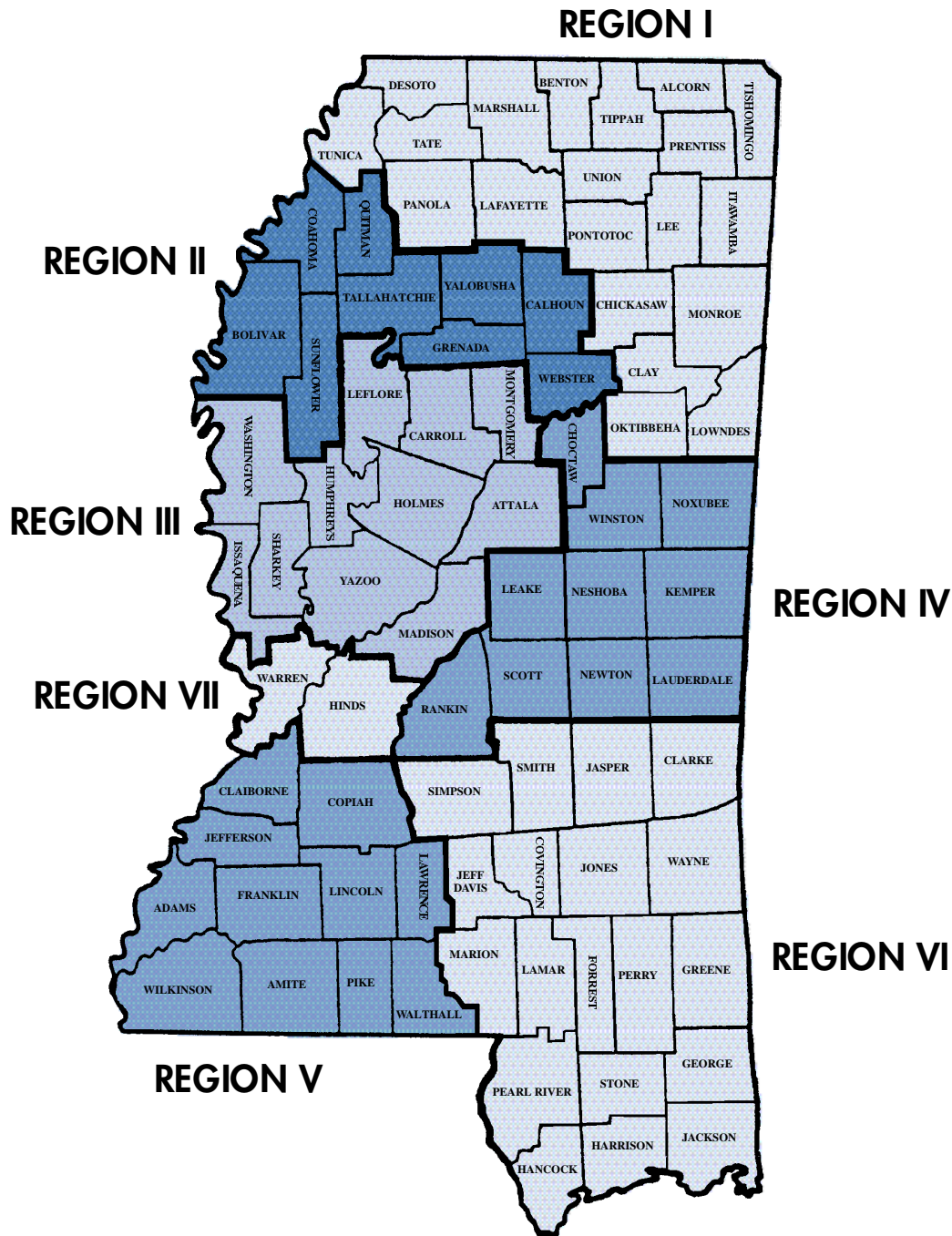
Division of Family and Children's Services

PROGRAM INITIATIVES

Project Homestead

Project Homestead is Mississippi's model to develop a statewide network through local community part-nerships to provide a continuum of services for families and children. Project Homestead activities occur in every region of the State. The Project Homestead network now has 36 county task forces. A brief overview of some of the accomplishments include the following:

1) The Full Service Array in Child Welfare has been completed in 20 counties and is being used when new task forces are being established to educate the county on the services available in their county.
2) Many schools are now presenting the "You Are Unique" character education/abstinence pro-gram and the R.I.S.E. (Respect, Integrity, Self-Esteem, and Empowerment) curriculum is being introduced in junior and senior high schools. Youth and county-wide rallies have been held to provide abstinence education.
3) Tutoring and mentoring programs are active in a number of counties.
4) Many programs continue to be implemented at the Henley-Young Youth Detention Center in Hinds County, Mississippi.
5) The School Greeter Program, a program where volunteers from the community are enlisted to greet students on the first few days of school, has expanded.
6) Preteen/Teen Summits have been held in many schools across the state.
7) Task forces are working to recruit and support foster parents.
8) Task forces participated in the Blue Ribbon campaign focusing on child abuse prevention.
9) By partnering with the Children's Trust Fund, ribbons and information were disseminated across the state during the Blue Ribbon Campaign for National Child Abuse Awareness month.
10) Several counties participated in the "Make A Difference Day" campaign.
11) Youth rallies, health fairs, community information fairs, and school information fairs have been greatly successful.

On July 1, 2002, the number of active task forces fell from 59 to 15 due to legislation passed prohibit-ing the Division of Family and Children's Services from having personal services contracts. The Division was able to retain only three of the nine Project Homestead coordinators. The coordinators positions are now affiliated with the Promoting Safe and Stable Family First Resource Centers. By March 2003, there were nine coordinators and the number of task forces had increased to 36 by June 2003. The program continues to rebuild the task forces.

The 2003 Teen Conference was held June 12-13, 2003, at the Pearl River Resort and Hotel in Choctaw, MS. The theme: *"Mississippi-One Heart-One Community."* This conference is an annual event and is the Division of Family and Children's Services' only statewide conference. It serves as a forum to highlight innovative programs and services and to further promote and encourage the growth of the statewide community-based network. It also provides the most significant opportunity each year for the

MDHS Executive Director Thelma W. Brittain joins conference presenters, including WLBT-TV 3 anchor Maggie Wade Dixon.

Wanda B. Gillom

Wanda Gillom is the Division of Family and Children's Services Deputy Director of Programs. Wanda has worked in several job positions within MDHS since her employment began in 1980. Prior positions include Eligibility Worker, Social Worker, Area Social Work Supervisor, Program Administrator Senior of the Adoption Unit, and Program Administrator of the Foster Care Review Program.

Wanda holds a Bachelor of Arts degree in Political Science from Southern University, Baton Rouge, Louisiana, and a Masters degree in Social Work from the University of Southern Mississippi. She is the wife of George Gillom, Jr., and the mother of Theresa, Jessica, Jerome, and Jeremy Gillom. Mrs. Gillom has a passion for children and is working dili-gently to improve the lives of all children in the State of Mississippi.

An abstinence rally was held in Philadelphia, MS featuring Ms. Lakita Garth, nationally recognized abstinence advocate and presenter.

training of network participants and Regional Network Coordinators. The 2003 conference featured 17 separate workshops, presented in 24 sessions, over the course of two days. There were 28 presenters and 5 featured speakers on the program that covered topics ranging from "Caring for the Uninsured...A Community Based Approach" to "The Dark Side of the Web." All workshops were presented with an emphasis on the importance of community involvement in making a difference in the lives of children. The goal was to maintain a constant illustration of community partnerships, through the examples provided by the workshop presenters.

The conference was attended by approximately 450 participants from various disciplines and interest groups including advocates, educators, health and medical providers, judicial and legal representatives, law enforcement, public officials, mental health professionals, ministers, private business leaders, media, human services, consumers of services, foster and adoptive parents, parents of children with disabilities, and all types of families.

Specialized training was specifically planned and provided for Regional Network Coordinators and the Advisory Board Members through a pre-conference training session on June 11, 2003. This training opportunity focused on the peer review process for the MS Permanency Partnership Network and was conducted by Dr. Michael Forster and Dr. Tim Rehner, contract evaluators, University of Southern Mississippi, School of Social Work.

Adoption Event

The Adoption Unit held its annual statewide event on November 8, 2003 in Jackson, MS at the Jackson State University (JSU) E-Center on Raymond Road. The event was co-sponsored by JSU. Jackson State University provided social work majors, who assisted with foster children and participated in planned activities.

The event was held to celebrate adoption, encourage families and children and to recruit foster and adoptive parents. Activities included, games, food, and rides. Approximately 300 persons, including foster and adoptive families, children, and staff from MDHS and Jackson State University attended the event.

IV-E Waiver Demonstration Project

The Title IV-E Child Welfare Waiver Demonstration Project is a project sponsored by the U.S. Department of Health and Human Services for the purpose of designing and testing new and innovative approaches to providing child welfare services to families and children. Mississippi chose to demonstrate the effectiveness of a Family-Centered Practice Approach. This approach allows funds, normally restricted to children in foster care and who met Title IV-E eligibility criteria, to be expended on any child regardless of any eligibility criteria, and regardless of whether or not the child is in state custody. These funds may be used for any purpose, item, or services which will prevent harm to the child including the prevention of harm to a child by removing him/her from the family.

The Demonstration Project is operated in eight Mississippi counties. They are Rankin, Jones, Holmes, Lamar, Covington, Pearl River, Madison and Yazoo counties. DFCS staff in these counties received training in strength-based assessment and family group conferencing. Through September 30, 2003, there were 376 cases entered into the random assignment selection program; 194 cases have been assigned to the experimental group and 182 have been assigned to the control group. Services are being provided to children and families in the experimental group according to the Family-Centered Practice Approach, which is designed to reduce harm to children by utilizing the flexibility of expending funds from the Demonstration Project. Those children in the control group are provided the traditional services given to children in Agency custody.

Gloria Thornton Salters

Gloria has 20 years of service with the Mississippi Department of Human Services. The majority of those years were spent in the Division of Budgets and Accounting, holding such positions as Accountant Auditor, Fiscal Officer, and Financial Coordinator. She worked in the area of budgets, payables, and accounts receivable. Gloria spent approximately three years in the Division of Management Information Systems where she worked in procurement and the Advance Planning Documents for METSS and MAVERICS.

She received a Bachelor of Science degree in Accounting from Jackson State University and is also a member of Alpha Kappa Alpha Sorority, Inc

Gloria is married to Paul Randolph Salters and attends Holy Ghost Catholic Church where she plays an active role.

Since joining the Family and Children's Services family, she has attained a great appreciation for the work social workers perform and a deep empathy for families who are not adequately equipped to take care of their children. In her role as Bureau Director, Gloria has challenged herself to do whatever she can to improve the situation of both social workers and children and families in need of help from the Agency.

Quality Improvement Program

The Quality Improvement Program, as originally configured, consisted of three components: a case record review process, a client feedback process, and a community partner feedback process. Due to the loss of staff positions to support full implementation of Quality Improvement, focus has shifted to the completion of the design for a comprehensive case review. This case review model has been implemented statewide.

There is a Quality Improvement Coordinator assigned to each region. Since the Foster Care Review Coordinators review all foster care cases, it was decided that the Quality Improvement Coordinators would review all in-home cases (prevention and protection). The case record serves as a model to evaluate practice and to provide a means for program improvement. The review instrument incorporates necessary elements of the federally mandated Child and Family Services Review, federal and state legislation, Agency policy, and professional practice standards. The Quality Improvement Coordinator from Region I-East, where the pilot for this model was developed, produces a quarterly report from the findings of the case reviews conducted by the Quality Improvement Coordinators.

DFCS PROGRAMS

PLACEMENT UNIT

Adoption Services - The assigned Agency to establish procedures to handle adoptions in the State of Mississippi is MDHS. In FY 2003, the Adoption Unit finalized 229 adoptive placements, 388 children were placed into adoptive homes, 335 adoption home studies were assigned, and 214 families were approved. As of June 30, 2003, there were 311 children in the custody of the Department who were free for adoption with a plan for adoption. In the year 2003, 224 children were featured in 82 segments on four television stations. A total of 1,821 telephone inquiries were received on a toll-free telephone number (800-921-9157) from families interested in adopting special needs children.

Adoption Assistance - Adoption Assistance provides monthly maintenance payments and Medicaid for eligible, special needs children, who have been legally adopted. As of June 30, 2003, there were 1,337 children receiving adoption assistance benefits; 831 are receiving Title IV-E benefits and 506 are receiving Child Welfare Services (CWS) benefits. The Adoption Unit also established Mississippi Medicaid to children who were adopted in other states. There were 554 of Interstate Compact on Adoption and Medical Assistance (ICAMA) cases.

Adoptive Support and Protection (ASAP) - The Promoting Safe and Stable Families (PSSF) Grant funded a sub-contract to provide post-adoptive services to adoptive families. Many adoptive families need information on different types of behaviors, conditions, and legal matters that post-adoptive services can provide. Southern Christian Services for Children and Youth provide services through this sub-grant. The ASAP added a Family Advisory Committee, which assists with the developing training events for adoptive families. The ASAP program organized support groups in each of the three administrative districts, a support group for teenagers, and two crisis intervention teams in each administrative district. The ASAP sub-grant also provides respite training to volunteers and adoptive families who are willing to provide this service to families who have adopted special needs children.

Safe Babies - Mississippi House Bill 169, also known as the Safe Place for Newborns Law, allows babies 72 hours old or younger to be left voluntarily by a parent (with no intent to return) with an emergency medical services provider, without facing charges of abandonment filed when the baby is delivered to the provider unharmed. This act defines an emergency medical services provider as a licensed hospital, which operates an emergency department or an adoption agency duly licensed by MDHS. There were eight safe

PRIMARY SERVICES RECIPIENTS JULY 1, 2002 – JUNE 30, 2003

COUNTY	RECIPIENTS
Adams	354
Alcorn	165
Amite	90
Attala	110
Benton	46
East Bolivar	269
Calhoun	61
Carroll	40
East Chickasaw	19
Choctaw	25
Claiborne	81
Clarke	84
Clay	155
Coahoma	219
Copiah	130
Covington	72
Desoto	384
Forrest	395
Franklin	44
George	113
Greene	20
Grenada	124
Hancock	328
Harrison	1,117
Hinds	1,019
Holmes	48
Humphreys	90
Issaquena	8
Itawamba	117
Jackson	951
Jasper	73
Jefferson	33
Jefferson Davis	47
Jones	338
Kemper	18
Lafayette	70
Lamar	125
Lauderdale	301
Lawrence	68
Leake	47

babies placed by the Adoption Unit in 2003. Three of these babies have been adopted and the others are in the process of being adopted.

Comprehensive Residential Services - This program provides comprehensive residential care and treatment for foster children who have physical, mental, and emotional disabilities. The types of services rendered by this program include therapeutic foster care, therapeutic group care, and intensive in-home services. During 2003, a total of 411 children were referred for placement; 242 children received therapeutic placement. An Inter-agency State Level Review Team comprised of representatives from the Attorney General's Office, the Division of Youth Services, the Departments of Medicaid, Education, and Mental Health, along with local advocates for children, assist in developing a plan to provide wrap-a-round services needed to transition children with serious emotional disturbances back into their communities after their stay in residential treatment facilities.

In-State Therapeutic Comprehensive Residential Care and Treatment Cost

5,159,725   5,617,926   5,619,823

| | FFY 2001 | FFY 2002 | FFY 2003 |
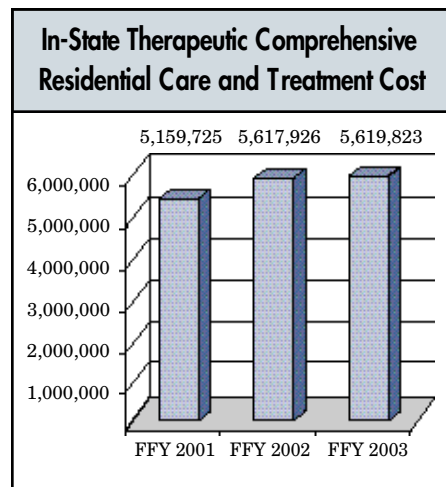
Foster Care - Foster Care provides temporary care and services for children who must be separated from their families due to neglect, physical abuse, sexual abuse, and/or exploitation. There are approximately 2, 950 active foster children in MDHS custody who receive foster care services. These children are placed in licensed foster homes, therapeutic foster homes, group homes, residential treatment facilities, or with relatives. Most of the children are placed in foster homes within the State.

Independent Living - Independent Living Services are provided to youth in the foster care system (ages 14 to 21) through a private contractor. During the contract year of August 2002 - July 2003, there were approximately 1,022 eligible youth in this age group, with participation at 848. Independent Living Services are designed to help prepare youth to live on their own when they leave the foster care system. Youth are provided continued medicaid coverage and aftercare room and board services up to age 21, if they exit the foster care system after their 18th birthday. The aftercare room and board provides special financial assistance to those youth who, due to a temporary crisis, find themselves in need of additional financial help to continue in the process of transitioning towards self-sufficiency.

Mississippi recently received a grant to provide Education and Training Vouchers of up to $5,000 per year to eligible foster youth, who are enrolled in post secondary education and training programs. There are different criteria for which a foster child can assess these funds: (1) a student was in foster care or other residential care under the conservatorship of the Mississippi Department of Human Services, Division of Family and Children's Services on or after the day proceeding the student's 18th birthday or high school graduation or completion of GED, and (2) a student was once in foster care, but was adopted on or after their 16th birthday. However, the vouchers can only be utilized to supplement the Pell Grants, Mississippi Resident Tuition Assistance Grant (MTAG), and any other financial resources available to the youth.

(continued from previous page)

| COUNTY	RECIPIENTS
Lee	339
Leflore	152
Lincoln	117
Lowndes	336
Madison	174
Marion	94
Marshall	160
Monroe	302
Montgomery	65
Neshoba	92
Newton	60
Noxubee	30
Oktibbeha	105
Panola	114
Pearl River	351
Perry	66
Pike	353
Pontotoc	161
Prentiss	261
Quitman	59
Rankin	330
Scott	63
Sharkey	10
Simpson	303
Smith	35
Stone	161
Sunflower	183
Tallahatchie	110
Tate	83
Tippah	65
Tishomingo	133
Tunica	55
Union	108
Walthall	127
Warren	245
Washington	503
Wayne	110
Webster	44
Wilkinson	69
Winston	84
Yalobusha	76
Yazoo	192
West Bolivar	96
West Chickasaw	193
State Total	**14,567**

Interstate Compact Services - The Interstate Compact on the Placement of Children (ICPC) provides out-of-state placement and supervision of dependent children. One of the major purposes of the ICPC is to protect children from going into a dangerous or inadequate situation across state lines. The Interstate Compact Unit now includes Interstate Adoption. The Adoption Compact is the central point for all requests for transfer of supervision for potential adoptees, international adoption approval requests, maternity home approvals and supervision of children placed in adoption foster homes. This unit also continues to serve as a back-up to the Interstate Compact on Juveniles, which handles placement and supervision of adjudicated delinquents. One accomplishment in 2003, the unit was successful working with the MACWIS Team to reconstruct the ICPC screens. This was done to make the ICPC section of MACWIS more user friendly. The changes that were implemented will help the system to flow according to paperwork. It will also provide better and more accurate statistical reports.

   During FY 2003, there were 784 ICPC cases handled, either for placement of children from other states into Mississippi, or placement of Mississippi children into other states. This number includes, closures, approvals, residential treatment facility placement (most funded through Medicaid), Regulation 7 Priority Placements(expedited referrals that must be completed in 20 working days), and disruptions. There were 290 ICPC adoptions cases handled, which were either Mississippi children placed out of state or children placed in Mississippi from other states for adoption purposes. During the same time frame, there were127 International Adoption Referrals completed.

Licensure Services - The Licensure Unit is responsible for recruiting, licensing, and monitoring foster homes, child placement agencies, and residential facilities for children in Mississippi. As of June 30, 2003, there were 971 licensed foster homes in Mississippi. During the 2003 fiscal year, 175 new foster homes were licensed and 202 homes were closed. MDHS has 29 licensed child placement agencies, 26 residential facilities, 16 emergency shelters within the State, and nine child placement agencies in other states. During fiscal year 2003, five residential facilities and one child placement agency were closed; two new facilities and two child placement agencies were opened.

Permanency Planning - Permanency means that a child has a safe and stable home with love, acceptance, and a nurturing caregiver; where a child's basic needs can be met resulting in a happy, healthy and productive adult. Permanency is achieved when a child is returned to and protected within his or her own home with rehabilitated parents, or is placed with extended family members through durable legal custody or adoption, or when the child is adopted by non-relatives. The Agency strives to prevent foster care from being a way of life for children in custody through the creation of various techniques to assist social workers in achieving permanency for children in custody. The Director's Advisory Committee on Permanency Planning (DACOPP) is one technique, created to review the permanency plans of children in foster care and to assess the timeliness and appropriateness of cases being referred for Termination of Parental Rights (TPR). From July 2002 to June 2003, this committee reviewed cases involving 1,212 children. During FY 2003, of all the children in custody 15 months or longer, 136 case reviews were completed on children resulting in TPR referrals. A total of 325 children were referred to the Attorney General's Office to have parental rights terminated. A total of 79 sibling groups, ranging in size from two to eight children, were referred for TPR during FY 2003. A total of 122 parents surrendered their parental rights to children in custody, enabling these children to be placed in permanent homes.

Refugee Resettlement Program -   During FY 2003, the Gulf Coast Resettlement Program served approximately 1,200 refugees. The provider continues to assist refugees with a wide array of social services. The staff members continue to operate a special program in family strengthening targeted at working with the Vietnamese youth in the community. The Agency is applying for a new grant through the Department of Justice, Office on Violence Against Women, entitled the Rural Domestic Violence and Child Victimization Enforcement Grant. This will enable the local provider to better address and assess domestic violence problems in the refugee community.
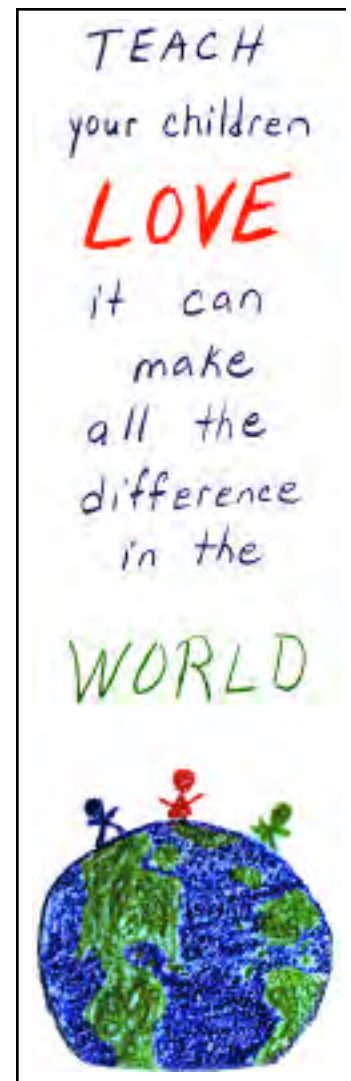
There were approximately 25 of the unaccompanied refugee minor youth in the Jackson, MS area who emancipated from the program. These youth have made the transition into the local community. These youth continue to attend high school and college and excel in their studies. One of the Haitian Unaccompanied Refugee Minors (URM) has been approved through the Chafee Independent Living Program for an apartment placement. This placement allows her to move into an apartment and live for six months, with continued support, before she emancipates.

PREVENTION UNIT

Community-Based Family Resource and Support Grant -   The Community-Based Family Resource and Support Grant is a part of the Child Abuse Prevention and Treatment Act (CAPTA). This program funds the Mississippi Permanency Partnership Network (MPPN) and three respite programs. The MPPN provides unified family resources and support programs. These programs provide respite services for foster/adoptive families, families of children with disabilities, families of children with chronic or terminal illnesses, and families of children at risk of abuse/neglect or family violence. There were over 596 children served; 398 families were also served through these respite programs during FY 2003. The programs are as follows:

- **"Time-Out to Play and Learn" (Mississippi Forum on Children and Families, DeSoto County Families First) -** The "Time Out to Play and Learn" Program is designed to offer drop-in respite service for no more than eight pre-registered preschool children per session, two mornings per week, six hours per morning. Quality respite care is offered for children in kinship care and foster children. Children are provided with stimulating and developmentally appropriate activities while in respite care.

- **"Project Care" (Starkville School District) -** "Project Care" offers a weekly, four-hour preschool experience for 40 at-risk children, ages 3-5 years old, in Oktibbeha County, Mississippi who are not currently being served in any other preschool program . They also provide the families the opportunity to attend weekly parent education and/or adult education classes. Families are encouraged to visit the Family Center and use the computer labs.

- **"Take A Break Respite Program" (Gulf Coast Women's Center for Nonviolence) -**   The goal of the "Take A Break Respite Program" is to provide respite care options for parents, in an immediate domestic crisis, seeking shelter at the Gulf Coast Women's Center for Nonviolence. Non-residential parents victimized by domestic violence are also afforded the opportunity to utilize supportive services such as, counseling and legal advice as the parent begins the process of making choices to live in a non-violent family. Respite is offered for 75 families with children who have experienced domestic violence during the time when school is not in session such as, extended holidays and summer. There is also a preschool program for the children of working parents who require additional hours of child care, which allows the child to participate in the therapeutic program.

Family Support Service - In FY 2003, the Family Support Service (FSS) program obligated $8,099,611.03 to programs across the State. These programs are funded by Promoting Safe and Stable Families Grant, and surplus TANF Funds. The Promoting Safe and Stable Families Grant obligated $2,248,290.00 to ten Safe and Stable Families programs across the State. The TANF funds obligated $5,851,321.03 to 37 TANF Families First Resource Centers (FFRC). These programs provide community-based services aimed at educating, training, and assisting parents in order to enhance their skills and confidence, and stabilize family life to prevent child abuse/neglect. These services are open to all parents and families, but do give emphasis to families of children with disabilities. FFRC are located across the State and provide services such as, parent education programs, teen parent education and pregnancy prevention, after-school and tutorial programs, resources and referral services, resource libraries for parents,

Sticks and Stones

break my Bones...

and the words

Do

hurt me...

Mississippi Department of Human Services 1-800-222-8000

Artwork by Heather Lambert
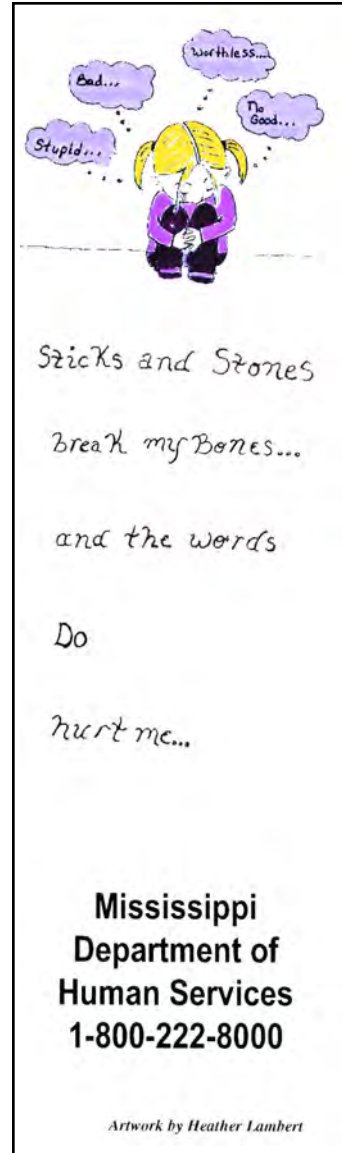
remedial education and job readiness training, and family support groups. The increase in FFRCs has allowed MDHS to have at least one FFRC in all nine of its regions.

Children's Justice Act (CJA) - The Children's Justice Act grant provides funds to the states for the improvement and reform of their child abuse case handling system, especially as it pertains to the investigation and prosecution of child abuse cases. It also places emphasis on the investigation of child abuse related fatalities. In FY 2003, $179,800 of Mississippi's CJA funds were obligated to continue the development of a statewide multi-disciplinary child abuse review team network. During FY 2003, three grantees serviced 2,189 clients. Currently, there are 53 active teams, and the goal for the new grant year is the establishment of at least one active multi-disciplinary team in every circuit court district in the State. The program also continues to provide specialized training and support activities for members of the active teams, as well as other interested professionals who are involved in the handling of child abuse cases. The goal is to create a viable, dynamic, and coordinated system of child abuse review teams that ensure all reported cases of child abuse are effectively and expeditiously investigated, with minimal additional trauma to the child victim.

State Basic Child Abuse and Neglect Grant - The State Basic Child Abuse and Neglect grant was amended in 1996 to redirect the focus of the grant program to the support and improvement of state child protective services systems. During FY 2003, the grant obligated $249,941 to five community-based, family service/abuse prevention programs. These programs provided parenting education, child abuse awareness education classes, and respite services to 2,397 Mississippi families who have disabilities or who are at risk of abuse.

Children's Trust Fund - The Division of Family and Children's Services administers the Children's Trust Fund, which is funded through a $1.00 surcharge on all birth certificates issued by the Mississippi State Department of Health. The funds are used in activities to prevent child abuse and neglect. During FY 2003, the Children's Trust Fund obligated $303,546 to nine prevention programs. They provided family nurturing and parenting education, as well as coped with and eliminated child behaviors that led to parental frustration, and safety programs focused toward children, teens, teen parents, and victims of violence and abuse.

Family Preservation Program - The Family Preservation Program is an intensive home-based program, which provides therapeutic services to families whose children have been targeted for removal because of abuse and/or neglect. DFCS continued to provide therapeutic counseling and con-

MDHS employees gathered at the Capitol in support of Child Abuse Prevention Month.

crete services to families with "at risk" children. Housing, rental assistance, clothing, food, transportation, medical, etc., were among the various concrete services provided. Families are taught multiple parenting skills, all of which center around child behavior problems, parenting knowledge, and parent/family therapy including connecting the families to support systems.

The Family Preservation Program is 75% federally funded, along with a 25% state match from the Adopting Safe and Stable Families Grant. The program is also 100% federally funded through Temporary Assistance for Needy Families (TANF). Currently, there are 72 Family Preservation Specialists and 73 Family Preservation Homemaker positions in 53 counties across the State, with 59 specialists and 63 homemakers on staff.

All training is coordinated through State Office, which includes intensive training to Family Preservation Specialists, Intensive Youth Service workers, and Choctaw Social Services. National consultants provide continued training to all state, regional, county and local levels.

Intensive services were provided to 718 families, which included 1,681 children in SFY 2003. Only 62 of these children were removed because of safety concerns. As a result, the State of Mississippi saved $20,909,300.

TOTAL SAVINGS TO THE STATE OF MISSISSIPPI

With the Family Preservation Program servicing 718 families and 1,681 children, with 62 recommended for removal, a total of 1,619 children remained safe in their homes. Of this number, the State of Mississippi was able to save the total dollar amount of $20,909,300.**

Statistics for Family Preservation Program SFY 2003	
Number of families served	718
Number of children served	1,681
Number of children remaining safely	1,619
Number of families remaining intact	691
Percentage of children remaining safely in their homes	97%

Yearly Statistical Information for Family Preservation Program
Program Fiscal Year
July 2002 - June 2003

Month	No. of referrals	No. of referrals accepted	No. of ongoing cases	No. of new cases	No. of children served ongoing	No. of new children served this month	No. of children recommended for removal
July 2002	46	44	132	44	345	116	6
August 2002	53	52	127	52	348	110	1
September 2002	49	49	130	49	382	118	9
October 2002	63	60	144	60	401	128	3
November 2002	37	35	148	35	425	76	7
December 2002	39	38	191	38	397	111	15
January 2003	60	57	143	57	389	157	1
February 2003	46	46	145	46	435	98	1
March 2003	63	60	133	60	407	137	0
April 2003	52	49	128	49	377	113	7
May 2003	61	58	137	58	400	117	6
June 2003	38	38	126	38	375	55	6
TOTALS	607	586	-	718	-	1,681	62

**The cost of one Family Preservation team (Family Preservation Specialist, Homemaker, and client needs dollars) is $54,600 per year. Mississippi has 47 teams statewide, which costs $2,566,200 per year and the teams service the entire family. The average cost of placing a child in the State's custody costs $14,500. If 1,619 children were placed, it would cost the State of Mississippi $23,475,500.

Kids Are Special

Treat Them That Way

Help Fight Against Child Abuse and Neglect.

MDHS
1-800-222-8000

Artwork by Matthew Greene

PROTECTION UNIT

The DFCS Protection Unit is responsible for the policies and procedures related to Adult Protective Services and the Intake/Investigation areas of Child Protective Services. In addition, the Protection Unit oversees the Child/Adult Abuse/Neglect Hotline & Central Registry Program, Foster Care Review Program, and Training Program. The DFCS Protection Unit also participates on the Lead Advisory Committee, led by the MS State Department of Health, as well as the Infant Mortality Task Force which serves as the State's Child Fatality Review Team. The Protection Unit oversees the Worker Safety Committee, which includes members from throughout the Division of Family and Children's Services. In addition, the Protection Unit serves as the intermediary for the Administrative Fair Hearing Officer for matters regarding the central registry.

