

Mississippi

Department of Human Services



FISCAL YEAR 2002

The cover features a repeating pattern of stylized leaves in a light blue color. At the top, there is a solid light blue horizontal bar. The entire page is framed by a dark blue border.

ANNUAL REPORT

FISCAL YEAR 2002

Investing in Mississippi's Future

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.

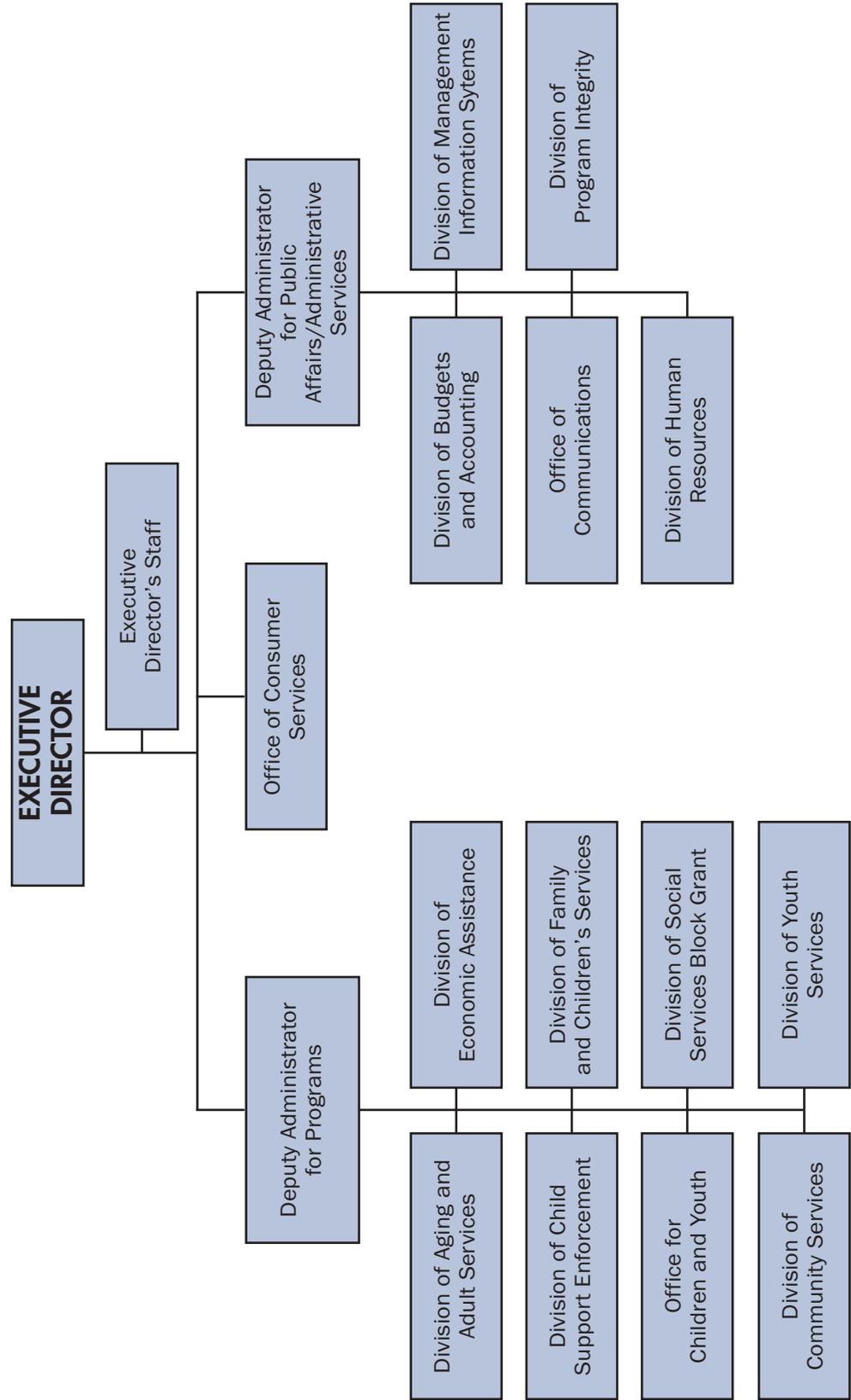


ANNUAL REPORT, SFY 2002

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MISSISSIPPI DEPARTMENT OF HUMAN SERVICES ORGANIZATIONAL CHART



MDHS' PROGRAMS AND DIVISIONS—AN OVERVIEW

JANICE BROOME BROOKS

Executive Director

Division of Economic Assistance

Field Operations
State Operations
 Quality Assurance
 Claims Management Unit
 Training Unit
Resource Development
 The Emergency Food Assistance Program
Organizational Chart

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Placement Alternatives
Wilderness Programs
Transitional Living Center
Institutional Services Programs
Amer-I-Can Program
Repair and Renovation
Budget and Administrative Services Unit
Contract/Grant and Subgrant Management Unit
Organizational Chart

Division of Child Support Enforcement

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Establishment of orders for child and medical support
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Enforcement of child support orders
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Division of Family and Children's Services

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 Prevention Unit
 Protection Unit
 Administration Unit
Mississippi Automated Child Welfare Information System (MACWIS)

Thelma W. Brittain
Deputy Administrator
for Programs

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

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 Legal Assistance Advocacy
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 Organizational Chart

Social Services Block Grant

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 Dept. of Mental Health, Mental Illness & Mental Retardation
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 Organizational Chart

Division of Management Information Systems

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 Systems Support Administration and Planning
 Office Automation, Systems Training
 Organizational Chart

Division of Human Resources

Personnel Administration

Thelma W. Brittain
 Deputy Administrator
 for Programs

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

Personnel Management
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Staff Development and Training
Office of Administrative Services
Facility Maintenance Unit
Organizational Chart

Division of Program Integrity

Bureau of Investigations
Bureau of Audit and Evaluation
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

Office of Communications

Organizational Chart

Joe Bennett

Deputy Administrator
for Public Affairs and
Administrative Services

This year marks my second full term as the Executive Director of the Mississippi Department of Human Services (MDHS). On behalf of this great agency, I invite you to review our 2002 Annual Report. Amongst the organizational charts, financial statements, and statistical information, you will find a complementing array of success stories.

Whether the economic times are good or tough, we will continue our effort to leave no innovative ideas untapped or unchallenged. Our commitment is to provide needed services as effectively and efficiently as possible.

I am proud of the many accomplishments MDHS has made in the 2002 State Fiscal Year. This department is tweaking old ideas and creating new initiatives in unprecedented fashion. We appreciate the continued support of Governor Ronnie Musgrove, the Mississippi Legislature, other state and federal agencies, and community partners. Our first priority is to offer effective and efficient services to the families, children, and seniors in all 82 counties of the State. Our greatest joy remains seeing our constituents safe, healthy, happy, and loved.

Sincerely,

Janice Broome Brooks

Janice Broome Brooks

Executive Director

A MESSAGE FROM THE EXECUTIVE DIRECTOR



Prior to accepting the position as Executive Director of the Mississippi Department of Human Services, Janice Broome Brooks served as the Chief of Employee/Labor-Management Relations for the U.S. Department of Treasury, Bureau of the Mint, in Washington, D.C. In this position, she was responsible for directing many Bureau-wide programs.

She has served as Chief of Employee Relations and Policy Services for the National Labor Relations Board and as Human Resources Specialist for the U.S. Office of Personnel Management in Washington, D.C. She has also served as a Legislative/Research Analyst for the Honorable Charles B. Rangel, a member of the U.S. House of Representatives. In this position, she conducted research on tax reform, dependent care, spousal impoverishment, welfare reform and equal access to commercial credit.

Janice graduated Magna Cum Laude with a B.A. in English Literature and received an M.A. in English from Jackson State University (JSU). She also received her Master of Public Policy and Administration from JSU.

Janice was born in Laurel, grew up in Woodville, and graduated from Murrah High School in Jackson. She is married to Rev. Cornell Brooks and they have two young sons.

MDHS' COMMUNITY INVOLVEMENT

MDHS' FAMILY CONFERENCE HELD DECEMBER 5, 2001 PRESENTED ATTENDEES A HOLISTIC APPROACH TO ENHANCING FAMILIES



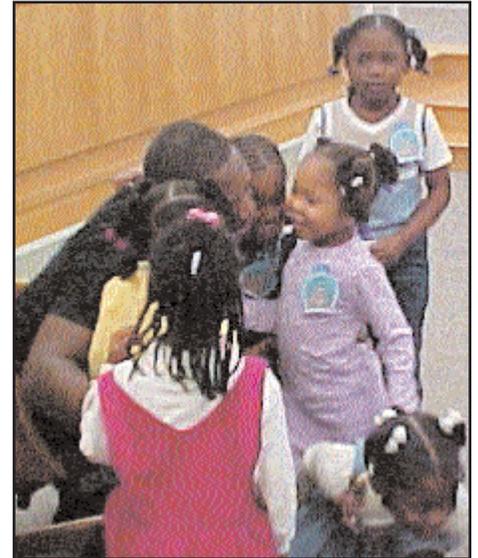
HeadStart children helped get the conference underway with the national anthem and the pledge of allegiance.

MDHS' 2001 Family Conference provided a platform for MDHS employees and other human service organizations to disseminate and share information about their programs.

Kicking the day off was singing by the Oakley Training School choir, followed by the national anthem and pledge of allegiance by

HeadStart youth. Bob Carpenter gave the welcoming remarks and Janice Broome Brooks, Executive Director, enlightened everyone on the purpose of the conference. A representative from the governor's office then proclaimed the day as "Human Services for Families Day." Attendees were then entertained by the Columbia Training School choir with patriotic music.

Topics presented included early childhood development, child care, parenting for school-age children and teenagers, intensive youth supervision, responsible fatherhood, child support, economic assistance, and aging. A testimonial was given by Patricia Bailey, a former TANF recipient and single mother, which had much of the audience in tears. Her story was truly inspirational. Patricia now works at the Jackson Medical Mall.



Senator John Horhn is hugged by children after reading them a story.

MDHS KICKS-OFF TEEN PREGNANCY MONTH ABSTINENCE RALLY PROMOTES PUBLIC AWARENESS AND EDUCATION

On Friday, May 3, 2002, from 11 a.m.-noon, the Mississippi Department of Human Services' (MDHS) "Just Wait" Abstinence Unit hosted an Abstinence Rally to kick-off Teen Pregnancy Prevention Month. The rally was held on the 1st Floor Rotunda of the New Capitol. May has been designated National Teen Pregnancy Prevention Month. In an effort to prevent and reduce the incidents of out-of-wedlock pregnancies, especially those to teenagers, MDHS participates annually in promoting May as Teen Pregnancy Prevention Month in Mississippi.

The rally is held in an effort to encourage individuals, organizations, schools, churches, and communities around the state to implement teen pregnancy prevention programs. "It is important that all Mississippians become educated and involved in the lives of our teenagers," stated MDHS Executive Director Janice Broome Brooks. "Hosting this rally is just

The "Just Wait" Abstinence Unit serves as a resource for technical support to communities who desire to address the issue of teen pregnancy. Goals of the "Just Wait" Abstinence Program include: encouraging community efforts to establish and sustain teen pregnancy prevention programs; encouraging parents to talk to their teens; opening lines of communication; reaching out to teens, providing them with the facts, educating them about the risks involved in premarital sexual activities, and enabling them to make educated, responsible decisions, discovering that the only safe answer is abstinence.

For further information about the Abstinence Program or to schedule a presentation, the general public may call the Mississippi Department of Human Services at (601) 359-4549 or toll free at 1-800-590-0818.



Quency Coleman and Tasha Martin, MDHS Abstinence Unit, released balloons into the air, symbolizing commitments to remain abstinent until marriage.

one of the ways MDHS fosters our holistic approach to addressing the needs of the families, children, and seniors of Mississippi."

AGENCY HIGHLIGHTS

Aging and Adult Services

- Provided 5,394 seniors with 735,000 meals

Child Support Enforcement

- Collected child support payments totaling \$191,423,389, including tax offsets of \$21,543,310
- Provided child support services to over 300,000 households and 420,000 children
- Completed initial federal certification review of child support enforcement automated systems

Community Services

- Served 49,067 Mississippians with Community Services Block Grant funds
- Served 58,940 Mississippians with Low-Income Home Energy Assistance Program funds
- Provided fans to low-income citizens of Mississippi and weatherized 503 homes

Economic Assistance

- Improved efficiency in Food Stamp Program by significantly increasing the accuracy rate
- Enrolled 50,008 uninsured children in the Children's Health Insurance Program (CHIP)
- Implemented the Electronic Benefit Transfer (EBT) System statewide

Family and Children's Services

- Finalized 315 adoptions
- Helped 591 families (of 598 families served) remain intact through the Family Preservation Program
- Completed 16,387 investigations of suspected child abuse

Social Services Block Grant

- Wrote 2 grants: Special Residential Care and After School grant 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

Youth Services

- Diverted a total of 1,143 youth from training school through the Adolescent Offender Program, saving the state \$7,944,308.
- Diverted a total of 1,021 youth from training school through the Intensive Youth Supervision Program, saving the state \$9,924,120. (These youth are not unduplicated).

