



# WARREN COUNTY JOB & FAMILY SERVICES

## 2019 ANNUAL REPORT

### Division of Human Services

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Website:

<https://www.co.warren.oh.us/humanservices>

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416 S East Street, Lebanon, OH 45036

**Warren County**  
Department of Job and Family Services  
*Division of Human Services*

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# DIRECTORS LETTER

Warren County Job and Family Services, Division of Human Services continues its mission to provide services and benefits for our community today, to enhance quality of life for a better tomorrow.

2019, launched a new program and partnership with Warren County Children Services. The Kinship Caregiver Program launch in March 2019. The program which runs through the agency Prevention, Retention, Contingency Program provides financial assistance to Kinship Caregivers for day care assistance and assistance in purchasing items for the children being cared for by a Kinship Caregiver. With the rise in Kinship Caregiver Placements this program has provided much needed assistance to those stepping up to the plate to care for kids in need.

2019, continued our agency focus on expanding the benefits and services offered through our Prevention, Retention, Contingency Program which provides crisis-based assistance to families in need in Warren County.

2019, also launched a partnership with the Child Support Enforcement Agency, Children Services, and the Violence Free Coalition to develop and implement the Fathers Reading Everyday Program (FRED) Program. This is a 4-week program developed by Texas A & M AgriLife Extension Services to encourage parents to read to their children daily. This program is made available through a grant from the Ohio Fatherhood Commission. The program will be launching in all Warren County Head Start locations in the Spring of 2020.

The agency in coordination with the Ohio Department of Medicaid has been working on a project to reduce Medicaid application backlog and has made tremendous progress in the past several months. The goal for 2020 is to eliminate all Medicaid application backlog and maintain current processing standards.

The agency would like to extend appreciation to the Warren Board of County Commissioners and County Leadership for their continued support of our programs.

*Lauren V. Cavanaugh*  
*Director*

***“Your destiny is to fulfill those things upon which you focus most intently. So, choose to keep your focus on that which is truly magnificent, beautiful, uplifting and joyful. Your life is always moving toward something.”- Ralph Marston***

## 2019 Board of County Commissioners

Shannon Jones, President  
David G. Young, Vice-President  
Tom Grossmann, Member

## Warren County Job & Family Services Division of Human Services Management Team

Tiffany Zindel, County Administrator  
Martin Russell, Dep. County Administrator  
Lauren V. Cavanaugh, Director  
Arlene Byrd, Deputy Director  
Hollie Gordley, Supervisor  
Lisa Walton, Supervisor  
Svitlana Lytvyniuk, Supervisor

## Agency Divisions for 2019

Lauren Cavanaugh, Director  
Supervisors/Training Officer  
Fiscal & Technical Division

Arlene Byrd, Deputy Director  
Adult Protective Services  
Fraud

Hollie Gordley, Supervisor  
Child Care  
Intake Division/ Processing Division/OWF  
Hearings/ Overpayments

Lisa Walton, Supervisor  
Change Division  
Medicaid Division  
Clerical/Transportation

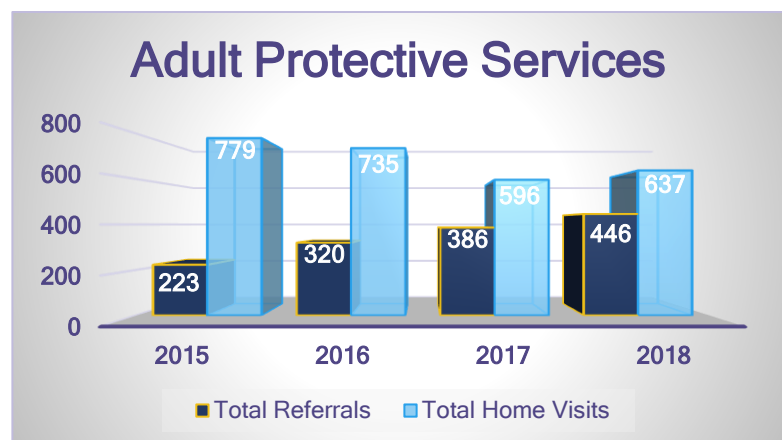
## THE STAFF

Warren County Job and Family Services, Division of Human Services is an agency comprised of 47 dedicated employees. The staff works hard to ensure we are helping those within the County who are eligible for the services and benefits administered through the agency.