During 2002, the Protection Unit began working with the University of Mississippi on the university's proposal to develop learning labs in Mississippi for supervisory staff within DFCS. This grant is funded through the University of Kentucky's Quality Improvement Center. The University of Mississippi and the University of Alabama were jointly awarded a contract via this grant. During the past year, the Mississippi Department of Human Services worked diligently with the University of Mississippi as part of this grant. DFCS Regions I-West and II are participating in a research study to determine and/or validate the importance of supervisory training, as related to the achievement of outcomes. In addition, a determination is expected as to the types of training needed to accomplish these goals.

Adult Protection - DFCS is responsible for the Adult Protective Services (APS) program. The APS program investigates reports of suspected abuse, neglect or exploitation of vulnerable adults residing in private home settings. The information gathered during the investigative process is assessed to determine the validity of the reported concerns and the need for services. The provision of protective services (emergency or essential services) are arranged either through direct delivery, by referral to resources within the community or with the assistance of Department of Human Services' legal division, as deemed appropriate. During FY 2003, DFCS received 2,027 reports of suspected abuse, neglect and exploitation. The total number of reports investigated was 1,393. The number of reports investigated decreased by 23.5% from FY 2002 to FY 2003.

Child Protection - During FY 2003, DFCS received 24,697 reports of suspected child abuse and neglect. The total number investigated was 16,591, which averages 1,383 reports per month.

Child/Adult Abuse & Neglect Hotline - DFCS operates a Child/Adult Abuse & Neglect Hotline at the state level that provides 24-hour, seven-day-a-week confidential reporting of abuse/neglect. During FY 2003, there were 7,026 calls received on the hotline.

Central Registry - DFCS maintains a central registry of perpetrators of abuse and neglect who have been identified through investigations by DFCS. The names of prospective applicants for employment in a child-related field, as well as foster and adoptive parents are checked against the registry, free of charge, to child and adult care providers and placement organizations. During FY 2003, there were 65,171 names checked through the central registry.

Foster Care Review - Six-month reviews are mandated by state and federal law for all foster children with the intent of promoting permanency by reunifying the children with their families or by placing them with adoptive families. Twelve specialized State Office reviewers serve the entire State, facilitating Foster Care Reviews, which include family group conferences. At these conferences, family members and other individuals concerned with the child's future are invited to offer input into making plans and measuring progress.

Discussions include what the family needs to do and what the Agency needs to do in order to achieve a permanent home for the children and move the children out of Agency custody. Reviewers' notes from these conferences are sent to the court of jurisdiction. In addition, reviewers make written determinations—

MDHS PARTNERED WITH U.S. POSTAL SERVICE TO "STAMP OUT" DOMESTIC VIOLENCE

U. S. Postmaster General Gayle Nicholson and MDHS Executive Director Thelma W. Brittain unveil the "Stop Family Violence" postal stamp.

Mississippi Department of Human Services (MDHS) officials joined with U. S. Postmaster General Gayle Nicholson to unveil the "Stop Family Violence" postal stamp Friday, October 24, 2003 at the MDHS State Office Building, 750 North State Street.

The stamp has been launched nationally in support of ending domestic violence. A portion of the proceeds will be transferred to the United States Department of Health and Human Services in accordance with the provisions of the Stamp Out Domestic Violence Act of 2001.

"Domestic violence is one of the main reasons for the deterioration of families in Mississippi. Domestic violence is also one of the leading causes for children being removed from their homes and anything we can do to stop this epidemic is worthwhile," said MDHS Executive Director Thelma W. Brittain.

in accord with federal guidelines—about the quality of care the Agency is providing to the foster children.

The reviewers also provide data to the State Office, where both summary and comparison reports are compiled. These reports measure the quality of the foster care services delivered by the Agency in each of its nine regions, and offer an opportunity for focusing on performance improvement in targeted regions or cases.

During SFY 2003, the Foster Care Review Program conducted 3,754 reviews of individual children or sibling groups.

Training - The DFCS Protection Unit's Training Program provides comprehensive staff education and development programs for DFCS staff by conducting structured training to both new and existing staff, and by obtaining training programs from sources external to MDHS that include both material and presenters. Two groups of new hires completed the four-week Intensive Training Course in FY 2002. This group was comprised of Social Workers. The Training Program staff has continued working on a diversity curriculum to be presented to all DFCS staff. The DFCS Protection Unit's Training Program is designated by the National Association of Social Workers to provide Social Work Continuing Education Hours. SWUs were provided for 62 training activities. The DFCS Training Program staff also presents information at career fairs throughout the State, in conjunction with Human Resources personnel. The Training Program staff presents information concerning child and adult abuse and/or neglect information to other agencies, schools, health workers, and the general public. The Training Program staff continues to provide technical support on the Mississippi Automated Child Welfare Information System (MACWIS) and on the job training to new and existing staff.

The Training Program staff consists of one social work consultant and nine trainers. One trainer is assigned to each of the nine DFCS regions; one of the program's trainers is bilingual (English and Spanish). This trainer has served as an interpreter throughout the State for individuals seeking assistance from the Division of Family and Children's Services, as well as other Divisions within the Agency.

ADMINISTRATION UNIT

The Administration Unit provides administrative functions that include executing contracts for Therapeutic Residential Comprehensive Care facilities and Emergency Shelters and ensuring payment of invoices, procurement of goods and services, ensuring all invoices are paid, conference and travel arrangements for staff, updating federal and state reports, providing statistical data, determination of eligibility for Medicaid, foster board payments, and maintaining foster care payroll. The Administration Unit provides support to State Office and field staff. This unit is also responsible for analyzing data reported on the Adoption and Foster Care Analysis Reporting System (AFCARS) to ensure that accurate data is reported and to interpret the data for use and assimilation by DFCS.

MISSISSIPPI AUTOMATED CHILD WELFARE INFORMATION SYSTEM (MACWIS)

The Mississippi Automated Child Welfare Information System (MACWIS) is the result of the Title IV-E federal mandate that states provide increased specific data reports on children in state custody for the AFCARS and the National Child Abuse and Neglect Data System (NCANDS). The MACWIS system was implemented statewide on June 1, 2001 with the exception of processing board payments. During FY 2003, MDHS was successful in presenting the AFCARS and NCANDS federal report submission to the federal agency via MACWIS.

The Agency invited Xtria, a consultant of the Administration for Children and Families (ACF), to provide a pre-certification visit. The visit was very positive and led to a final recommendation report. The Agency has been utilizing this report to prepare for the official Federal Certification. It is a requirement that the system be certified by the federal funding agency as meeting all requirements of a Title IV-E automated system.

DFCS users are utilizing the system and many have stated it has increased the efficiency and effectiveness of their work, from the initiation of an investigation referral, through providing services needed to

protect families and children. MACWIS has eliminated most paper documentation that consumes staff time and resources, provides quick access of data from other systems, tracking of families throughout the State and allows for more effective case planning.

Child Protective Services Casework Supervision Demonstration Project -   The Child Protective Services Casework Supervision Project is a research project conducted through the University of Mississippi, and funded by a grant through the University of Kentucky. The purpose of the project is to demonstrate that with structured clinical casework supervision in child welfare practice, there will be a positive impact in child protection work practice in assessment and intervention with families, preventable worker turnover, client outcomes, and change the organizational culture of child protection service work. The demonstration involves two DFCS regions, Regions I-West and II. Region I-West is the experimental group and Region II is the control group. For the purpose of the demonstration, Region I-West supervisors receive the structured casework supervision training.

Mississippi Child Welfare Training Institute -   The Mississippi Child Welfare Training Institute was implemented in January 2003. This is an agreement between the Mississippi Department of Human Services and Jackson State University, who acts as lead to the other five accredited Schools of Social Work in the State. Other universities include the University of Mississippi, Mississippi State University, Mississippi Valley State University, Delta State University, and the University of Southern Mississippi. The first year focused on training and preparing undergraduate and graduate students to work in the area of child welfare. The subsequent years will include training of foster and adoptive parents, as well as DFCS social workers. As of May 2003, there were four students who passed the social worker license exam. They began work in Hinds, Grenada and Bolivar Counties. These are three of the counties with the highest caseloads. There were 22 students completing their internship with DFCS.

ORGANIZATIONAL CHART

Office Director II
Family & Children's Services

Administrative Assistant V

DHS-Program Manager

Secretary Principal

Program Specialist

Bureau Director I
Administration/MACWIS

Program Manager

Area Social Work
Supervisor

Projects Officer IV,
Special

Prentiss
Lafayette
Madison
Covington
Harrison
Hinds

Division Director II
Administration

Division Director II
Prevention

Bureau Director I
Programs

Administrative
Assistant IV

Social Services
Regional Director
Regions 1 - 7

Region 1E
Region 1W
Region 2
Region 3
Region 4
Region 5
Region 6S
Region 6N
Region 7

Division Director II
Placement

Division Director II
Protection

REGIONAL MAP

REGION I-W

REGION I-E

REGION II

REGION III

REGION VII

REGION IV

REGION V

REGION VI-N

REGION VI-S

DESOTO
BENTON
ALCORN
MARSHALL
TIPPAH
TISHOMINGO
TUNICA
TATE
PRENTISS
UNION
COAHOMA
QUITMAN
PANOLA
LAFAYETTE
PONTOTOC
LEE
ITAWAMBA
BOLIVAR
TALLAHATCHIE
YALOBUSHA
CALHOUN
CHICKASAW
MONROE
SUNFLOWER
GRENADA
WEBSTER
CLAY
LEFLORE
MONTGOMERY
WASHINGTON
CARROLL
CHOCTAW
OKTIBBEHA
LOWNDES
HUMPHREYS
HOLMES
ATTALA
WINSTON
NOXUBEE
SHARKEY
ISSAQUENA
YAZOO
LEAKE
NESHOBA
KEMPER
MADISON
WARREN
SCOTT
NEWTON
LAUDERDALE
HINDS
RANKIN
SMITH
JASPER
CLARKE
CLAIBORNE
COPIAH
SIMPSON
JEFFERSON
COVINGTON
JONES
WAYNE
ADAMS
FRANKLIN
LINCOLN
LAWRENCE
JEFF DAVIS
MARION
LAMAR
FORREST
PERRY
GREENE
WILKINSON
AMITE
PIKE
WALTHALL
PEARL RIVER
STONE
GEORGE
HANCOCK
HARRISON
JACKSON

Division of Aging and Adult Services

The Vision Statement for the Division of Aging and Adult Services is: ***Every Older Mississippian Living the Best Life Possible.***

This statement mirrors the Division's mission of *Protecting the Rights of Older Mississippians While Expanding Their Opportunities and Access to Quality Services.* For this reason the Division of Aging and Adult Services (DAAS) proactively carries out a wide range of functions related to advocacy, planning, coordination, interagency linkages, information sharing, brokering, monitoring, and evaluation. The basic responsibilities of the Division include:

- Developing and administering a State Plan of Services
- Conducting public hearings on the State Plan
- Serving as an advocate for older persons in the State
- Designating and funding Area Agencies on Aging (AAA) within the State
- Training of Aging Network Staff
- Resource Coordination
- Leadership

ACCESS SERVICES

Access services link individuals with information, support and other services in the community. These services include:

Information and Referral Assistance - Information and Referral is the entry point into the aging service delivery system. This service informs unserved individuals, links them with needed services, and provides follow-up mechanisms to record that help was rendered and needs were met.

Outreach - Outreach involves seeking out people who may need a service and helping them obtain it. Many older persons have no knowledge of the resources or services available to them.

Transportation - Transportation includes, transporting older persons to the doctor, running errands, and organizing recreational activities. Transportation services consist of vans that provide door to door service.

Title V Senior Community Service Employment - Title V Senior Community Service Employment provides community service employment to persons who are 55 years of age and older. Persons must meet certain income eligibility requirements and are provided training opportunities.

Mississippi Insurance Counseling and Assistance Program (MICAP) - Mississippi Insurance Counseling and Assistance Program provides information, counseling and assistance to consumers on health insurance benefits as new changes to the Medicare program unfolds.

Free health screenings are offered at the Senior Expo 2003, at the Jackson Medical Mall.

Edna J. Caston

Edna Caston, Director of the Division of Aging and Adult Services, is a native of Laurel, Mississippi. She has more than 23 years of experience in the field of aging and has been with the Mississippi Department of Human Services since 2000. She graduated from Jackson State University.

Edna is very passionate when she speaks of the needs and concerns she has for the aging population. The Older Americans Month theme "What We Do Makes a Difference" is very important, not only for the people we serve, but for ourselves. She encourages people of all ages to begin preparing now for those "golden years", otherwise they will not be golden if health and financial planning have not been a part of your life goals.

She is married and the mother of one son. She is a member of College Hill Baptist Church.

Mississippi Medicare Assistance Patrol Project (MsMAPP) - Mississippi Medicare Assistance Patrol Project is an educational outreach program designed to recruit and train volunteers to read their medical statements and report suspicious claims, aiding in the fight to prevent and/or reduce fraudulent practices in the Medicare system.

LEGAL ASSISTANCE AND ADVOCACY

Advocacy services protect and assist individuals in securing their rights and benefits, and ensure quality of life care. These services include:

Legal Assistance - When older persons need legal advice, consultation or representation, legal assistance referrals are made to legal service providers and pro bono attorneys.

Ombudsman - The Ombudsman program provides a "voice for residents." The ombudsman serves as a resident advocate and supports residents' highest possible quality of life and care, and is responsible for investigating and attempting to resolve concerns and complaints made by or on behalf of residents of long term care facilities.

Elder Abuse Prevention - Elder Abuse Prevention activities include public information programs that focus on issues that can help prevent abuse, fraud, and exploitation of older persons.

HOME- AND COMMUNITY-BASED PROGRAMS

Home- and Community-Based Services help individuals maintain their functioning level in their homes

Seniors enjoy participating in arts and crafts projects at the Adult Day Care Center in Choctaw, MS.

and community and contribute to their dignity and self worth. These services include:

Case Management - Case Management identifies the needs of frail, elderly adults through a comprehensive assessment followed by the development of a care plan, utilizing the input of family members.

Homemaker Services - Homemaker Services provide assistance with activities of daily living in the home of older persons who have no one to assist them with personal hygiene, light housekeeping activities, and other chores.

Adult Day Care - Adult Day Care provides a planned program that includes a variety of health, social and support services in a protective setting, usually during daytime hours. This is a community based program designed to meet the individual needs of functionally and/or cognitively impaired adults.

Elderly Nutrition Program - The Elderly Nutrition Program includes the Congregate Meals Program and the Home-Delivered Meals Program. The Congregate Meals Program allows older persons an opportunity to attend senior centers and fellowship with others, while being served a hot meal. The Home-Delivered Meals program provides for a meal to be delivered to home-bound seniors who are unable to prepare their meals themselves, and who risk early institutionalization.

Administration on Aging staff conduct a technical assistance meeting with Area Agencies on Aging and State Office staff.

WHAT WE DO MAKES A DIFFERENCE

Advances in medicine, public health, science, and technology are keeping older persons healthier and adding years to their lives. As our population continues to grow, our commitment is to ensure that every older Mississippian lives the best life possible. This year's observance recognizes the important contributions of older persons and the network of services that support them. Our services are designed to protect the rights of older individuals, and expand their opportunities and access to care.

Older persons continue to work in a variety of jobs, from teachers to engineers, to business owners and entrepreneurs, and in so doing, can offer invaluable experience and leadership skills. During this month we honor our seniors and thank them for the lessons they teach us, and the strong value they instill in our families and communities throughout our

Emergency Services - Emergency Services are designed to satisfy the unmet needs of older persons in crisis situations. Emergency services can include food, medical supplies, equipment and other items needed in a crisis situation.

Respite Services - Respite Services are designed to give caregivers an opportunity to take a break from their caregiving responsibilities. The respite time varies based upon the caregivers need.

Family Caregiver Support Program - The Family Caregiver Support Program is designed to provide support to the many caregivers who are responsible for providing care to older adults. This program has five basic services for family caregivers, including:
• information to caregivers about available services
• assistance to caregivers in gaining access to supportive services
• counseling assistance
• respite services
• supplemental services

SPECIAL INITIATIVES

Through special initiatives, the Division of Aging and Adult Services accomplished the following:

• Implemented the National Family Caregiver Support Program to encompass the following major components: information, assistance, respite services, supplemental services and grandparent counseling services

• The Mississippi Insurance Counseling and Assistance Program (MICAP) provided insurance counseling to 126,920 persons through presentations, workshops, and health fairs

• The Senior Community Services Employment Program provided on-the-job training opportunities for 150 persons statewide

• The Mississippi Medicare Assistance Patrol Project (MsMAPP) trained 414 volunteers to spot and report fraud, error, and abuse in the Medicare System

• Sponsored the Annual Governor's Snowflake Ball for the 20th year, inviting seniors to come and dance with the Governor

• Co-sponsored a total of 10 public hearings with Area Agencies on Aging

• Provided housing counseling to more than 300 persons

• Provided services through the Area Agencies on Aging to more than 44,000 persons. Services included meals, transportation, legal assistance, ombudsman advocacy, elder abuse prevention activities, housing counseling, homemaker services, adult day care, senior companion, respite services, emergency services, case management, outreach, employment, and Medicare/Medicaid counseling

• Sponsored the Annual Long Term Care Conference with 300 persons in attendance

• Sponsored "What We Do Makes a Difference Day" at MDHS to highlight the mission of DAAS during Older Americans Month. All Agency staff were invited to learn about the Division's mission and initiatives toward preparing for and maintaining a healthy lifestyle

• Allocated funds for a 7-day Home-Delivered Meals program for frail 70 and older persons, providing meals to more than 400 persons in ten counties throughout the State

• Celebrated Centenarians Day by honoring Mississippians who have reached their 100th birthdays; 56 people in the State were identified as being more than 100 years old, with 12 of those persons in attendance

(continued from previous page)

country. The Division of Aging and Adult Services staff takes seriously our obligations to older persons by developing services that will assist them in remaining independent. It's what we do as an Agency that will make a difference in the lives and longevity of our population.

Seniors enjoy meals at the Albermarle Senior Center in Jackson, MS, a congregate nutrition site.

Centenarians Day was celebrated on May 20, 2003 at the Jackson Medical Mall for those who have reached their 100th birthdays.

Home-Based and Community-Based Service Units
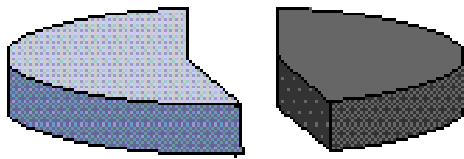
- Home-Based Services
- Community-Based

Home-Based—607,545 Units

Community-Based—548,578 Units

Clients Served in Service Categories

	24,411	24,411	19,351
	Meals	Home-Based Services	Community-Based Services
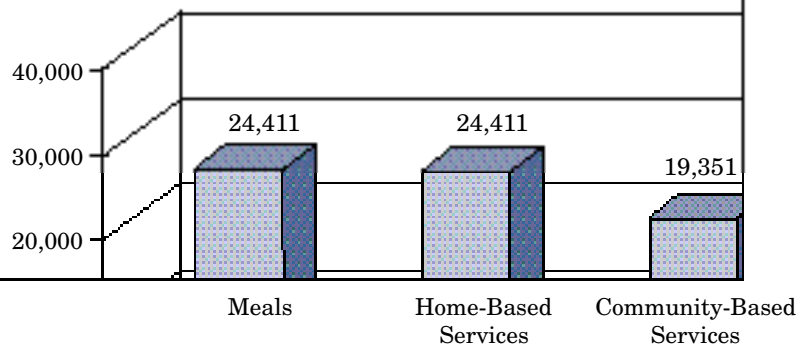
DAAS FISCAL YEAR 2003 FUNDING CHART

Grant	Federal Allocation	State Match
Older Americans Act	$8,483,916	25% Admin; 5% Services
Social Services Block Grant	$5,871,295	25% Admin
OOA- Title V, SCSEP	$1,081,015	10% Admin
USDACommodity Credit	$2,000,000	No match required
USDAChild and Adult Care Food Program	$140,000	No match required
MS Insurance Counseling & Assistance	$240,000	No match required
Senior Medicare Patrol Project	$220,000	25% Admin
National Family Caregiver Support Program	$1,000,000,000	25% Admin

ORGANIZATIONAL CHART
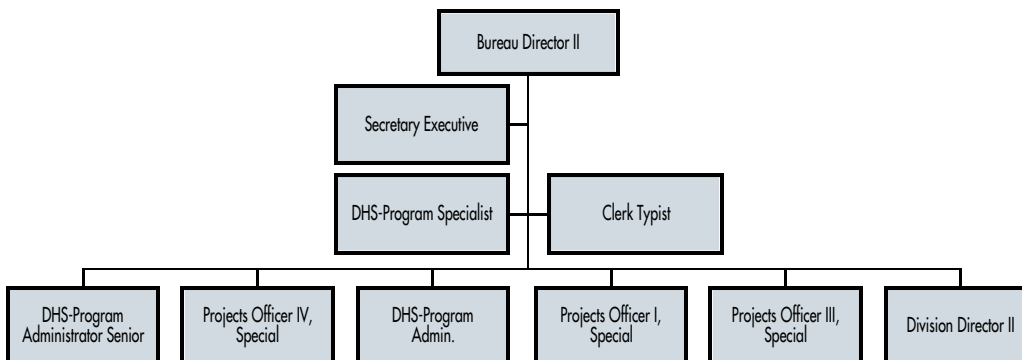
ELDERLY NUTRITION PROGRAM

The Elderly Nutrition Program works to ensure nutritionally complete meals are available in congregate settings and through home delivery to Mississippi's elder population.

- 580,968 meals served in congregate settings
- 2,653,118 home-delivered meals
- Over 3,234,086 meals served annually to seniors and eligible family members
- 25,000 seniors served (unduplicated)

The DAAS ensures the provision of a comprehensive system of home-based/community-based services to persons age 60 and older. Through the AAAs, community-based resources are coordinated to provide services to over 44,000 older Mississippians at the local level.

REGIONAL MAP

Northeast AAA*

North Delta AAA

South Delta AAA

North Central AAA

Central MS AAA

South West MS AAA

Three Rivers AAA

Golden Triangle AAA

East Central MS AAA

Southern MS AAA
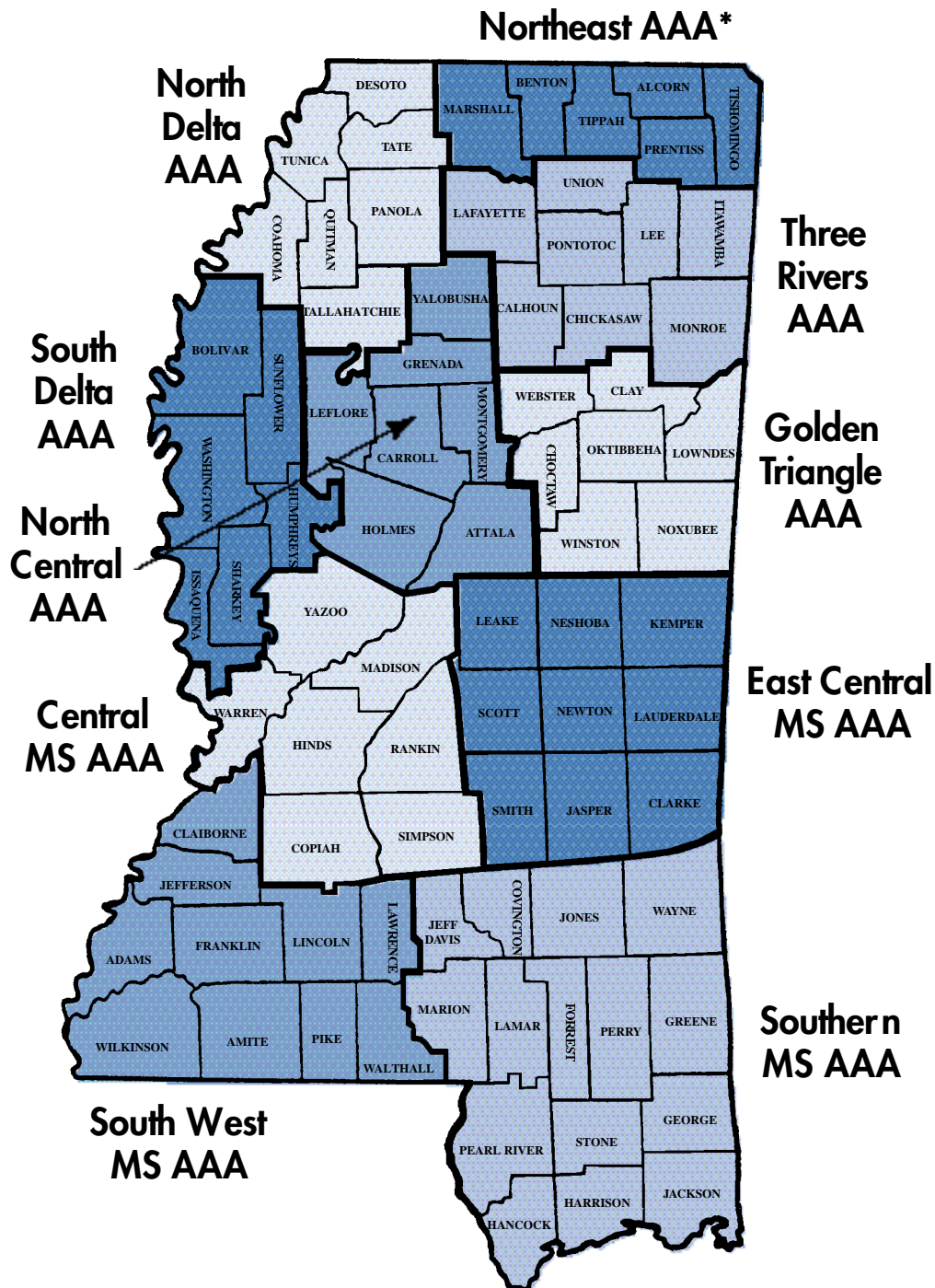
* AAA - Area Agencies on Aging

Division of Community Services

The Division of Community Services (DCS) provides a wide range of services to the elderly, disabled, and low-income families with children. DCS' objective is to address the immediate and long-range challenges faced by low-income citizens through alleviating the causes and effects of poverty. The services are provided through a network of 20 Community Action Agencies (CAAs) and two Human Resource Agencies which cover all 82 counties of the State. By using the case management approach to delivery of services, clients are prepared to focus on obtaining an education, employment, etc., in order to become self-sufficient.

DIVISION'S RESPONSIBILITIES:

• Assists clients in achieving self-sufficiency through activities such as education, employment, nutrition, housing, health services, community affairs, transportation, etc.

• Provides financial assistance to eligible households to help pay the costs of home energy bills

• Provides assistance to reduce the costs of home heating and cooling by improving energy efficiency and ensuring health and safety

• Assists families in meeting their nutritional needs by participating in food share programs, purchasing food through food pantries/food banks, and feeding the homeless through soup kitchens across the State

• Promotes responsible fatherhood

• Refers clients to other MDHS Divisions or other state agencies for further assistance

BUDGET:

The Division of Community Services receives federal funding only:

1. Community Services Block Grant (CSBG) = $10,221,841; clients served - 85,452

2. Low-Income Home Energy Assistance Program (LIHEAP) = $13,844,430; households served - 74,368

3. Low-Income Weatherization Assistance Program (WAP or WX) = $1,620,261; homes weatherized - 658

4. Community Food & Nutrition (CF&N) = $73,761 clients served - 9,687

SIGNIFICANT ACCOMPLISHMENTS

• DCS has been recognized by the U.S. Department of Health and Human Services, Office of Community Services, as a model state program

• DCS has one of the top client-tracking and data collection systems in the country, Mississippi Results

Sollie B. Norwood

Sollie Norwood, Director, Division of Community Services, joined the Department of Human Services in 1988. He is a graduate of Jackson State University with a Masters Degree in Guidance and Counseling. Sollie is a member of the National Association for State Community Services Programs. During his tenure at MDHS, he has implemented the Responsible Fatherhood Initiative, for which he is an avid supporter. He also provided oversight for the creation of the MS ROMA client tracking system, in addition to serving on various task forces, panels, and committees.

PROGRAMS AND INITIATIVES OF THE DIVISION OF COMMUNITY SERVICES

Community Services Block Grant Program (CSBG)

Low-Income Home Energy Assistance Program (LIHEAP)

Low-Income Weatherization Assistance Program (WAP)

Community Food and Nutrition Program (CF&N)

Responsible Fatherhood Initiative

Oriented Management and Accountability (MS ROMA); Staff and task forces have provided training at the federal and state levels

- Mississippi was chosen as the pilot state for the U.S. Department of Energy's "Hot Climate Initiative" for the southeastern region

- DCS has written for and received in excess of $1.18 million in competitive grants

- Mississippi has been chosen to host the 2004 National Association of State Community Services Programs conference, a first for the State

- Staff members were selected to serve on national committees representing CSBG and Weatherization

- Provided fans to low-income citizens of Mississippi during the summer

COMMUNITY SERVICES BLOCK GRANT PROGRAM

Community Services Block Grant Program (CSBG) funds are used to provide a range of services or activities designed to eliminate the causes and effects of poverty. These services assist clients with attaining an adequate education, securing and retaining meaningful employment, obtaining and maintaining adequate housing, health and nutrition services, and accessing community resources and transportation. A component of CSBG, the Community Food and Nutrition Program (CF&N) provides nutritional needs to eligible clients. Objectives of CF&N are to increase the amount of food available by participating in food share programs throughout the State, as well as provide a variety of foods to create food pantries/food banks in order to meet the nutritional needs of eligible Mississippians.

LOW-INCOME HOME ENERGY ASSISTANCE PROGRAM

The Low-Income Home Energy Assistance Program (LIHEAP) provides financial assistance to eligible households to help pay the cost of home energy bills and other energy-related services. Households may qualify for regular LIHEAP assistance and/or the Energy Crisis (emergency) Intervention Program (ECIP) for natural gas, wood, electricity, liquid petroleum propane/butane gas, and other energy-related services.

LOW-INCOME WEATHERIZATION ASSISTANCE PROGRAM

Low-Income Weatherization Assistance Program (WAP) funds are used to improve the conditions of eligible clients' homes. The program is designed to reduce home heating and cooling costs by improving energy efficiency and ensuring health and safety. Priority is given to low-income, elderly, and disabled individuals. Weatherization measures include:

- Performing energy audits on homes
- Air sealing
- Adding attic insulation
- Adding wall insulation (dense packing)
- Adding duct insulation
- Installing smart thermostats
- Installing lighting retrofits
- Refrigerator replacement

"Service is the Lifeblood of any organization. Everything flows from it and is nourished by it. Not a department... It's an attitude."

MS ROMA
Mississippi Results Oriented Management and Accountability

To carry out the goals, objectives, and assurances as stated in Section 672 of the CSBG Act, the Mississippi Results Oriented Management and Accountability (MS ROMA) system was put in place. MS ROMA is a system used for client tracking by all CAAs. MS ROMA has become an integral part of the day-to-day CSBG case management.

TANF and DCS' Involvement

Temporary Assistance for Needy Families (TANF) is an ongoing effort in the State of Mississippi to reduce the number of families who have a need for temporary assistance. The increase in child support collections has created a need for fathers to be trained on how to develop, renew, or continue a relationship with their children. The Fatherhood Initiative has been the mechanism by which DCS achieves those goals. As a result, fathers are being reunited with their families and even developing relationships where there were none. The Fatherhood Initiative funded 15 subgrants during SFY 2003 for the continuing education of fathers and their quest to become better fathers. The fatherhood slogan, "LOVE YOUR KIDS TODAY," positively delivers the message—if you don't, someone else will.

Success Story

A 26-year-old single mother, with two children ages 6 and 9, and who was also expecting another child, came to the Agency seeking assistance with her utility bills after being terminated from her job. The client was terminated because she had to stay home with her cancer-stricken mother, who had died one week prior to coming into the Agency. After the death of her mother, she moved from her home into her mother's home to care for her five siblings, ages 16, 13, 11 (twins) and 9. The death of her mother and her new responsibilities forced her to put her dream of becoming a nurse on hold.