STATE OF MISSISSIPPI PUBLIC HEALTH AND WELFARE COMMITTEE MEMBERS 2002 SESSION

SENATE

Robert (Bunky) Huggins, Chairman
Ezell Lee, Vice-Chairman
Barbara Blackmon
Hob Bryan
Terry C. Burton
Neely C. Carlton
Deborah Jeanne Dawkins
Bob M. Dearing
Ron Farris
Billy V. Harvey
Travis L. Little
Nolan Mettetal
William R. Minor
Alan Nunnelee
Willie Simmons
Rob Smith
Billy Thames
Bennie L. Turner
John White

HOUSE OF REPRESENTATIVES

Bobby Moody, Chairman
Frances Fredericks, Vice-Chairman
Earle S. Banks
Dr. Jim C. Barnett
Les Barnett
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Robert G. Clark, Jr.
Alyce G. Clarke
Mary H. Coleman
Jim Ellington
Joe Ellzey
Jim Evans
George Flaggs, Jr.
David Gibbs
Joe T. (Joey) Grist
D. Stephen (Steve) Holland
Bobby B. Howell
Joey E. Hudson
Michael W. Janus
Dr. Chester Masterson
Billy R. Nicholson
John Read
Valeria Robertson
Omeria Scott
Jeffrey C. (Jeff) Smith
Carmel Wells-Smith
May Whittington

To our clients and friends:

I am truly grateful for the opportunity to serve families and children in this state. It is a privilege to be a member of Mrs. Brooks' executive team and share her vision for the future of the Mississippi Department of Human Services (MDHS).

As Deputy Administrator for Programs, I provide leadership to the Division of Child Support Enforcement, Economic Assistance, Family and Children's Services, and Youth Services. These programs are the core of MDHS and assist in preserving families, providing the essentials of life and moving families from dependency to self-sufficiency. By providing these critical services, we are making an impact in the lives of thousands of families each day.

Many significant accomplishments were achieved such as the finalization of 315 adoptions, collection of \$178,496,714 in child support, a total diversion of 693 youths from the training school through the Adolescent Offender Program (AOP), and improvement in efficiency of the Food Stamp Program by significantly increasing the accuracy rate.

I am excited about the changes and the direction MDHS is moving in under the leadership of Mrs. Brooks. 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
 Deputy Administrator for Programs

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 DEPUTY ADMINISTRATOR FOR
 PROGRAMS**



Thelma Brittain is a native of Clarksdale, Mississippi where she attended Immaculate Conception School. She then attended Wellesley College in Wellesley, Massachusetts where she received 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 eighteen years of experience in human services administration. She has worked as an Eligibility Worker, Quality Assurance Program Manager and as County Director in Madison County.

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

Division of Economic Assistance

The Division of Economic Assistance (EA) 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. EA administers the Food Stamp Program, Temporary Assistance for Needy Families Program (TANF), and Mississippi Health Benefits. The Food Stamp and TANF Programs provide employment and training components, as well as, supportive services such as transportation and child care, which are intended to promote self-sufficiency. All programs are monitored for responsible management and accountability.

EA 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 EA are indicative of the dedication to service delivery and fiscal integrity:

- EA 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 program.

Total Health Benefits Eligibles June 2002	
CHIP.....	50,008
Infant Survival Program	26,944
Expanded Medicaid	29,084
Poverty Level Program.....	159,522
Medical Assistance Program.....	131,534

- As of June 30, 2002, the Treasury Offset Program (TOP) collected \$1,807,988. This collection effort is implemented when repayments of over issuances of food stamp benefits are severely delinquent.
- For the fourth year, the state was recognized nationally for accuracy and stewardship for the Food Stamp Program. Mississippi completed the year with a food stamp error rate of 3.47%. This was the fourth lowest error rate in the nation and first in the Southeast Region.
- Electronic Benefits Transfer (EBT) was successfully implemented statewide. Staff in all areas of EA participated in this massive project which included in-person training of every recipient. As a result, Food Stamp and TANF clients now have access to benefits through a debit card-like process.

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.

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:



Pam Simpson

Pam Simpson has served as Interim 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 26 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 and is responsible for oversight of program operations at both the county and regional levels.

QUALITY ASSURANCE

The Office of Quality Assurance is primarily responsible for measuring and reporting on program performance for the economic assistance programs. 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 2002 is 4.58%. The food stamp negative error rate for cases denied or closed through June 2002 is 2.58%.

TANF Error Rates

The payment error rate for the TANF Program for FFY 2001 was 0.15 %. The error rate through June 2002 is .035%.

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 violations and if so, will impose disqualification from the Food Stamp Program. The first disqualification is for 12 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, 2001 - June 30, 2002, specialized case management training was conducted for 252 participants. During EBT implementation, 61 training teams were utilized for staff and recipient training.

RESOURCE DEVELOPMENT

The Office of Resource Development provides oversight to the TANF Work Program (TWP), including Job Readiness, and Employment Coordination activities for TWP participants at 32 locations throughout the state. This office also provides oversight to the Food Stamp Employment & Training (E&T) Program, currently active in all counties. The Emergency Food Assistance Program (TEFAP) is also administered by Resource

DIVISION OF ECONOMIC ASSISTANCE

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

County Directors.....	82
Supervisors.....	133
Case Managers.....	113
Eligibility Workers.....	819

TANF AVERAGE MONTHLY MONEY PAYMENT CASELOAD

Families.....	17,022
Recipients.....	39,069
Adults.....	9,425
Children.....	29,044

TANF AVERAGE MONTHLY PAYMENTS

Statewide.....	\$2,504,839
Per Family.....	\$146.75
Per Recipient.....	\$ 84.50

VALUE OF FOOD COUPONS ISSUED TOTAL SFY 2002 \$289,491,141

Average Number of Recipients Receiving Food Stamps in SFY 2002

124,135 Households
319,563 Persons

Average Monthly Benefit Value of Food Stamps in SFY 2002

\$194.34 Household
\$75.49 Person

Development.

Resource Development coordinates with the State Board for Community and Junior Colleges, Department of Education, and Division of Vocational Education to develop, implement, and oversee specific career-related training courses utilizing TANF and food stamp funds. Past successful training courses include: communication technology, certified nurse assistant, executive housekeeping, food service, general office clerk, laundry care, and janitorial/grounds keeping. The training is conducted through the community college system. The training classes are employer-driven and placement results have been excellent for participants completing the training. Plans are ongoing to identify additional employers and provide more diversified training throughout the state.

THE EMERGENCY FOOD ASSISTANCE PROGRAM (TEFAP)

TEFAP is a federal program, which helps supplement the diets of low-income Americans, including the elderly, by providing them with emergency food and nutrition assistance at no cost. Under TEFAP, commodity foods are available by the U.S. Department of Agriculture to states. 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, 2001 through June 30, 2002, \$2,601,930 in surplus food items were distributed to 232,906 households.

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 2002

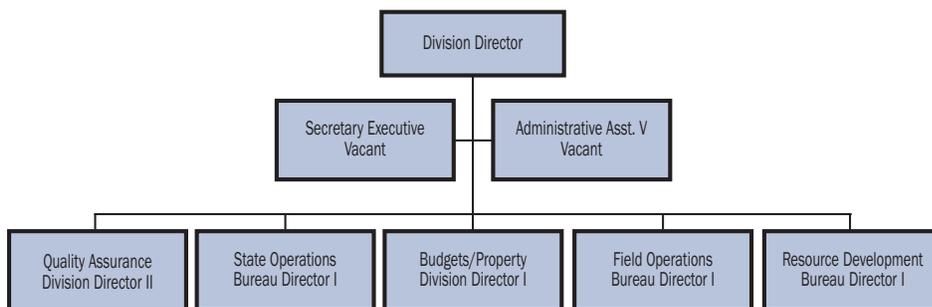
For the period July 1, 2001 - June 30, 2002, regular staff training sessions were conducted as follows:

- Eligibility Workers58
- Case Managers.....16
- Clerks10

PAYMENT ACCURACY AWARD

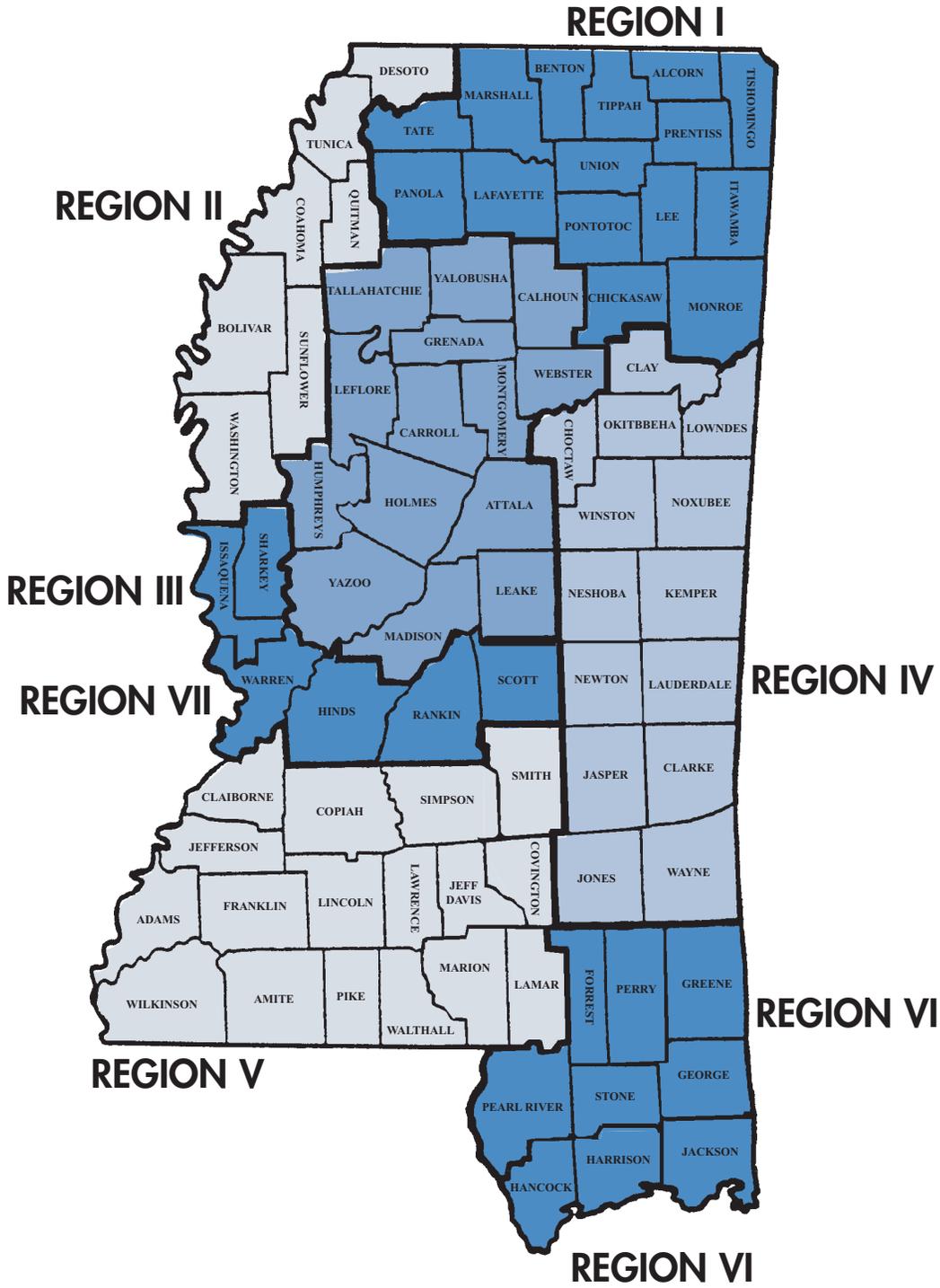
Virgil L. Conrad, Southeast Regional Administrator of the Food and Nutrition Service (FNS), presents Pam Simpson, Interim Director of the Division of Economic Assistance, an award for excellence in the administration of the Food Stamp Program for FFY 2001.

ORGANIZATIONAL CHART



REGIONAL MAP

DIVISION OF
ECONOMIC
ASSISTANCE



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 the youth court.

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.

Intensive Youth Supervision Program (IYSP) - a prevention/intervention program designed to deter children from youth court intervention. It is a community-based program which focuses on the family, school, and community in solving the problems and issues that children face. By involving the community, the IYSP keeps focused on the true needs of the child and family. This action reduces the probability of the child being adjudicated delinquent and/or committed to the state training schools.

Youth served are between the ages of 10-17 and are non-adjudicated by the youth courts. The individual community in which the youth resides is able to more clearly identify the child's needs. Each program works holistically in the areas of education, family, community, and interpersonal issues to meet the needs of the child. They are designed with the intent of diverting the child from the youth court system. During FFY year ending September 2002, 4,465 youth were served.