## ADULT PROTECTIVE SERVICES DIVISION

Warren County Job and Family Services, Division of Human Services is the mandated agency responsible for providing protective services for adults sixty (60) years of age or older at risk of abuse, neglect, or exploitation. The division engages in a wide spectrum of protective activities including the assessment of hundreds of cases of elder abuse reported each year. The Adult Protective Services Division which consists of 2 full time Investigator's, coordinates with multiple local agencies to ensure proper services and benefits are provided to vulnerable seniors. The unit is available to respond to emergency calls 24 hours a day, 7 days a week. In 2019, they responded to 45 after hours calls. With a team of only 2 Investigator's this is a very notable accomplishment for the Adult Protective Services Program.

In 2019, Ohio announced it would invest \$1.3 million over three years to further improve the state's adult protective services system.



## Warren County JFS Income Maintenance Facts for 2019

### FOOD ASSISTANCE

Average yearly recipients: 7,543  
Total Children receiving: 4,040  
Total 2019 Benefits: \$10.6 million

Total Intake Interviews- 5,264  
Total Re-Applications-2,916

### OHIO WORKS FIRST

Average yearly recipients: 606  
Total Children receiving: 600  
Total 2019 Benefits: \$1.6 million

### MEDICAID

Average yearly recipients: 23,142  
2019 Medicaid Expenditures: \$229 mil

### ADDITIONAL STATS

Overpayment Collections for 2019 totaled  
\$84,123.

Call Center Total – 50,544  
Clients in Lobby- 13,729



## CHILD CARE DIVISION

Warren County Job & Family Services, Division of Human Services works with the Ohio Department of Job and Family Services (ODJFS) to offer financial assistance to eligible parents and

caretakers to pay for child care while they engage in work or approved school or training activities. The Warren County Job and Family Services Child Care Program currently serves 1,063 children per month throughout Warren County.



To improve the quality of care that children receive, ODJFS and the Ohio Department of Education now use a comprehensive, one-to-five rating system to assess licensed early childhood programs that exceed minimum health and safety standards. Starting on July 1, 2020 all child care programs that receive state funding will be required to participate in Step-Up-To Quality.

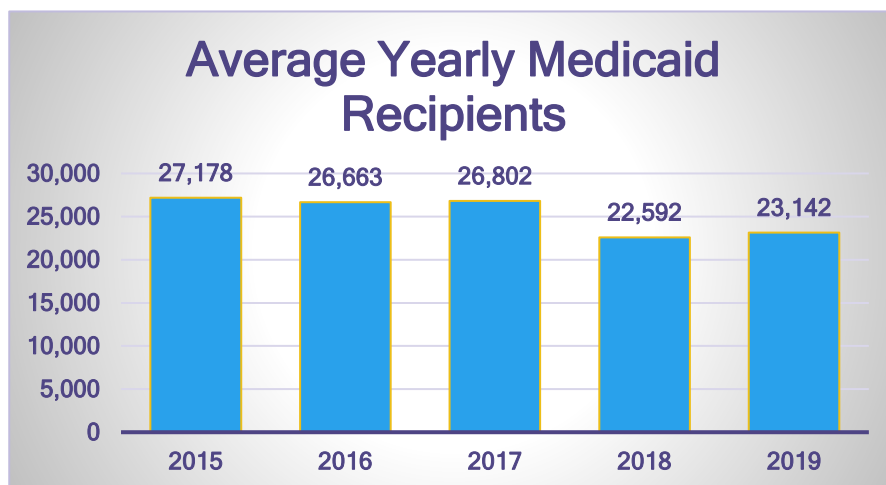
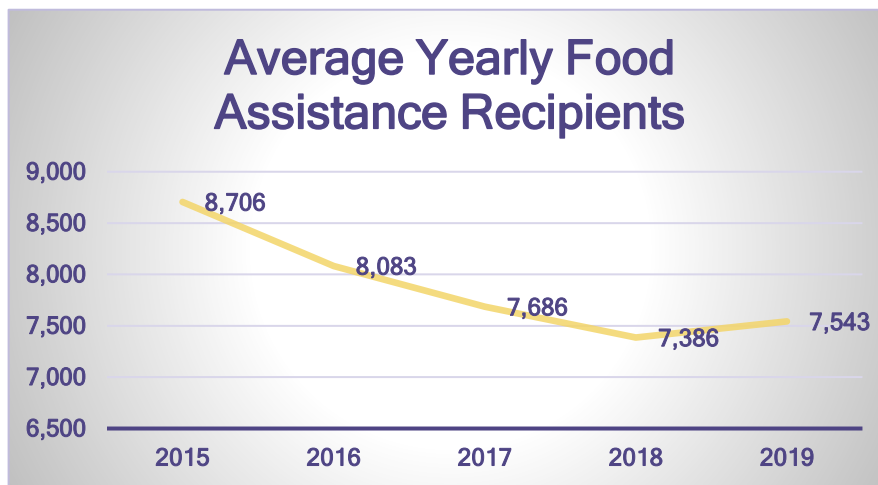
## PREVENTION RETENTION & CONTINGENCY PROGRAM

The Prevention, Retention and Contingency (PRC) Program is designed to provide benefits and services to needy and low-income families in overcoming immediate barriers to achieving or maintaining self-sufficiency, personal responsibility, and preventing unemployment.