During assessment, it was determined the client needed assistance with her goal of finding a job to sufficiently cover her household expenses. The case manager referred her to the Social Security Office to apply for benefits for her siblings. She was told that the children were not eligible for financial benefits because her mother had not worked enough quarters. However, they were eligible for health benefits. She was then assisted with obtaining Medicaid for her siblings and was approved. Afterwards, she was approved for $880 per month in food stamps. She was given counseling and job search training, which included how to properly dress for interviews and the importance of being punctual. During job search training, she was required to turn in job search forms on a weekly basis. The Agency also provided her with money management training to financially stabilize her household. The client faced another challenge with high utility bills. The case manager contacted Entergy, which assisted the client with applying for services (in her name) and the $150 deposit. Mississippi Valley Gas was also contacted and she was assisted with deposits through the LIHEAP program. She was provided assistance with her utility bills until she reached self-sufficiency in January 2004.

On November 6, 2003, the client reported that she had obtained full-time employment as a manager with Churches Chicken. However, she would not be paid until her training was completed. During her four weeks of training, she had to travel to Arkansas daily. She now faces having to pay extra gas costs, as well as additional child care. She completed training and now earns a salary of $30,160. She plans to save as much money as possible and use her savings to relocate to Michigan where some of her family lives and work toward completing her degree in Nursing.

Love Your Kids Today
Let Them Know You Care!
Be A Responsible Father!

Contact Information:

Mississippi Department of Human Services
Division of Community Services
750 North State Street
Jackson, MS 39202

Phone: (601) 359-4768
1-800-421-0762
Fax: (601) 359-4370

We are on the web!
Visit our home pages for more information
www.mdhs.state.ms.us

RESPONSIBLE FATHERHOOD INITIATIVE

MDHS' Division of Community Services (DCS) honored fathers Saturday, May 31, 2003 in recognition of "Responsible Fatherhood" Month in Mississippi. The kick-off celebration began at 10:00 a.m. at the Jackson Police Academy. Governor Ronnie Musgrove proclaimed June as "Responsible Fatherhood" Month.

The Fatherhood Initiative spawned out of the effort to reduce the number of families who have a need for temporary assistance and the increase in child support collections. The Fatherhood Initiative is the mechanism by which DCS trains fathers on how to develop, renew or continue a relationship with their children. The Fatherhood Initiative funded 15 subgrants during SFY 2003 for the continuing education of fathers and their quest to become better fathers. The fatherhood slogan, "LOVE YOUR KIDS TODAY," positively delivers the message - if you don't someone else will.

More than 500 people attended the kick-off celebration, which included food, fun and games for everyone.

ORGANIZATIONAL CHART

```
                        Bureau Director I
                              |
                              |----- Administrative
                              |       Assistant III
                              |
          _____
         |                                                |
   Branch Director II                              Branch Director II
       LIHEAP                                           CSBG
         |                                                |
  _____                          _____
 |                    |                        |                    |
Fiscal Officer II   Projects Officer II,    Projects Officer IV,  Program Review
                      Special                  Special            Admin. II
 |                    |                        |                    |
DHS-Program         Projects Officer III,    Systems Operator II  Projects Officer IV,
Specialist            Special                                       Special
```
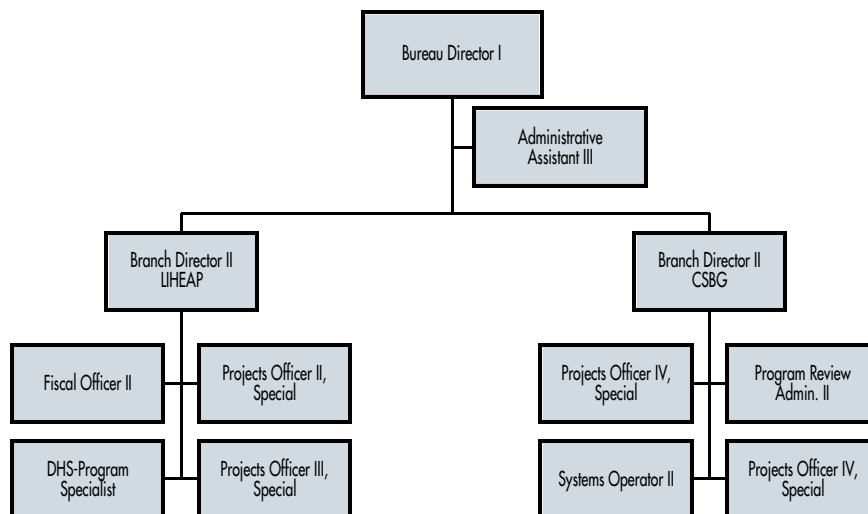
SCENES FROM THE RESPONSIBLE FATHERHOOD PICNIC, MAY 2003

REGIONAL MAP
COMMUNITY ACTION AGENCIES

Northeast Mississippi
Community Services

United Community
Action Agency

Mid State
Opportunities

Coahoma
Opportunity, Inc.

Bolivar County
CAP

Sunflower/
Humphreys
Counties
Progress, Inc.

Warren,
Washington,
Issaquena-
Sharkey
Community
Action Agency

Yazoo Community
Action Agency

Madison County
Human Resource
Agency

Hinds County
Human Resource
Agency

AJFC
Community
Action
Agency

Southeast Mississippi
Opportunity, Inc.

Pearl River
Valley Opportunity, Inc.

Gulf Coast Community
Action Agency

LIFT, Inc.

Central
Mississippi, Inc.

Prairie
Opportunity

Rankin County
Human Resource
Agency

Multi-County
Community Services
Agency

Simpson County
Community Action
Agency
and
Simpson County
Human Resource
Agency

Jackson County
Civic Action
Committee, Inc.

DESOTO BENTON MARSHALL TIPPAH ALCORN PRENTISS TISHOMINGO
TUNICA TATE UNION ITAWAMBA
QUITMAN PANOLA LAFAYETTE LEE
COAHOMA TALLAHATCHIE YALOBUSHA CALHOUN CHICKASAW MONROE PONTOTOC
BOLIVAR GRENADA WEBSTER CLAY
SUNFLOWER LEFLORE MONTGOMERY CHOCTAW OKTIBBEHA LOWNDES
CARROLL WINSTON NOXUBEE
WASHINGTON HUMPHREYS HOLMES ATTALA
SHARKEY ISSAQUENA YAZOO LEAKE NESHOBA KEMPER
MADISON SCOTT NEWTON LAUDERDALE
WARREN HINDS RANKIN SMITH JASPER CLARKE
CLAIBORNE COPIAH SIMPSON
JEFFERSON COVINGTON JONES WAYNE
ADAMS FRANKLIN LINCOLN LAWRENCE JEFF DAVIS
WILKINSON AMITE PIKE WALTHALL MARION LAMAR FORREST PERRY GREENE
PEARL RIVER STONE GEORGE
HANCOCK HARRISON JACKSON

Office for Children and Youth

High quality, consistent, developmentally appropriate child care is important for young children. It is also important for working parents. Sixty-three percent of mothers with children under six are in the Mississippi work force and 85% of these children are in non-parental care. Many of these families are low-income families who find child care hard to afford. In fact, it costs parents more in Mississippi to send a child to child care than it does to send a child to college. The Office for Children and Youth (OCY) is charged with providing these families with child care assistance. OCY provides this assistance through the Child Care and Development Fund (CCDF) program. In order for parents to make the transition from welfare to work, they must be able to find and keep employment. Without affordable, accessible, quality child care, many families find this goal impossible to achieve. No parent should have to choose between the job they need and the child they love. Yet, Mississippi's CCDF Block Grant served less than 24% of the state's eligible children in FFY 2003, and there were 7,961 children remaining on the waiting list for child care assistance. Mississippi families need a significantly greater investment in child care so that parents can work and children can receive the quality care they need and deserve.

PROGRAMS AND INITIATIVES

- **Child Care Certificate Program** - OCY has subgrants with nine Designated Agents across the State to administer the Child Care Certificate Program. The Designated Agents are responsible for specific counties in their regions. Each Designated Agent issues certificates for child care services to low-income, working parents or parents in an approved education or training activity. Parents may take these certificates to the provider that meets the needs of the family. The provider may be a licensed child care center, an individual who will keep a child(ren) in their home or in the child's own home. OCY administers the 92% federally-funded Child Care and Development Fund (CCDF). Under the Child Care and Development Block Grant Amendments of 1996, the funding focus is to assist income-eligible working parents with subsidized child care. This is primarily accomplished through the issuance of child care certificates that parents can take to their provider of choice. The established CCDF Priority Populations are served in the following order:

    1st   Children of parents transitioning off Transitional Child Care (TCC);

    2nd   Children of very low-income working parents whose income is at 50% or below the State Median Income (SMI), who are at risk of going on TANF, in the following order:

        A.   Teen Parents currently enrolled in school full-time
        B.   Children with Special Needs
        C.   Children in Protective Services or Foster Care
        D.   Children of all other eligible parents at this income level

    3rd   Based upon the availability of funding, children of parents who are working or in an approved educational or training program, working the required hours, and whose income falls above 50% of the SMI and below 85% of the SMI.

Edna L. Watts

Edna L. Watts, a native of Jefferson Davis County, Mississippi, earned a Bachelor of Science degree from Jackson State University, and holds a Master of Social Work degree from the University of Southern Mississippi. Edna has worked as a social worker in a medical setting and also with the Hinds County Department of Human Services. She is currently employed with the Office for Children and Youth as Interim Director and Director of the Grants Management Unit. Edna has worked in the field of child care at MDHS more than 23 years. She has a vested interest in improving the quality of life for all needy families in Mississippi. Edna remains committed to providing quality, affordable, accessible child care for low-income working families. Edna is the proud parent of two children and grandmother of three pre-school age children. She lives in Jackson, Mississippi.

- **Temporary Assistance for Needy Families (TANF) Child Care Certificate Program** - OCY administers in-house the Temporary Assistance for Needy Families (TANF) Child Care Certificate system to ensure the availability of child care services for all TANF families and families transitioning off TANF. This service is funded with TANF dollars, therefore, freeing up CCDF funds to serve additional children of non-TANF, low-income families through the Certificate Program. The Division of Economic Assistance develops policy and determines eligibility for eligible TANF parents. OCY process payments and provides technical assistance to TANF parents and providers. In order for TANF providers to be reimbursed in a timely manner each month, ledgers are entered constantly. In addition, OCY tracks child care ledgers, as well as returned checks.

- **The Child Care Partnership Grant Program (CCPG)** - The Child Care Partnership Program is a special initiative developed by OCY to encourage partnerships in addressing employee/community child care needs. This is a matching grant program to encourage local commitment to child care through community-generated financial resources that can be matched with federal funds. Applicants eligible for consideration for a subgrant include local or county government, state agencies, and municipalities. Current partnerships include Alcorn State University, City of Jackson, City of Starkville, Hancock County Resource Agency, Hattiesburg Public School District, Hinds Community College, Town of Bolton, and the University of Southern Mississippi.

- **OCY Head Start Extended Day and Summer Child Care Initiative** - OCY Head Start Extended Day and Summer Child Care Initiative is a competitive initiative that allows 18 Head Start sponsors to provide extended day and Summer child care services to children of income-eligible working parents enrolled in Head Start centers statewide. The hours of operation must extend the Head Start day to meet the needs of working parents. The participating centers must remain open until at least 6 p.m. This partnership shares the cost with Head Start for full-day for low-income, working parents.

- **Mississippi State Department of Health (MSDH)/OCY Collaboration** - OCY provides $1 million in CCDF funds to the Child Care Licensure Branch, Mississippi State Department of Health (MSDH), to assist in funding activities and MSDH staff associated with the administration of child care licensure in the State of Mississippi.

- **The Mississippi State University (MSU) Early Childhood Institute/Quality Evaluation Initiative** - Under this initiative, a grant was awarded to MSU to continue to evaluate licensed child care centers throughout the State of Mississippi, which focuses on improving the level of quality offered at each center. Technical assistance is provided in conjunction with the evaluation component of the project. To date, approximately 250 child care centers have been selected to participate in this initiative, which utilizes nationally recognized child care environment rating scales. Results from this initiative affords MDHS a myriad of options for policy-making decisions.

- **Right From Birth - Mississippi Educational Television (MS ETV)** - The Right From Birth initiative is designed to provide training to licensed and unlicensed child care providers and parents on the importance of stimulating brain development during the first 18 months of life. Through widespread distribution of tapes, printed materials, weekly workshops, (held in every county of the State), ETV reaches at-risk families and caregivers throughout the State of Mississippi. Contact credit hours are offered toward meeting the requirements imposed by the MSDH.

- **Nurturing Homes Project - Mississippi State University Extension Services** - The Nurturing Homes Project is designed to evaluate and provide the necessary training to home child care providers. The areas of evaluation are similar, and in many cases the same as the areas focused on in the Early Childhood Institute's evaluation.

- **OCY Project Prepare - University of Southern Mississippi, Institute for Disabilities Studies** - The OCY Project Prepare is coordinated through the Institute for Disabilities Studies (IDS) at the University of Southern Mississippi. It provides professional development opportunities, support, and resources to

"Children in high quality care demonstrated greater mathematic ability, greater thinking and attention skills, and fewer behavioral problems. These differences held true for children from a range of family backgrounds, with particularly significant effects for children at risk."

enable early childhood programs to better serve children with special needs and their families. Services are offered to promote inclusion of children with special needs.

- **Child Care Training Calendar** - OCY compiles and distributes a comprehensive, statewide training calendar to inform child care providers of various opportunities. These opportunities are sponsored through organizations statewide to assist with obtaining contact credit hours required for licensure and are conducted in diverse locations across the State. The OCY training calendar is mailed to all licensed child care centers for distribution to staff.

- **Consumer Information: Publications and Videos -** OCY operates a toll-free statewide child care information hotline (1-800-877-7882) to assist parents with various questions and issues regarding child care. OCY also provides the latest information on ways to improve the quality of child care through distribution of publications and a video lending library with over 200 titles to be checked out by child care providers for staff development.

- **Mississippi Early Childhood Association (MECA) and Southern Early Childhood Association (SECA) Membership -** OCY provides 18-month memberships in MECA and SECA and free two-year subscriptions to the Child Care Information Exchange Magazine to licensed child care centers statewide that serve subsidized children.

IMPORTANT STATISTICAL DATA

Primary Child Care Arrangements for Children Younger than Five with Employed Mothers

Number of children served in FFY 2003	OCY Designated Agent	Number of children OCY Designated Agents reported on waiting list for child care service as of 12/03
43,251	South Delta PDD	152
	Golden Triangle PDD	340
	East Central PDD	151
	Southwest PDD	385
	Southern MS PDD	1,255
	North Central PDD	280
	Northeast PDD	43
	Central MS PDD	3,454
	I.C.S. Head Start	1,901
	TOTAL	**7,961**

MOST IMPORTANT ACCOMPLISHMENTS

- **The Child Care Partnership Grant Program (CCPG) -** The Office for Children and Youth has made several efforts to draw down CCDF matching funds this year. OCY took advantage of utilizing certified spending offered by the Barksdale Reading Institute, as match for Federal Child Care and Development Fund for the year ending September 30, 2003. In addition, OCY has been granted federal approval to take advantage of certified spending offered by local or county governments, state agencies, and municipalities as match for CCDF funds for the past three years. Examples of current partnerships include Alcorn State University, City of Jackson, City of Starkville, Hancock County Resource Agency, Hattiesburg Public School District, Hinds Community College, Town of Bolton, and the University of Southern Mississippi. The certified spending, identified as cash match, is not adequate to draw down all Federal CCDF matching dollars available without additional state appropriated funds. The Child Care Partnership Grant is a special initiative developed by OCY to encourage partnerships in addressing employee/community child care needs. Applicants eligible for consideration to receive a subgrant include local or county government, state agencies, and municipalities.

- **Office for Children and Youth Early Childhood Development Scholarship Program** - The Office for Children and Youth Early Childhood Development Scholarship Program has developed and implemented this program, designed to allow early childhood workers to obtain professional development training specific to the field of early childhood development and education, to be applied toward an associate degree in early childhood development or early childhood education. This training will improve the quality of care children receive in licensed child care settings by increasing the professional training of teachers. This supports MDHS' initiative to return low-income parents to the workforce, while addressing Mississippi's increasing need for quality child care programs. This training activity is aimed at upgrading the entire system of licensed care.

- **OCY's Director's Credentialing Program** - The Director's Credentialing Program continues to make a substantial impact on early childhood programs across the State of Mississippi by sponsoring the eighth year of OCY's Director's Credentialing Program. Since its implementation (January 1996), more than 1,000 individuals statewide have successfully completed the credentialing training.

ORGANIZATIONAL CHART

```
                    ┌──────────────────────┐
                    │  Bureau Director II   │
                    └──────────┬───────────┘
                               │
┌──────────────────┐ ┌─────────┴──────────┐ ┌──────────────────┐
│ Branch Director II│ │ Division Director I │ │ Division Director I│
│ Quality Enhancement│─│ Fiscal/Data Management│─│ Program Management │
└──────────────────┘ └────────────────────┘ └──────────────────┘
```
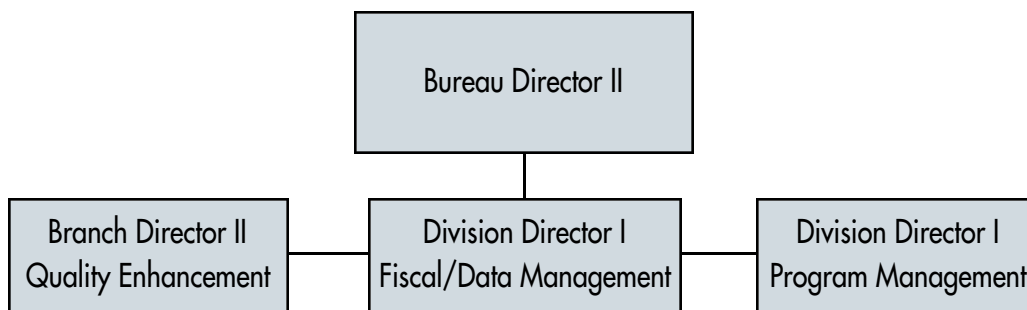
REGIONAL MAP

OFFICE FOR
CHILDREN AND
YOUTH

North Central Planning
& Development District

Golden Triangle Planning
& Development District

Institute of Community
Services

Northeast Mississippi Planning
& Development District

DESOTO

BENTON

ALCORN

MARSHALL

TISHOMINGO

TIPPAH

TATE

PRENTISS

TUNICA

UNION

PANOLA

LAFAYETTE

COAHOMA

QUITMAN

PONTOTOC

LEE

ITAWAMBA

TALLAHATCHIE

YALOBUSHA

CALHOUN

CHICKASAW

MONROE

BOLIVAR

GRENADA

SUNFLOWER

LEFLORE

WEBSTER

CLAY

CARROLL

MONTGOMERY

OKTIBBEHA

LOWNDES

WASHINGTON

CHOCTAW

HUMPHREYS

HOLMES

ATTALA

WINSTON

NOXUBEE

SHARKEY

ISSAQUENA

YAZOO

LEAKE

NESHOBA

KEMPER

MADISON

WARREN

SCOTT

NEWTON

LAUDERDALE

HINDS

RANKIN

CLAIBORNE

SMITH

JASPER

CLARKE

COPIAH

SIMPSON

JEFFERSON

COVINGTON

JONES

WAYNE

LAWRENCE

JEFF
DAVIS

ADAMS

FRANKLIN

LINCOLN

WILKINSON

AMITE

PIKE

MARION

LAMAR

FORREST

PERRY

GREENE

WALTHALL

GEORGE

PEARL RIVER

STONE

JACKSON

HANCOCK

HARRISON

Southwest Mississippi Planning
& Development District

Central Mississippi Planning
& Development District

South Delta Planning
& Development District

Southern Mississippi Planning
& Development District

East Central Planning
& Development District

Social Services Block Grant

MISSION AND PURPOSE

In 1981, Congress created a block grant to states for social services under the Ombudsman Budget Reconciliation Act (Public Law 97-35). A wide range of community social services for individuals and families was authorized. These services are designed to prevent or reduce dependency, prevent neglect or abuse of children and adults, prevent or reduce inappropriate institutionalization, and provide a limited range of services to individuals in institutions. Thus, the two-fold mission of the Social Services Block Grant in Mississippi is to protect vulnerable individuals, and to assist individuals in becoming or maintaining self-sufficiency. Eligible persons for services are persons whose income is at or below poverty level or who are unable to responsibly care for themselves.

Of the 100 percent of federal funds coming into the State, 98 percent is allocated to state agencies; one percent is used for discretionary grants; the remaining one percent is used for administration at the state level.

Derra E. Dukes, Director
Estella Robinson, Secretary Administrative
Eriaka Jones, Fiscal Officer I

The Social Services Block Grant (SSBG) - Social Services Block Grant was created to help provide a variety of social services to needy citizens. The services provided with these funds are designed to reduce the dependency of Mississippi's vulnerable population and to achieve and maintain self-sufficiency and support.

The objective of SSBG is to enable each state to furnish social services best suited to the needs of the individuals residing in the state. Federal block grant funds may be used to provide services directed toward one of the following five goals specific in the law: (1) to prevent, reduce, or eliminate dependency; (2) to achieve or maintain self-sufficiency; (3) to prevent neglect, abuse, or excogitation of children and adults; (4) to prevent or reduce inappropriate institutional care; and (5) to secure admission or referral for institutional care when other forms fail.

Total SSBG Award FY 2003..	$16,964,794.00
Total TANF Award FY 2003..	$9,580,325.00
Available Services Dollars..	$26,110,020.12
Total Administration (TANF %) and SSBG (1%)	$265,450.94
(1% Discretionary Grants)..	$169,647.94

Derra E. Dukes

Derra's first two years of study were completed at Coahoma Junior College and the last two years were completed at Jackson State University, where she majored in Education with minors in Business Administration and Psychology. She also completed additional studies in Business at Mississippi University for Women and Delta State University.

Her career spans from teaching school to working with the MS State Department of Health, Department of Insurance and two years at the State Capitol. The last 18 years have been with the Mississippi Department of Human Services in the Division of Social Services Block Grant. Her tenure began as a secretary, where she worked her way up through the ranks.

Derra enjoys having the opportunity of touching the lives of children, families, and the elderly through the administration of the Social Services Block Grant.

In conjunction with her work, she also has the opportunity to work to enhance the lives of Mississippi's citizens through her community service in the following organizations: College Hill M. B. Church, Circle #1, Heroines of Jericho, H. M. Thompson Court #242-A, and Forward Lookers Federated Club, Inc.

FUNDS ALLOCATED TO STATE AGENCIES FOR SELECTED SERVICES

	Projected Clients	Allocation
Mississippi State Department of Health (Family Planning)	3,728	$396,333.00
Department of Mental Health (Mental Illness and Mental Retardation)	4,474	$3,577,612.00
MDHS - Division of Aging and Adult Services (Maintaining Elderly in their Own Home)	11,186	$5,871,295.00
MDHS - Division of Family & Children's Services (Prevention & Protection)	41,607	$12,000,000.00
MDHS - Division of Youth Services (Family Development)	12,264	$4,285,000.00

HIGHLIGHTS

Sixteen discretionary grants were funded out of Fiscal Year 2003 funds, serving a total of 537 adults and children. Programs provided an array of services that included:

• Home-delivered meals

• Adult daycare

• Family development

Henry Thompson/St. Paul AME Church Adult Daycare	$120,000.00
MDHS Division of Aging and Adult Services	$400,000.00
Hope Village for Children	$100,000.00

FUNDING BY BOARD SERVICE CATEGORIES
SELF-SUFFICIENCY SERVICES ALLOCATION

Special Projects	$629,000.00
Family Planning	$396,333.00
Child Care/Development Disabled	$255,366.00
Adoption	$6,716.26
Work Activity	$1,620,065.00
Halfway House/Alcohol	$328,551.00
Halfway House/Seriously Mentally Ill	$138,987.00
Residential Treatment/Chemically Dependent	$218,162.00
Family Development	$4,285,000.00
TOTAL	**$7,878,180.26**

PROTECTIVE SERVICE ALLOCATION

Interstate Placement/Child	$30,842.13
Residential Group Home	$2,750,000.00
Protective Service/Child	$6,189,529.15
Prevention Abuse/Neglect	$97,652.20
Emergency Shelter/Child	$1,200,000.00
Protective Service/Adult	$409,802.30
Placement	$207,161.17
Foster Care	$27,588.00
TOTAL	**$10,912,574.95**

HENRY THOMPSON ADULT CENTER

The Henry Thompson Adult Center was established in June 2003 to provide the elderly of Madison County and their caregivers an outlet for social interactions among their peers. This program has also aided the elderly in retaining skills and independence while providing a safe environment that is productive for teaching and learning.

MAINTENANCE SERVICE ALLOCATION

Homemaker Home Health..$2,117,901.00
Home-Delivered Meals..$1,927,904.00
Adult Day Care $193,131.00
Respite...$9,716.00
TOTAL...**$4,648,652.00**

OTHER SERVICE ALLOCATION

Case Management...$1,164,353.78
Ombudsman..$31,313.00
Transportation...$937,099.00
TOTAL...**$2,132,765.78**

SOCIAL SERVICES BLOCK GRANT

SOURCE OF FUNDS

TANF $9,580,325
SSBG $16,964,794

☐ TANF
■ SSBG

36.6%

63.4%
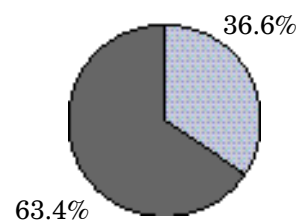
100% Federal Funds

Reduction of SSBG Funding
Over past 6 years

| | $23,465,773 1998 | $19,435,270 1999 | $18,007,939 2000 | $17,464,696 2001 | $17,087,926 2002 | $16,964,794 2003 |

ORGANIZATIONAL CHART

Division Director II

Secretary Administrative

Fiscal Officer I

A Message From The Deputy Director of Public Affairs and Administration
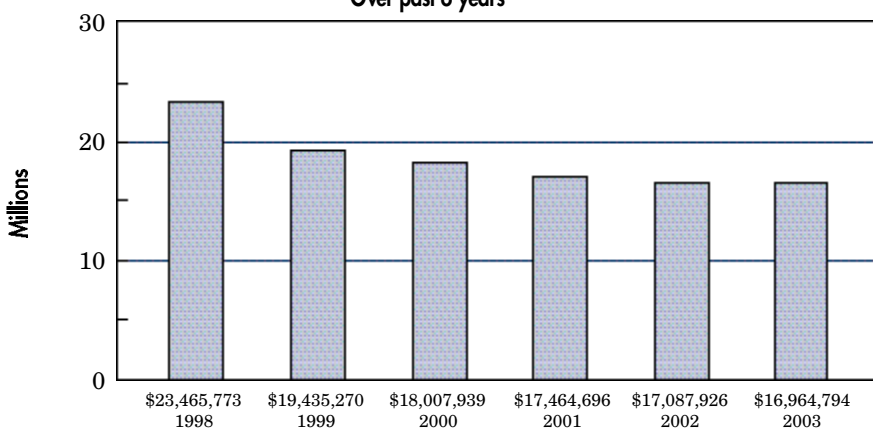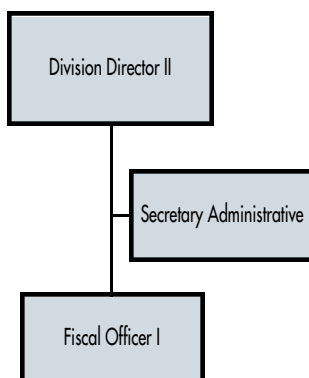
To our clients and friends:

I was truly honored to serve as Deputy Administrator for Public Affairs and Administrative Services under Thelma W. Brittain's leadership. Under her leadership, this Agency is taking bold and vigorous steps to ensure that, as our state moves ahead, no child, adult, or senior fails to share in that brighter future.

It is my responsibility to oversee the Divisions of Program Integrity, Management Information Systems, Human Resources, and Budgets and Accounting. These divisions are a vital part of the team that makes up MDHS, and are committed to doing their part to see that all our citizens have the opportunity to realize their fullest potential. We pledge our best efforts to empower families and individuals to build upon their dreams, as we all work together to make Mississippi an even greater state, and one that we can all be proud to call home.

I look forward to working both with you and for you over the coming years.

Sincerely,

Joe Bennett

Joe Bennett

Deputy Administrator of Public Affairs and Administration

Contact Information:
Mississippi Department of Human Services

P. O. Box 352 • 750 N. State Street • Jackson, MS 39205
Emma Levi • Phone: (601) 359-4514

Joe Bennett, Jr. joined the management team of MDHS in January 2001. He formerly served as the Director of Consumer Credit Counseling Service of Jackson, a division of the Mississippi Children's Home Society.

Joe spent twenty-two years in the broadcasting industry, including stints as Program Director of Jackson radio stations WSLI and WLIN.

After graduating high school in Aberdeen, Mississippi, he attended Millsaps College, where he received a BA in History.

Born in Tupelo, Joe has lived in Jackson since 1981. He, his wife and their ten year old son, Eric, attend Wells United Methodist Church.

Division of Management Information Systems

The Division of Management Information Systems (MIS) is responsible for providing professional information technology services to the Agency in the fulfillment of its mission, objectives, and program goals through the use of computers and related technologies.

As the Mississippi Department of Human Services (MDHS) strives to accomplish its goals, the use of information technology will play an increasingly important and visible role in the attainment of these goals. As the workload increases, better use of technology and available resources are paramount to the Agency's ability to attain its mission in the delivery of services. Therefore, to ensure that the Agency is able to survive and successfully administer the various programs that are managed by MDHS, it is essential that the Agency utilizes technology to aggressively meet the challenges that lie ahead. With that in mind, it is envisioned that MDHS will establish and maintain an environment which employs state-of-the-art technology. As a result of increasing demands, it is important that the Agency explore other alternatives for service delivery to improve the program efficiency, reduce fraud and errors, reduce costs by eliminating duplicative efforts, and improve services by maximizing resources.

Since MIS is the technology leader and technical resource for the Agency, the Division is being thrust into a new role, thereby functioning as a network service provider, which includes administration, management, and operational functions. As such, MIS continues to actively pursue partnerships with the programs and administrative units within the Agency; such teamwork will result in wise investments in technology and employees to help prepare the workforce for the realities of today and the challenges of the future. Efficient and reliable electronic communication and information sharing are essential to the mission and strategic goals of MDHS. The foundation necessary for this electronic information exchange is a reliable, high speed data, voice, and video network that connects the entire Agency. Therefore, a statewide network along with the appropriate support structures is a necessity, **not a luxu ry.**

All county offices' connectivity and systems support operations are linked directly through MDHS' State Office building, which is managed by MIS, to the State Computer Data Center housed at the Robert E. Lee Building, which is managed by the Mississippi Department of Information Technology Services (ITS). Any outage or downtime experienced at the State Office has a direct impact upon the field staff and their connectivity to the data center. As such, it must be considered a critical component of the Agency's infrastructure, much like light, heat, and water. Accordingly, the provision of basic network connectivity should be viewed as a tool for all the Agency's personnel. This includes all software, hardware, and pertinent peripherals required to keep the computer system up and running smoothly.

During the past three years, the Agency has implemented new technology to satisfy the federal and state mandated system initiatives in the attainment of the various programmatic needs. During this period of time, MIS has worked in partnership with the various program areas to implement the Electronic Benefits Transfer (EBT) Program, Federal Reporting, Automatic Income Withholding (AIW), Locate for Custodial Parents (LCP) Interface with the Federal Case Registry, Interface with Administrative Office of Court (AOC) on Non-IV-D Data, the Review and Audit Process, Health Benefits, De-Linking Project, Child Welfare Reform System Initiatives, etc.

The Agency is aggressively working to become Health Insurance Portable and Accountability Act (HIPAA) compliant by the federal mandated deadlines. HIPAA will have a far-reaching effect on the healthcare industry. There are many activities underway at all levels of the Agency to ensure compliance.

Arnette Owen

Arnette Owen, Interim Division Director, has been with the Mississippi Department of Human Services for 14 years and has been in the information technology (IT) field for more than 23 years. She is a seasoned and efficient senior IT manager with extensive leadership and management skills. Her significant track record for managing large scale projects with thousands of users and large scale technical and non-technical personnel is outstanding. She performs to her maximum capability during crises and functions as a tactical manager with strong people and communication skills. She is goal-oriented and results-focused with project, team, and process management and related structures. She also possesses strong analytical, technical, and business skills with an emphasis on strategic planning, in order to maximize resources while building effective teams and strong organization structures to merge technology with the business model.