The eight programs serve youth from Bolivar, Coahoma, Harrison, Lamar, Leake, Lee, Marion, Pearl River, Scott, Stone, and Warren Counties.

Interstate Compact on Juveniles (Delinquency and Children in Need of supervision) - The Interstate Compact on Juveniles provides for the welfare and protection of juveniles and the public. This is accomplished through the 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 party states find desirable.

Statistics for FY 2002	
No. of incoming probation cases being supervised	125
No. of outgoing probation cases being supervised	30
No. of incoming parole cases being supervised	24
No. of outgoing parole cases being supervised	12

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



Willie Blackmon

Willie Blackmon currently serves as Director for MDHS—Division of Youth Services. As Director, he administers the community services and institutional programs for juveniles who have been placed under DYS jurisdiction by the 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 in providing services to the children and the families of Mississippi.

PLACEMENT ALTERNATIVES

ADOLESCENT OFFENDER PROGRAM

The Adolescent Offender Program (AOP) is a community-based partnership among the Mississippi Department of Human Services/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 and performance, and inspire adolescents to be more positive, goal-oriented individuals.

The program is designed to provide treatment within a therapeutic setting and a safe controlled environment in which counselors teach the 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. 5,177 clients have received services through the AOP. The 25 programs have safely diverted 4,076 or 78.73% of the clients from the training schools. The following summary indicates the effectiveness of the AOP.

Over the past five years, the AOP has diverted a total of 4,076 youth from training school commitments. It costs the State of Mississippi approximately \$81.00 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. The \$11,288,889.60 spent on the AOPs within the past five years has saved the State of Mississippi \$28,329,830.40.

WILDERNESS PROGRAMS

AOP PROGRAM	1998	1999	2000	2001	2002	Total
Total Clients Served	918	934	1014	974	1,337	5,177
# of Clients Diverted from Training Schools	662	861	697	713	1,143	4,076
% Success Ratio	72.1%	92.2%	68.7%	73.2%	85.4%	78.73%

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

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

(cont. on next page)

19. Mississippi Gulf Coast YMCA - Harrison County
20. Multi-County Community Service Agency, Inc.- Scott County
21. Multi-County Community

5 Years	Clients Served	Cost Per Day	Average Stay	Total
Training Schools	4,076	\$81.00	120 Days	\$39,618,720.00
AOP	4,076	\$23.08	120 Days	\$11,288,889.60
Total saved over 5 years by diverting from training schools				\$28,329,830.40

2002	Clients Served	Cost Per Day	Average Stay	Total
Training Schools	1,143	\$81.00	120 Days	\$11,109,960.00
AOP	1,143	\$23.08	120 Days	\$3,165,652.80
Total saved in 2002 by diverting from training schools				\$7,944,308.00

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.

	1998	1999	2000	2001	2002	Total
Total Clients Served	24	23	54	61	55	217
# of Clients Diverted from Training School	15 62%	22 96%	53 98%	56 92%	53 96%	199 92%

(cont. from previous page)

- 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



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.

INSTITUTIONAL SERVICES PROGRAMS

The Division of Youth Services currently provides institutional care to delinquent juveniles committed to MDHS/DYS custody. During calendar year 2001, there were 2,247 children served in facilities at the Mississippi Youth Corrections Complex (MYCC) and the Columbia Campus.

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 a 15-work station lab that provides 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 have licensed library/media specialists. Library services are provided to all students, and teachers are assisted with instructional planning and delivery. Both libraries have limited participation in the MAGNOLIA PROJECT, since they are not on-line.

Military Program - designed to instill responsibility, attention to detail, a sense of order, and discipline. To accomplish this, the program utilizes five instructional parts: 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 funded by the Mississippi Legislature. The program will provide 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.

REPAIR AND RENOVATION

State institutions and agencies are responsible for preplanning their immediate and future needs of

TRAINING SCHOOL HIGHLIGHTS

OAKLEY CAMPUS MISSISSIPPI YOUTH CORRECTIONS COMPLEX (MYCC)

The Department of Education has provided training materials, curriculum, and a module for driver's education classes.

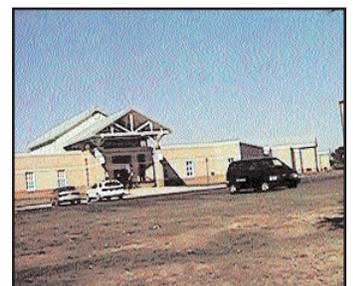
Vocational training is offered in the area of personal computer repair and troubleshooting.

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 - Unit 1*

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.

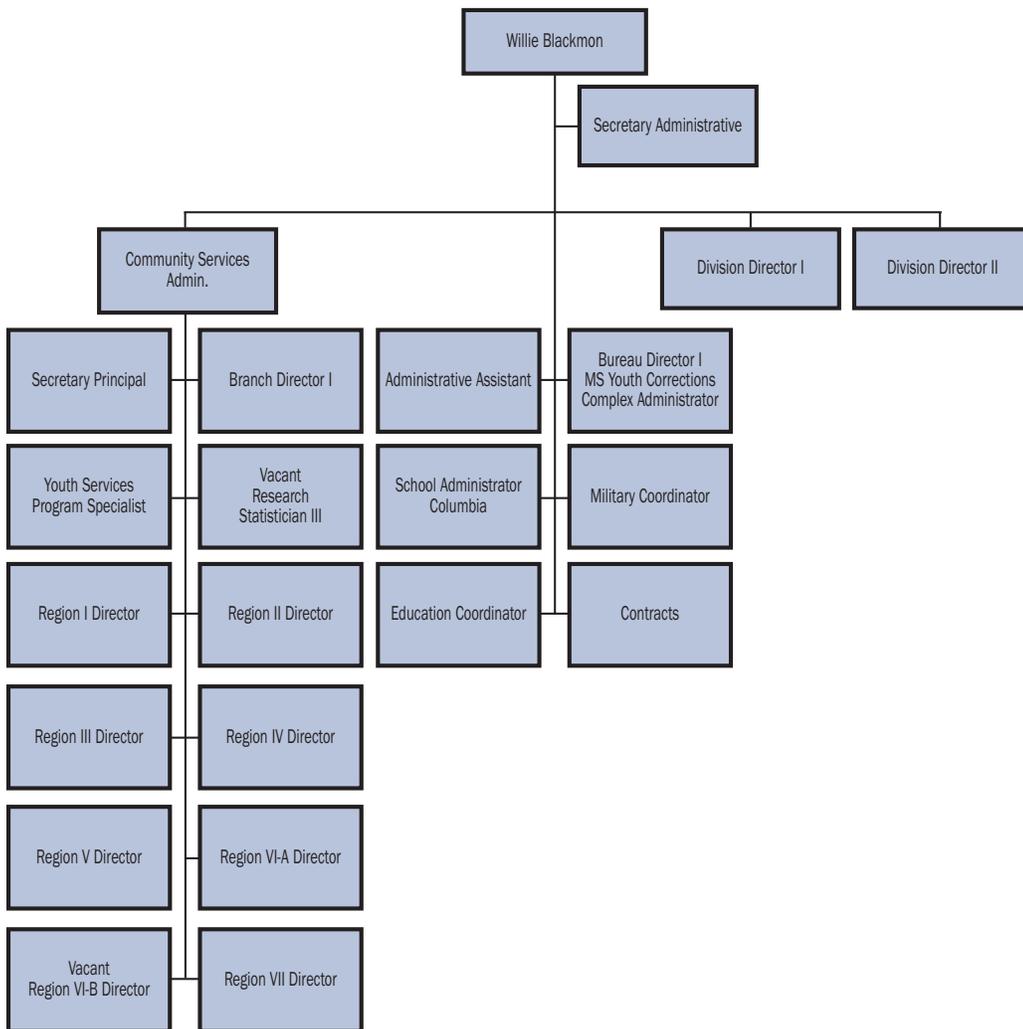
The unit is also responsible for securing various grants to implement new programs within the division or supplement existing programs. The DYS has received grant money from the Office of Juvenile Justice and Delinquency Prevention (OJJDP) to operate or supplement various programs such as an Electronic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

Contact Information:
MDHS
Division of Youth
Services

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

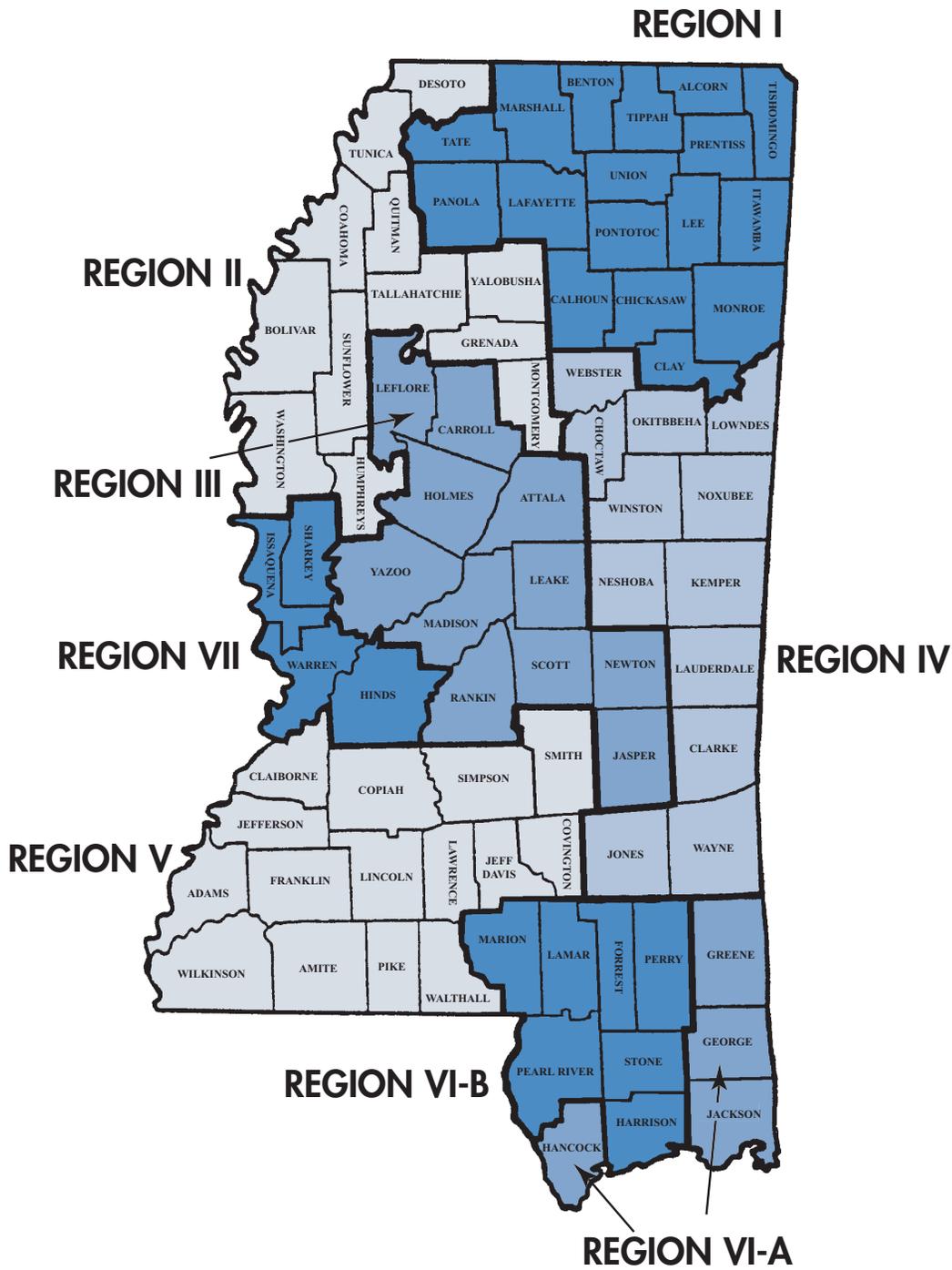
*Phone: 601-359-4972
Fax: 601-359-4970*

ORGANIZATIONAL CHART



REGIONAL MAP

DIVISION OF YOUTH SERVICES



Division of Child Support Enforcement

The Division of Child Support Enforcement (DCSE) offers services to Mississippi's children and families to secure financial and medical support. Every child deserves the love and support of both parents to develop into the most productive adult possible. DCSE operates 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
- Collection and distribution of child support payments
- Enforcement of child support orders

As a result of the child support enforcement services provided by DCSE, the State of Mississippi's public assistance rolls have decreased, with 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 2002, DCSE made a positive impact upon children and families in Mississippi and had a number of significant accomplishments, including the following:

- Child support collections totaled \$191,423,389.
- Paternity establishment percentages remained steady at 66%.
- Compliance with federal welfare reform requirements was a major priority, including completion of initial certification review for the automated system and implementation of federally mandated legislation.