In 2019, our total expenditures for PRC Benefits and Services both local and contracted were \$980,000.

## INCOME MAINTENANCE DIVISION

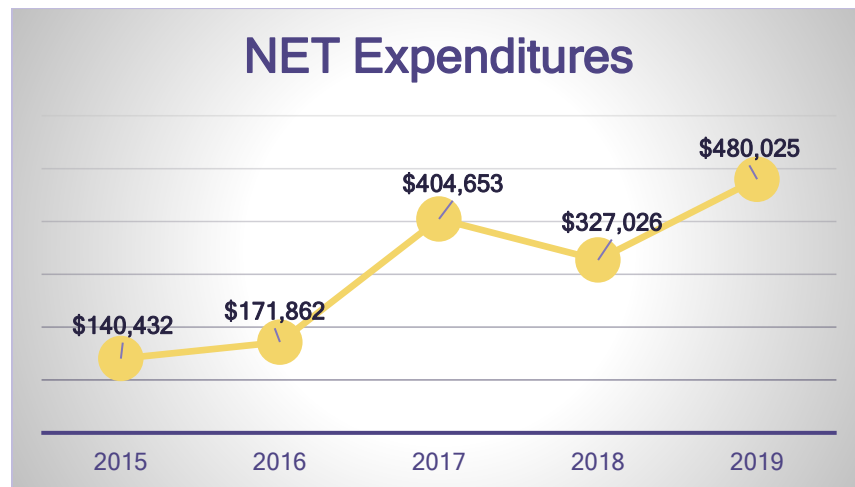
The Income Maintenance Division is responsible for all initial and ongoing eligibility determinations, benefit issuance, hearings, overpayment collection, case changes, and program integrity activities for Food Assistance, Ohio Works First, and Medicaid. The Food Assistance Program also known as the Supplemental Nutrition Assistance Program (SNAP) provides supplemental nutrition to low-income individuals and families. The Ohio Works First program provides time limited cash assistance to eligible families, the program emphasizes and requires non-exempt participants to participate in a Work Activity Program to continue eligibility. The Medicaid program provides needed medical coverage for children, pregnant women, low-income families, the aged, blind, and disabled populations, and eligible single adults.



## TRANSPORTATION

### Non-Emergency Transportation (NET)

Warren County JFS contracts with a Public Transportation Company to provide free transportation services for Medicaid eligible individuals. This free service provides transportation to approved medical treatments. Additionally, the Non-Emergency Transportation Program provides mileage reimbursement for individuals utilizing their own transportation to approved Medicaid treatments. NET Transportation now includes services for children enrolled in the TIP Program through Head Start.



## KINSHIP CAREGIVER PROGRAM

In the program's first year of conception 127 children in the care of Kinship Caregivers were aided with the cost of child care and the purchase of items needed to care for these children. In 2019, the agency paid child care providers \$67,531.00. This funding has helped many of our dedicated Kinship Caregivers to experience some financial relief while caring for these amazing kids.

***“The most important thing is to try and inspire people so that they can be great in whatever they want to do.” - Kobe Bryant***

## FISCAL/TECHNICAL DIVISION

The Fiscal/Technical Division maintains all the fiscal operations for the agency and oversees all technology changes. The division is responsible for establishing budgets, procurement, payroll, accounts payable and receivable, and monitoring Random Moment Samples (RMS). They are responsible to closely monitor all revenue and expenditures from State, Federal, and Local sources. The division is responsible for the complex accounting methodology utilized by the State of Ohio.

Warren County JFS, Division of Human Services 2019 Revenue vs. Expenditures			
Program	2019 Anticipated Revenue	2019 Expenditures	Percentage of Overall Expenditures
Income Maintenance Administration	\$783,129	\$930,576	17%
Kinship Caregiver	\$201,689	\$67,531	1%
TANF Administration	\$1,565,986	\$1,114,165	21%
Medicaid Administration	\$1,129,980	\$1,119,506	21%
Social Services Administration	\$336,284	\$432,653	8%
Title XX & Transportation Administration	\$1,273,043	\$1,182,661	22%
Other	\$117,000	\$46,972	1%
<b>Total</b>	<b>\$5,407,111</b>	<b>\$4,894,064</b>	