MIS also provided the overall direction and leadership to enable the State of Mississippi to successfully implement the EBT Program by the October 2002 mandated deadline. The Agency trained over 120,000 clients in a four-month period and converted $72,422,000 in benefits to the debit technology. Over a 12 month period, the State delivered more than $340,000,000 of benefits (Food Stamps and TANF) to clients on the EBT card. The management and staff of MIS have the opportunity to serve the Agency by providing leadership and technical support for several very dynamic program Divisions. MIS provides information technology support in the following areas:

- Mainframe Application Systems
- Mainframe Computer Operations
- Network Data Networking Services
- Information Technology Network and Infrastructure/Resource Management
- Information Technology Systems Support and Related Planning Services including procurement, office automation, systems interfaces, feasibility studies, need assessment, etc.
- Auxiliary Unit - Applications Systems
- Systems Security
- Office Automation Training and Related Services

Mainframe Application Systems

The Management and Staff of MIS serve as technical support teams for several program Divisions. The Divisions' requiring the most significant support services are the Division of Economic Assistance (TANF, Medicaid, CHIP, and Food Stamps), Division of Child Support Enforcement, Division of Family and Children's Services and Division of Youth Services. Because of their extremely complex supporting computer systems and large number of employee users, the majority of MIS' applications support teams concentrate on these four areas. All program Divisions are supported by MIS at various levels, depending upon the level of complexity and existence of their computer operations and related systems. Responsibilities of the support units include programming computer code and performing maintenance activities (submitted via service requests). The Division of Youth Services has implemented a mid-range Citrix XP network supporting their Juvenile Case Management System. Therefore, more MIS resources are being diverted in support of this system. Database management and administration within MIS maintain more than 500 gigabytes of critical data utilized by employees and the Agency's computerized systems.

Mainframe Computer Operations

All of the Agency's mainframe applications systems are supported by a staff of computer operators and management personnel responsible for all computer operations and management functions, which include running after hours computer jobs to generate systems updates and required reporting. This unit operates three daily shifts and most weekends and holidays. The unit transmits EBT files 365 days a year to the Electronic Benefits Transfer (EBT) processor, Total Systems Services, Inc. (TSYS) in Columbus, GA. The Computer Operations Unit is also responsible for printing millions of pages of reports monthly and packaging these reports which are sent to both state and field offices. Purchase orders, payment vouchers, reporting, and client notices are printed daily, weekly, and monthly as required by the various jobs. All benefit checks that are printed are generated by this unit, and delivered to the mail room for distribution to the clients. Many of the print jobs have been converted to online viewing, thereby greatly reducing the actual line of printed documents.

DIVISION'S GOALS:

- Maintain a responsive information processing environment that supports existing systems and daily business objectives of the Divisions of MDHS.

- Comply with state and federal mandates for reporting and information processing.

- Maintain confidential data and information, as well as ensure security guidelines are enforced consistently.

- Build and maintain a strong professional technical staff comprised of state service and contract personnel to ensure that MDHS is successful in carrying out its functions through the use of technology.

- Provide technology leadership and vision for defining MDHS' technology directions in the use of technology and related services.

- Guide the alignment of business and technology requirements to capitalize on the industry's best practices.

- Provide leading edge technology solutions that will enable MDHS to increase its efficiency and effectiveness, while enhancing customer service provided to the clients of the Agency.

The Computer Operations Unit is also responsible for ensuring that four sets of cartridges (approximately 500) for disaster recovery are maintained, updated, and rotated weekly. Another area of responsibility in the Operations Unit is data entry of all MDHS employee time cards into the Statewide Payroll and Human Resource System (SPAHRS), as well as entry of foster care and adoptions data for generating client warrants.

The Operations Unit has continued to explore ways for reducing operating costs. The Operations Unit has also developed a more comprehensive inventory process, which has reduced the cost of mission-critical supplies by ordering in bulk. For example, the check stock used for printing client warrants cost the Agency more than $40 per thousand sheets two years ago, the cost now is less then $10 per thousand sheets. A future goal of the unit is to help move the Agency forward in its online reporting capabilities. Online reporting will not only reduce operating cost, but give system users real time information to better support clients.

Information Technology Network Infrastructure/Resource Management and Network Services

This unit has the responsibility of the day-to-day technical support for the Agency's Wide Area Network (WAN) that consists of 191 locations, with more than 500 users at the State Office and over 3,500 remote users utilizing over 8,000 pieces of equipment. The support function involves complex data network planning, implementation, and trouble-shooting to ensure that all offices and end-users have high reliability of connectivity to computer services. Network connections ensure the users can successfully connect to the Agency's network to use the MACWIS, MAVERICS, JAWS, METSS, EBT and CMS systems deployed throughout the Agency. The MIS Staff works in conjunction with staff from the State Computer Data Center of Information Technology Services (ITS) to maintain the overall functionality and connectivity to critical resources.

The unit manages the information technology infrastructure and equipment utilized in the State Office and field offices, including SAA Gateways, 3270 terminals, 9x/NT/2000/XP and 3.1 Windows workstations, Wyse terminals, Local Area Networks (LANs), Virtual Private Networks (VPNs), Citrix server farms, and other critical equipment that are part of the MDHS network. This unit also serves as the front line "help desk" service, assisting end-users with software and hardware problems. Network planning and implementation of new or enhanced systems are also managed by this unit. Additionally, the Information Technology Network Unit is responsible for the property management function for the MIS Division and is responsible for the Agency's IT equipment insurance and ongoing technical support functions to minimize downtime and power outages.

Systems Security

Privacy and confidentiality of critical demographic and Agency data for the mainframe systems is administered by this unit. Currently these individuals create and maintain system profiles and system access by creating user profiles and providing password access, data access, and monitoring of users in sensitive systems. System Security Administrators add new users to the system, delete terminated users, and modify user access as required. Detailed procedures and guidelines are followed to protect both the clients information and systems data. This group is responsible for designing, developing and implementing pertinent systems security guidelines and policies, and operating procedures. This group is also responsible for conducting self-assessment, internal security audits to ensure compliance with the Agency, state, and federal guidelines.

Systems Support Administration and Planning

This unit is very diverse and has several areas of responsibility. An Agency with the diversity of MDHS requires constant activity on the part of Information Technology (IT) planning and execution of projects. This unit is very active in contract management, as it relates to IT projects currently engaged, as well as planned; significant federal reporting is required in all areas. Members of this group supplement functional staff members in the program areas in compilation of statistical data for planned projects and ongoing

projects. Another significant duty of this unit is in the area of IT planning and the acquisition of IT resources as required by the Agency and regulatory entities (both state and federal). MIS works with all program areas on an ongoing basis to provide procurement services for computer related projects as defined by the respective Division. This unit also functions as the Agency's Health Insurance Portability Accountability Act (HIPAA) Compliance Officer.

MDHS annually enters into many contracts with vendors for services or products critical to daily operations at MDHS. This unit works to initiate required documents and facilitates the contractual process through its many approval points toward execution by Executive Management. Review of accounts payable and validation of expenditures are critical to this unit. The activities of this unit have been expanded to ensure budget compliance and accuracy in the many IT activities.

The Systems Support Administration and Planning Unit is responsible for facilitating all Information Technology purchases for the Agency. The unit processes and reviews forms required to purchase any computer-related product for the Agency, including support products. Because of the diversity of the various program Divisions at MDHS, this unit is constantly bombarded with requests. Each request is reviewed by several units within MIS to ensure that the upgrade conforms to the Agency's standards and will perform as required by Division when installed.

Auxiliary Unit - Application Systems

Nearly all Divisions at MDHS utilize smaller personal computer application's systems. These systems can range from several computer work stations networked together to single computers containing critical application's systems. In nearly all cases, these systems have evolved as a direct result of reporting requirements on the part of state or federal activities. MIS currently maintains more than 30 smaller systems. Most of the smaller systems have been written in FOXPRO, with several other software products utilized. Although these systems are considered to be smaller, in many cases they are no less critical to the ongoing business of the Agency than the Mainframe systems. This unit is responsible for Internet development and web-based applications. This unit is heavily involved in evaluating and establishing web-based standards and applications.

Office Automation, Systems Training, and Related Services

MIS maintains a curriculum of office automation classes to provide training and orientation for MDHS Staff members in the areas of Word Perfect, spreadsheets, e-mail, Internet usage, and FOXPRO, as well as other areas. Competent staff members work in the constant activity of upgrading skills of the employee's community to meet ever-changing releases of software utilized by the Agency.

MIS Accomplishments by Unit

Database Administration (DBA)

- Coordinated with the MACWIS Staff to install a new version of the MACWIS system

- Created a new Data Environment for the EBT project

- Coordinated with Software AG, MIS, and ITS in upgrading database software

- Successfully conducted an annual test of the disaster recovery plan

- Assisted MACWIS with successfully installing a new middle ware software in the test regions

Information Technology Infrastructure Management and Systems Security

- MIS Management placed more focus on the Agency's security and its operating procedures; as a result of this new focus and redirecting of the Agency's resources, several new initiatives were commissioned and completed at different stages.

DIVISION'S OBJECTIVES:

- Maintain successful support operation and management of MDHS' existing systems.

- Support our customers' business needs through automation by providing the most feasible technical solution(s) by integrating these requirements into the Agency's applications software in order to better serve the needs of Mississippi's citizens.

- Maintain, enhance, and implement system software with zero defects.

- Proactively develop technical solutions to ensure the highest system performance, and timely, accurate, and reliable data.

- Align the long-range technology planning process with the strategic planning process for MDHS.

- Aggressively deploy e-mail, web-based, and Internet technologies throughout the Agency.

- Initiate the appropriate systems enhancement/upgrade planning project for the MDHS MAVERICS, JAWS, METSS, MACWIS, CMS, EBT Program, etc.

- In May 2003, the Systems Security Unit worked in partnership with the State Auditor's office during their annual audit of MDHS/MIS; the Auditor requested large amounts of documentation over a two-month period; significant efforts, time, and coordination were required in order to comply with all the requests for information.

- Provided computer, network, and security support for more than 3,500 MDHS computer users in more than 150 MDHS locations

- During 2003, the Resource Management/Network Unit, in partnership with Procurement, implemented additional Medicaid Outstation offices and provided statewide support to these end-users.

- In partnership with Procurement, the unit coordinated the successful relocation of approximately 10 MDHS County Office locations to newer facilities throughout the State.

- Successfully developed a scope of work document outlining the steps necessary to upgrade the Juvenile Case Management System software; this upgrade migrated the system to Windows 2000 Advanced Server and Citrix XP software; these software upgrades will keep this network on the latest software platforms to ensure stability and to support additional growth.

- Worked with other groups from MIS and the Office for Children and Youth to design and implement a network of servers at the State Office that will support a new system and database being designed for this area; an expansion blade was added to the Cisco 6509 core router/switch as a part of this project; this expansion to the router will enable MDHS to continue to add devices to the core network in the future.

- Established sound justification and rationale for maintaining insurance on the Agency's computer equipment; MIS was able to convince Executive Management to reinstate the equipment insurance policy; updates are done every six months, unless there are compelling reasons to provide more frequent updates.

- Supported the MACWIS Team in a Proof of Concept (POC) project with Software AG (SAG); the POC enabled MDHS to implement the SAG's Entire X middleware software tool; Entire X will enhance mainframe processing and enable MDHS to implement some of the standard RACF security tools in MACWIS.

- Implemented the necessary network software patches and security updates to protect MDHS networks from intrusion; maintained current anti-virus definition files on the different Norton systems to provide anti-virus protection for Internet users

- Worked with ITS to discontinue use of IBM's Netview utility to realize a $36,000 annual cost savings

- In July 2003, the Network Unit worked with the Auxiliary Applications Unit to install a new IBM Netfinity Server that is dedicated to hosting the Help Desk Expert Automation Tool (HEAT) Help Desk application. The HEAT software is used to manage field equipment service calls, Help Desk support for the MACWIS Teams and network outages; this dedicated server will provide a solid platform for future growth and allow MIS to support future software upgrades.

- The Systems Security Unit submitted security articles to the MDHS Newsletter, *The Beacon,* in order to educate MDHS employees on the proper guidelines for system security in the Agency.

- In partnership with ITS and MDHS, MIS' Operations Unit conducted the annual Disaster Recovery tests in April 2003; the tests were successful.

- In June 2003, the Systems Security Unit created a draft Internet and e-mail acceptable use policy. This policy has moved from the Human Resources Division to the Mississippi Attorney General's Office for review.

- In May 2003, the Systems Security Unit developed the "Safeguard Procedures Report" for the Internal Revenue Service. This report covered IT systems processing of federal tax information and procedures followed by the Division of Economic Assistance. This report is required by the IRS every six years.

DIVISION'S OBJECTIVES:
(continued from previous page)

- Additionally, provide ongoing technical support for all the Agency's computerized systems.

- Plan and implement required network upgrades.

- Standardization of software platforms.

- Initiate a planning and implementation process for staff development.

- Implement a modern infrastructure to support emerging technology and growing needs of the Agency.

- Support the statewide operations of the Food Stamp and Temporary Assistance for Needy Families (TANF) benefits being disbursed on the debit card technology.

- Support the successful implementation of Doc View Software for all of MDHS' print jobs. In order to be successful, this project required input from several Divisions—both within and outside MDHS. The online version provides the end-users real-time access to a tremendous amount of information, while reducing the operating cost.

- Support the data entry functions of the Agency.

- Conducted a physical inventory of property and equipment assigned to MIS and obtained 100 percent compliance; all items are accounted for and properly marked

- Provided ongoing technical support to the end-users to maintain and upgrade the Agency's equipment

- In partnership with Procurement, and other Agency personnel, supported the relocation of the Attorney General's Staff to the State Office building

- The Resource Management/Network Units participated in numerous HIPAA planning meetings to begin to understand requirements of the HIPAA Security Rule that will be effective in April 2005.

Auxiliary Unit - Application Systems

A significant accomplishment for this unit was the redesign and implementation of the new Finance Interface and Tracking System (FITS) Database Design (FITS Phase II) to improve efficiency of the Agency's resources. The initial FITS was conceived and developed with the advent of the State's first Electronic Benefits Transfer (EBT) Program. The EBT operations support the Food Stamp and Temporary Assistance for Needy Families programs. Mississippi was one of the first states to design, develop, and deploy an electronic system to support the settlement, cash draw down, financial reporting, and trend analysis for fraud detections. The redesign included:

- The review and confirmation of all FITS data elements;

- Splitting the file into 3 files (control file, summary file, and detail file);

- Reload and validation of the FITS database file(s) from May 1, 2002 forward;

- Review and verification of all programs and JCL members;

- Consolidated and streamlined the FITS jobs for more efficiency;

- Implemented on-site & off-site backups for the DAF and TSYS report files;

- Reconciled the FITS data (both Food Stamp and cash) to the following:

    - The State's settlement [all draws - the daily draw down of funds to reimburse the EBT vendor (ACS) who settle with the retailers on behalf of MDHS clients purchases];

    - The State's liability balance;

    - The State's accounting book of record, Statewide Automated Accounting System (SAAS); and

    - The Federal/State AMA balance (Food Stamp only);

- Developed an initial ad hoc report to identify potential Food Stamp trafficking by retailers; this report is currently being used to support the Agency's Program Integrity Division;

- Designed, developed, and implemented a Benefit Redemption report package for both Food Stamps and TANF cash;

- Developed and automated a process to verify outstanding liability balances between the FITS detail and summary files (i.e., the sum of the detail equals the sum per case number);

- Worked in partnership with Red Clay Systems Corporations to implement the new Federal Child Care Information System;

- Implemented the Positive Pay Reporting functionality into the Agency's bank reconciliation process for check balancing with AmSouth Bank; this new process resulted in a real cost savings to the Agency. Based upon feedback from the Division of Budgets and Accounting, the Agency has realized a saving of $245,836.68 in 2003;

- Implemented Phase I of the new MDHS website enhancements;

- In partnership with Resource Management, upgraded the HEAT Tracking System; the upgrade included migrating the HEAT back-end database from Sybase to SQL 2000;

DIVISION'S OBJECTIVES:
(continued from previous page)

- Negotiate and provide IT-related services/products to meet the needs of MDHS.

- Develop practical and solid IT plans and related budgets for MDHS.

- Provide technical support and ongoing training services to over 4,000 users.

- Provide ongoing technical and interface support services to MDHS.

- In partnership with Resource Management, customized the HEAT system to incorporate the requirements to support the tracking of system outages;

- Assumed new administrator responsibilities for the management and administration of the Agency's Internet and e-mail functions; these responsibilities include adding new e-mail user accounts, maintaining existing users, and deleting terminated e-mail users accounts. These duties were previously handled by the State's computer center.

MAVERICS

- MAVERICS Staff completed more than 300 service requests;

- The MAVERICS Staff rewrote the Health Benefits system to make it easier for workers to use;

- Systems enhancements have been incorporated to improve the runtime efficiency; processes that were formerly spread over multiple weekends, due to the runtime are now running and completing in the same weekend. These efficiencies enable the MIS Operations Unit to schedule some downtime during the holiday seasons. These performance efficiencies also provided more available system usage time for the Division of Economic Assistance workers, thereby increasing their output;

- The SSI Online Inquiry screens are now being updated Monday through Friday, as opposed to only on Fridays. This provides the most up-to-date SSI information to workers;

- EBT enhancements to prepare for migration to EPPIC;

- Developed claims testing region;

- Major enhancements to claims processing;

- Rewrote programs for reporting claims data to Feds to accommodate EBT functions;

- Upgraded MAVERICS, Natural, and ADABASE;

- The JAWS Staff designed, developed, and implemented a system to track clients who are using contract transportation services. This will enable the Division of Economic Assistance, Contract Unit to verify the data submitted by providers;

- The JAWS Staff has made changes to the child care certificate program to withhold 28 percent of the provider's check, if the provider fails to comply with procedures mandated by the IRS;

- The JAWS Staff has added steps to all check programs to comply with the Positive Pay requests for the Auxiliary Unit.

Jobs Automated Work System (JAWS)

- Successfully upgraded Software AG Natural 3.2 software to Natural Construct 4.4.1; also upgraded ADABAS 6, along with modifying many programs to apply the upgrades throughout the environment;

- Modified several software programs to enhance efficiency; one of the greatest accomplishments in this area was a program which took an hour to execute per run, but since the modification, now executes in five minutes. These modifications reduce the system charges associated with program run time.

- Modified check reconciliation process from a monthly, semi-manual process to a completely automated process, requiring no staff intervention;

- Rewrote the process to produce a form 1099 file for the child care providers and provided the information to the vendor to print 1099 forms;

Mississippi Enforcement Tracking of Support System (METSS)

- Enhanced METSS to allow workers to populate the case file with data received via the CSENet; adheres transaction, personal data, and employer data received from the Federal Case Registry (FCR) without having to rekey the data;
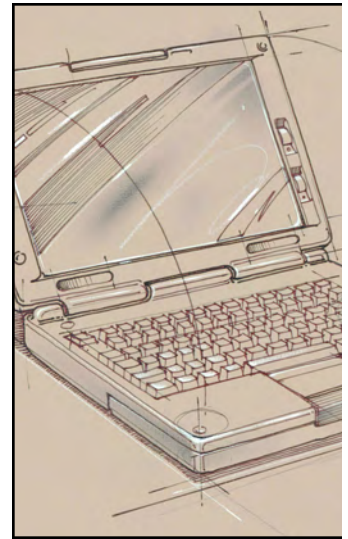
- Enhanced METSS to appropriately track the review and modification of orders within Federally mandated time frames;

- Successfully completed on-site certification reviews and received full federal Certification of METSS;

- Worked with the Administrative Office of Courts to complete an interface of Non-IVD orders as federally mandated;

- Successfully modified METSS to incorporate two new undistributed collection buckets on the OCSE F34A report as federally mandated;

- Modified METSS to automatically send the new CSENet case closure reasons when the appropriate actions occur;

- Designed and implemented a new employer template to simplify and reduce the time required to receipt employer checks, which are received on a regular frequency;

- Completed and implemented the MACWIS/METSS interface;

- Incorporated a new function to allow access to a specific check by check number;

- Modified METSS to correctly capture the total fees retained on the OCSE-F34A Report;

- Developed a process to extract data required to generate Agency level statistical reports for MDHS Management;

- Enhanced METSS to allow the submittal of Non-Custodial Parents (NCPs), who have not been located to SSA and/or DOD for benefit information;

- Successfully matched an IRS reconciliation file with METSS records and resolved any discrepancies;

- Modified the EFT/EDI process to appropriately reject debit reversals and print them to an exception report for manual handling by the Division of Budgets & Accounting;

- Modified METSS to allow the entry and tracking of NSF fees;

- Enhanced METSS to allow employers and NCPs to be flagged for an NSF check. After which, METSS will not allow the entry of another personal check from that employer or NCP;

- Enhanced the Electronic File Tranfser/Electronic Data Interface (EFT/EDI) process to prevent numerous errors received due to various data formats from employers and other states, and also to generate detailed reports required to efficiently resolve any errors;

- Enhanced METSS to allow the submittal of custodial parents for locate (Many custodial parents' payments have been returned because they have relocated and MDHS does not have their new address. In an effort to get the payments to them, the system was modified to allow the worker to put the custodial parent in locate status and the system will automatically submit him or her to several external sources for address information);

- Modified METSS to remove any references to IRS or state tax;

- Removed the ability to request wage verification forms from the WAGE screen.

MACWIS

The MACWIS Technical Team has provided technical support and ongoing services to the Division of Family and Children's Services. These services have enabled them to accomplish several goals and objectives via the MACWIS application.

- Implemented a duplicate Person Purge Batch Process for Demographics;

- Completed the AFCARS batch rewrite for foster care and adoption;

- Incorporated a Comprehensive Edit Checking functionality for case closure;
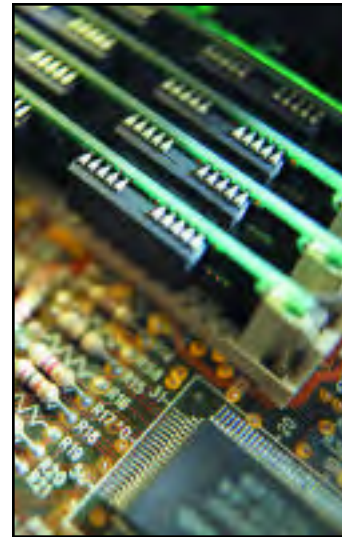
- Implemented the EntireX systemwide integration/removal of Sybase middleware;

- Implemented numerous miscellaneous batch reports created for DFCS for the MACWIS Data Cleanup Initiative;

- Implemented a Comprehensive Edit Checking functionality for child custody;

- Implemented a new non-licensed Court Ordered Placement/Resource functionality;

- Incorporated several extraction and reporting features to support DFCS in their preparation for the upcoming Federal Child and Family Service Review (i.e., MACWIS In-Home Case);

- Completed numerous systemwide defects and data cleanup initiatives;

- Worked with ITS and Software AG to fine tune the EntireX Communicator product and its efficiency;

- Executed the compilation and release of five major software changes;

- 20.4.2 (Sybase Version);

- 20.4.3, 20.4.4/20.4.5, 20.4.6, 20.4.7 (EntireX Version);

- Reduced production downtime by incorporating different efficiencies, monitoring, and deployment policies and procedures;

- MACWIS web enhanced with new features (FAQ, training schedules, upcoming changes);

- Conducted web focus training for MDHS/MIS Staff;

- The Quality Assurance Unit completed the implementation of the methodology and operating procedures defined in the MACWIS QA Testing Methodology Manual created in 2002;

- The Quality Assurance Unit supported the Unit Acceptance Testing (UAT) and help desk maintenance and testing processes; also, worked with the MACWIS development unit to provide assistance in the black box testing process;

- Several ad hoc reports were requested to support the Children and Family Services Review (CFSR) (approximately 16 reports were written); all reports were completed within the time frame requested;

- Fifty-eight major change requests/enhancements were completed during this period;

- Approximately 1,020 defects/bugs were completed. Many of the defects were due to a change in the business rules, worker's understanding, and process flow rules after the release was deployed;

- Developed and implemented a managerial project that produced support services statistics and related data;

- Based upon the MACWIS' design, certain data errors and incorrect updates by the end-users cannot be corrected online. MIS modified MACWIS' back-end utility's tool commonly referred to as GPKMENU (i.e., MACWIS Back-end System Utilities) to allow authorized help desk staff to perform simple modifications to erroneous data, when necessary; MIS will continue to expand these capabilities as resources permit;

- A major milestone for the staff this year was the opportunity to receive Visual Basic programming and Natural Construct technical training for the Natural programmers. These programmers have successfully been able to properly use the training in their day-to-day work. These skills have been used on an array of different software changes and defects.
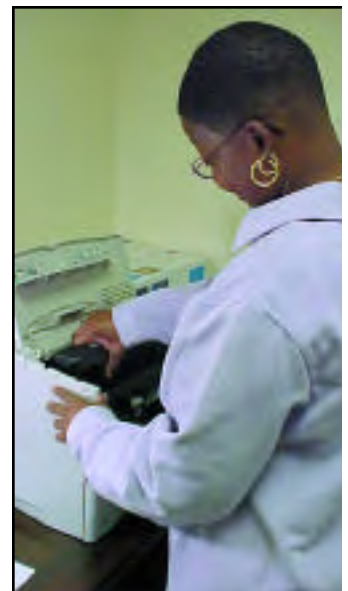
EBT

The State of Mississippi signed a contract with Lockheed Martin, now Affiliated Computer Services (ACS), in June 2001 for Electronic Benefits Transfer services for the Food Stamp (FS) and Temporary Assistance for Needy Families (TANF) Programs. These two programs benefits are delivered to the clients via the EBT debit card technology. On an average, approximately $32,000,000 combined benefits (FS

and TANF) are delivered to the clients served by these programs each month. Listed below is a summary of both 2002 and 2003 accomplishments for this project:

- Conducted a two-month EBT pilot operation in Rankin County (May - June 2002);

- Conducted training, conversion, and statewide rollout services throughout the State over a 4-month period (July - October 2002);

- In partnership with the Auxiliary Applications Support Team, assisted in the design, development and implementation of the Financial Interface and Tracking System (FITS);

- Also, worked with ACS and the retailer community to recruit retailers for the EBT program;

- Provided EBT help desk services to both clients and end-users;

- Coordinated and managed the research efforts for the initial and ongoing Out-Of-Balanced condition (OOB) detected by the State's FITS control process. Extensive work was devoted to this task. As a result of the staff's commitment, determination, and steadfastness, the systems (TSYS EFAST, FITS and AMS) are balanced;

- Facilitated the tracking and root cause of the EFAST process errors, as each applied to the State and its clients;

- Provided guidance, leadership, and technical support to TSYS, as they struggled to gain control over the discrepancies and out-of-balanced conditions. The State helped TSYS to gain an understanding of the different scenarios and conditions causing the discrepancies and OOB. Assisted TSYS with the implementation of the needed control points within their infrastructure; this initiative led to the joint reconciliation of the OOB, resulting in equal balances between the federal, state and the vendor systems;

- Through strong project management and accountability standards, the State created a climate that fostered ACS to engage in termination negotiations with TSYS due to nonperformance. As a result of these discussions, ACS offered the State a no-cost system conversion from the current EBT platform (EFAST) to their own EBT platform, commonly known as EPPIC (Electronic Payment Processing and Information Control) system;

- Provided project management services to track, monitor, and evaluate the progress toward EPPIC transition.

Mainframe Operations
The MIS Operations Unit has direct, as well as indirect impact upon all the units within MIS, and the different programs supported by MDHS Divisions. It is indicative of their successes, since the Agency has been able to achieve its day-to-day mission through the different computerized systems and related support. Listed below are highlights of the different accomplishments for 2003:

- Successfully processed the different production batch jobs for MAVERICS, METSS, JAWS, MACWIS, Foster Care and Adoption payroll, Quarterly Cost Allocation, EBT and EFITS systems, totaling approximately 700 jobs - daily, weekly, monthly, quarterly, semiannual and annual jobs; the MIS Operations Unit is responsible for supporting the Agency's batch and online production jobs 7 days a week, 365 days a year;

- Provided ongoing change management, updates to run sheets, and job scheduling services for the Agency's computerized systems; services included, adding, changing, deleting jobs and creating new/revised schedules;

- Provided ongoing distribution of reports to management to support the needs of the Agency. Provided many different changes to jobs and reports as mandated by the business needs of the Agency and reflected these updates in the CA-View/Deliver tools;

- Supported the production printing for the different automated systems used by the Agency (MAVERICS, METSS, JAWS, MACWIS, EBT, EFITS, purchase orders, payment vouchers, cost allocation, etc.); this printing includes the different Agency reports, warrants for transition transportation, child support, Employment and Training (E&T), child care, foster care homes and adoptions, labels, special forms, notices (for all systems), letters, and employee time cards. The unit is also responsible for the collating and distribution of approximately 700 daily, weekly, monthly and annual Agency reports to all 84 county offices in the State;

- Administered the storage media for the Agency's computerized systems; all cartridges were tracked, labeled, stored, inventoried, and delivered based upon the systems' operating schedule and processing needs. This included other State and Federal Agencies' cartridges that were shipped and delivered to the Agency. This function also included the appropriate safeguard procedures to ensure the protection of the confidential data stored on the cartridges. The unit reduced the number of cartridges used for disaster recovery from 650 3490Es to 24 9840s, thus reducing operating costs for the Agency;

- The unit coordinated the annual IT disaster recovery exercise, which was successfully completed in May 2003; the report was generated and provided to the State Auditor's Office;

- Provided data entry services for the Agency resulting in the keying of approximately 81,600 employee time cards annually. Also provided data entry services for the Division of Youth Services' statistical data for their annual report;

- Provided data entry services for foster homes and adoptions monthly payroll, which generated approximately 15,000 warrants annually;

- Provided CD duplication services for the Agency's check registers by creating CDs as permanent storage media, as opposed to microfiche; this new process reduced the operating costs for the Agency, as well as the physical storage space;

- Converted the Agency's cost allocation reports from microfiche to CD for permanent storage, therefore, reducing the operating costs and actual physical storage space;

- Coordinated the acquisition of critical supplies for the program areas by maximizing the available funding; also provided forecasting and supplies inventory management to ensure that adequate supplies were kept on hand to support the computer operations of the Agency;

- Provided reliable, timely, and ongoing operations support for the MAVERICS, METSS, JAWS, MACWIS, EBT and EFITS applications staffs for both new and existing projects. (i.e., HB implementation, system software upgrades, ITS special requests, monthly and annual rollover, mass change for the MAVERICS system, EFITS reduction of batch jobs, monitored interface files transmitted and received, etc.)

Systems Suppor t

- Provided procurement supportive services for the acquisition of multiple software and hardware purchases throughout the year for all the Divisions within the Agency;

- Administered and maintained the Agency's disaster recovery plan (DRS); the DRS Plan is vital to the Agency, in the event of a major disaster, to continue to provide the human services that are much needed by the citizens of Mississippi;

- Provided updates and maintained the Management Information Systems Standards and Procedures Manual;

- Planned and coordinated activities to support multiple County Office moves, along with providing procurement to acquire the services associated with the moves, which consisted of securing services from movers, purchasing technical equipment and services;

- Provided support and information to assist with preparing a scope of work document for the EPPIC/EBT project;

- Successfully worked in partnership with ITS to establish or renew professional services and hardware/software maintenance contracts;

- Provided leadership and prepared the Annual Information Technology Plan covering all the Divisions within the Agency;

- Provided leadership and training to all Divisions within the Agency for the Health Insurance Portability and Accountability Act (HIPAA);

- Provided procurement support and information to facilitate the implementation of MDHS' Firewall;

- Provided procurement support for the Division of Economic Assistance with the implementation of the State's Medicaid Outstations;

- Provided procurement support to the Agency and partnered with Resource Management to identify and purchase the necessary software products to provide protection for the Agency's network;

- Provided project management for the relocation of several attorneys and support staff from the Attorney General's Office to MDHS' State Office;

- Assisted the Office for Children and Youth (OCY) with procuring hardware equipment for the New Child Care Information System (CCIS);

- Provided periodic articles in the Agency's Newsletter, *The Beacon,* to keep employees aware of the Health Insurance Portability and Accountability Act's (HIPAA) regulations and guidelines.

ORGANIZATIONAL CHART
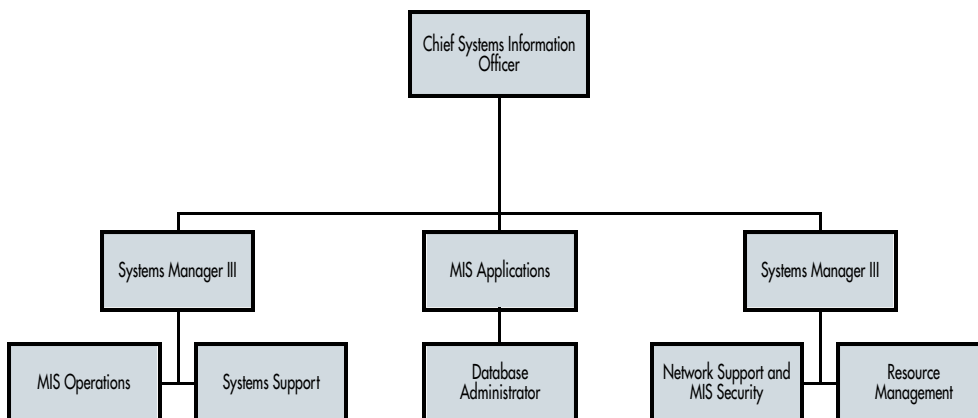
HIPAA NEWS
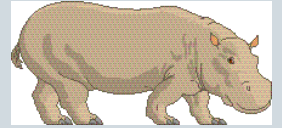
FOCUS ON SYSTEMS SECURITY

MIS articles in *The Beacon,* MDHS' monthly newsletter

Division of Human Resources

The Division of Human Resources (HR) helps to facilitate the effective and efficient delivery of vital services to MDHS clients and beneficiaries across the State by providing managerial and support services to the Agency's programmatic divisions and staff members.