PROGRAMS OR INITIATIVES

Tax Offset Program - This is a federally mandated program to intercept state and federal taxes from non-custodial 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 proven to be most effective, collecting \$19,328,816.64 in State Fiscal Year 2002.

License Suspension Program - This 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.

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. Income withholding is effective immediately on all new or modified orders. The Federal Welfare Reform Law (PROWRA) requires employers to withhold an additional amount for delinquency, if an amount is specified in the court order. The employer or 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.

Central Receiving and Disbursement Unit (CRDU) - The purpose of the CRDU is to expedite the processing and disbursement of child support payments to the custodial parents and to provide employers and customers with a single location to make payments.

Credit Bureau Reporting - Mississippi Enforcement and Tracking of Support System (METSS) automatically



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 for years to come.

Supporting Children Every Step of the Way!

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

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 offices. 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 border, as well as, those under their own jurisdiction.

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

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, 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 (MAVP). Three Mississippi counties—Hinds, Pike, and Leflore—were selected for the pilot project. The first visitation was held in Hinds County on Father's Day in June 1998.

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; how to apply for child support services; 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/csemhdhs.html - The home page provides detailed information about child support services via the world wide web. It also provides a direct avenue for clients to receive personal responses through e-mail.

SUCCESS STORIES

Harrison County - A modification on a noncustodial parent increased his monthly obligation for three children from \$181.98 to \$953.26 per month.

Lamar County - Received \$10,071 from a Financial Institution Data Match intercept.

Statewide - Six child support cases were referred for federal prosecution. Four of these cases were prosecuted.

Category	SFY 2002
Outreach.....	16,405
Mediation	716
Education	3,024
Supervised Visitation	189
Unsupervised Visitation	511

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 12 states and eight employers. The Customer Service Unit assists an average of 900 child support recipients, employers or noncustodial parents per week by telephone. The CRDU assists non-custodial parents by accepting walk-in payments. On average, the CRDU serves 47 noncustodial parents per week in this manner.

Program Operations - The capacity to suspend the licenses of noncustodial parents has been an important tool in establishing initial contact. DCSE is allowed to request the suspension of driver's licenses, business licenses, hunting and fishing licenses, and professional and occupational licenses. DCSE suspended 4,655 licenses in State Fiscal Year 2002. 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.

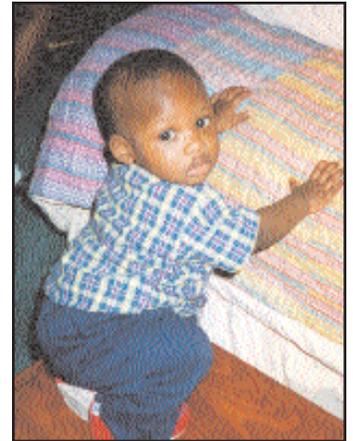
In the past, a noncustodial parent was required to have a contempt judgement against him/her in order to be considered for license suspension. That requirement is no longer in effect. This allows a greater number of noncustodial parents to be eligible for license suspension. The number of licenses suspended increased by more than 400% from State Fiscal Year 2000.

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 2000 and submitted the results to the Office of Child Support Enforcement in March 2001. This report measures state compliance with federal requirements for distribution, paternity/support establishment, enforcement, expedited process, medical support, case closure and review, and adjustments. Our state's certified child support system, Mississippi Enforcement and Tracking of Support System (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 2001, METSS completed the initial 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 Training Unit - The Training Unit assesses, designs, develops, and conducts high quality training/staff development programs and continuously strives for ways to enhance operations. During State Fiscal Year 2001, training coordinators were located in five of the seven child support regions. The unit conducted 138 training workshops. The training methodology was a traditional classroom setting with ample opportunity provided for discussion and practical application of guidelines processing child support enforcement cases. One-on-one training was conducted in 18 counties. These sessions provided hands-on learning experiences using actual cases within the county's caseload.



LICENSE SUSPENSIONS

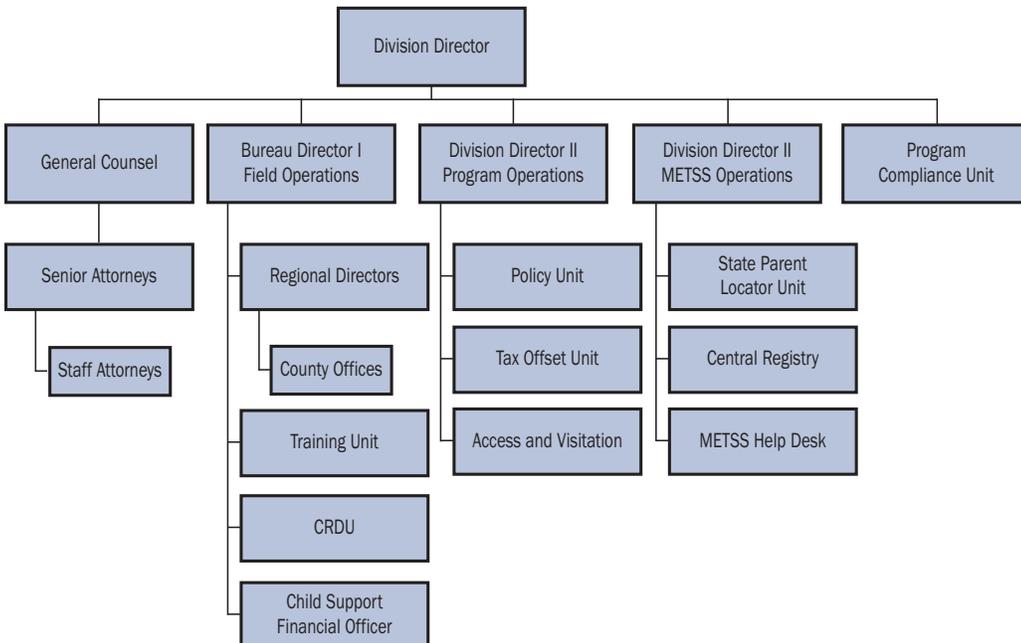
Licensing Agency	# Suspended in SFY 2002
Department of Public Safety.....	3,975
Department of Wildlife, Fisheries and Parks	666
Board of Education.....	7
Board of Cosmetology	5
Board of Medical Licensure.....	0
Board of Auctioneers.....	0
Board of ABC.....	2
Total	4,655

Performance Overview	SFY 2002
License Suspension	\$341,759.24
Credit Bureau	\$15,723.41
MESC Unemployment	\$5,070,105

NEW HIRES REPORTS (JULY 2001 - JUNE 2002)

Number Reports Received	299,647
Number Matched with Cases.....	21,928
Match Rate Percentage	7.3%

ORGANIZATIONAL CHART



EXCERPTS OF LETTERS FROM CUSTODIAL PARENTS

“I have a new found respect for what you do and will always defend your honor when it comes to people who put the workers and the system down. Thank you for everything.”

“Thank you so much for the hard work you put on my case. I am very impressed at your ability to get the impossible done.”

“I thank you for caring, working hard, and doing your best.”

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 partnerships to provide a continuum of services for families and children. Project Homestead activities occur in every region of the state. The Project Homestead network has grown to 59 county task forces. A brief overview of some of the accomplishments include the following:

- 1) Task forces participated in the enrollment for Children's Health Insurance Program (CHIP).
- 2) Many schools are now presenting the "You Are Unique" character education/abstinence program.
- 3) Tutoring and mentoring programs are active in a number of counties.
- 4) Many programs are being implemented at the Henley-Young Youth Detention Center in Hinds County.
- 5) The School Greeter Program has expanded.
- 6) Preteen/Teen Summits have been held in many schools across the state.
- 7) The Rock & Read Program continues to expand.
- 8) Task Forces participated in the Red Ribbon campaign focusing on a drug-free education.
- 9) By partnering with the Children's Trust Fund, we were able to supply ribbons and information to all elementary schools in 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 the legislation passed prohibiting 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. This program is in serious jeopardy, and it cannot survive without the coordinators working in the communities.

Seventh Annual Mississippi Permanency Partnership Network Conference Partnership: "United We Stand"

Held August 22-23, 2002, at the Beau Rivage Resort in Biloxi, this year's conference was the most successful to date, with over 510 in attendance. The keynote speaker was the Honorable James E. Graves, Jr., Mississippi Supreme Court Justice. During the luncheon, attendees were motivated by the testimonials of Jeff Flanders who encouraged the audience to "work and love it." Mike Lee, Director of the Prevention Unit and Beth Frizsell, Associate Director, National Child Welfare Resource Center for Organizational Improvement, enlightened the participants of the importance of preparing for the upcoming Federal Child & Family Service Review. The



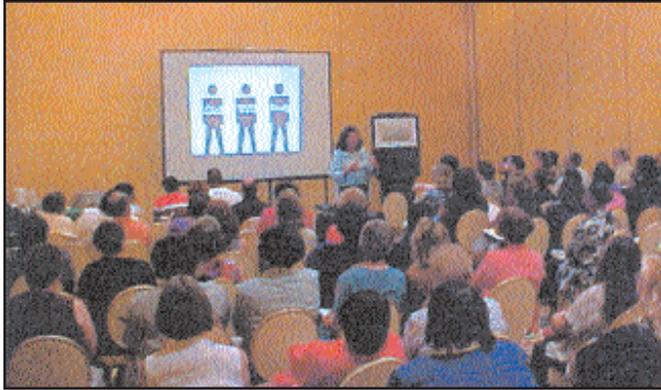
Booth participants at the Seventh Annual Mississippi Permanency Partnership Network Conference, held at the Beau Rivage Resort in Biloxi, MS



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 of 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 diligently to improve the lives of all children in the State of Mississippi.



Attendees at the conference watch a presentation.

conference offered 22 workshops. The Mississippi Permanency Partnership Network is designed to provide safety, permanency, and well-being to families and children across Mississippi. A statewide initiative forming community partnerships through Project Homestead is the focal point in making this effort a success. On the evening of August 22, 2002 Region VI South Project Homestead sponsored a youth rally at a local church. The focus of the rally was character education and abstinence. The

“R.I.S.E. To Your Dreams Through Abstinence” curriculum was presented. The participants also enjoyed a puppet show provided by a youth group from Hattiesburg. The conference was a great success.

The After School Bash

The After School Bash, sponsored by the Adoption Unit of Family and Children’s Services, was held on June 6, 2002, in Biloxi, MS at the MS Gulf Coast Coliseum. The bash was an excellent opportunity for families to meet children who were free for adoption and waiting on adoptive homes. The featured guest speaker was Mr. Johnny Beck, an entrepreneur on the Gulf Coast who has adopted two boys. Approximately 400 persons attended the event.

Adoption Event

The North MS Adoption Event was held on September 28, 2002, in Tupelo, MS. The event was held to celebrate adoption with children and families of that district who are involved with adoption. The children and families spent a day filled with fun and activities that included food, entertainment, games, and prizes. Approximately 250 persons attended. Most of them were foster families, adoptive parents, children free for adoption, and adopted children.



Children available for adoption at the After School Bash, held June 6, 2002, in Biloxi, MS

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 of 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 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 has been implemented in eight Mississippi counties. Implementation began in April 2001, in Rankin and Jones Counties; in April 2002, in Holmes and Lamar Counties; and in September 2002, in Covington, Pearl River, Madison and Yazoo Counties. DFCS staff in these eight counties have received training in strength-based assessment and family group conferencing. Through September 30, 2002, 182 cases have been entered into the random assignment selection program, and 77 cases have been assigned to the experimental group. Services are being provided to children and families in the experimental group according to the Family-Centered Practice Approach designed to reduce harm to children utilizing the flexibility of expending funds allowed by the Waiver.

**PRIMARY SERVICES
RECIPIENTS
JULY 1, 2001 -
JUNE 30, 2002**

COUNTY	RECIPIENTS
Adams.....	410
Alcorn	115
Amite.....	56
Attala.....	92
Benton	32
East Bolivar	221
Calhoun	40
Carroll	24
East Chickasaw	21
Choctaw	18
Claiborne	88
Clarke.....	48
Clay	124
Coahoma.....	206
Copiah	191
Covington.....	64
Desoto	263
Forrest.....	344
Franklin.....	51
George	32
Greene	13
Grenada.....	117
Hancock	346
Harrison	1,427
Hinds	973
Holmes	82
Humphreys	63
Issaquena	7
Itawamba.....	87
Jackson.....	1,225
Jasper.....	104
Jefferson.....	59
Jeff Davis.....	39
Jones	256
Kemper	10
Lafayette	74
Lamar	101
Lauderdale	148
Lawrence	42
Leake	19
COUNTY	RECIPIENTS
Lee	317
Leflore	154
Lincoln	149
Lowndes	320
Madison	126

(continued on next page)

Region I East Pilot 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, we have focused on the completion of the design for a comprehensive case review. This case review model is ready for statewide implementation. The case record review will serve 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 & Family Services Reviews, federal and state legislation, agency policy, and professional practice standards. Staff have been identified to allow implementation of the case review process in all nine regions. Training has been scheduled to begin in November 2002.