The Division's responsibilities are comprised of two primary functions: personnel and administrative services. Within these, personnel provides services for the Agency's employees, management services to meet the Agency's staffing needs, and training services to ensure the highest degree of competency. Administrative Services' responsibilities include: housing, maintaining, securing, and protecting the Department, its statewide staff and property, as well as providing mail services, printing, publications, telecommunications, and motor pool.

The Division is also responsible for ensuring all documented disabilities are accompanied by workplace accommodations, when necessary, according to the Americans with Disabilities Act of 1990 (ADA). This is accomplished through the ADA Coordinator interacting with employees, supervisors, healthcare providers, and the retirement system, where disability retirement may be an option. The Division is responsible for the maintenance and monitoring of the MDHS Leave Reporting System and processing of payroll direct deposit requests.

In the absence of a permanent Human Resources Director, and in spite of staff shortages, HR has continued to provide effective and efficient administrative support to the programmatic Divisions of MDHS, who provide services to clients and their beneficiaries across the State of Mississippi.

PERSONNEL ADMINISTRATION

The Division of Human Resources' Personnel Administration branch is responsible for monitoring the Performance Appraisal Review System, overseeing the Fringe Benefits Committee, monitoring the Agency's cafeteria plan enrollment for all MDHS employees, insurance, workers' compensation, tort claims, verification of employment, public records requests, and new hire packets.

This unit ensures that all MDHS employees are given an opportunity to enroll and/or make changes to their current benefits at the appropriate time period.

PERSONNEL MANAGEMENT

The Division of Human Resources' Personnel Management branch is responsible for processing all personnel transactions involving new hires, promotions/demotions, separations due to resignation, dismissal and/or retirement, transfers, reallocations, reclassifications, conducting salary surveys (when applicable), recruitment, data changes (name, SSN, address changes, etc.), certificate of eligibles' requests, promotional opportunity disregard and open-recruitment listings, resignation/retirement packages, and organizational charts. This office is also responsible for preparing correspondence to the State Personnel Board to request special duty pay, substitution of work experience for a given position (when applicable), and preparation of the fiscal year personnel services budget.

Gloria Jackson

Gloria Jackson, Personnel Director, has been with the Mississippi Department of Human Services for 13 years. Her tenure with state government totals 29 years. She has been in the personnel/human resources arena for more than 17 years. She is a graduate of Mississippi College with a major in Business Administration.

Her state service career began with the University of Mississippi Medical Center. She then worked at the Department of Rehabilitation Services, and finally with MDHS.

Gloria is a dedicated employee, possessing strong leadership and managerial skills. She is goal-oriented and prides herself on encouraging teamwork among her staff. Her knowledge of human resources issues is evident in the support provided to the various Divisions/offices within the Agency.

Gloria is a member of the Mississippi Association of Personnel Administrators (MAPA), State Personnel Board (SPB) Advisory Council, and is currently serving on a Human Resources Competency Project sponsored by the SPB and headed by Attorney Amy Whitten of the Whitten Group.

CONTRACTS MANAGEMENT/CORRECTIVE DISCIPLINE AND GRIEVANCE UNIT

This unit is responsible for reviewing and monitoring all personal, professional, and legal services contracts for the Department to ensure compliance with the Personal Services Contract Review Board (PSCRB) regulations. The unit acts as liaison between MDHS Divisions and the PSCRB to ensure that appropriate contract information is presented at monthly PSCRB meetings for approval. Additional responsibility involves entering data into the Statewide Payroll and Human Resources System (SPAHRS) to ensure appropriate payment processing for all contractual services.

Further, this unit is responsible for administering and monitoring the Department's Employee Discipline System, Employee Grievance System, and the Employee Appeals Process for disciplinary matters. It provides guidance and policy interpretation on employee discipline, the grievance process, and provides a liaison between the State Personnel Board and Office of the Attorney General on the Employee Appeals Process.

STAFF DEVELOPMENT AND TRAINING

The Staff Development and Training Unit supports professional growth by providing in-house and outside training for all MDHS staff. This unit develops training programs based on the specific needs of the Agency. The Staff Development and Training Unit offers workshops in customer service, teamwork, conflict resolution, motivation, cultural diversity, time management, performance appraisal review, stress management, cardiopulmonary resuscitation (CPR), non-violent crisis intervention, writing skills, interviewing techniques, and managing and working with difficult people. These workshops are geared toward providing real world solutions to everyday office frustrations, and are tailored to provide a return on our most valuable asset—our people. New employees with a hire date of six months or less are given the opportunity to learn about the Agency's policy and procedures through a New Hire Orientation Program. All programs offered through Staff Development are at no cost to the employee. The unit strives to offer the best in training opportunities. Staff Development is responsible for managing the Certified Public Manager's Program (CPM), the Agency's Educational Assistance Program, and the Agency Lending Library. The Staff Development & Training Unit offers workshops with continuing education hours approved by the Mississippi Chapter of the National Association of Social Workers (NASW). This unit has also successfully restructured the training curriculum to half days and/or the incorporation of more than one seminar in a day whenever feasible to reduce travel expenditures.

Fundraising events spearheaded by the unit include the United Way Campaign, the Diabetes Foundation of Mississippi, the Muscular Dystrophy Association (MDA), and the American Heart Association.

2003 UNITED WAY KICKOFF
"Lives Change When a Community Cares"

Thursday, October 23rd
MDHS State Office Building
Back Patio (North Street entrance)
750 North State Street, Jackson, Mississippi 39202
10:00 a.m. - Press Conference

SPEAKERS:
Office of the Governor
Carol Burger, Executive Director, United Way
Joe Bennett, Deputy Administrator for Administration, Mississippi Department of Human Services

Refreshments will be served

Sponsored by:

Mississippi Department of Human Services
Thelma W. Brittain, Executive Director

HUMAN RESOURCES

Gloria Jackson
Personnel Director

Renfred Tate
Branch Director I

Janice Houf
Personnel Officer III

Cynthia Amos
Sec. Admin., Confidential

PERSONNEL ADMINISTRATION

Leverne Brent
Personnel Officer IV

Hazel Funches
Personnel Officer II

PERSONNEL MANAGEMENT

Lorisia Wilbert
Personnel Officer IV

Billy Bullock
Personnel Officer III

Corlis Davis
Secretary Executive

OFFICE OF ADMINISTRATIVE SERVICES

The Office of Administrative Services, through its dedicated staff, provides several key and important services to the employees and clients of the Mississippi Department of Human Services. The role of the Office of Administrative Services is to provide quality and professional assistance in the areas of Property Management, Mail Services (AIMS Unit, Mail Room, Shipping, Receiving, Warehouse, and Printing), Telecommunications, State Office Leases, Publications and Forms Management, Safety and Security, and Facility Maintenance. It is the goal of Administrative Services to provide continued quality service in order to meet the needs of this Agency. In addition, as established in the MDHS mission statement, the Office of Administrative Services strives to ensure that all client needs are met, family values are established, and self-sufficiency is achieved.

Provided below is a summary of each unit within Administrative Services along with an outline of accomplishments and the completion of projects during FY 2003.

TELECOMMUNICATIONS UNIT

The Telecommunications Unit is responsible for the purchasing, maintenance, monitoring, and billing of all telephonic services. In FY 2003, the Telecommunications Unit bid out and purchased much needed telephone systems for four County Offices at a cost of $37,110. This allowed the County Offices to provide clients with better service. With a reduction in the number of pagers, an overall savings of $7,500 for the next fiscal year is anticipated.

Accomplishments and Goals:

- Accountability of all cellular phones and pagers

- Reduction in number of units issued

- Established policy and requirements to receive/distribute cellular phones and pagers

- Surveyed all County Offices to ensure proper communication needs were met

- Analyze the cellular telephone and pager invoices monthly to make adjustments in services as needed

PUBLICATIONS AND FORMS MANAGEMENT UNIT

The Publications and Forms Management Unit provides printing and duplication services in the production of Agency forms, business cards, pamphlets, and brochures for all counties.

Accomplishments and Goals:

- The Publications and Forms Management Unit has established a system that will ensure proper receipt and match of order and receiving reports

- Process receiving reports from the County Offices in a timely manner

- Assure proper communication between the State Office and County Offices on revisions of forms being published

- Improve communications with vendors to ensure correct pricing on Agency printing and duplication needs

- Maintain 450 forms for 82 Counties

MAIL SERVICES UNIT

Mail Services provides all mail related services for the Department, including mass mailings (checks,

---

CONTRACTS MANAGEMENT/ CORRECTIVE DISCIPLINE AND GRIEVANCE UNIT

Rose Banks
Personnel Officer IV

Ruby Smith
Projects Officer II, Special

STAFF DEVELOPMENT AND TRAINING

Jackie Nelson
DHS-Program Administrator Senior

Joseph Broger
Training Coordinator

OFFICE OF ADMINISTRATION

Renfred Tate
Branch Director I

TELECOMMUNICATIONS/ PUBLICATIONS AND FORMS

Renfred Tate
Management

Worley Davis
Safety and Security

Ronnie Statham
Facility Maintenance

notices, I.D. cards, etc.), shipping, receiving, in-house mail room, warehouse (office supplies), and the print shop. The Mail Service Unit, through its many responsibilities, is in constant interaction with and provides continuous support to a majority of the Divisions within the Department.

Accomplishments and Goals:

- The AIMS Unit was responsible for the disbursement of 7,673,335 mailouts
- The Mailroom was responsible for the disbursement of 327,298 mailouts
- The mail sorter purchased in FY 2001 saved $594,136 from reduced postage costs
- The Shipping Department shipped 39,440 items
- The Printing Department was responsible for making 1,823,503 copies for the Central Office
- Cross training of employees increased productivity

STATE OFFICE LEASING UNIT

The State Office Leasing Unit has the responsibility of administering and applying federal/state laws and regulations in assisting MDHS personnel in acquiring and maintaining adequate office space; assisting personnel in obtaining appropriate documents for submission to the Office of Building, Grounds and Real Property Management to obtain approval of leased office space; and processing janitorial contracts for leased office space and County Offices.

Also, state/federal laws and regulations are applied in determining the appropriate sum of funds to be disbursed to county boards of supervisors as federal reimbursement for the provision of office space. Requests were processed during FY 2001 approving federal reimbursement in excess of $114,802 for the renovation or leasing of MDHS County Offices. Fact sheets are analyzed and processed in this unit to determine each Division's appropriate share of expenses in County Offices and to determine the amount and proportional application of disbursements to county boards of supervisors.

Accomplishments and Goals:

- Lower leasing cost for all leased facilities
- Work with lessors and county boards of supervisors to increase the quality of the work environment

SAFETY UNIT

The Safety Unit provides a guide by which to manage safety issues. The unit will monitor, evaluate, and reduce safety risks to clients, visitors, and employees.

Accomplishments and Goals:

- Provide a safe environment for employees, the public, and the preservation of state property
- Coordinate the approach to safety through the development of programs, policies and procedures, as well as the review of Department specific policies and procedures
- Conduct fire drills and provide regular testing and preventive maintenance of the fire alarm system and other fire suppressant equipment
- Conduct regular safety inspections of facilities and take action when opportunities to improve safety are found
- Maintain an accident reporting program
- Provide general and Departmental safety education

Employees are encouraged to be cautious and observe safety warnings in and around the workplace, as well as in their everyday lives.

SAFETY TRAINING AGENDA

- Attitudes Toward Safety
- Personal Safety
- Workplace Violence
- Computer and Office Ergonomics
- Defensive Driving
- Fire Safety Evacuation
- Energy Conservation

- Maintain administrative and engineering controls, where appropriate, to prevent accidents

- Provide general safety training to all personnel on a regular basis on issues consistent with industry standards and the ongoing review of information collected regarding specific issues

- Facilitate efforts to correct safety problems as they occur

FACILITY MAINTENANCE UNIT

The Facility Maintenance Unit is responsible for the day-to-day maintenance of MDHS' State Office. The unit works closely with the Director of Administrative Services and the facility owner to ensure all clients, visitors, and employees have a facility that is safe, clean, and operational at all times. A sample of the responsibilities are cleaning, painting, electrical repairs, grounds maintenance, etc.

Accomplishments and Goals:

- Maintains the entire MDHS State Office

- Ensures all facilities and utilities are maintained in a professional manner

- Assists all employees with their needs concerning the State Office

- Reduces the amount of down time of employees production due to maintenance requirements

- Reduces overall maintenance cost to MDHS

- Prepares schedule for future maintenance needs to avoid any conflicts with clients or employees

ORGANIZATIONAL CHART

```
                        ┌──────────────────┐
                        │ Office Director I │
                        └──────────────────┘
                                 │
            ┌────────────────────┴────────────────────┐
   ┌──────────────────┐                     ┌──────────────────┐
   │ Personnel Director│                     │ Branch Director I │
   └──────────────────┘                     └──────────────────┘
            │                                         │
   ┌──────────────────┐                     ┌──────────────────┐
   │Program Administrator│                   │ Printing (Mail)   │
   │      Senior       │                     │ Services Manager  │
   └──────────────────┘                     └──────────────────┘
            │                                         │
   ┌──────────────────┐                     ┌──────────────────┐
   │Personnel Officer IV│                    │Program Administrator│
   └──────────────────┘                     └──────────────────┘
            │                                         │
   ┌──────────────────┐                     ┌──────────────────┐
   │Personnel Officer IV│                    │Facilities Maintenance│
   └──────────────────┘                     │    Supervisor     │
            │                                └──────────────────┘
   ┌──────────────────┐
   │Personnel Officer IV│
   └──────────────────┘
            │
   ┌──────────────────┐
   │Personnel Officer IV│
   └──────────────────┘
```
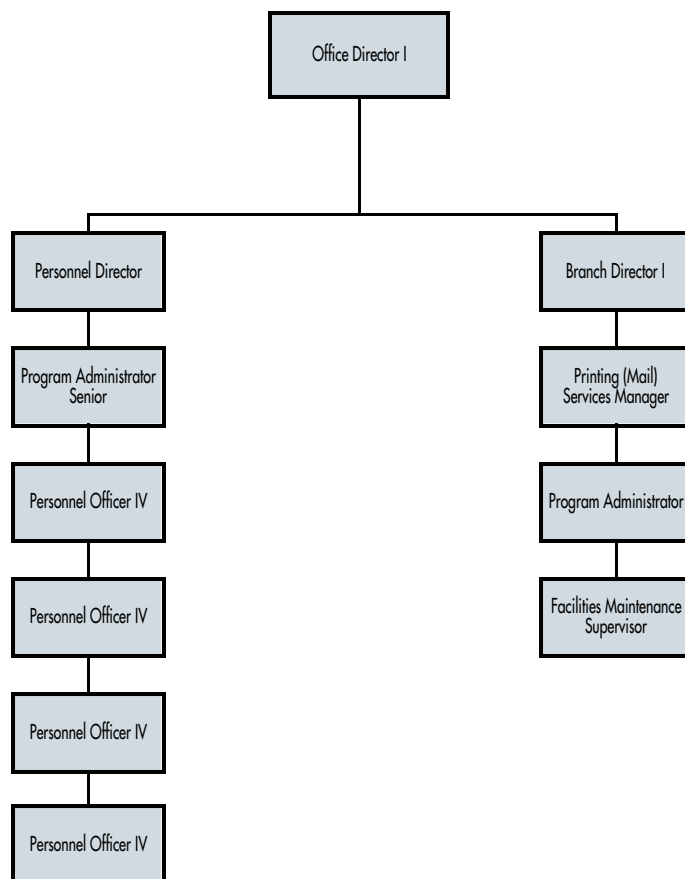
Division of Program Integrity

The mission of the Division of Program Integrity (PI) is to take the initiative in ensuring that all programs administered by MDHS are performed in such a manner so as to comply with all applicable federal and state laws and regulations. To accomplish this mission PI has two bureaus—the Bureau of Investigations and the Bureau of Audit and Evaluation.

BUREAU OF INVESTIGATIONS

The Office of Fraud Investigations is charged with the detection, investigation, and verification of alleged fraud in assistance programs administered by MDHS. As a result of welfare reform and other legislative mandates, the office is adapting to fully address the issues of fraud, waste, and abuse.

During SFY 2003, the office obtained 12 food stamp fraud convictions involving $5,785 in program dollars. The office also obtained 1,755 food stamp waivers requiring the repayment of $1,321,041 in food stamp benefits. In the TANF program, the office obtained six fraud convictions involving $4,797 program dollars, as well as 162 repayment agreements, requiring the repayment of $67,193 in benefits. In total, the Office of Fraud Investigations accounted for 12 convictions and 1,917 enforcement actions involving $67,547 in public assistance benefits.

The Office of Special Investigations is responsible for investigating matters of alleged employee misconduct and/or MDHS program violations of state and/or federal laws and regulations on the part of MDHS staff, its clients, or its vendors. During SFY 2003, 48 special investigations were conducted.

During SFY 2003, the office, in conjunction with the United States Department of Agriculture (USDA) and other law enforcement entities, conducted trafficking investigations involving 28 retailers. Trafficking investigations ultimately are aimed at preventing illegal use, transfer, and trafficking of food stamps. Investigations focus on clients who sell food stamps for cash and/or goods other than food items as defined by Food and Nutrition Services (FNS) and USDA, as well as retailers that are authorized to accept and redeem food stamps by USDA.

Additional duties performed by the Office of Special Investigations include conducting executive protective services for members of the executive staff and dignitaries associated with the Agency and conducting pre-employment and background investigations. The office also conducts specialized training for investigators.

During SFY 2003, the Office of Special Investigations performed 296 background investigations for the Division of Family and Children's Services and 201 for the Division of Youth Services. Specialized training consisted of bi-annual firearms training for ten armed investigators with the Agency.

The Office of Investigative Audit has the responsibility of reviewing, auditing, and investigating allegations of fraud and/or other misappropriations of federal and state funds upon referrals or directives from MDHS management. The office presents its findings relevant to such allegations in comprehensive, detailed, and documented reports to courts, district attorneys, and other authorities as may be appropriate, pursuant to state and federal regulations.

In SFY 2003, 17 contracts were reviewed with an aggregate award of $1,286,423.44. These reviews identified $456,251.93 in fraudulent or questioned costs. In addition, three cases of fraud were identified with no monetary value. Further, 104 investigations/audits were examined involving employee fraud and/or misconduct, alleged fraud by clients and subcontractors, child abuse, and falsification of records by clients and contractors.

Cornelius Powell

Cornelius Powell has served as the Director, Division of Program Integrity (PI), since March 1, 2002. He has been with MDHS for over ten years. He has over 23 years of experience in the criminal justice field, 19 of which have been in management and supervisory positions involving regulatory/compliance activities. His experience leaves him well prepared to handle the challenges of leading PI. Cornelius is also a member of the United States Army Reserves, in which he currently holds the rank of Major (P). Cornelius is a Persian Gulf Veteran, where he served over six months in the Kingdom of Saudi Arabia during operations Desert Storm and Desert Shield. Cornelius most recently served in operations Enduring Freedom and Iraqi Freedom, where he spent over six months in Kuwait and Iraq. He attended Jackson State University, majoring in Criminal Justice and is a graduate of the United States Army Military Police Academy, Jackson Police Academy, the United States Army Command, and General Staff College.

His goals for PI are to ensure compliance in all areas and programs administered by MDHS, and maintain a high degree of integrity and ethical conduct by employees, subgrantees, and recipients of benefits. He also aspires to maintain a close working relationship with other Divisions within the Agency to support the goals and objectives of the Agency as a whole.

The Office of Administrative Hearings is charged with the task of conducting Fair Hearings and Administrative Disqualification Hearings. The Fair Hearing provides an applicant or recipient an opportunity to appeal Agency action or its failure to act in connection with the Food Stamp, Temporary Assistance for Needy Families (including Medical Assistance), Children's Health Insurance Program and TANF Work Programs. When the applicant or recipient disagrees with the action that has been taken, the hearing gives them the opportunity to describe more fully his/her circumstances, to present new or additional information, and have his/her eligibility reviewed by someone not involved in the original decision.

Administrative Disqualification Hearings are initiated by the office when a food stamp overissuance claim (suspected intentional program violation) has been referred from the Claims Management Unit or the Office of Fraud Investigations. The hearing gives the County Office an opportunity to present their evidence concerning the charges and gives the client an opportunity to present any information or evidence in his/her behalf, if they disagree with the findings of the County Office. The decision of the Administrative Hearings Officer will determine whether or not an intentional program violation has occurred.

The office conducts all hearings in accordance with the applicable federal and state laws and regulations. Each program has hearings policies in their respective policy manuals and in the Federal Code of Regulations. The office follows both of these in decision making.

During SFY 2003, the office's major achievement was the handling of 586 Fair Hearings. Of these, 425 cases involved food stamps, 124 TANF, 18 Medical Assistance, and 19 CHIP. In addition, there were 2,164 Administrative Disqualification Hearing decisions rendered in the Food Stamp Program. As a result of these decisions 1,740 persons were disqualified from the food stamp program anywhere from 12 months to permanently, for fraudulently obtaining a total of $1,032,048 in food stamps.

BUREAU OF AUDIT AND EVALUATION

The Bureau of Audit and Evaluation (A&E) was formed as an independent appraisal arm of MDHS, and is charged with the task of maintaining an ongoing comprehensive program of systematic audits of each MDHS Division's activities and conducting comprehensive programmatic and fiscal reviews of programs administered by MDHS subrecipients. The activities of A&E either directly or indirectly affect all programs administered by MDHS. These activities can be broadly grouped into six categories: (1) monitoring subrecipients and vendors, (2) reviewing independent audit reports, (3) performing internal audit procedures, (4) inventorying and tagging subgrantee equipment, (5) performing pre-award review procedures, and (6) tracking the status of MDHS subgrant and vendor agreements.

During SFY 2003, a total amount of $667,743.89 of questioned costs was identified. During this period questioned costs totaling $285,538.45 were recovered, either by refunding the costs to the Agency, or by removing the costs from costs reported under the subgrant; and, questioned costs totaling $706,837.50 were resolved by the subgrantees providing documentation necessary to resolve the findings.

Monitoring Subgrants and Vendor Contracts - Federal regulations, state law, and the MDHS Subgrantee/Contract Manual require MDHS as the primary recipient, to monitor each of its subrecipients at least once during the grant period to ensure compliance with the fiscal and programmatic requirements of the subgrant.

During SFY 2003, A&E was notified of 465 subgrants totaling $177,617,991 which were required to be monitored prior to the end of the subgrant period. Monitoring reviews, including subsequent follow-up reviews, were completed for 438 subgrants during SFY 2003. Monitoring reviews for the remaining subgrants have been scheduled or are in progress. All required reviews are expected to be completed by the end of the federal fiscal year or by the end of the subgrant period.

During SFY 2003, A&E was notified of 66 vendor contracts totaling $20,048,775. At the specific request of the Executive Director's office, seven of these vendor contracts were monitored for compliance with the terms of the agreements.

Reviewing Single Audits - The Single Audit Act requires MDHS, as a primary recipient, to review the independent audit reports for each of its subrecipients to ensure that the subrecipient is in compliance with the Single Audit Act. During SFY 2003, A&E reviewed 516 independent audit reports or Subgrantee Audit Information Forms from MDHS subrecipients and transmitted copies of the audits or other information to the MDHS funding Divisions. A&E also established procedures to identify noncompliant subrecipients and require them to have the necessary audits performed.

Performing Internal Audit Procedures - Compliance audit procedures were performed by A&E staff as part of the fieldwork procedures performed by the State Auditor's Office in preparing the state single audit. Other internal audit procedures were performed to ensure compliance with the Agency's goals and objectives. The internal audit procedures performed by A&E staff included auditing food coupon inventories, certifying the transfer of unused coupons to other states, and the closeout of the Agency's food coupon inventory at Systems and Methods, Inc., located in Carrollton, Georgia. This certification was necessary to transition from paper food stamp coupons to the Electronic Benefits Transfer (EBT) system.

Inventorying and Tagging Subgrantee Equipment - The Bureau of Audit and Evaluation reviews each subgrant and any subgrant modifications to determine whether equipment was authorized in the subgrant agreement. During SFY 2003, reportable items of equipment purchased under 90 MDHS subgrants were inventoried and tagged by A&E staff.

Completing Administrative Review Memorandums - As a part of the Agency's pre-award review process applicable to all subgrants and vendor contracts, A&E researched its records to determine whether there are any unresolved monetary findings so the necessary corrective actions can be assured prior to issuance of a subsequent contract. During SFY 2003, A&E processed 1,121 Administrative Review Memorandums, including both original agreements and any subsequent modifications.

Tracking the Status of Subgrant and Vendor Agreements - During SFY 2003, A&E developed and maintained a computer based tracking system which enabled A&E to determine the current status of any subrecipient or vendor monitoring that was performed. The system also enabled A&E to more efficiently coordinate monitoring visits and thereby make the best use of A&E's limited personnel and travel resources.

Comparison of SFY 2002 Activities to SFY 2003

QUESTIONED COSTS	SFY 2002	SFY 2003	% CHANGE
Identified	$1,583,745	$667,744	57.64% ↓
Resolved	826,029	706,838	14.43% ↓
Recovered	268,659	285,538	6.28% ↑
Total Number of Subrecipient and Vendor Contracts	542	532	1.85% ↓
Total Amount of all Subgrants and Vendor Contracts	$243,555,974	$197,666,766	18.84% ↓

FUTURE PROJECTS:

- Staff will attend training conferences conducted by federal awarding agencies, state regulatory agencies, and other organizations to obtain information necessary to develop and maintain monitoring policies and procedures.

- Staff will provide training and technical assistance designed to strengthen the fiscal and programmatic operations of MDHS funding divisions and subgrantees to minimize the amount of questioned costs or disallowed costs related to MDHS subgrants.

- Key managers and supervisory personnel will participate in the Mississippi Certified Public Manager (CPM) Program and the Basic Supervisory Course. Other low cost, high quality training will be made available to all staff.

ORGANIZATIONAL CHART

```
                        Office Director I
                             │
                       Bureau Director II
                             │
        ┌────────────────────┴────────────────────┐
  Division Director II                      Division Director II
        │                                          │
  ┌─────┴─────┐                            Branch Director II
  │           │                                    │
```

| Program Administrator Senior | Auditing Director |
| Branch Director II | Hearings Administrator |

Monitoring/Internal Audit

| Program Administrator Senior | Fiscal Officer Chief |
| Property Officer IV | Projects Officer IV, Special |
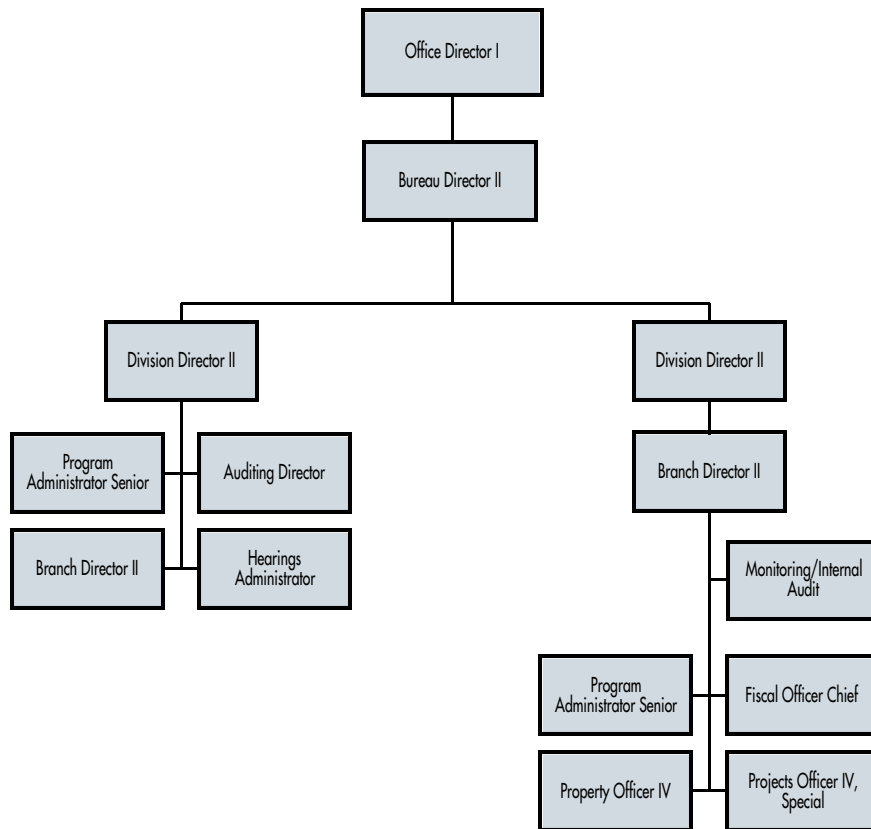
A store owner is arrested for food stamp fraud.

Division of Budgets and Accounting

The Division of Budgets and Accounting is responsible for the fiscal and financial integrity of the Agency. The Division provides leadership and direction to all programmatic divisions and other support divisions for all phases of the budget process, research, and accounting activities. The Division is also responsible for establishing policy and instructions for budget preparation and presentation, and examining new and proposed legislation to determine the impact on the financial operations of the Agency. Ensuring that the Agency is in compliance with Agency policies, federal regulations, and state laws is an ongoing process. The Division is entrusted with the challenge of managing an annual budget of $400,000,000+ of which $75,000,000+ is general funds. To manage the budget adequately and provide the quality assistance and guidance to the programs and other support divisions, competent and qualified staff is essential. Additionally, staff must have the necessary resources to perform the required tasks of each job.

OFFICES/UNITS OF THE DIVISION

Office of Budgets and Grant Management provides support to program staff with the annual budget request and has the responsibility of the final product. This office is also responsible for preparing federal financial reports, maintaining the Agency's Cost Allocation Plan, subgrantee fiscal reporting, and monitoring the Agency's expenditures and budget authority.

Office of General Accounting and Purchasing serves as the liaison for the Agency and Mississippi Management and Reporting Systems (MMRS). This office handles all orders for goods or services that require the issuance of a purchase order. Other responsibilities are coordinating and finalizing the General Accepted Accounting Principles (GAAP) package, receipting and depositing Agency funds, and reconciling Agency bank accounts.

Office of Payroll and Payables is responsible for processing payments to vendors and employees. The responsibility of processing payroll for approximately 3,500 employees rests with this office. This office also handles the purchasing of all office supplies and equipment, and the payment of all utilities. Other payments include expenses such as foster care and adoption clothing, county office expenditures, child support court costs and paternity testing, and contractual obligations. Additionally, client checks (TANF, child support, employment and training) are approved for mailing by this office.

Office of Research and Statistics compiles federal, state, and Agency statistical reports. This office develops and administers the various time studies and random moment samples/surveys. The office is also responsible for preparing the five-year strategic plan, and compiling, reporting, and monitoring performance measurement indicators for the Agency. The annual review of household utility expenses to develop the Food Stamp Utility Standards is a research project conducted by this office.

Accomplishments:

• MDHS implemented the "Positive Pay disbursement service" via AmSouth Bank for the five MDHS client payroll accounts.

"Our goal in Budgets and Accounting is to ensure that programmatic Divisions utilize appropriated federal and state funds to maximize services rendered to the citizens of Mississippi."

Sandra Maddox

Sandra Maddox is a graduate of Mississippi State University with a Bachelor of Science degree in Accounting. In addition, she has extensive experience in state government, as she has worked 25 years with the Department of Human Services.

She has worked in the fiscal areas of purchase of service audit (now Monitoring), budgets, cash management, federal reporting, and accounts receivable. She served as project coordinator during the implementation of the Agency to the Statewide Automated Accounting System (SAAS).

How it works - MDHS electronically transmits a file of all checks issued to AmSouth Bank prior to distributing the checks to clients/payees. As items are presented for payment, they are matched against each check's account number, serial number, and dollar amount. MDHS is notified of mismatches for a decision to pay or return.

The benefits - Early detection and reduction in deposit and over-the-counter check fraud, automatic detection and correction of encoding errors, direct access to paid check images, elimination of the check paid fee of 12 cents (per check cashed). This is saving the Agency approximately $15,000 per month / $180,000 annually in bank service charges.

- Began use of revised Social Worker Random Moment Survey (RMS) Observation form and conducted training in the RMS process for supervisory staff of the Division of Family and Children's Services. Also implemented individual county training approach for County Clerks who are involved in time study sampling.

ORGANIZATIONAL CHART

```
                    ┌─────────────────────┐
                    │  Office Director I  │
                    └──────────┬──────────┘
                               │
                    ┌──────────┴──────────┐
                    │  Admin. Assistant V │
                    └──────────┬──────────┘
                               │
   ┌───────────┬───────────────┼───────────────┬───────────────┐
┌──────────┐ ┌──────────────┐ ┌──────────────┐ ┌──────────────┐
│ Branch   │ │ Bureau       │ │ Bureau       │ │ Bureau       │
│ Director │ │ Director,    │ │ Director I   │ │ Director I   │
│ II       │ │ Deputy       │ │              │ │              │
│          │ │              │ │ Budgets and  │ │ General      │
│ Research │ │ Office of    │ │ Cost Alloc.  │ │ Accounting/  │
│ &        │ │ Payroll &    │ │ and Grant    │ │ Purchasing   │
│ Statistics│ │ Payables    │ │ Management   │ │              │
└──────────┘ └──────────────┘ └──────────────┘ └──────────────┘
```
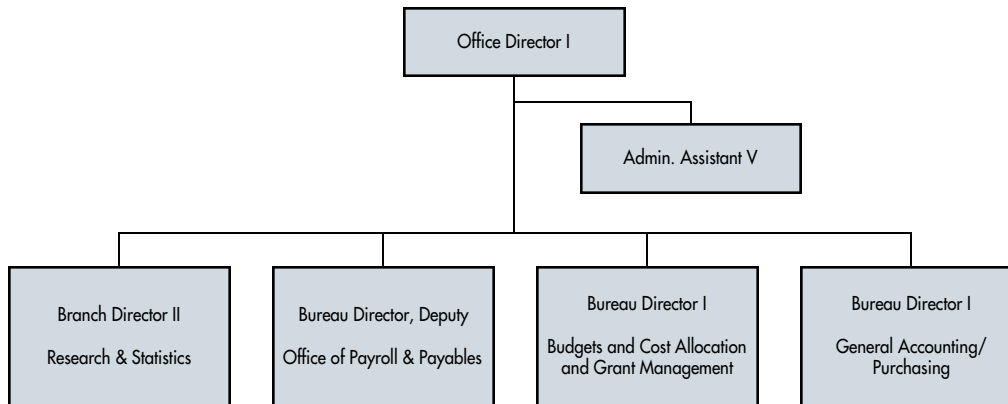
Division of Budgets and Accounting
Sandra Maddox
Director

Office of Budgets and Grant Management
Peter Boulette
Director

  Budgets Unit
    Brian Daniel
  Subgrant Unit
    Dorothy Wren-Smith
  Cost Allocation
    Tommy Brumfield
  Cash Management
    Richard Ferrell

Office of General Accounting and Purchasing
Helen Barnes
Director

  Purchasing Unit
    Naomi Spires
  General Accounting Unit
    Rosie Levy

Office of Payroll and Payables
Linda Barnes
Director

  Client and Payable Unit
    Willie Fortner

Office of Research and Statistics
Vivian Charleston
Director

Office of Consumer Services

The mission of the Office of Consumer Services (CS) is to ensure that all clients of the Mississippi Department of Human Services (MDHS) and the citizens of this State receive answers to their inquiries as quickly as possible; the office serves as a liaison for those seeking resolutions to complaints. CS is authorized to serve as the central establishment for the collection, investigation, evaluation, and referral of consumer complaints. CS accomplishes these tasks with collaborative efforts of state, regional, and county human services offices, churches, community organizations, federal, state, and local officials.

The Consumer Services Office provides direct access to information and assistance to clients and constituents. It is the responsibility of this office to provide knowledgeable information according to Agency policies, communicate with government entities and public agencies to assess community needs, communicate with internal Departments on various programs administered by MDHS, offer accessibility to customers in each county, and promote and support positive services for the Agency.

The Office of Consumer Services handles constituent requests for state, local, and federal officials. To date, CS has successfully handled over 9,000 inquires since its inception. In an effort to continue our effectiveness in assisting clients and constituents, CS will continue to provide the most accurate information in a fair, timely, and compassionate manner.

CS is available to assist MDHS employees throughout the State, with any problems and/or concerns they may have, whether job related or personal.

The "Just Wait" Abstinence Unit, administered by CS, was established to be a resource of technical support for communities who desire to address abstinence at the local level. Recognizing that results cannot always be achieved instantly, MDHS has taken the approach that if concerned citizens, parents, churches, schools and community organizations, other State agencies, and elected officials would embrace the problem as an epidemic, make a commitment to work together, dramatic improvements will be a solid result. The sole purpose of the abstinence staff is to address the issue of out-of-wedlock births, teen pregnancy, and other "at risk" behavior of Mississippi's young people.

MDHS, through CS, also assists with the mission of the Mississippi Emergency Management Agency (MEMA) in protecting the lives and property of the citizens of the State of Mississippi through hazard mitigation, preparedness, coordination of state resources, communications, and by maintaining a response and recovery system capable of meeting today's multiple threats.

If the staff of CS, the Abstinence Unit, or MEMA can be of assistance to any citizen, please call 601-359-4414 or toll free at 1-800-345-6347. The staff takes great pride in serving all Mississippians.

Eunice Robinson, Division of Child Support Enforcement and Jackie Course, Office of Consumer Services, disseminate brochures of services the Agency offers to students at Callaway High School.

Jesse Griffin

Jesse Griffin has served as Director of Consumer Services for two years. An alumnus of Jackson State University, Jesse has worked in the public and private sector since 1980 as a community/client services representative.

He agrees and fully supports this administration's beliefs that everyone receiving services from the Mississippi Department of Human Services should be treated with the utmost respect and compassion.

Jesse is very proud of his staff for their successes and accomplishments, in handling problems concerning or associated with MDHS.

Consumer Services has established contacts in each Division of MDHS, including state, county, and regional offices. These offices also deserve credit in our success of handling complaints/inquiries.

Griffin would like to see MDHS and other agencies continue to work together in serving the less fortunate citizens of this State.

His primary goal for the Office of Consumer Services is to have all complaints/inquiries handled in the most efficient, compassionate, and timely manner possible.

The dedicated staff of the Office of Consumer Services—Left to right: Jesse Griffin, Gloria Proctor, Jackie Course, Quency Coleman, and Tasha Martin Reed.

ORGANIZATIONAL CHART

```
                    ┌──────────────────┐
                    │  Bureau Director │
                    └──────────────────┘
        ┌──────────────┬──────────────┬──────────────┐
┌──────────────┐┌──────────────┐┌──────────────┐┌──────────────┐
│ Projects     ││ Projects     ││ Program      ││ DHS-Eligibility│
│ Officer III, ││ Officer IV,  ││ Development  ││ Worker II     │
│ Special      ││ Special      ││ Specialist   ││               │
└──────────────┘└──────────────┘└──────────────┘└──────────────┘
```
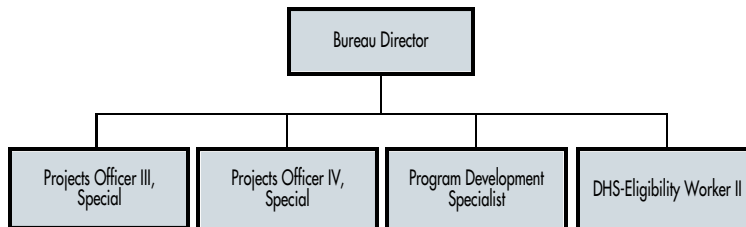

Students were led in an abstinence cheer in celebration of National Teen Pregnancy Prevention Month on May 2, 2003 at Smith Park by Tasha Martin Reed and Quency Coleman, both with the MDHS "Just Wait" Abstinence Unit.

Office of Communications

Cory Wofford, Media Director, has had an extensive career in all forms of public relations and journalism including print, radio and television. His background is enhanced by his teaching experience, as well as his membership in several civic, community, and professional organizations.

Cory is a graduate of Jackson State University, where he earned top honors as a Mass Communications major. Additionally, Cory has studied at Clark Atlanta University, Grambling State University, and the Freedom Forum (Washington, D.C.). His community activism and journalism skills have been honored by the Jackson Association of Black Journalists and the Associated Press.

Cory has many interests including writing, reading, listening to music, and traveling. His professional and personal motto: "Let the work I do speak for me."

Janet Mobley is the graphics guru for the Office of Communications. Ms. Mobley received her bachelor's degree from the University of Southern Mississippi, where she majored in Advertising and minored in Art. In 2003, Janet graduated from Belhaven College with a degree in Computer Information Systems, receiving the "Computer Professional of the Year Award," given to the top graduating senior in her field. She has more than 13 years of experience in graphic design including four years as a freelance graphic artist. She has also won an award for her black and white photography.

Janet is a die-hard "Golden Eagles" fan and enjoys attending football games, outdoor festivals, concerts, church, and art exhibits. She also enjoys water aerobics and spinning classes at the gym.

Idetra Berry, Special Projects Officer, earned her bachelor's degree in English from Tougaloo College. Idetra has worked for MDHS for several years and was very instrumental in re-establishing the Office of Communications as it currently exists within the Agency. She has over 11 years of combined experience in teaching and executing special projects and programs.

An avid reader and writer, she has two children, Kayata (niece) and Michael (nephew), for whom she serves as guardian. She has excellent organizational skills, is a proficient copy editor, and is extremely computer literate.

The Office of Communications was established to promote a more cohesive and positive image for MDHS, the executive director, and employees of the Agency. Major accomplishments include:

- Utilizing a system of manual and electronic news articles from statewide media to analyze, establish subsequent action items for the Executive Director and staff, and maintain a commendable archive of articles and related documents

- Streamlining of Agency publications for consistency of quality, use of MDHS logo, and accurate content

- Using the electronic database and broadcast faxing system for easy and timely communication to statewide media

- Providing direct assistance for comprehensive media and community outreach campaigns to state and county offices. Also, devising strategies for trouble-shooting and crises management

- Development of policies and procedures for state office and county offices for filtering of media requests, media responses, potential media alerts for the Agency, and other communications-related issues

MISSION—_To enhance and improve the image of the Mississippi Department of Human Services, internally and externally, using established communications principles and marketing techniques to foster a true spirit of cooperation and to promote quality service delivery._

Division of
Management
Information Systems

Division of
Human
Resources

Division of Economic
Assistance

Division of Aging &
Adult Services

Division of Youth
Services

**Office of
Communications
(OC)**

*"Supporting the
Agency, Division
by Division"*

Division of
Community Services

Division of Child
Support Enforcement

Office for Children
& Youth

Division of Family &
Children's Services

Division of Social
Services Block Grant

Division of Program
Integrity

Division of Budgets
& Accounting

Office of Consumer
Services

*The Office of Communications staff (left to
right): Idetra Berry, Cory Wofford, and Janet
Mobley*

ORGANIZATIONAL CHART

Media Director

Graphic Designer

Projects Officer
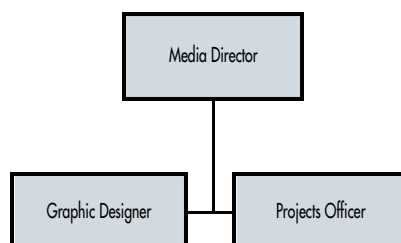
Division of Economic Assistance

Funding:

92%

5%

3%

■ Federal
■ General (State)
■ Other
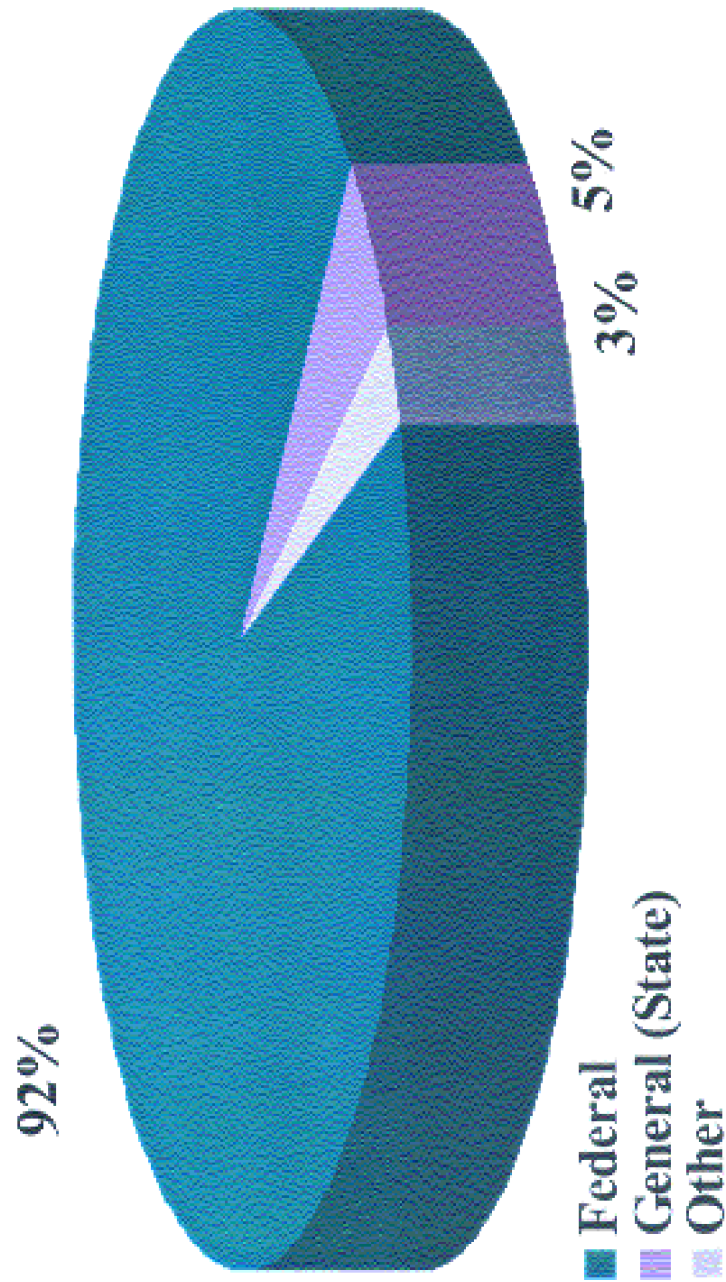
Division of Youth Services

Funding:

40%

2%

58%

- Federal
- General (State)
- Other
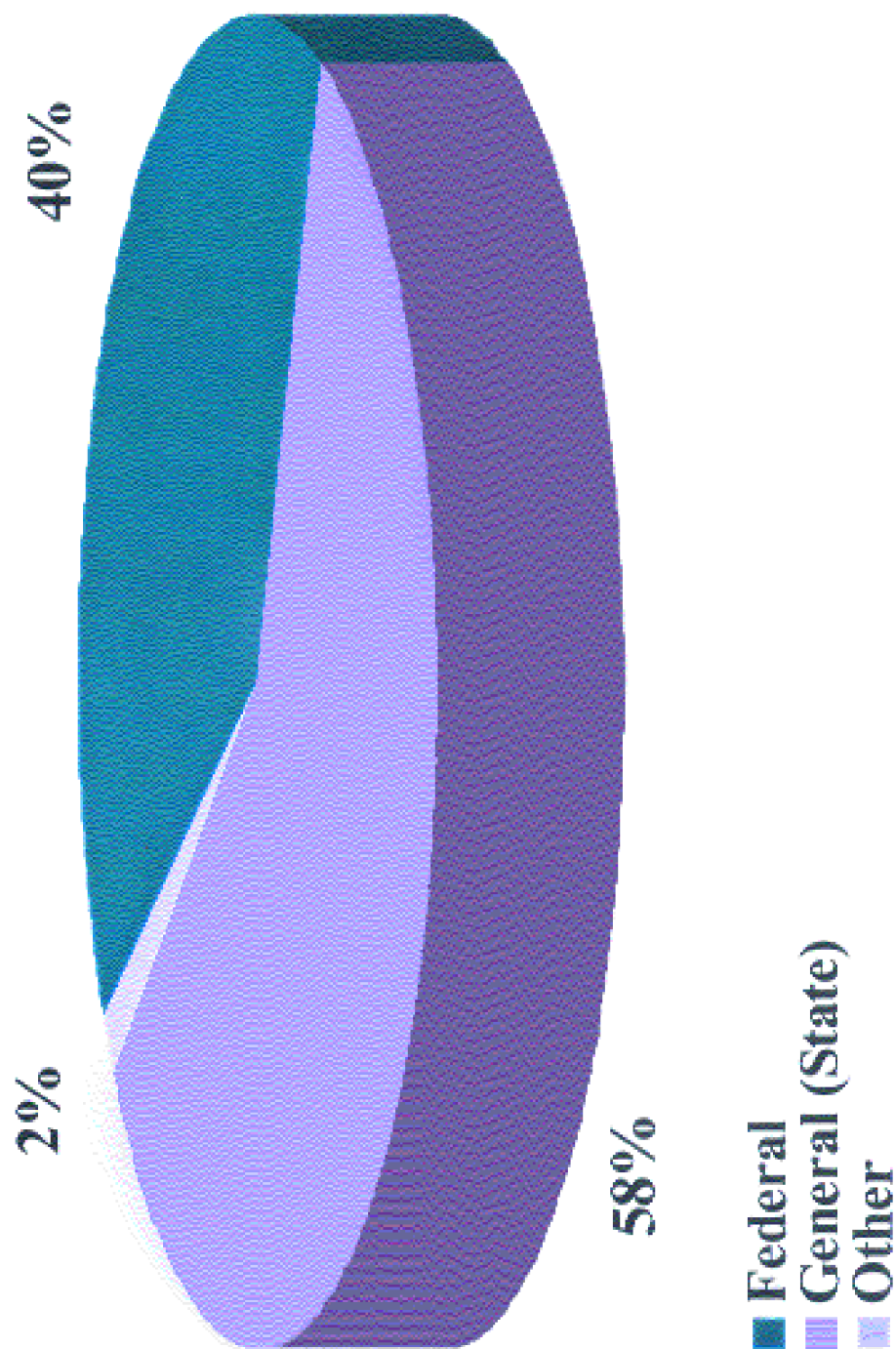
Division of Child Support Enforcement

Funding:

55%

13%

32%

■ Federal
■ General (State)
▨ Other
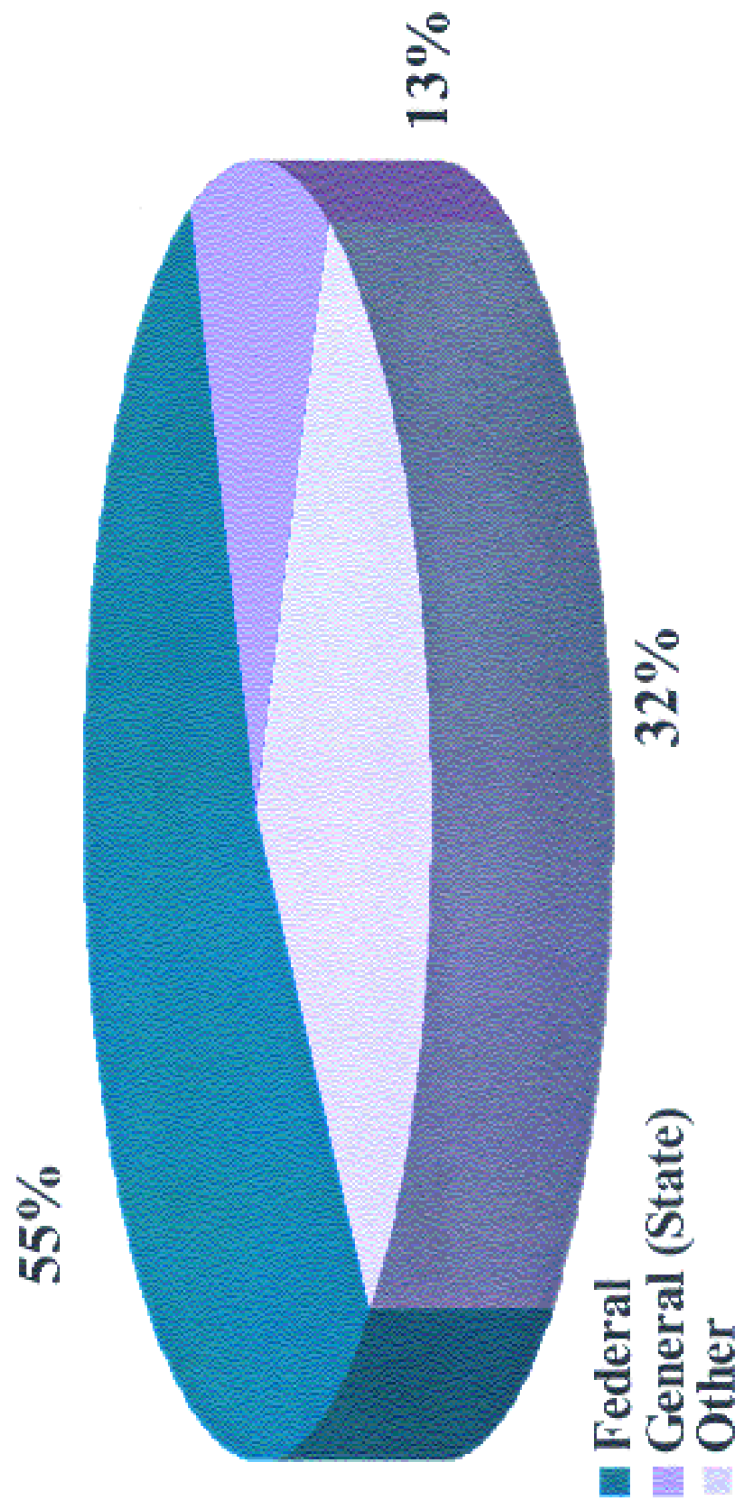
Division of Family and Children's Services

Funding:

63%

31%

6%

- Federal
- General (State)
- Other
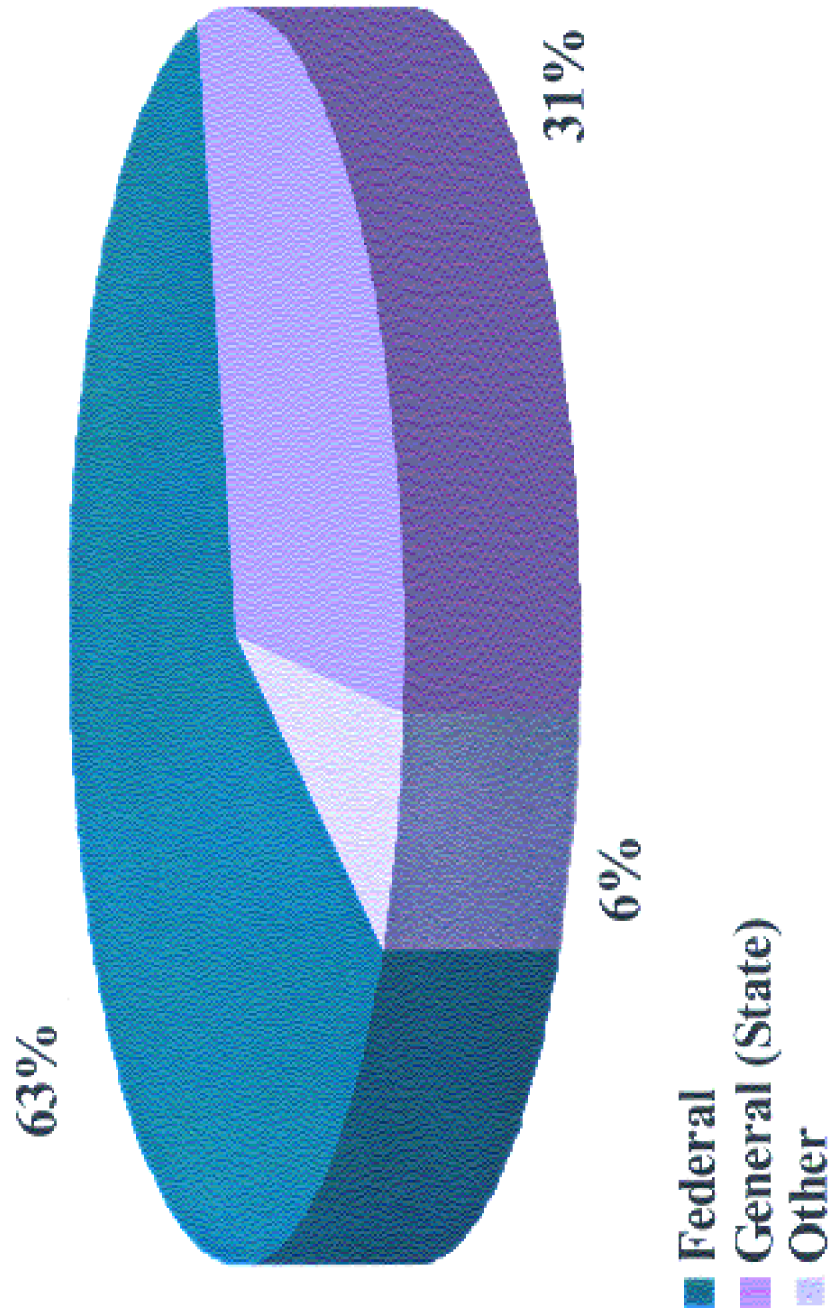
Division of Aging and Adult Services

Funding:

97%

2%

1%

- Federal
- General (State)
- Other
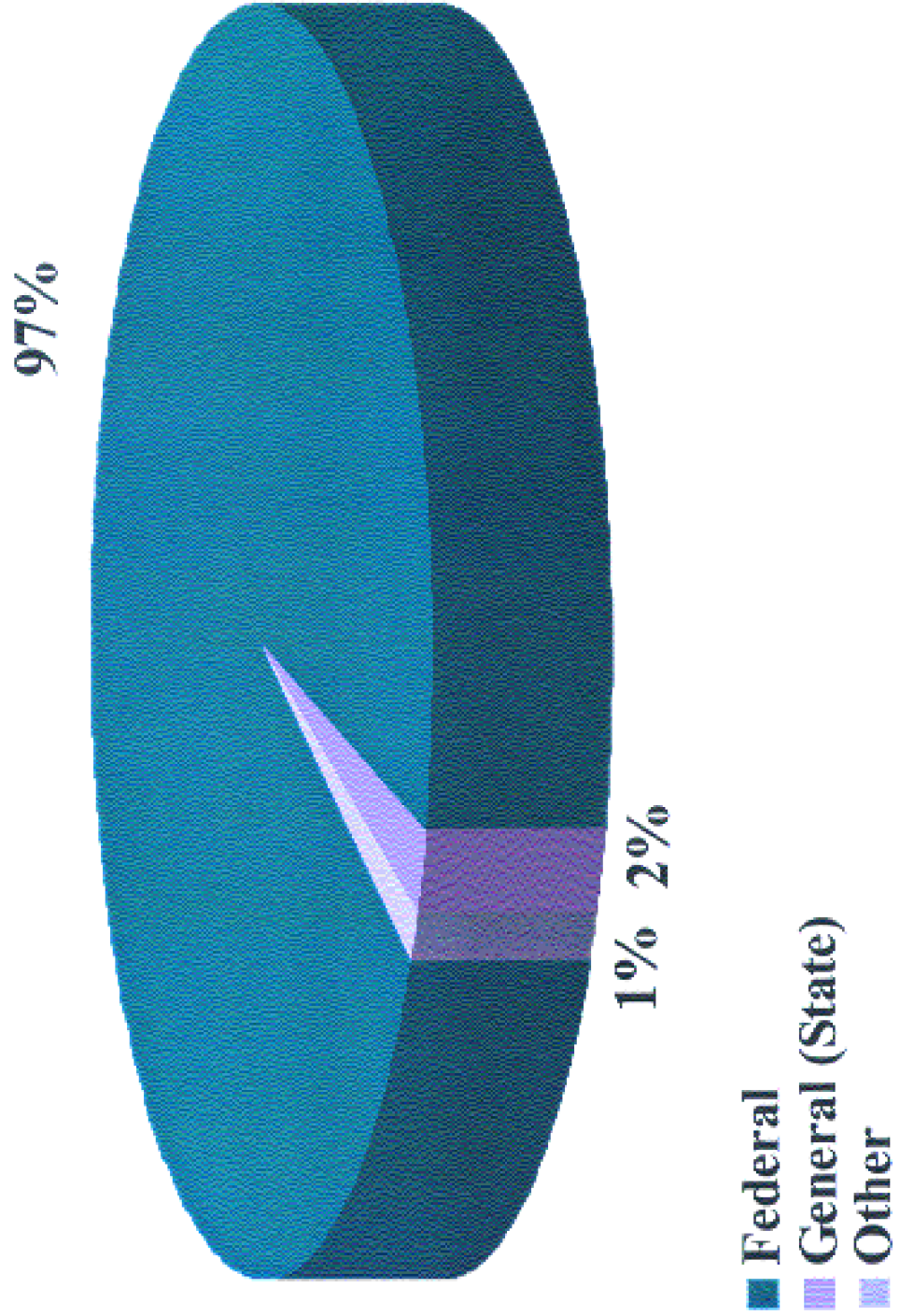
Division of Community Services

Funding:

100%

0%

■ Federal
■ General (State)
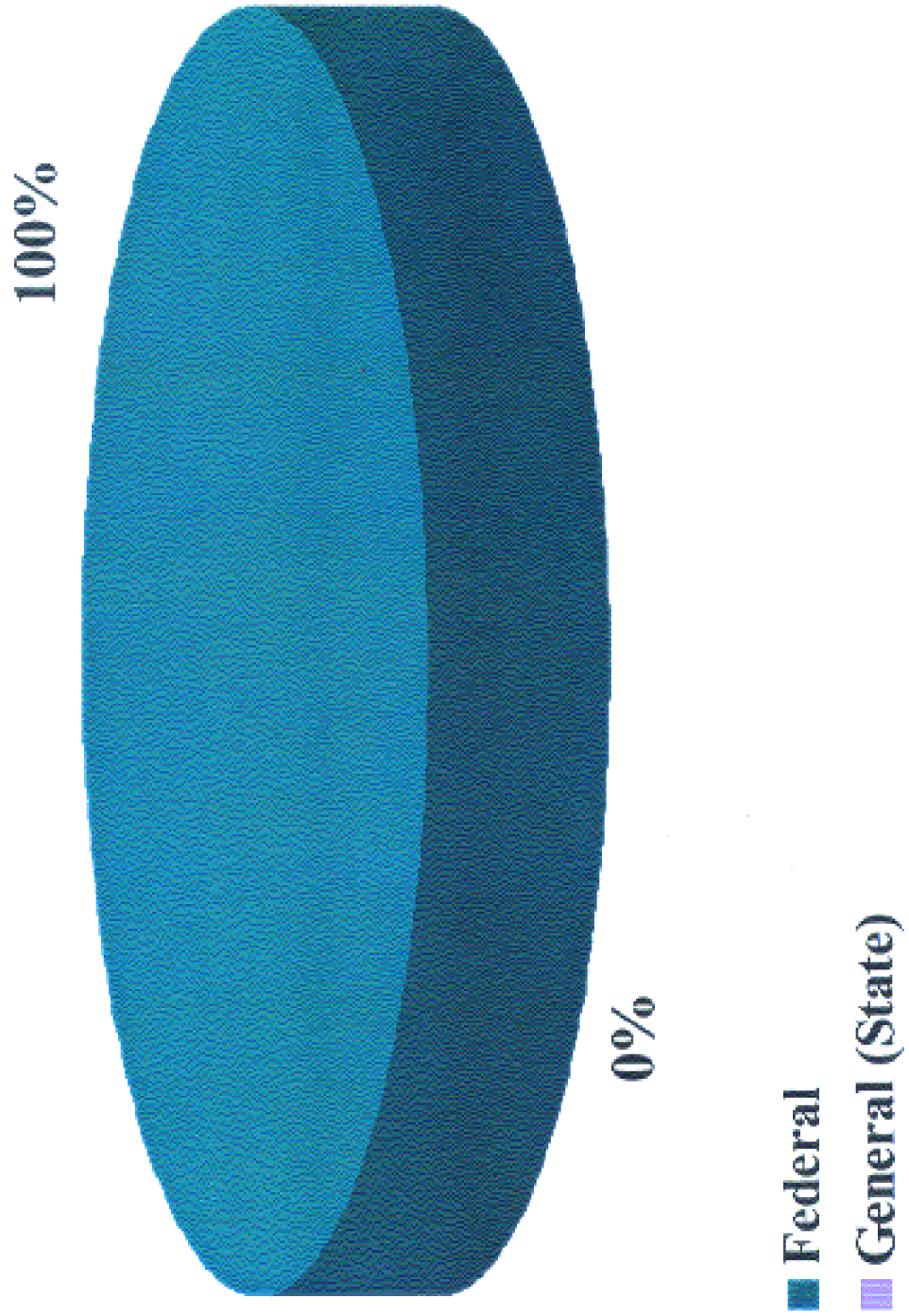
Office for Children and Youth