DFCS PROGRAMS

PLACEMENT UNIT

Adoption Services - The assigned agency to establish procedures to handle adoptions in the State of Mississippi is MDHS. In FY 2002, the Adoption Unit finalized 222 adoptive placements, 384 were placed into adoptive homes, 332 adoption home studies were assigned, and 212 families were approved. As of June 30, 2002, there were 277 children in the custody of the Department who were freed for adoption, with a plan for adoption. In the year 2002, 213 children were featured in 54 television segments including "Tuesday's Child," "Wednesday's Child", and Thursday's Child." A total of 1,680 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, 2002, there were 1,123 children receiving adoption assistance benefits; 764 are receiving IV-E benefits, and 359 are receiving Child Welfare Benefits (CWS). The Adoption Unit also provided Mississippi Medicaid to children who were adopted in other states.

Adoption Opportunities Grant - The Adoption Opportunities Grant was utilized 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 was awarded this grant.



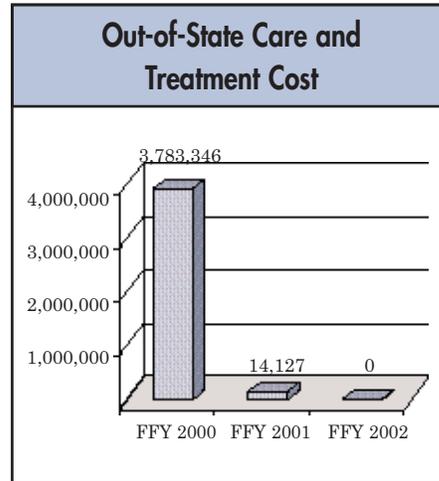
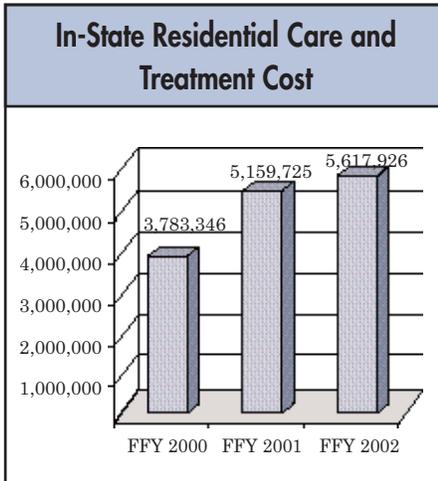
These lovable siblings need a special family willing to adopt all five of them.

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," with no 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. Seven safe babies have been placed by the Adoption Unit since the law was passed July 1, 2001. Two 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 FFY 2002, a total of 398 children were served by this program. Services are coordinated with Medicaid in order to utilize maximum funding and resources. Through staff efforts, the costs for residential treatment (especially related to out-of-state placements) continues to decline. As of October 1, 2000, MDHS no longer contracts for any out-of-state residential services.

(continued from previous page)

Marion106
 Marshall225
 Monroe303
 Montgomery49
 Neshoba70
 Newton39
 Noxubee32
 Oktibbeha.....139
 Panola.....96
 Pearl River272
 Perry.....27
 Pike.....206
 Pontotoc84
 Prentiss231
 Quitman51
 Rankin261
 Scott.....65
 Sharkey9
 Simpson163
 Smith.....31
 Stone131
 Sunflower142
 Tallahatchie72
 Tate47
 Tippah.....59
 Tishomingo.....120
 Tunica84
 Union.....87
 Walthall.....87
 Warren.....320
 Washington599
 Wayne137
 Webster19
 Wilkinson29
 Winston.....78
 Yalobusha62
 Yazoo165
 West Bolivar86
 West Chickasaw110
State Total..... 13,591



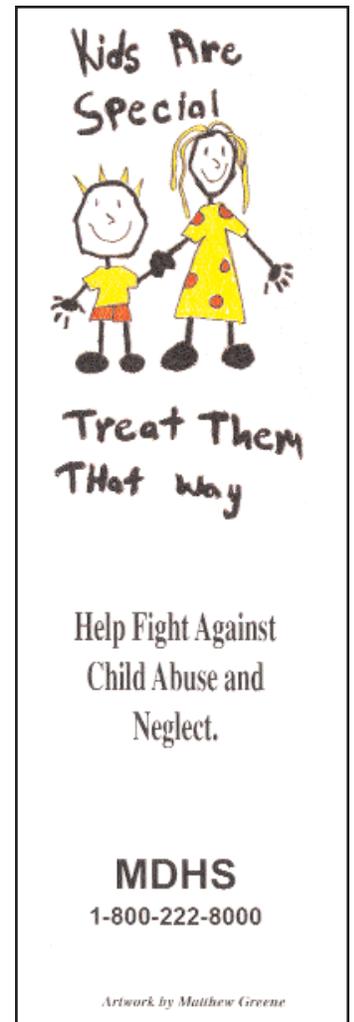
Foster Care - Foster Care provides temporary care and services for children who must be separated from their families due to neglect, physical abuse, sexual abuse, and/or exploitation. In June 2002, there were 3,388 active foster children in MDHS custody who received foster care services. These children 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. Presently, there are approximately 992 youth in this age group, with participation at 841. Independent Living Services provided are designed to help prepare youth to live on their own as they leave the foster care system. Continued Medicaid coverage and Aftercare Room and Board are new services available to eligible youth who exit the foster care system after their 18th birthday, up to age 21. 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 learning to live self-sufficiently.

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. During FY 2002, there were 795 ICPC cases handled, either for placement of children from other states into Mississippi or placement of Mississippi children in other states. This number includes closures, approvals, residential treatment facility placements (most funded through Medicaid), Regulation 7 Priority Placements (expedited referrals that must be completed in 20 work days), and disruptions. In addition to the interstate placement services, this program also serves as back-up to the Interstate Compact on Juveniles, which handles placement and supervision of adjudicated delinquents. ICPC is essential in minimizing the risk of children being placed in unsuitable or deteriorating placements through home evaluations, supervision, and progress reports.

Adoption Interstate Compact - The Interstate Compact is the central point for all requests for transfer of supervision for potential adoptees, international adoption approval requests, maternity home approvals, supervision of children placed in adoption unit foster homes, and searches for adult adoptees. During FY 2002, there were 315 ICPC cases handled which were either Mississippi children placed out of state, or children placed in Mississippi from other states for adoptive purposes. During the same time frame, there were 134 international adoption referrals. The Adoption Unit received 83 requests in SFY 2002 from other states for adoptive home studies. Forty-two of the ICPC studies were completed and 25 children were in supervised ICPC placements. Fourteen of Mississippi's children are in adoptive homes in other states.

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 2002, there were 864 licensed foster homes in Mississippi. During the 2002 fiscal year, 170 new foster homes were licensed and 85 homes were closed. We currently have 30 licensed child placement agencies, 39



residential facilities, 14 emergency shelters within the state, and nine child placement agencies in other states. During fiscal year 2002, five residential facilities and one child placement agency were closed, two new facilities and one child placement agency were opened.

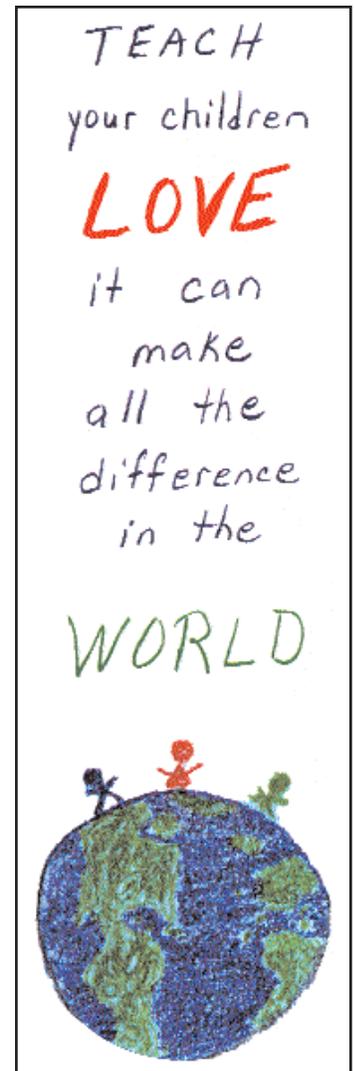
Permanency Planning - Permanency means that a child has a safe and stable home with love, acceptance, and a nurturing caregiver; where a child's basic needs can be met resulting in a happy, healthy and productive adult. Permanency is achieved when a child is returned to and protected within his or her 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 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 2001 to June 2002, this committee reviewed cases involving 1,637 children. During FY 2002, of all the children in custody 15 months or longer, 194 case reviews were completed on children resulting in TPR referrals. A total of 364 children were referred to the Attorney General's Office to have parental rights terminated. A total of 72 sibling groups ranging in size from two to eight children were referred for TPR during FY 2002. A total of 113 parents surrendered their parental rights to children in custody, enabling these children to be placed in permanent homes.

Refugee Resettlement Program - During FY 2002, the Gulf Coast Resettlement Program served approximately 1,200 refugees and provided social services that included employment assistance, English as a Second Language (ESL), naturalization services, outreach assistance, and interpretation and document translation. Many refugees work in the commercial shrimping factories and the local casinos. Staff members continue to operate a special program in family strengthening, targeted at working with the Vietnamese youth in the community. Our unaccompanied refugee minor youth population in the Jackson area is comprised of 56 Sudanese, Vietnamese, and Haitian youth. They continue to be served with a variety of services by a single private contractor. We had several youth to begin local and state colleges this fall. All expenses incurred through these two programs are reimbursed through federal government grants.

PREVENTION UNIT

Family Support Service - In FY 2002, the Family Support Services (FSS) Program obligated \$6,324,000 to programs across the state. These programs are funded by the Promoting Safe and Stable Families Grant and surplus TANF Funds. The Promoting Safe and Stable Families Grant obligated \$1,524,000 to eight Safe and Stable Families programs and the Bright Futures Program across the state. The TANF funds obligated \$4,800,000 to 30 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. FFRCs 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, remedial education and job readiness training, and family support groups. The increase in FFRC has allowed MDHS to have at least one FFRC in all nine of its regions. The Bright Futures Program provides home-based services for teen mothers with children.

Children's Justice Act (CJA) - This grant provides funds to the states for the improvement and reform of the 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 2002, \$160,000 in Mississippi's CJA funds were obligated to continue the development of a statewide multi-disciplinary child abuse review team network. 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 the 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 - This grant was amended in 1996 to direct the focus of the grant program to the support and improvement of state child protective services systems. During FY 2002, the grant obligated \$243,678 to four community-based family service/abuse prevention programs. These programs provided parenting education, child abuse awareness education classes, and respite services to thousands of Mississippians with family members who have disabilities or 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 2002, the Children's Trust Fund obligated \$149,899 to five prevention programs. They provided family nurturing and parenting education, coping with and eliminating child behaviors that lead to parental frustration, and safety programs focused toward children, teens, teen parents, and victims of violence and abuse.

Yearly Statistical Information for Family Preservation Program
Program Fiscal Year
July 2001 - June 2002

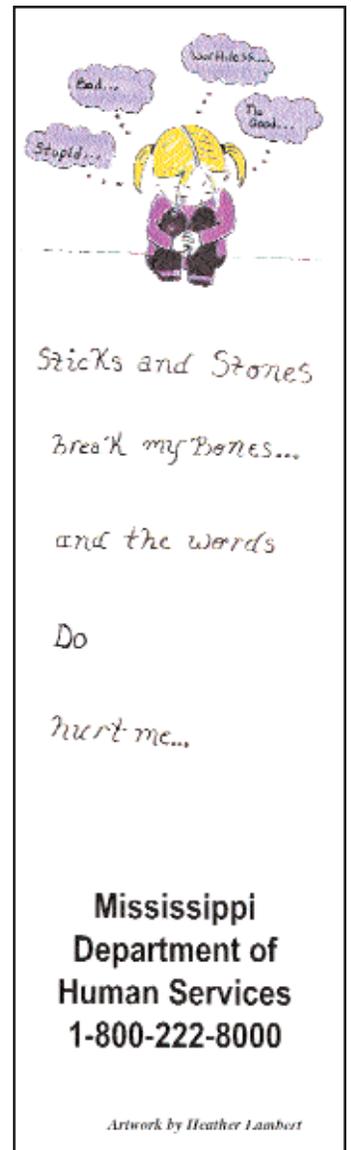
Month	No. of monthly referrals	No. of referrals accepted	No. of ongoing cases	No. of new cases	No. of children served ongoing	No. of new children served this month	No. of children recommended for removal
July 2001	58	54	113	54	301	174	0
August 2001	55	54	115	54	356	140	1
September 2001	42	40	137	40	406	94	3
October 2001	56	46	141	46	414	120	4
November 2001	24	22	127	22	371	55	7
December 2001	37	34	117	34	336	82	0
January 2002	62	57	88	57	266	134	7
February 2002	40	37	95	37	278	63	9
March 2002	43	39	90	39	278	87	0
April 2002	45	45	93	45	266	85	7
May 2002	60	57	107	57	285	120	1
June 2002	53	53	115	53	285	137	3

TOTALS	575	538	651	538	1592	1291	42
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TOTAL SAVINGS TO THE STATE OF MISSISSIPPI

With Family Preservation servicing 651 families and 1,592 children with 42 recommended for removal, a total of 1,550 children remained safe in their homes. Of this number, the State of Mississippi was able to save the total dollar amount of \$19,806,600.**

Family Preservation Services - The Family Preservation Program, "Families Together" is a voluntary intensive home-based program which serves children who have been identified as "at risk" for removal from their homes due to abuse or neglect. It is a 20-week treatment program designed to preserve the family



unit while keeping children safe in their homes. This intensive service provides treatment in the areas of parenting, child behavior problems, emotional support systems, and assessments for other disorders which may prevent safety of the entire family. The parents are also equipped with skills to strengthen their resolve to use tested problem-solving techniques for future issues. The program, administered by DFCS, is currently staffed with 60 Family Preservation Specialists and 67 Homemakers, providing coverage for up to 53 counties. During FY 2002, this program provided services to 651 families with a total of 1,592 children. As a result of this program, approximately 97% of these children remained safely with their families.

Community-Based Family Resource and Support Grant - The Community-Based 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 364 children served, 401 families served, and 1,976 units of service through these respite programs during FY 2002. The programs are as follows:

- **"Time-Out to Play and Learn" (Mississippi Forum on Children and Families, DeSoto County Families First)** - This 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 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 this 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 characterized 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 pre-school program for the children of working parents who require additional hours of child care, which allows the child to participate in the therapeutic program.

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 oversees the State Level Child Fatality Review Team, which is made up of members from throughout the State of Mississippi; and 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.

The State Level Child Fatality Review Team has researched and explored several possibilities for the setup of teams, including utilizing multi-disciplinary teams, setting up teams on a county basis, and setting up teams according to judicial districts. The continuing problem has been accessing confidential informa-



**The cost of one Family Preservation team (Family Preservation Specialist, Homemaker, and client needs) is \$53,600 per year. Mississippi has 54 teams statewide which costs \$2,894,400.00 yearly and the teams service the entire family. The average cost of placing a child in the state's custody costs \$14,500. If 1,550 children were placed, it would cost the State of Mississippi \$22,475,000.00.

tion. Without legislation, the State Level Team has been unable to gain access to information concerning all child deaths in Mississippi with the type of detailed data that was being sought. Even with the possibility of having a Youth Court Order to receive this information, some agencies were unwilling to release this information. Without being able to establish any consistent method of gathering this information, the State Level Child Fatality Review Team concluded that legislation would be needed. Because the Mississippi State Department of Health (MSDH) already has an Infant Mortality Task Force, it seemed logical to simply propose an expansion of its duties (increasing budget), rather than "reinventing the wheel." The plan was to have this legislation introduced during the 2002 Legislative Session. The team's subcommittee (which included representatives of the Attorney General's Office) researched and explored this option, but decided that this legislation should be introduced during the 2003 Legislative Session. There is still a plan to introduce proposed legislation during the 2003 Legislative Session which would combine the duties of this team with those of the Infant Mortality Task Force. In the meantime, the State Level Child Fatality Review Team will review all child deaths for ages 0 through 17, but from a broader approach, because the identifying details of each death will not be available. However, MSDH has agreed to provide us with the age, race, county of residence, and cause of each child's death in Mississippi. It is estimated that this number will be approximately 700 - 800 child deaths for the entire state. Based upon this approximation, it would not be feasible to approach the reviews from a detailed case-by-case approach. Since the formation of the team, the understanding of the team has been that it will serve as a "review" team with a focus on prevention—not an investigative team. Whether or not this team is transferred to the MSDH, the goal of review for the purpose of prevention will still be accomplished.

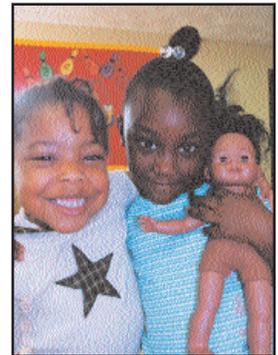
The Protection Unit began negotiating a contractual agreement between MDHS and Jackson State University to implement a Child Welfare Training Institute. Jackson State will subcontract with seven other universities with accredited schools of social work. Tuition and stipends will be awarded to a selected number of students in exchange for their agreements to seek employment with MDHS upon their graduation.

The Protection Unit began working with the University of Mississippi on the University's proposal to develop Learning Labs in Mississippi for supervisory staff of DFCS. This grant is funded through the University of Kentucky's Quality Improvement Center. The University of Mississippi will subcontract with the University of Alabama.

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) is arranged either through direct delivery or by referral to resources within the community, or with the assistance of the Department of Human Services' legal division, as deemed appropriate. Due to a legislative mandate, effective July 1, 2001, the APS program began referring vulnerable adult reports to the Office of the Attorney General, Public Integrity Division. The Public Integrity Division investigates from a criminal aspect for the purpose of criminal prosecution of perpetrators who abuse, neglect, or exploit vulnerable adults residing in private settings. Also, the amended statute mandates certain vocations and professions to report suspected abuse, neglect, or exploitation of a vulnerable adult, and imposes criminal penalties for failure to report for persons identified as mandated reporters. During FY 2002, DFCS conducted 1,812 investigations of suspected abuse, neglect, and exploitation, which is an increase of 450 reports investigated. This represents a 25% increase in reports investigated from FY 2001 to FY 2002.



Joe Bennett, Deputy Administrator of Public Affairs and Administration; Janice Broome Brooks, Executive Director; Mike Lee, Director of Prevention Unit; and Cherri Hedglin, Program Manager of Prevention Unit and Statewide Director for Project Homestead at the Blue Ribbon press conference, held April 5, 2002, at the state capitol.



Child Protection - During FY 2002, DFCS received approximately 23,405 reports of suspected child abuse and neglect. The total number investigated was 16,387, which averages 1,366 reports per month.

Child/Adult Abuse & Neglect Hotline - DFCS operates the Adult/Child Abuse & Neglect Hotline at the state level that provides 24 hour, seven days a week, confidential reporting of abuse/neglect. During FY 2002, there were 6,796 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 2002, there were 61,490 names checked through the Central Registry.

“Section 43-21-257 of 1972 Mississippi Code Annotated, as amended, provides for the establishment of the Central Registry of substantiated abuse and neglect cases. With the establishment of the State Registry, there is also a requirement to establish procedures to afford due process to individuals who have been named as substantiated perpetrators prior to the release of their names from the registry.” The Child Abuse Prevention and Treatment Act (CAPTA) Amendments of 1966, Pub.L.104.235 (as codified at 42 U.S.C. Section 5106a) also requires states “to have provisions, procedures, mechanisms in effect by which individuals who disagree with an official finding of child abuse or neglect can appeal such a finding.” During FY 2002, the Attorney General’s Office accepted the assignment of conducting these administrative fair hearings.

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 children’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, in accordance 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 2002, the Foster Care Review Program conducted 3,135 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. The four-week Intensive Training curriculum was revised during 2001 to include The Mississippi Automated Child Welfare Information System (MACWIS), Best Practices, and new policy changes. Two groups of new hires, comprised of social workers, completed the four-week Intensive Training Course in FY 2002. A Supervisory Training curriculum was completed, and is ready to be implemented during the next fiscal year. This curriculum will be presented statewide to Area Social Work Supervisors and Regional Directors. The Training Program staff is currently 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 Work to provide Social Work Continuing Education Hours. Social Work Units (SWU) were provided for approximately 25 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/adult abuse and neglect information to other agencies, schools, health workers, and general public, as well as provides technical support on 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, procurement of goods and services, updating federal and state reports, providing statistical data, determination of eligibility for Medicaid and foster board payments, and maintaining foster care payroll. The Administration Unit is also responsible for analyzing data reported on the Adoption and Foster Care Analysis Reporting System (AFCARS) for use and assimilation by DFCS, and ensuring accurate data is reported.

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). Statewide training ended May 25, 2001. The MACWIS system was implemented statewide on June 1, 2001, with the exception of processing board payments. During the week of August 13, 2001, the contractor for the Children's Bureau, Walter R. McDonald, Inc., made a site visit to Mississippi to provide a technical review of the mapping of the NCANDS data elements. The NCANDS technical team reviewed the Detailed Case Data Component (DCDC) mapping forms prepared by DFCS staff and our development and quality assurance contractors to show how data will be extracted from MACWIS and submitted for NCANDS reporting.

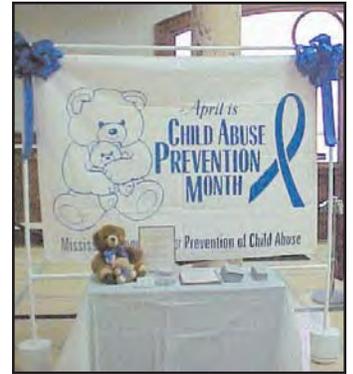
The months of June through August included Post Implementation and Review of MACWIS. It was during this time that the state began its assessment in preparation of Federal Certification. It was necessary for the system to be certified by the federal funding agency as meeting all requirements of a Title IV-E automated system.

Now that users are utilizing the system, increased the efficiency and effectiveness of work from the initiation of an investigation referral through providing services needed to protect families and children should be realized. MACWIS will eliminate most paper documentation that consumes staff time and resources, provide quick access of data from other systems, and allow for more effective case planning.

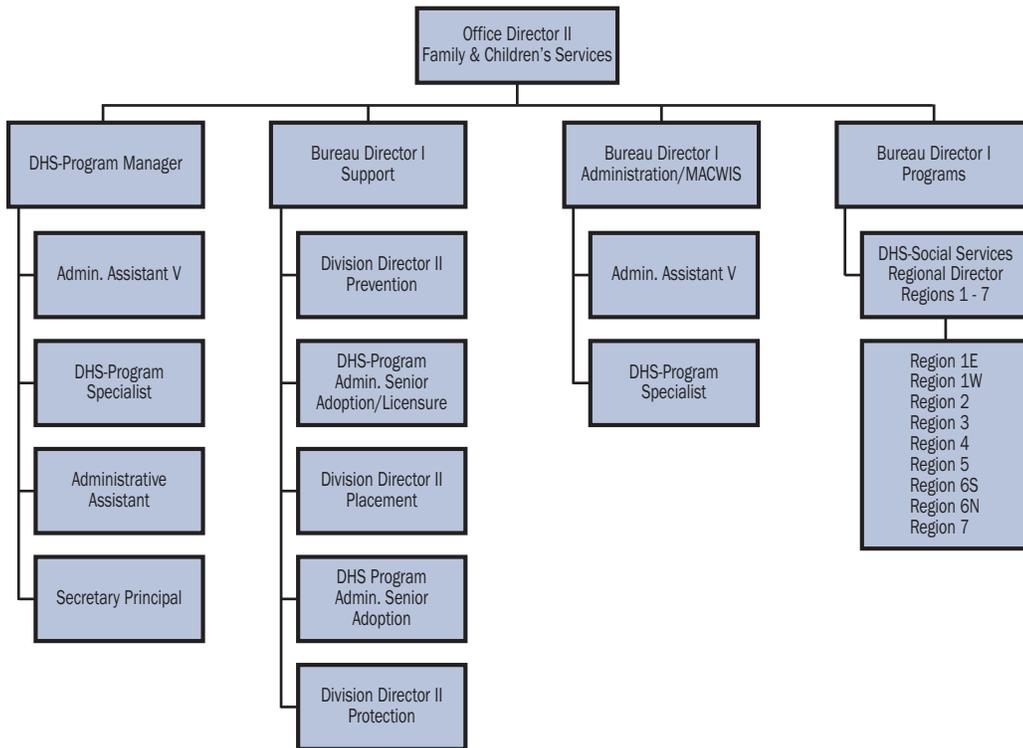
FOSTER PARENTS' APPRECIATION MONTH WAS HELD



Throughout a child's life, a parent provides comfort and security. A foster parent provides the same sense of assurance. To show appreciation, May was recognized as Foster Parent Awareness Month. During the month, DFCS recognized people who made a difference in the children's lives. County offices also celebrated the important roles that foster parents play in the lives of children in foster care. Special events were held across the state to honor foster families.