Funding:
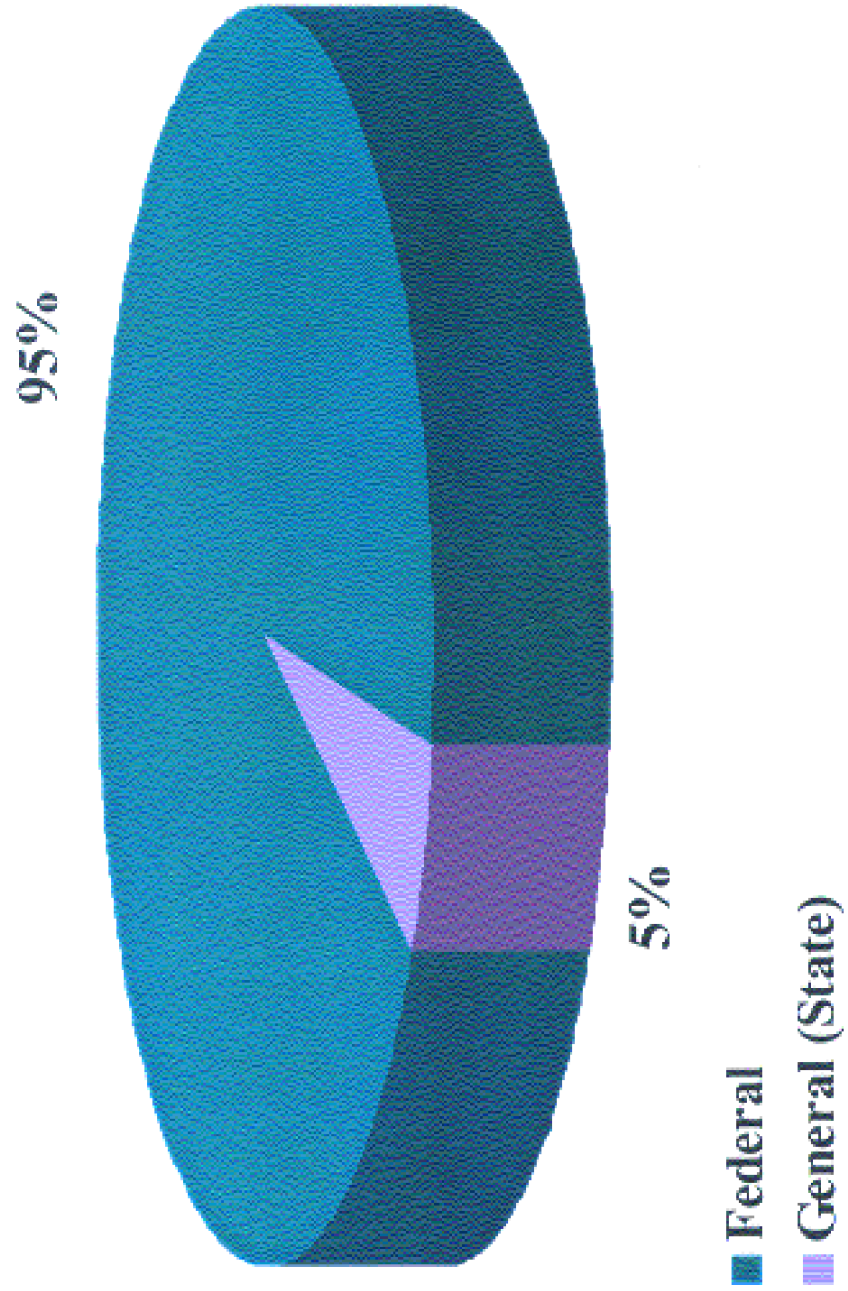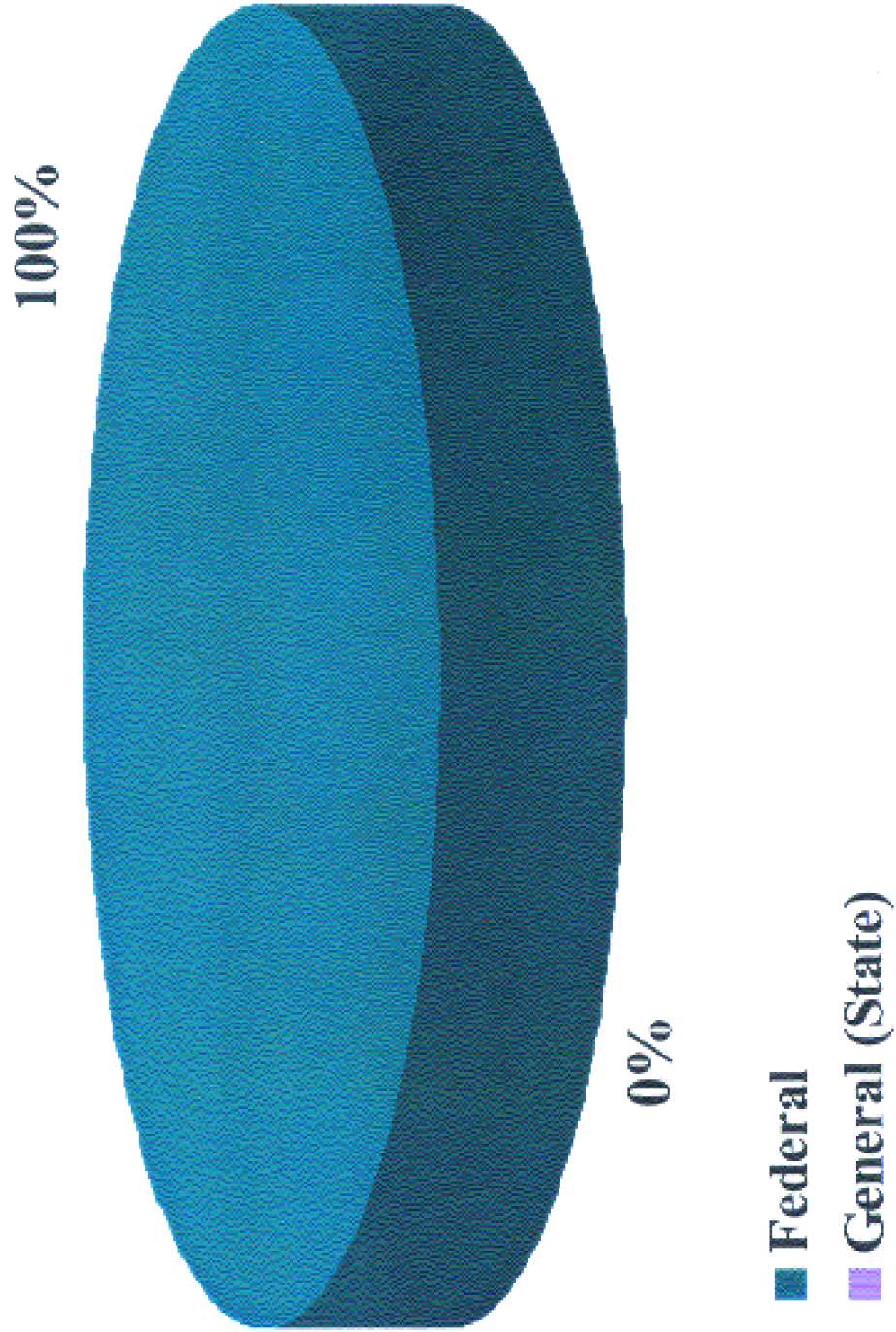
95%

5%

■ Federal

■ General (State)

Division of Social Services Block Grant

Funding:

100%

0%

■ Federal

■ General (State)

Support Services

Funding:

58%

41%

1%

■ Federal
■ General (State)
■ Other
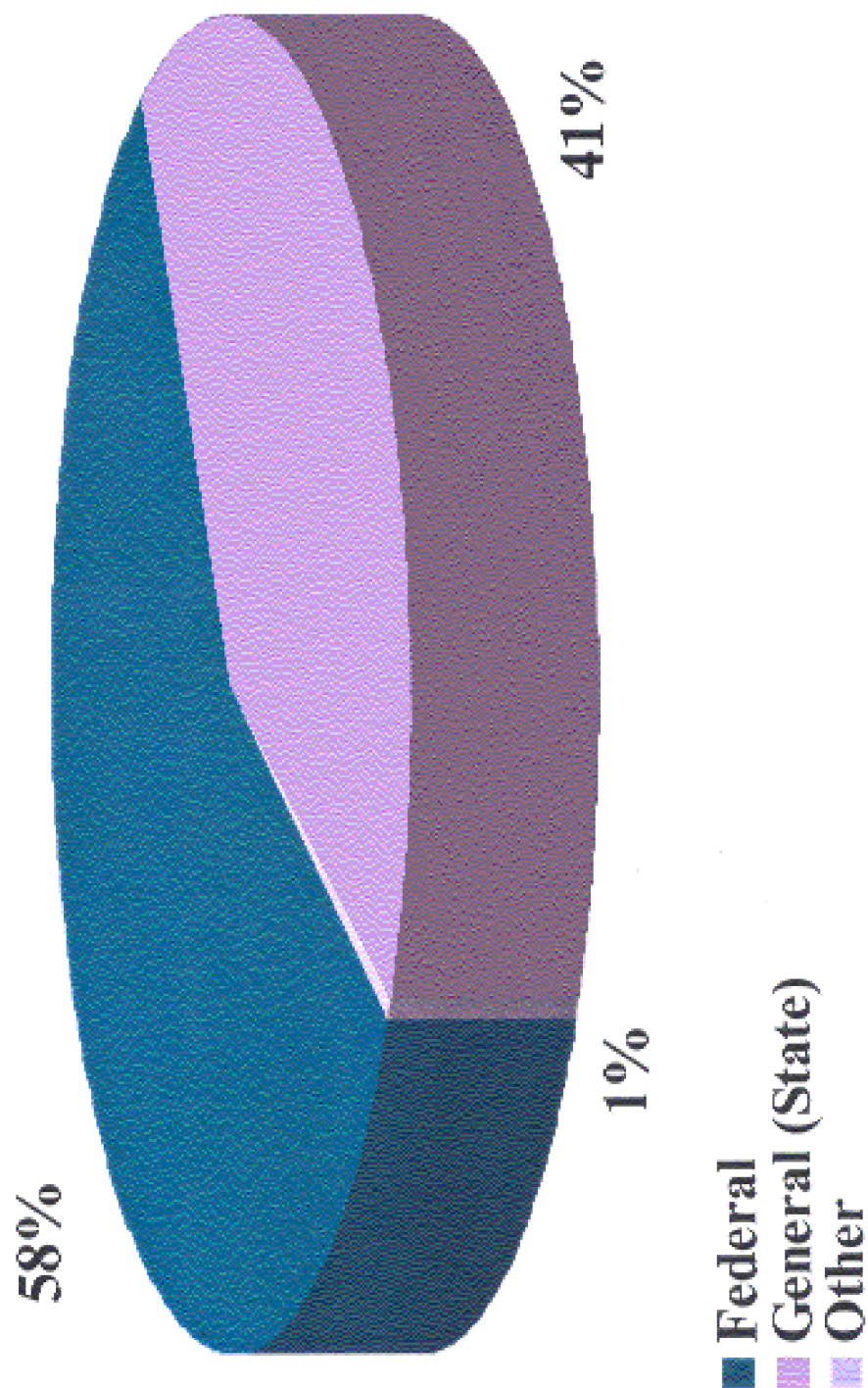
PERCENTAGE OF MISSISSIPPI POPULATION RECEIVING TEMPORARY ASSISTANCE FOR NEEDY FAMILIES (TANF)
JUNE 2003

STATE: 1.7%

County	Value
DE SOTO	0.5
MARSHALL	1.6
BENTON	1.1
ALCORN	0.5
TISHOMINGO	0.5
TIPPAH	0.7
TUNICA	0.6
TATE	1.1
PRENTISS	.05
PANOLA	1.9
LAFAYETTE	0.2
UNION	0.6
LEE	0.9
ITAWAMBA	0.7
COAHOMA	5.2
QUITMAN	3.5
PONTOTOC	0.3
BOLIVAR	3.7
TALLAHATCHIE	1.6
YALOBUSHA	1.8
CALHOUN	1.1
CHICKASAW	2.0
MONROE	1.3
GRENADA	1.3
CLAY	1.8
SUNFLOWER	4.6
LEFLORE	2.6
CARROLL	1.0
WEBSTER	1.0
WASHINGTON	6.5
OKTIBBEHA	0.9
LOWNDES	1.4
CHOCTAW	1.7
HUMPHREYS	8.6
HOLMES	8.6
ATTALA	1.5
WINSTON	2.2
NOXUBEE	4.0
SHARKEY	3.7
YAZOO	3.1
LEAKE	0.4
NESHOBA	0.6
KEMPER	1.3
ISSAQUENA	1.5
MADISON	1.3
SCOTT	0.6
NEWTON	0.9
LAUDERDALE	1.5
WARREN	1.2
HINDS	2.0
RANKIN	0.6
SMITH	0.6
JASPER	0.8
CLARKE	0.4
CLAIBORNE	2.8
COPIAH	1.1
SIMPSON	1.4
JEFFERSON	2.9
COVINGTON	0.6
JONES	1.5
WAYNE	2.1
ADAMS	1.7
FRANKLIN	1.8
LINCOLN	0.7
LAWRENCE	0.6
JEFF DAVIS	2.5
WILKINSON	2.4
AMITE	0.9
PIKE	2.5
WALTHALL	1.7
MARION	1.6
LAMAR	0.7
FORREST	1.6
PERRY	1.9
GREENE	0.6
PEARL RIVER	1.2
STONE	1.2
GEORGE	0.7
HANCOCK	0.7
HARRISON	1.1
JACKSON	1.3

STATISTICAL INFORMATION

Temporary Assistance for Needy Families
Applications Received, Approved, and Denied
July 1, 2002 - June 30, 2003

County	Received	Approved	Denied
State Total	**41,321**	**18,251**	**20,646**
Adams	409	180	211
Alcorn	109	57	44
Amite	66	34	32
Attala	235	125	106
Benton	58	34	17
Bolivar	771	489	252
Calhoun	220	72	138
Carroll	111	62	39
Chickasaw	347	133	175
Choctaw	106	70	31
Claiborne	239	133	98
Clarke	207	33	162
Clay	486	212	224
Coahoma	1,022	521	383
Copiah	313	144	176
Covington	168	78	89
DeSoto	851	319	489
Forrest	1,568	588	835
Franklin	92	65	18
George	293	102	179
Greene	85	34	47
Grenada	299	119	165
Hancock	492	197	284
Harrison	2,739	1,053	1,537
Hinds	4,003	1,844	2,102
Holmes	740	461	218
Humphreys	440	272	141
Issaquena	27	22	8
Itawamba	173	77	81
Jackson	2,021	795	1,080
Jasper	144	75	75
Jefferson	129	76	42
Jefferson Davis	250	115	132
Jones	1,217	467	646
Kemper	131	63	55
Lafayette	116	45	56
Lamar	433	161	252
Lauderdale	1,213	464	625
Lawrence	141	42	89
Leake	148	51	81
Lee	993	360	554

County	Received	Approved	Denied
Leflore	826	353	399
Lincoln	429	158	237
Lowndes	820	398	340
Madison	966	372	499
Marion	422	142	264
Marshall	610	223	388
Monroe	408	200	177
Montgomery	147	56	83
Neshoba	138	69	64
Newton	218	105	104
Noxubee	237	150	84
Oktibbeha	560	167	349
Panola	750	298	410
Pearl River	834	322	448
Perry	194	116	79
Pike	881	411	376
Pontotoc	90	47	42
Prentiss	139	57	75
Quitman	233	138	78
Rankin	900	358	486
Scott	191	81	98
Sharkey	150	76	57
Simpson	454	197	237
Smith	121	36	88
Stone	231	89	121
Sunflower	973	580	340
Tallahatchie	197	102	88
Tate	333	122	197
Tippah	205	72	124
Tishomingo	176	54	110
Tunica	81	23	50
Union	211	94	136
Walthall	220	85	133
Warren	792	269	598
Washington	1,871	1,105	603
Wayne	343	164	142
Webster	172	63	103
Wilkinson	115	84	31
Winston	299	177	107
Yalobusha	188	99	81
Yazoo	591	295	252

STATISTICAL INFORMATION

TEMPORARY ASSISTANCE FOR NEEDY FAMILIES
NUMBER OF MONEY PAYMENTS, RECIPIENTS, AMOUNT OF ASSISTANCE,
MINIMUM AND MAXIMUM GRANT[1]
JUNE 2003

County	Number of Recipients			Amount of Assistance	Min. Grant	Max. Grant	County	Number of Recipients			Amount of Assistance	Min. Grant	Max. Grant
	Families	Children	Adults					Families	Children	Adults			
State Total	**19,809**	**33,363**	**12,089**	**$2,808,647**	**$10**	**$338**							
Adams	252	436	132	35,723	10	266	Leflore	426	731	222	$59,081	$24	$266
Alcorn	94	164	13	12,270	15	194	Lincoln	123	193	47	15,928	19	194
Amite	69	102	24	8,864	10	218	Lowndes	350	605	226	49,591	10	242
Attala	140	227	78	19,189	15	242	Madison	429	803	244	63,694	18	290
Benton	40	69	19	5,625	63	194	Marion	173	297	108	24,143	11	242
Bolivar	691	1,031	452	95,551	10	266	Marshall	246	401	160	37,674	11	266
Calhoun	83	127	38	11,138	18	218	Monroe	213	347	134	29,655	10	218
Carroll	55	88	18	7,159	17	218	Montgomery	52	91	22	7,100	10	218
Chickasaw	156	283	108	22,672	10	218	Neshoba	80	132	32	10,245	21	218
Choctaw	77	125	41	10,160	24	218	Newton	92	159	44	12,171	45	242
Claiborne	144	227	98	19,521	12	242	Noxubee	244	351	145	32,566	10	218
Clarke	31	51	18	4,093	10	218	Oktibbeha	173	280	84	23,724	10	260
Clay	176	277	120	25,078	10	218	Panola	317	506	171	43,334	11	290
Coahoma	642	1,132	443	95,049	14	266	Pearl River	262	447	142	36,058	10	218
Copiah	152	247	78	20,789	12	230	Perry	107	165	71	14,701	13	242
Covington	63	109	17	8,517	25	242	Pike	421	727	259	60,222	10	266
DeSoto	273	472	168	40,401	10	266	Pontotoc	44	72	10	5,736	10	218
Forrest	478	833	329	68,896	13	266	Prentiss	79	113	28	9,948	24	218
Franklin	68	103	48	9,382	22	194	Quitman	155	281	60	20,788	22	314
George	63	113	35	9,045	32	266	Rankin	308	524	185	43,151	11	266
Greene	35	58	18	4,957	25	218	Scott	80	137	27	10,588	19	242
Grenada	139	230	61	18,369	10	242	Sharkey	111	178	54	15,827	30	242
Hancock	144	236	75	19,625	14	290	Simpson	159	266	108	22,802	13	242
Harrison	904	1,481	597	128,894	10	242	Smith	43	72	18	5,791	14	218
Hinds	2,007	3,677	1,250	292,730	10	314	Stone	72	118	52	10,549	34	218
Holmes	782	1,282	570	114,562	10	290	Sunflower	710	1,104	464	98,506	12	338
Humphreys	405	631	293	58,052	10	242	Tallahatchie	117	187	44	15,873	34	218
Issaquena	18	25	8	2,465	66	194	Tate	122	197	80	17,187	10	218
Itawamba	75	115	36	10,125	18	218	Tippah	73	119	31	9,880	26	218
Jackson	660	1,170	522	98,669	10	266	Tishomingo	56	76	15	6,461	21	194
Jasper	70	118	32	9,660	34	266	Tunica	33	53	2	4,112	51	194
Jefferson	131	199	78	18,042	10	218	Union	67	116	37	8,808	10	218
Jefferson Davis	137	253	89	19,734	21	266	Walthall	111	192	60	15,815	18	242
Jones	411	722	230	57,866	10	290	Warren	265	473	139	41,748	22	242
Kemper	71	110	28	9,366	12	242	Washington	1,681	2,753	1,227	241,133	10	290
Lafayette	38	62	14	5,076	49	218	Wayne	194	329	111	27,320	28	290
Lamar	128	203	77	17,922	28	218	Webster	58	78	23	7,553	55	218
Lauderdale	488	889	272	70,026	10	266	Wilkinson	122	194	54	15,921	16	242
Lawrence	41	59	20	5,303	25	194	Winston	198	299	136	27,120	10	194
Leake	46	76	18	6,244	38	218	Yalobusha	109	170	66	14,743	25	218
Lee	286	545	180	40,995	10	290	Yazoo	371	670	202	53,596	19	290

[1]Total TANF program [TANF-Basic and TANF-Unemployed Parent (UP)].

STATISTICAL INFORMATION

TEMPORARY ASSISTANCE FOR NEEDY FAMILIES
INDIVIDUALS ELIGIBLE FOR ASSISTANCE[1]
JUNE 2003

County	Eligible for Money Payment and Medicaid Benefits		Eligible only for Medicaid Benefits (One-Month Suspend TANF)		County	Eligible for Money Payment and Medicaid Benefits		Eligible only for Medicaid Benefits (One-Month Suspend TANF)	
	Children	Adults	Children	Adults		Children	Adults	Children	Adults
State Total	33,363	12,089	998	483					
Adams	436	132	27	18	Leflore	731	222	-	-
Alcorn	164	13	-	-	Lincoln	193	47	-	-
Amite	102	24	8	3	Lowndes	605	226	52	19
Attala	227	78	6	4	Madison	803	244	-	-
Benton	69	19	14	3	Marion	297	108	8	3
Bolivar	1,031	452	46	27	Marshall	401	160	-	-
Calhoun	127	38	4	4	Monroe	347	134	12	4
Carroll	88	18	-	-	Montgomery	91	22	3	1
Chickasaw	283	108	-	-	Neshoba	132	32	-	-
Choctaw	125	41	7	4	Newton	159	44	-	-
Claiborne	227	98	10	1	Noxubee	351	145	-	-
Clarke	51	18	-	-	Oktibbeha	280	84	41	18
Clay	277	120	-	-	Panola	506	171	18	6
Coahoma	1,132	443	19	11	Pearl River	447	142	4	3
Copiah	247	78	8	4	Perry	165	71	8	3
Covington	109	17	-	-	Pike	727	259	-	-
DeSoto	472	168	10	6	Pontotoc	72	10	-	-
Forrest	833	329	15	13	Prentiss	113	28	-	-
Franklin	103	48	-	-	Quitman	281	60	-	-
George	113	35	-	-	Rankin	524	185	-	-
Greene	58	18	-	-	Scott	137	27	-	-
Grenada	230	61	-	-	Sharkey	178	54	-	-
Hancock	236	75	-	-	Simpson	266	108	10	2
Harrison	1,481	597	84	46	Smith	72	18	-	-
Hinds	3,677	1,250	99	53	Stone	118	52	-	-
Holmes	1,282	570	19	11	Sunflower	1,104	464	17	6
Humphreys	631	293	24	12	Tallahatchie	187	44	8	3
Issaquena	25	8	-	-	Tate	197	80	7	4
Itawamba	115	36	-	-	Tippah	119	31	-	-
Jackson	1,170	522	72	39	Tishomingo	76	15	-	-
Jasper	118	32	-	-	Tunica	53	2	-	-
Jefferson	199	78	-	-	Union	116	37	5	3
Jefferson Davis	253	89	41	15	Walthall	192	60	-	-
Jones	722	230	-	-	Warren	473	139	7	4
Kemper	110	28	-	-	Washington	2,753	1,227	165	77
Lafayette	62	14	-	-	Wayne	329	111	-	-
Lamar	203	77	5	3	Webster	78	23	-	-
Lauderdale	889	272	19	7	Wilkinson	194	54	-	-
Lawrence	59	20	-	-	Winston	299	136	23	14
Leake	76	18	-	-	Yalobusha	170	66	-	-
Lee	545	180	60	25	Yazoo	670	202	13	4

[1]Total TANF program [TANF-Basic and TANF-Unemployed Parent (UP)].

STATISTICAL INFORMATION

TEMPORARY ASSISTANCE FOR NEEDY FAMILIES
AMOUNT OF MONEY PAYMENTS
JULY 1, 2002 - JUNE 30, 2003

County	Payments	County	Payments
State Total	$33,825,833		
Adams	417,461	Leflore	766,236
Alcorn	142,867	Lincoln	224,246
Amite	86,928	Lowndes	595,376
Attala	229,532	Madison	799,544
Benton	73,007	Marion	291,597
Bolivar	1,103,799	Marshall	455,513
Calhoun	148,169	Monroe	357,468
Carroll	91,448	Montgomery	101,366
Chickasaw	256,305	Neshoba	133,511
Choctaw	103,950	Newton	144,817
Claiborne	222,730	Noxubee	383,408
Clarke	46,240	Oktibbeha	291,071
Clay	289,223	Panola	528,115
Coahoma	1,135,349	Pearl River	458,686
Copiah	255,638	Perry	175,834
Covington	129,734	Pike	730,681
DeSoto	494,274	Pontotoc	70,906
Forrest	910,373	Prentiss	111,888
Franklin	104,338	Quitman	240,528
George	138,794	Rankin	532,590
Greene	68,211	Scott	144,515
Grenada	230,013	Sharkey	215,471
Hancock	217,141	Simpson	287,477
Harrison	1,622,534	Smith	67,013
Hinds	3,543,261	Stone	116,939
Holmes	1,390,568	Sunflower	1,198,891
Humphreys	637,340	Tallahatchie	199,344
Issaquena	30,487	Tate	197,360
Itawamba	123,345	Tippah	122,994
Jackson	1,195,809	Tishomingo	75,396
Jasper	128,802	Tunica	55,490
Jefferson	210,039	Union	105,770
Jefferson Davis	243,580	Walthall	209,543
Jones	697,470	Warren	472,279
Kemper	136,864	Washington	2,680,450
Lafayette	61,273	Wayne	295,754
Lamar	198,788	Webster	89,333
Lauderdale	818,742	Wilkinson	193,739
Lawrence	51,569	Winston	348,165
Leake	81,976	Yalobusha	193,924
Lee	518,247	Yazoo	576,387

STATISTICAL INFORMATION

PERCENTAGE OF MISSISSIPPI POPULATION RECEIVING FOOD STAMP BENEFITS
JUNE 2003

STATISTICAL INFORMATION

STATE: 12.8%

County	Percentage
DE SOTO	3.9
MARSHALL	10.5
BENTON	15.8
TIPPAH	9.1
ALCORN	9.3
TISHOMINGO	7.7
TUNICA	19.6
TATE	9.3
PRENTISS	7.5
PANOLA	15.4
LAFAYETTE	3.6
UNION	6.2
LEE	8.2
ITAWAMBA	6.8
COAHOMA	25.3
QUITMAN	24.0
PONTOTOC	6.3
YALOBUSHA	14.9
CALHOUN	11.5
CHICKASAW	12.2
MONROE	9.7
BOLIVAR	22.0
TALLAHATCHIE	18.3
GRENADA	10.7
CLAY	16.5
SUNFLOWER	23.3
LEFLORE	23.2
CARROLL	10.3
WEBSTER	12.9
OKTIBBEHA	8.5
LOWNDES	12.3
WASHINGTON	26.3
MONTGOMERY	13.9
CHOCTAW	14.5
HUMPHREYS	28.2
HOLMES	32.0
ATTALA	14.0
WINSTON	14.1
NOXUBEE	24.6
SHARKEY	31.8
YAZOO	23.1
LEAKE	11.4
NESHOBA	9.6
KEMPER	11.7
ISSAQUENA	15.2
MADISON	9.2
SCOTT	9.9
NEWTON	9.4
LAUDERDALE	12.3
WARREN	13.4
HINDS	14.0
RANKIN	5.3
SMITH	8.4
JASPER	12.4
CLARKE	11.1
CLAIBORNE	17.5
COPIAH	13.0
SIMPSON	11.2
JEFFERSON	17.4
COVINGTON	11.4
JONES	9.7
WAYNE	14.0
ADAMS	14.9
FRANKLIN	12.6
LINCOLN	11.3
LAWRENCE	10.8
JEFF DAVIS	17.0
WILKINSON	18.7
AMITE	13.4
PIKE	16.6
WALTHALL	15.9
MARION	14.0
LAMAR	8.5
FORREST	12.8
PERRY	12.2
GREENE	9.6
PEARL RIVER	10.8
STONE	11.5
GEORGE	12.2
HANCOCK	8.7
HARRISON	8.9
JACKSON	8.4

FOOD STAMP PARTICIPATION
JUNE 2003

County	Households	Persons	Benefit Value	County	Households	Persons	Benefit Value
State Total	147,066	366,516	$28,799,805				
Adams	1,804	4,997	402,077	Leflore	3,076	8,604	689,314
Alcorn	1,234	3,237	238,026	Lincoln	1,438	3,778	293,947
Amite	644	1,808	136,146	Lowndes	2,766	7,478	637,688
Attala	1,062	2,760	208,614	Madison	2,508	7,185	603,465
Benton	496	1,252	92,333	Marion	1,339	3,535	291,155
Bolivar	3,379	8,746	698,930	Marshall	1,400	3,683	318,091
Calhoun	666	1,715	122,239	Monroe	1,373	3,643	281,583
Carroll	421	1,090	78,473	Montgomery	622	1,647	120,706
Chickasaw	867	2,378	184,347	Neshoba	987	2,782	201,094
Choctaw	531	1,402	104,602	Newton	737	2,055	148,933
Claiborne	733	2,050	161,171	Noxubee	1,127	3,056	222,299
Clarke	750	1,990	147,470	Oktibbeha	1,344	3,636	285,309
Clay	1,293	3,601	294,006	Panola	1,868	5,389	415,974
Coahoma	2,582	7,626	634,548	Pearl River	1,987	5,475	465,714
Copiah	1,464	3,749	289,072	Perry	570	1,487	130,641
Covington	725	2,241	166,909	Pike	2,350	6,467	538,877
Desoto	1,703	4,606	397,369	Pontotoc	635	1,716	123,689
Forrest	3,422	9,402	819,929	Prentiss	729	1,920	140,141
Franklin	375	1,053	80,451	Quitman	831	2,357	176,685
George	814	2,420	195,147	Rankin	2,408	6,502	551,330
Greene	468	1,261	98,075	Scott	944	2,795	218,762
Grenada	920	2,452	181,743	Sharkey	736	1,991	153,462
Hancock	1,448	3,868	313,325	Simpson	1,123	3,092	233,104
Harrison	6,436	17,079	1,455,755	Smith	435	1,342	90,571
Hinds	12,662	35,044	3,120,272	Stone	622	1,639	134,267
Holmes	2,578	6,938	566,957	Sunflower	2,929	7,897	645,306
Humphreys	1,026	3,029	227,711	Tallahatchie	800	2,638	169,035
Issaquena	110	333	24,302	Tate	890	2,403	198,505
Itawamba	586	1,558	113,072	Tippah	758	1,918	138,426
Jackson	4,111	11,237	1,029,734	Tishomingo	602	1,464	100,732
Jasper	758	2,261	163,052	Tunica	677	1,874	137,831
Jefferson	548	1,680	129,303	Union	602	1,615	119,312
Jefferson Davis	894	2,293	176,131	Walthall	832	2,406	181,317
Jones	2,112	6,308	474,203	Warren	2,259	6,613	587,728
Kemper	453	1,242	88,724	Washington	5,793	16,121	1,373,256
Lafayette	516	1,406	110,999	Wayne	1,119	2,976	234,774
Lamar	1,338	3,494	293,217	Webster	535	1,326	103,094
Lauderdale	3,461	9,541	798,723	Wilkinson	741	1,911	142,461
Lawrence	551	1,446	111,428	Winston	1,089	2,826	221,657
Leake	813	2,460	177,006	Yalobusha	742	1,982	151,022
Lee	2,264	6,366	505,807	Yazoo	2,375	6,521	524,255
				MS CAP[1]	21,350	21,352	692,895