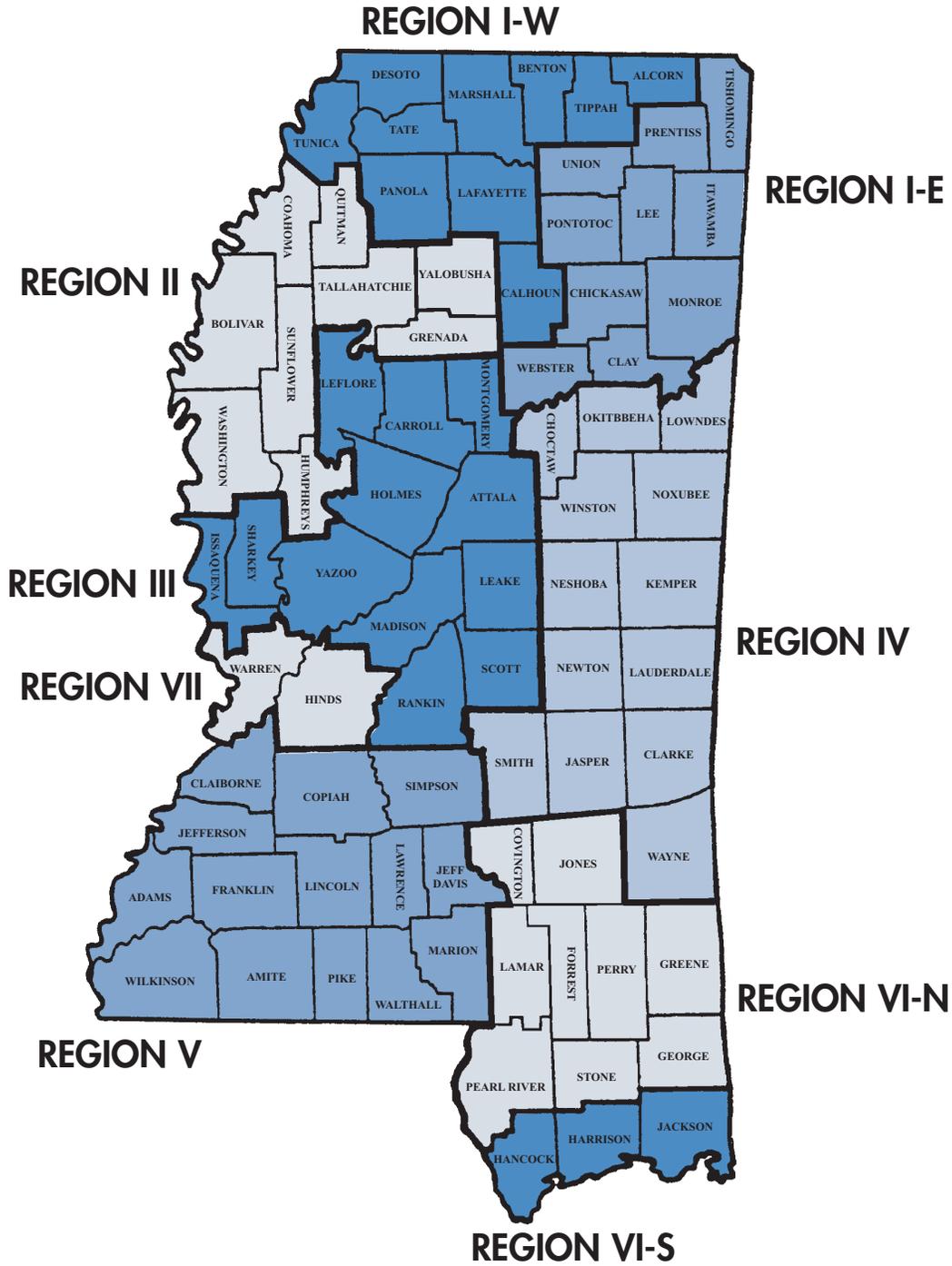


ORGANIZATIONAL CHART



REGIONAL MAP

DIVISION OF FAMILY AND CHILDREN'S SERVICES



Division of Aging and Adult Services

The vision statement for the Division of Aging and Adult Services (DAAS) is: *Every Older Mississippian Living the Best Life Possible.*

This statement mirrors our 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 proactively carries out a wide range of functions related to advocacy, planning, coordination, inter-agency 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 (AAAs) 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 - the entry point into the aging service delivery system. This service informs unserved individuals of available services, links them with needed resources, and provides follow-up mechanisms to record that help was rendered and needs were met.

Outreach - seeks people who may need a service and helping to make it obtainable. Many older persons have no knowledge of the resources or services available to them.

Transportation - transports older persons to the doctor, to run errands, and to recreational activities. Transportation services utilize passenger vans that provide door-to-door service.

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) - a counseling program designed to answer an older person's questions about health insurance. MICAP has volunteers, in addition to staff, who assist with the project.

Mississippi Medicare Assistance Patrol Project (MSMAPP) - designed to recruit and train volunteers to assist older persons with reviewing their Medicare/Medicaid statements to determine fraudulent billing.



Attendees enjoyed the wheelchair dance during the Governor's Snowflake Ball.



Edna J. Caston

Edna Caston, director of the division of aging and adult services, is a native of Laurel, Mississippi. She has more than 22 years of experience in the field of aging and has been employed with the Mississippi Department of Human Services since 2000. She graduated from Jackson State University with degrees in political science and public administration.

Edna is a seasoned professional in her field, diligently seeking to remain informed of changing policies, mandates, growth trends, and service needs of the older population in Mississippi. She prides herself on remaining focused and goal-oriented to accomplish the many tasks placed under her responsibility. She is always willing to stop and share her knowledge of various changing programs and trends being considered in other states. She strongly encourages others to promote aging as a "rite of passage" that will come as a result of good health practices, financial planning, and positive attitudes.

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

LEGAL ASSISTANCE ADVOCACY

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

Legal Assistance - referrals are made to legal service providers and *pro bono* attorneys for older persons needing legal advice, consultation, or representation are provided.

Ombudsman - 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 - activities that include public information programs that focus on issues helping to prevent abuse, fraud, and exploitation of older persons.

Jackson Retired Teachers Chorus

HOME- AND COMMUNITY-BASED PROGRAMS

Home- and Community- Based services help individuals maintain their functioning level in their homes and communities, and contributes to their dignity and self-worth. These services include:

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

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 - older persons who are unable to remain alone during the day are provided with activities to assist with their therapeutic, social, and recreational needs in a specially designed setting.

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 allows for meals to be delivered daily to home-bound seniors who are unable to prepare meals themselves, and who are at risk of early institutionalization.

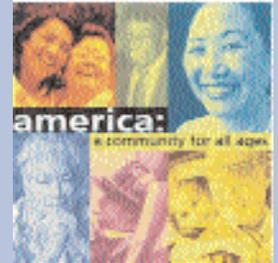


Edna Caston, Director, Division of Aging and Adult Services; Janice Broome Brooks, Executive Director; and Ronnie Musgrove, Governor, were speakers during the Long Term Care Conference

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

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

MAY PROCLAIMED AS OLDER AMERICANS' MONTH



The theme of this year's observance, "America: A Community for All Ages," solidifies the fact that all citizens, regardless of age, are essential to having successful and safe communities. The celebration also recognizes the extended role seniors play in our families, communities, and workplaces, as they live longer, healthier, and more productive lives. Drawing on their considerable knowledge and experience, older Americans mentor at-risk children, deliver meals to homebound seniors, and care for frail or chronically ill family members. By maintaining and improving programs that assist older Americans, the Division of Aging and Adult Services helps these important citizens enjoy longer, healthier, and more productive lives. During May, MDHS joined in paying tribute to the achievements and contributions of our greatest generation and reaffirming the agency's commitment to older Americans' well-being.

Family Caregiver Program - 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:

- 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 four major components: Information Assistance, Respite Services, Supplemental Services, and Grandparent Counseling Services
- Implemented a seven-day Home Delivered Meals program for dependent elderly, ages 70 and up, in 10 counties
- The Mississippi Insurance Counseling and Assistance Program (MICAP) provided insurance counseling to 110,190 persons through presentations, workshops, and contact at health fairs
- The Senior Community Services Employment Program provided on-the-job training opportunities for 175 persons statewide
- The Mississippi Medicare Assistance Patrol Project (MSMAPP) trained 47 persons to spot and report fraud, waste, and abuse in the Medicare System; one volunteer recognized during the national conference in Washington, D.C.
- Sponsored the Governor's Snowflake Ball for the eighteenth year, inviting seniors to a night of fun and dancing with the Governor
- Co-sponsored a total of 10 public hearings with the Area Agencies on Aging
- Provided housing counseling to more than 300 elderly
- Provided services through the Area Agencies on Aging to more than 37,500 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 Long Term Care Conference with 300 persons in attendance



More than 300 people attended the 11th Annual Conference on Long Term Care. The conference provided an opportunity to update and share new information with those who are directly responsible for the well-being and education of the seniors of the State of Mississippi.

FUTURE DIRECTIONS

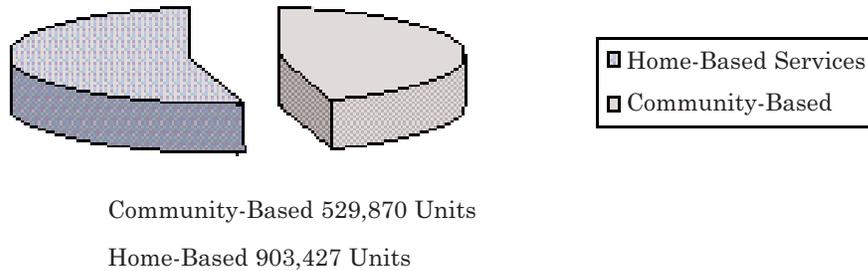
Future directions for the Division of Aging and Adult Services will focus on:

- Promoting the Healthy Aging Initiative
- Developing model projects that promote consumer choice
- Promoting activities that develop the National Family Caregiver Program
- Promoting activities that focus on the prevention of abuse, neglect, and exploitation of the older population.

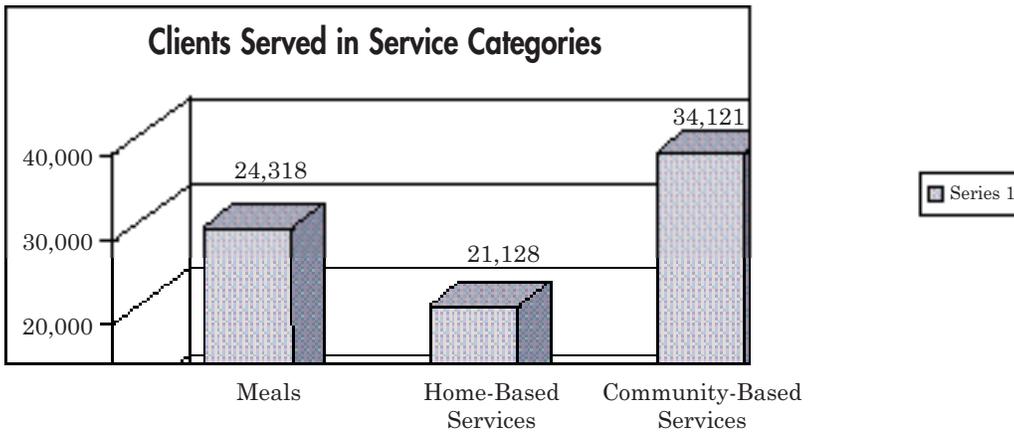


Senior Community Service Employment Technical Assistance Meeting on April 4, 2002.

Home- and Community-Based Service Units



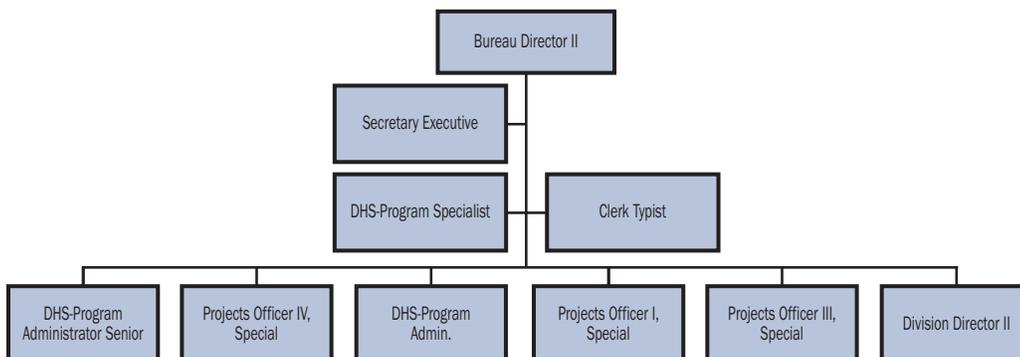
Clients Served in Service Categories



DAAS FISCAL YEAR 2002 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
USDA Commodity Credit	\$2,000,000	NMR
USDA Child and Adult Care Food Program	\$140,000	NMR
MS Insurance Counseling & Assistance	\$240,000	NMR
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.

- 586,554 meals served in congregate settings
- 3,038,104 home-delivered meals
- Over 3,600,000 meals served annually to seniors and eligible family members
- 28,000 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 45,000 older Mississippians at the local level.

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 or stable.