[1]Mississippi Combined Application Project

STATISTICAL INFORMATION

FOOD STAMP BENEFIT VALUE
JULY 1, 2002 - JUNE 30, 2003

County	Benefit Value	County	Benefit Value
State Total	**$324,627,721**		
Adams	4,666,618	Leflore	7,828,925
Alcorn	2,521,392	Lincoln	3,423,887
Amite	1,424,622	Lowndes	7,155,834
Attala	2,348,155	Madison	6,998,284
Benton	1,054,381	Marion	3,395,231
Bolivar	8,127,496	Marshall	3,659,318
Calhoun	1,400,595	Monroe	3,042,305
Carroll	908,528	Montgomery	1,408,269
Chickasaw	2,024,972	Neshoba	2,338,151
Choctaw	1,159,798	Newton	1,640,166
Claiborne	1,871,300	Noxubee	2,495,993
Clarke	1,632,330	Oktibbeha	3,433,390
Clay	3,242,934	Panola	4,725,438
Coahoma	7,081,170	Pearl River	5,142,463
Copiah	3,264,572	Perry	1,509,392
Covington	1,912,871	Pike	6,211,350
Desoto	4,297,693	Pontotoc	1,363,327
Forrest	9,101,384	Prentiss	1,507,731
Franklin	912,926	Quitman	2,012,186
George	2,230,533	Rankin	6,303,472
Greene	1,062,914	Scott	2,386,989
Grenada	1,994,335	Sharkey	1,801,849
Hancock	3,338,842	Simpson	2,678,279
Harrison	16,246,723	Smith	1,108,695
Hinds	35,930,061	Stone	1,595,122
Holmes	6,496,852	Sunflower	7,296,165
Humphreys	2,638,045	Tallahatchie	1,981,953
Issaquena	288,521	Tate	2,090,043
Itawamba	1,281,567	Tippah	1,520,179
Jackson	11,682,771	Tishomingo	1,031,087
Jasper	1,802,355	Tunica	1,483,294
Jefferson	1,469,174	Union	1,345,551
Jefferson Davis	2,002,054	Walthall	2,042,094
Jones	5,326,831	Warren	6,405,144
Kemper	1,014,398	Washington	15,856,646
Lafayette	1,117,815	Wayne	2,617,288
Lamar	3,173,483	Webster	1,144,592
Lauderdale	8,864,145	Wilkinson	1,662,255
Lawrence	1,245,420	Winston	2,428,839
Leake	1,954,056	Yalobusha	1,660,741
Lee	5,588,996	Yazoo	5,907,925
		MS CAP*	7,284,251

[1]Mississippi Combined Application Project

S T A T I S T I C A L   I N F O R M A T I O N

FOOD STAMP PROGRAM
APPLICATIONS RECEIVED, APPROVED, AND DENIED
JULY 1, 2002 - JUNE 30, 2003

County	Received	Approved	Denied
State Total	154,138	100,161	46,441
Adams	1,661	966	559
Alcorn	2,012	1,334	571
Amite	694	427	196
Attala	1,013	679	245
Benton	529	382	126
Bolivar	2,956	2,162	716
Calhoun	767	486	209
Carroll	449	278	130
Chickasaw	1,045	644	338
Choctaw	537	383	123
Claiborne	702	493	184
Clarke	924	601	264
Clay	1,375	851	438
Coahoma	2,171	1,547	558
Copiah	1,651	1,103	465
Covington	986	649	266
DeSoto	3,543	1,962	1,408
Forrest	4,656	2,961	1,289
Franklin	441	310	107
George	1,318	929	315
Greene	623	414	174
Grenada	1,261	731	420
Hancock	2,501	1,549	763
Harrison	10,212	6,184	3,238
Hinds	12,778	8,474	4,742
Holmes	1,635	1,140	392
Humphreys	807	585	157
Issaquena	105	80	24
Itawamba	921	542	293
Jackson	6,123	3,815	2,016
Jasper	797	540	233
Jefferson	486	282	169
Jefferson Davis	943	605	284
Jones	3,137	1,839	972
Kemper	417	254	124
Lafayette	1,358	693	501
Lamar	1,800	1,167	584
Lauderdale	4,624	2,695	1,407
Lawrence	707	458	198
Leake	976	571	328
Lee	3,383	2,109	965

County	Received	Approved	Denied
Leflore	2,551	1,748	598
Lincoln	1,989	1,355	489
Lowndes	2,674	1,824	737
Madison	2,429	1,503	790
Marion	1,491	968	505
Marshall	1,969	1,041	972
Monroe	1,887	1,149	541
Montgomery	674	453	183
Neshoba	1,180	793	337
Newton	982	661	246
Noxubee	750	582	155
Oktibbeha	2,974	1,512	1,049
Panola	2,177	1,286	780
Pearl River	2,869	1,841	794
Perry	784	551	233
Pike	2,591	1,622	737
Pontotoc	1,029	728	250
Prentiss	1,123	693	334
Quitman	743	545	149
Rankin	3,535	2,195	1,271
Scott	1,254	747	466
Sharkey	559	415	96
Simpson	1,701	1,133	465
Smith	671	403	251
Stone	801	543	203
Sunflower	2,434	1,790	574
Tallahatchie	736	512	216
Tate	1,273	753	453
Tippah	1,204	698	378
Tishomingo	1,058	609	338
Tunica	771	520	184
Union	947	569	389
Walthall	847	554	244
Warren	2,659	1,509	1,424
Washington	4,116	3,038	904
Wayne	1,146	812	266
Webster	591	400	141
Wilkinson	591	413	144
Winston	1,069	771	252
Yalobusha	788	551	202
Yazoo	1,944	1,461	392
MS CAP[1]	5,553	5,036	818

[1]Mississippi Combined Application Project

STATISTICAL INFORMATION

FOSTER HOME CARE PAYMENTS
JULY 1, 2002 - JUNE 30, 2003

County	Payments	County	Payments
State Total	$6,092,105.96		
Adams	135,940.88	Lee	108,989.24
Alcorn	76,429.80	Leflore	62,969.65
Amite	14,412.68	Lincoln	21,416.83
Attala	17,702.90	Lowndes	157,666.32
Benton	4,645.38	Madison	47,218.37
Bolivar, E.	106,602.34	Marion	10,216.53
Bolivar, W.	40,160.97	Marshall	102,433.22
Calhoun	2,175.96	Monroe	140,505.90
Carroll	0.00	Montgomery	7,244.71
Chickasaw, E.	2,748.39	Neshoba	24,219.87
Chickasaw, W.	35,673.13	Newton	212.09
Choctaw	0.00	Noxubee	5,116.29
Claiborne	8,083.49	Oktibbeha	9,156.82
Clarke	58,919.70	Panola	72,689.62
Clay	51,268.21	Pearl River	190,122.31
Coahoma	140,409.13	Perry	33,931.18
Copiah	55,486.06	Pike	26,536.05
Covington	22,939.03	Pontotoc	32,224.95
DeSoto	184,542.70	Prentiss	112,731.30
Forrest	380,121.41	Quitman	1,784.93
Franklin	35,924.60	Rankin	89,276.52
George	12,668.16	Scott	37,628.91
Greene	12,973.01	Sharkey	9,330.00
Grenada	49,111.94	Simpson	13,249.45
Hancock	222,858.83	Smith	21,227.48
Harrison	402,893.11	Stone	61,937.61
Hinds	554,935.22	Sunflower	145,672.86
Holmes	28,923.33	Tallahatchie	21,147.75
Humphreys	65,897.81	Tate	53,178.88
Issaquena	0.00	Tippah	8,550.96
Itawamba	47,594.08	Tishomingo	82,379.09
Jackson	517,472.45	Tunica	40,353.12
Jasper	33,355.83	Union	48,256.89
Jefferson	11,141.19	Walthall	26,371.87
Jefferson Davis	10,960.75	Warren	150,329.10
Jones	139,375.43	Washington	187,872.19
Kemper	9,225.81	Wayne	14,461.48
Lafayette	39,823.74	Webster	16,412.72
Lamar	35,696.02	Wilkinson	50,628.94
Lauderdale	95,582.58	Winston	76,801.28
Lawrence	9,339.33	Yalobusha	9,130.15
Leake	10,747.02	Yazoo	75,760.13

STATISTICAL INFORMATION

CHILD SUPPORT CASES
JUNE 2003

County	TANF/FC[1] IV-D Cases	Non-TANF IV-D Cases	Non-IV-D Cases	County	TANF/FC[1] IV-D Cases	Non-TANF IV-D Cases	Non-IV-D Cases
State Total	58,521	274,061	3,049				
Adams	1,051	4,989	14	Lee	1,085	5,397	62
Alcorn	398	1,926	27	Leflore	1,338	6,635	16
Amite	222	1,260	1	Lincoln	583	2,694	12
Attala	439	2,142	11	Lowndes	1,301	6,124	168
Benton	172	669	11	Madison	927	5,450	25
Bolivar, E.	1,420	5,409	29	Marion	666	2,840	4
Bolivar, W.	464	1,468	14	Marshall	935	3,061	67
Calhoun	258	1,251	32	Monroe	791	3,013	19
Carroll	209	1,004	6	Montgomery	233	1,218	5
Chickasaw, E.	183	665	4	Neshoba	381	2,816	48
Chickasaw, W.	224	1,142	23	Newton	319	2,136	38
Choctaw	203	945	4	Noxubee	602	1,921	15
Claiborne	399	1,670	22	Oktibbeha	580	3,334	76
Clarke	271	1,672	23	Panola	1,133	4,593	15
Clay	569	2,674	49	Pearl River	791	3,071	14
Coahoma	1,555	5,635	17	Perry	235	949	2
Copiah	541	3,345	16	Pike	1,182	4,510	8
Covington	331	1,763	23	Pontotoc	195	1,618	17
DeSoto	963	4,630	130	Prentiss	237	1,188	15
Forrest	1,869	7,950	28	Quitman	442	1,611	5
Franklin	192	768	2	Rankin	823	6,898	68
George	379	2,093	54	Scott	455	3,556	81
Greene	169	660	10	Sharkey	286	1,009	2
Grenada	515	2,058	16	Simpson	456	2,160	20
Hancock	576	2,963	44	Smith	172	1,310	6
Harrison	3,278	15,235	295	Stone	291	1,330	11
Hinds	4,888	28,874	167	Sunflower	1,434	5,184	24
Holmes	1,501	3,818	19	Tallahatchie	402	2,082	2
Humphreys	704	1,905	2	Tate	419	1,955	29
Issaquena	50	181	2	Tippah	243	1,257	27
Itawamba	210	901	9	Tishomingo	185	870	7
Jackson	1,795	9,710	452	Tunica	323	1,599	25
Jasper	295	1,840	24	Union	292	1,358	20
Jefferson	373	1,210	6	Walthall	332	1,424	8
Jefferson Davis	386	1,671	9	Warren	1,045	6,100	50
Jones	1,311	6,102	203	Washington	2,959	10,009	30
Kemper	264	1,075	10	Wayne	626	2,182	29
Lafayette	349	2,191	23	Webster	210	704	9
Lamar	384	2,487	9	Wilkinson	385	1,519	1
Lauderdale	1,436	8,468	85	Winston	628	2,186	4
Lawrence	187	1,140	6	Yalobusha	305	1,283	10
Leake	264	2,254	8	Yazoo	1,046	4,069	9
				CRDU[2]	1	17	6
				SPL[3]	0	8	1

[1] Includes IV-E Foster Care (FC) Cases
[2] Centralized Receipting and Disbursement Unit
[3] State Parent Locator

STATISTICAL INFORMATION

MDHS 20 Highest Salaries SFY 2003

Rank	Title	Salary
1.	Executive Director	$93,500
2.	Deputy Administrator	$75,092
3.	Office Director I	$67,116
4.	Office Director II	$66,916
5.	Office Director II	$66,916
6.	Office Director II	$66,916
7.	Systems Manager III	$63,587
8.	Systems Manager III	$62,686
9.	Bureau Director II	$62,174
10.	Personnel Director, Large Agency	$59,134
11.	Bureau Director I	$58,151
12.	Bureau Director I	$56,707
13.	Social Services Regional Director	$56,200
14.	Bureau Director I	$55,688
15.	Bureau Director I	$55,313
16.	Bureau Director I	$53,267
17.	Bureau Director I	$52,266
18.	Bureau Director I	$52,101
19.	Bureau Director I	$52,015
20.	Social Services Regional Director	$50,419

FINANCIAL INFORMATION

TOTAL EXPENDITURES BY BUDGET UNIT
JULY 1, 2002 - JUNE 30, 2003

Major Objects of Expenditure						
Budget Unit	Salaries	Travel	Contractual Services	Commodities	Capital Outlay- Equipment	Subsidies, Loans and Grants	Total
Economic Assistance	$45,171,411	$607,313	$28,742,266	$524,126	$228,152	$365,897,269	$441,170,537
Child Support Enf.	16,570,465	230,546	6,891,070	230,273	58,607	9,021,113	33,002,074
Fam. & Children's Svcs.	23,882,216	2,248,393	16,211,854	375,145	1,811,433	23,850,776	68,379,817
Children and Youth	641,781	10,204	274,461	15,826	116,454	70,898,843	71,957,569
SSBG	130,608	3,919	56,165	1,148	0	4,480,787	4,672,627
Aging & Adult Services	408,084	11,373	95,885	25,252	2,215	18,351,281	18,894,090
Youth Services	15,291,317	151,379	2,053,810	1,263,393	167,666	6,414,914	25,342,479
Community Services	492,575	41,456	340,214	79,251	10,250	24,204,555	25,168,301
Support Services	8,079,998	116,881	2,204,999	108,890	22,067	42,311	10,575,146
Total	**$110,668,455**	**$3,421,464**	**$56,870,724**	**$2,623,304**	**$2,416,844**	**$523,161,849**	**$699,162,640**

SOURCE OF FUNDING BY BUDGET UNIT
JULY 1, 2002 - JUNE 30, 2003

Budget Unit	Federal	State	Other	Total
Economic Assistance	$405,122,987	$23,190,684	$12,856,866	$441,170,537
Child Support Enf.	18,154,646	4,285,255	1,562,173	33,002,074
Fam. & Children's Svcs.	43,213,560	20,882,136	4,284,121	68,379,817
Children and Youth	68,048,914	3,908,655	0	71,957,569
SSBG	4,672,627	0	0	4,672,627
Aging & Adult Services	18,200,769	443,321	250,000	18,894,090
Youth Services	10,021,630	14,908,794	412,055	25,342,479
Community Services	25,168,301	0	0	25,168,301
Support Services	6,192,573	4,323,655	58,918	10,575,146
Total	**$598,796,007**	**$71,942,500**	**$28,424,133**	**$699,162,640**

FINANCIAL INFORMATION

Out of State Travel
Fiscal Year 2003
Conferences

Employee's Name	Destination	Purpose	Cost
Ronza Anderson	Columbia, SC	Southeastern Regional Weatherization Program Meeting	$832.50
Phyllis Allen	Charleston, SC	$6 Million Club Conference	$1,409.76
Ronza Anderson	Phoenix, AZ	2003 National Weatherization Training Conference	$1,090.68
Eileen Anderson	Austin, TX	American Correctional Association Conference	$114.00
Ronza Anderson	Indianapolis, IN	United States Department of Energy 2002 Weatherization State Program Manager	$701.85
Ronza Anderson	Beaumont, TX	Low Income Customer Assistance Summit	$513.72
Ronza Anderson	Burlington, VT	National Association for State Community Service Programs Meeting	$487.00
Maxine Baggett	Philadelphia, PA	Association of Juvenile Compact Administrators 2003 Mid-Winter Workshop	$1,182.94
Maxine Baggett	Savannah, GA	Association of Juvenile Compact Administrations 2002 Annual Meeting	$529.76
Maxine Baggett	Atlanta, GA	Association of Juvenile Compact Administrators Meeting	$654.50
Cynthia Balius	Atlanta, GA	Food and Nutrition Services / USA Policy Meeting	$160.87
Cynthia Balius	Charleston, SC	$6 Million Club Conference	$413.39
Edwina Beard	Atlanta, GA	Food and Nutrition Services / USA Policy Meeting	$881.05
Jann Beatty	Washington, DC	Southern Regional Forum on Collaboration and Coordination Across Early Care	$115.00
Jann Beatty	Charleston, SC	Southern Institution on Children and Families Meeting	$749.69
Willie Blackmon Jr	Atlanta, GA	The Dream and New Realties Meeting	$547.16
Leon Bland	Las Vegas, NV	3rd Annual Grant Funded Programs Management Conference	$1,081.25
Leon Bland	Indianapolis, IN	United States Department of Energy 2002 Weatherization State Program Manager	$805.37
Leon Bland	Washington, DC	In Depth Review of OMB Circulars and Cost Allocation Plans Meeting	$1,490.64
Janis Bond	Dallas, TX	National Association for Program Information and Performance Measurements Me	$420.93
Janis Bond	Atlanta, GA	$6 Million Club Coordinators' Meeting	$328.38
Janis Bond	Gatlinburg, TN	$6 Million Club Coordinators' Meeting	$665.79
Janis Bond	Charleston, SC	$6 Million Club Coordinators' Meeting	$1,258.13
Thelma Brittain	Atlanta, GA	The Dream and New Realities Meeting	$983.08
Thelma Brittain	Las Vegas, NV	3rd Annual Grant Funded Programs Management Conference	$1,124.90
Edna Caston	Washington, DC	National Association of State Units On Aging 39th Annual Membership Meeting	$1,071.00
Edna Caston	Louisville, KY	Region 4-A Southeastern Association of Area Agencies on Aging 2002 Conference	$1,011.50
John Christmas	Albuquerque, NM	National Association for Welfare Research and Statistics Meeting	$980.98
John Christmas	Dallas, TX	National Association for Program Information and Performance Measurements Me	$779.88
Phoebe Clark	New Orleans, LA	Foster & Adoptive Family Home Recruitment & Retention Meeting	$444.00
Phoebe Clark	Atlanta, GA	The Dream and New Realties Meeting	$464.55
Phoebe Clark	Chicago, IL	NACAC Conference, New Directors for Families and Children (Winds of Changes)	$1,021.24
Jacqulyn Cockfield	Charleston, SC	$6 Million Club Conference	$334.75
Quincy Coleman	New Orleans, LA	25th Annual National Hurricane Conference	$1,131.36

FINANCIAL INFORMATION

OUT OF STATE TRAVEL
FISCAL YEAR 2003
CONFERENCES

Employee's Name	Destination	Purpose	Cost
Jacquline Coleman	Arlington, VA	Annual Meeting of State Access and Visitation Program Coordinators	$982.70
Carolyn Cotton	Deerfield Beach, FL	5th Annual National Resource Center for Family Centered Practice's Training	$190.59
Stanley Ellis	Anaheim, CA	Clinical Updates in Correctional Health Care Meeting	$184.00
Elizabeth Fort	Washington, DC	Strengthening the Foundation for Quality Child Care Meeting	$820.96
Valerio Yowk-Foster	San Antonio, TX	13th Annual Family Preservation Conference	$944.71
Sandra Giddens	New Orleans, LA	Foster & Adoptive Family Home Recruitment & Retention Meeting	$670.64
Nancy Gillespie	New Orleans, LA	National Child Support Enforcement Association 51st Annual Conference	$953.12
Wanda Gillom	Atlanta, GA	Child Welfare Directors Meeting	$293.04
Arby Gooden	Atlanta, GA	Southern Stories: Literacy Traditions for Young Children Meeting	$1,226.75
Libby Goodwin-McRae	Deerfield Beach, FL	5th Annual National Resource Center For Family Centered Practice Training In	$540.00
Gloria Green	Chicago, IL	Office of Community Services 2003 Funding Opportunities Conference	$938.50
Betty Green	Arlington, VA	2002 National Health Care Fraud and Abuse Control Program Conference	$908.06
Katherine Hardy	Chicago, IL	28th Annual North American Council on Adoptable Children	$1,277.67
Cherri Hedglin	St Louis, MO	Gateway to Prevention 14th National Conference on Child Abuse	$1,671.80
Patricia Hickman	Baltimore, MA	AAICPC 2003 Annual Conference	$1,133.34
Patricia Hickman	Washington, DC	AA CAMA Conference	$395.11
Minnie Hoey	Chevy Chase, MD	Destination Future 2002 Meeting	$668.19
Raymond Holeman	New Orleans, LA	Medical Regional Staffing (DAS Custody) Meeting	$351.12
Edna Hollie	Washington, DC	AA CAMA Conference	$334.78
Michael Howard	Anaheim, CA	Clinical Updates in Correctional Health Care Meeting	$184.00
Teressa Jackson	Washington, DC	Seventh Annual Child Welfare Demonstration Projects Meeting	$871.50
Dorothy Jacobs	Chicago, IL	NACAC Conference, New Directors for Families and Children (Winds of Changes)	$1,126.50
David Jefferson	New Orleans, LA	Medicaid Conference	$186.88
Nira Coleman-Johnson	Charleston, SC	Southern Institution on Children and Families Meeting	$198.10
Rhonda Johnson	Columbia, TN	National Juvenile Court Data Archive Workshop	$271.44
Sophia Kelly	New Orleans, LA	Foster & Adoptive Family Home Recruitment & Retention Meeting	$545.29
Barbara Kinnel	Charleston, SC	$6 Million Club Conference	$947.77
Theresa Love	Chicago, IL	NACAC Conference, New Directors for Families and Children (Winds of Changes)	$1,929.63
Henry Luckett	Charleston, SC	$6 Million Club Conference	$1,335.30
Nicole McBeath	Washington, DC	In Depth Review of OMB Circulars and Cost Allocation Plans	$1,433.66
Nicole McBeath	Las Vegas, NV	3rd Annual Grant Funded Programs Management Conference	$1,091.18
Larry McCalop	Columbia, TN	Clinical Updates in Correctional Health Care Meeting	$547.20
Anniece McLemore	Louisville, KY	Regional IV Ombudsman Conference-Keeping the Focus: The Ombudsman Challenge	$594.78
Anniece McLemore	Arlington, VA	27th Annual NCCNHR National Ombudsman Training Conference	$1,053.19
Linda Millsap	Chicago, IL	NACAC Conference, New Directors for Families and Children (Winds of Changes)	$1,752.25
Linda Millsap	Washington, DC	White House Event	$898.51
Linda Millsap	New Orleans, LA	Foster & Adoptive Family Home Recruitment & Retention Meeting	$387.00
Janet Murray	San Antonio, TX	13th Annual Family Preservation Conference	$871.67

FINANCIAL INFORMATION

OUT OF STATE TRAVEL
FISCAL YEAR 2003
CONFERENCES

Employee's Name	Destination	Purpose	Cost
John Noble	Charleston, SC	$6 Million Club Conference	$996.00
John Noble	Atlanta, GA	Food and Nutrition Services / USA Policy Meeting	$182.49
Sollie Norwood	Chicago, IL	Office of Community Services 2003 Funding Opportunities Conference	$1,010.04
Valerie O'Neal	Atlanta, GA	Health Insurance Portability and Accountability Act Privacy Rule Meeting	$1,256.08
Jenny Perkins	Memphis, TN	CARE Conference	$120.28
Clarence Powell	San Antonio, TX	National Institute for Disability Studies Meeting	$315.31
Shirley Rainey	Louisville, KY	Region 4-A Southeastern Association of Area Agencies on Aging 2002 Conference	$1,027.46
Shirley Rainey	Cleveland, OH	Annual Information and Referral Systems Training and Education Conference	$836.46
Victoria Reed	Chevy Chase, MD	Destination Future 2002 Meeting	$596.18
Zenotha Robinson	Atlanta, GA	Food Stamp Employment and Training Update Meeting	$907.18
Tina Ruffin	Burlington, VT	National Association for State Community Service Programs Meeting	$898.08
Tina Ruffin	Las Vegas, NV	3rd Annual Grant Funded Programs Management Conference	$1,047.13
Tina Ruffin	Chicago, IL	Office of Community Services 2003 Funding Opportunities Conference	$956.34
Carolyn Sampson	Washington, D.C.	State Health Insurance (SHIP) Conference	$230.08
Carolyn Sampson	Atlanta, GA	AOA Financial Administration Training Meeting	$633.59
Mary Scott	Kansas City, MO	National Association of Child Care Administrators Meeting	$795.42
Mary Scott	Atlanta, GA	Southern Stories: Literacy Traditions for Young Children	$706.38
Pamela Simpson	Charleston, SC	$6 Million Club Coordinators' Meeting	$1,747.23
Pamela Simpson	Atlanta, GA	$6 Million Club Coordinators' Meeting	$629.86
Pamela Simpson	Gatlinburg, TN	$6 Million Club Conference	$707.82
Jane Smith	Washington, DC	Nutrition Connections: People, Programs and Science	$1,058.80
Jane Smith	Atlanta, GA	Food and Nutrition Services / USA Policy Meeting	$719.49
Carol Smith	Charleston, SC	$6 Million Club Coordinators' Meeting	$94.47
Lillie Smith	Washington, DC	In Depth Review of OMB Circulars and Cost Allocation Plans Meeting	$1,497.26
Lillie Smith	Las Vegas, NV	3rd Annual Grant Funded Programs Management Conference	$1,129.88
Terrance Spears	Indianapolis, IN	United States Department of Energy 2002 Weatherization State Program Manager	$803.30
Terrance Spears	Phoenix, AZ	2003 National Weatherization Training Conference	$888.48
Naomi Spires	Savannah, GA	CAPLAW National Training Conference	$623.44
Vicki Stephenson	Washington, DC	Partnerships in Refugee Resettlement-New Challenges & Responses Meeting	$906.11
Arnette Stevenson	Clearwater Beach, FL	National Electronic Benefits Directors Conference	$914.05
Vannie Sturgis	Chicago, IL	NACAC Conference, New Directors for Families and Children (Winds of Changes)	$904.12
Vannie Sturgis	New Orleans, LA	Foster & Adoptive Family Home Recruitment & Retention Meeting	$452.74
Vannie Sturgis	Greenville, SC	Southeastern Exchange Annual Business Meeting	$261.36
Pamela Sullivan	Washington, D.C.	Serious Violent Offender Reentry Technical Assistance Grantee Assistance Ini	$1,204.58
Melanie Taylor	Austin, TX	Private Sector Options for Juvenile Offenders Meeting	$109.14
Regina Tharp	Arcola, LA	Electronic Benefits Transfer Client Training Meeting	$72.27
Gloria Thornton	Chattanooga, TN	Healthy Marriage Conference	$495.50
Gloria Thornton	Deerfield Beach, FL	5th Annual National Resource Center For Family Centered Practice Training In	$510.44
Gloria Thornton	Washington, DC	Addressing Issues of Racism & Cultural Bias in CWS	$1,148.84

FINANCIAL INFORMATION

OUT OF STATE TRAVEL
FISCAL YEAR 2003
CONFERENCES

Employee's Name	Destination	Purpose	Cost
Gloria Thornton	Arlington, VA	Children's Bureau's Sixth National Child Welfare Data Conference	$1,161.86
Gloria Thornton	Atlanta, GA	Child Welfare Directors Meeting	$845.10
Gloria Thornton	Washington, DC	Conference: For the Good of us all	$1,291.00
Sergio Trejo	Tuscaloosa, AL	Mississippi Social Work Education Conference	$184.18
Kathy Triplett	Tuscaloosa, AL	Alabama/Mississippi Social Work Conference	$233.20
Terry Varnado	New Orleans, LA	Foster & Adoptive Family Home Recruitment & Retention	$377.54
Angela Warren	Atlanta, GA	Health Insurance Portability and Accountability Act Privacy Rule Meeting	$409.27
Edna Watts	Kansas City, MO	National Association of Child Care Administrators	$783.51
Beverly Williams	New Orleans, LA	National Child Support Enforcement Association 51st Annual Conference	$1,161.52
Angelia Williams	St. Louis, MO	Gateway to Prevention 14th National Conference on Child Abuse	$980.91
Robin Wilson	Washington, DC	NCANDS Technical Assistance Meeting & 6 National Child Welfare Data Meeting	$373.28
Morris Wynn	St Louis, MO	14th National Conference on Child Abuse/Neglect	$466.36
Gail Young	Orlando, FL	Garden Of Life Meeting	$956.38
Gail Young	Chicago, IL	NACAC Conference, New Directors for Families and Children (Winds of Changes)	$1,879.50

FINANCIAL INFORMATION

VEHICLE REPORT

Agency Name: MDHS/DYS - Columbia Campus, Columbia, MS - State Office and Community Service (Transitional Living Center) - Division of Support Services

Vehicle Type	Model Year	Model	Use	Tag Number	Mileage 6/30/03	Average Miles Per Year	Replacement Proposed FY 2004	FY 2005	Comments
Truck	1975	Ford	Campus Maintenance	S-1045	80,662	2,000			Poor condition
Truck	1982	Ford	Campus Maintenance	S-9155	124,405	7,000			Poor condition
Truck	1985	GMC	Campus Maintenance/Forestry	S-11179	108,753	1,800			Poor condition
Truck	1990	Dodge	Security Staff, Administration, Staff	S-12057	59,372	6,000		Replace	Poor condition
Car	1991	Chev.	Security Staff	G-00444	131,196	2,800			Fair condition
Car	1993	Ford	Security Chief, Staff	G-07015	112,631	45,000			Fair condition
Van	1994	Ford	Security Staff, Administration, Staff	S-14859	88,351	18,000			Good Condition
Van	1995	Ford	Staff, Counseling, Administration	S-15288	80,864	33,206			Good Condition
Truck	1995	Ford	Duty Personnel, Admin., Staff	S-15456	45,223	5,200			Good Condition
Station Wagon	1996	Ford	Duty Personnel, Admin., Staff	S-16282	43,313	10,000			Excellent
Station Wagon	1997	Ford	Duty Personnel, Admin., Staff	G-02284	36,517	12,000			Excellent
Van	1997	Dodge	Counseling, Administration, Staff	G-02689	62,644	25,000			Excellent
Van	1997	Dodge	Duty Personnel, Admin., Staff	G-03455	27,435	14,000			Excellent
Truck	1998	Ford	Duty Personnel, Admin., Staff	G-05765	16,810	7,500			Excellent
Van	1998	Dodge	Administration, Duty Personnel	G-06021	40,242	11,000			Good Condition
Station Wagon	1998	Dodge	Student Transport	G-07391	32,177	6,800			Excellent
Van	1999	Dodge	Administration, Duty Personnel	G-10813	8,959	2,400			Excellent
Truck	1999	Dodge	Administration	G-10814	8,839	2,400			Excellent
Van	2000	Dodge	Administration	G-13898	27,149	12,000			Good Condition
Truck	2000	Dodge		G-15481	11,241	4,000			Good Condition

VEHICLE REPORT

Agency Name: MDHS/DYS - Columbia Campus, Columbia, MS - State Office and Community Service (Transitional Living Center) - Division of Support Services

Vehicle Type	Model Year	Model	Use	Tag Number	Mileage 6/30/03	Average Miles Per Year	Replacement Proposed FY 2004	Replacement Proposed FY 2005	Comments
Van	1993	Dodge	Transport Residents	S-14735	250,824	60,500	Yes		
Van	1993	GMC	Transport Residents	S-14756	203,090	60,500	Yes		
Car	1998	Dodge	Division Director	G-00186	97,967	16,050			
Car	2003	Ford	Division Director		0	N/A			Vehicle not delivered until after 6/30/03
Truck	2003	Ford	Community Services	G-26846	0	N/A			Vehicle not delivered until after 6/30/03
Truck	1994	Jeep	Transporting Mail	S-14706	123,910	4,571			
Motor Home	1997	Chevy	Program Integrity	G-01744	37,278	0			Donated to MS Board for Community & Junior Colleges
Car	1999	Dodge	Executive Director	G-09151	57,596	8,939			
Motor Home	1995	Chevy	Program Integrity	G-01745	62,174	0			Donated to MS Board for Community & Junior Colleges
SUV	2003	Dodge	Executive Director						

FINANCIAL INFORMATION

Contacts

Thelma W. Brittain, Executive Director

Evelyn Thompson...359-9601
Sheila Thompson..359-4509
Leigh Robinson 359-4416

Office of Communications

Cory Wofford, Media Director..359-9662
Janet Mobley, Graphic Design...359-9669
Idetra Berry, Projects Officer...359-4517

DIVISIONS (Support Programs)

Alsee McDaniel, Division Director, Division of Child Support Enforcement.............................359-4861
Pam Simpson, Acting Division Director, Division of Economic Assistance.................................359-4835
Wanda Gillom, Director, Division of Family & Children's Services 359-4999
Willie Blackmon, Division Director, Division of Youth Services 359-4972

DIVISIONS (Federal/State Programs)

Edna Watts, Acting Division Director, Office for Children and Youth.....................................359-4555
Derra Dukes, Division Director, Social Services Block Grant...359-4778
Edna Caston, Acting Division Director, Division of Aging and Adult Services 359-5131
Sollie Norwood, Division Director, Division of Community Services..359-4768

Joe Bennett, Deputy Administrator/Public Affairs and Administrative Services - 359-9668

Emma Levi...359-4514

DIVISIONS

Arnette Stevenson, Interim Director, Management Information Systems....................................359-4605
Cornelius Powell, Division Director, Program Integrity...359-4908
Gloria Jackson, Acting Division Director, Human Resources 359-4442
Sandra Maddox, Division Director, Budgets & Accounting..359-4690

Jesse Griffin, Division Director, Office of Consumer Services - (601) 359-4501

Jackie Course...359-4414
Quency Coleman, Abstinence Unit..359-5036
Tasha M. Reed, Abstinence Unit...359-4549