DIVISION'S RESPONSIBILITIES:

- Assists clients in achieving self-sufficiency or stability 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) = \$10,289,652; clients served - 49,067
2. Low-Income Home Energy Assistance Program (LIHEAP) = \$12,292,778; household served - 58,940
3. Low-Income Weatherization Assistance Program (WAP or WX) = \$1,668,677; homes weatherized - 503
4. Community Food & Nutrition (CF&N) = \$73,761 clients served - 4,756

SIGNIFICANT ACCOMPLISHMENTS

- Mississippi was chosen as the pilot state for the Department of Energy's "Hot Climate Initiative"
- Developed a case management task force to assist with the tornado disaster in Columbus, Mississippi
- Developed and implemented the Case Management Institute which provided specific "hands on" training to case managers around the state
- Awarded a \$50,000 discretionary grant to provide training and technical assistance to community action agencies



Sollie B. Norwood

Sollie Norwood, Division Director, 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, provided oversight to the creation of the MS ROMA client tracking system, and served 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

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, and provide a variety of foods to create food pantries/food banks 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 and 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:

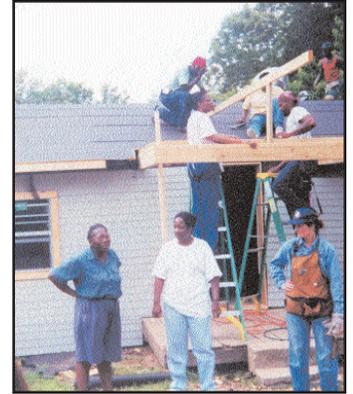
- Performing Energy Audits on Homes
- Air Sealing
- Adding Attic Insulation
- Adding Wall Insulation (Dense Packing)
- Adding Duct Insulation
- Installing Smart Thermostats
- Installing Lighting Retrofits
- Refrigerator Replacement

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

TANF (Temporary Assistance for Needy Families) is an ongoing effort in the State of Mississippi to reduce the number of families who have need for temporary assistance. The increase in child support collections has launched 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 this fiscal year 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.



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

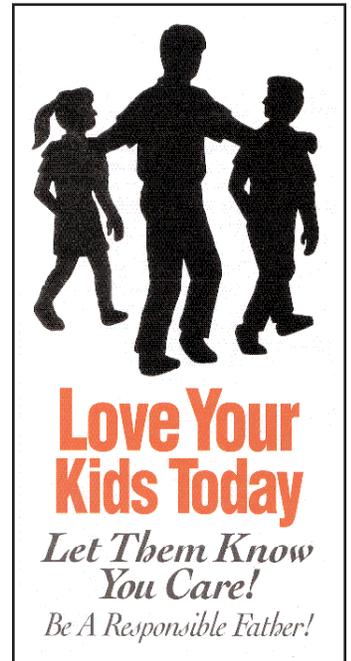


*DCS subgrantees are using
CSBG allocations to help
serve the citizens of
Mississippi.*

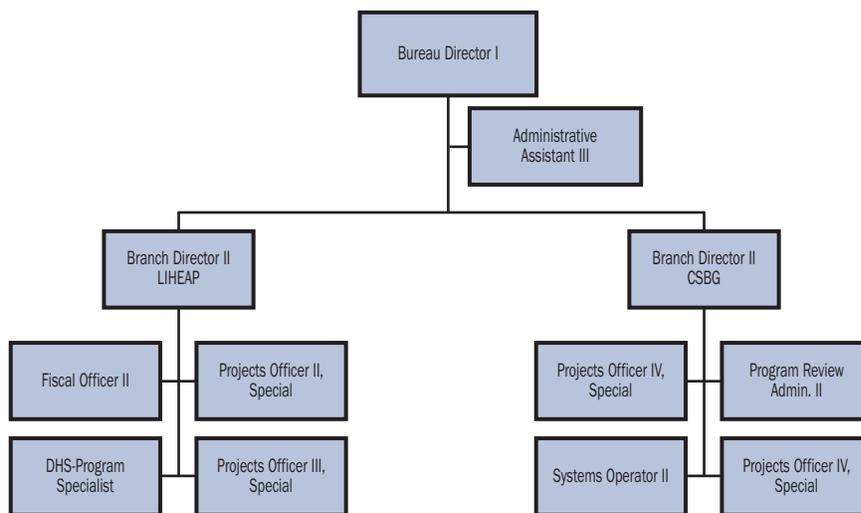
SUCCESS STORY

A client, along with her son who was very small at the time, came to Pearl River Valley Opportunity, Inc, during the year 1996 and stated she was homeless at the age of 23; The client stated that she performed odd jobs to support her family. After assessing the client and realizing that she needed guidance and support, she was immediately placed in case management.

This client received educational counseling and was encouraged to enroll in the GED program. She became very excited and immediately began studying. The client was well supported by Pearl River Valley Opportunity's case management program and felt the need to go further after receiving her GED. She enrolled in the nursing program at Southwest Community College. During this period several problems occurred, including the death of a loved one who also supported her, and the birth of another child. However, she stayed focused. In May of 2002 she graduated from nursing school, passed the State Board in July, and is now employed at Forrest General Hospital.



ORGANIZATIONAL CHART



Contact Information:

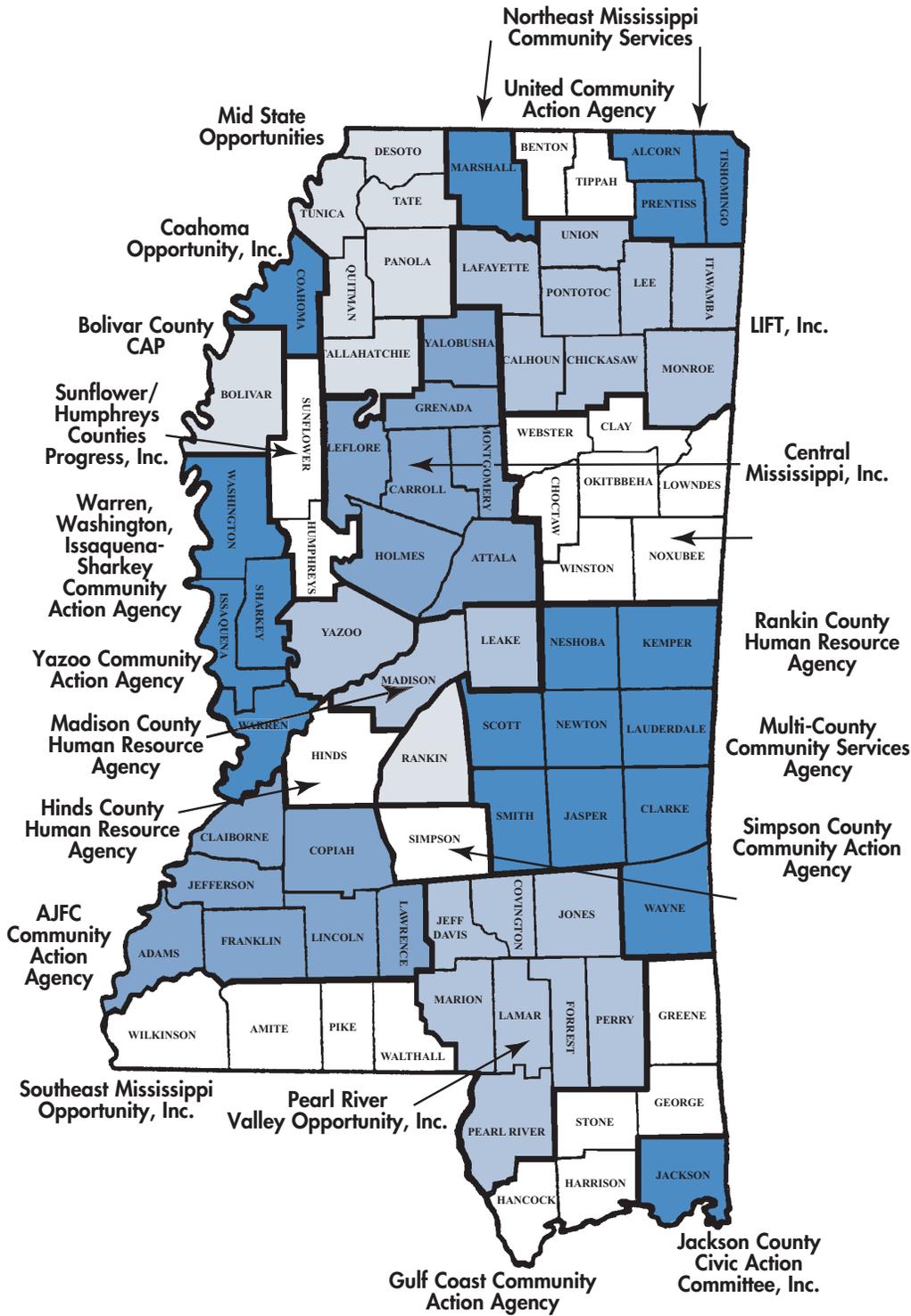
Mississippi Department of Human Services
 Division of Community Services
 750 North State Street
 Jackson, MS 39202

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

REGIONAL MAP COMMUNITY ACTION AGENCIES

DIVISION OF COMMUNITY SERVICES



Office for Children and Youth

High quality, consistent, developmentally appropriate child care is important for children six years of age. 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 only served about 24% of our state's eligible children in FFY 1999; in FFY 2001, there were 10,422 children remaining on the waiting list; and in FFY 2002, there were 12,372 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 100% 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.

- **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



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.

develops policy and determines eligibility for eligible TANF parents.

- **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. The main goal is to improve the availability and accessibility of child care to low-income, working parents. 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. Examples of current partnership include MDHS' partnerships with the Hancock County Human Resource Agency, the City of Jackson, the Town of Bolton, Hinds Community College, and Alcorn State University.
- **OCY Head Start Extended Day and Summer Child Care Initiative** - OCY HeadStart Extended Day and Summer Child Care Initiative is a non-competitive initiative that allows 16 HeadStart sponsors to provide extended day and Summer child care services to children of income-eligible working parents enrolled in HeadStart centers statewide. The hours of operation must extend the HeadStart 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 of a full-day for low-income, working parents.
- **Mississippi State Department of Health (MSDH)/OCY Collaboration** - OCY provides one million dollars in CCDF funds to the Child Care Licensure Branch, Mississippi State Department of Health, 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 Mississippi State Department of Health.
- **Nurturing Homes Project - Mississippi State University Extension Services** - The Nurturing Homes Project 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 Early Childhood Development Training** - Early childhood development child care training is provided at no cost to child care providers in cities throughout the state. Contact hours for staff development credit is offered at each training session to assist caregivers in obtaining the required staff development hours imposed by the state's licensing agency.
- **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 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.

“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.”



- **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.

THREE MOST IMPORTANT ACCOMPLISHMENTS

- **The Child Care Partnership Grant Program (CCPG)** - The Child Care Partnership Grant Program is a special initiative developed by OCY to encourage partnerships in addressing employee/community child care needs. The main goal is to improve the availability and accessibility of child care to low-income, working parents. 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 to receive a subgrant include local or county government, state agencies, and municipalities. Examples of current partnerships include MDHS' partnership with the

IMPORTANT STATISTICAL DATA

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

Number of children served in FFY 2002	OCY Designated Agent	Number of children OCY Designated Agents reported on waiting list for child care service as of 12/02
50,656	South Delta PDD	1,369
	Golden Triangle PDD	185
	East Central PDD	902
	Southwest PDD	756
	Southern MS PDD	4,011
	North Central PDD	307
	Northeast PDD	349
	Central MS PDD	3,358
	I.C.S. Head Start	1,135
	TOTAL	12,372

Hancock County Human Resource Agency, the City of Jackson, the Town of Bolton, Hinds Community College, and Alcorn State University.

- **Office for Children and Youth Early Childhood Development Scholarship Program** - OCY 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) to the present, more than 1,000 individuals from 570 Mississippi child care centers have successfully completed the credentialing training.

TRAINING OFFERED

- **OCY Early Childhood Development Training** - Early childhood development child care training is provided at no cost to child care providers in cities throughout the state. Contact hours for staff development credit are offered at each training session to assist caregivers in obtaining the required staff development hours imposed by the state's licensing agency.



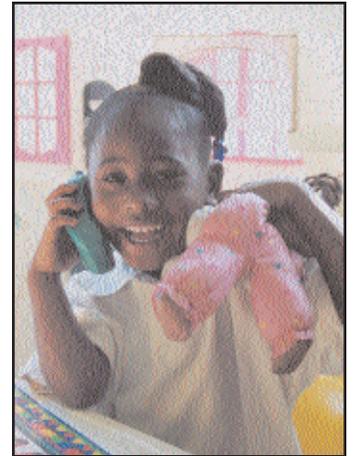
**OCY Director's Credential
Graduate Statistics**

YEAR	NO. GRADUATED
1995	45 (Pilot Group)
1996-1997	80
1997-1998	123
1998-1999	156
1999-2000	190
2000-2001	252
2001-2002	217

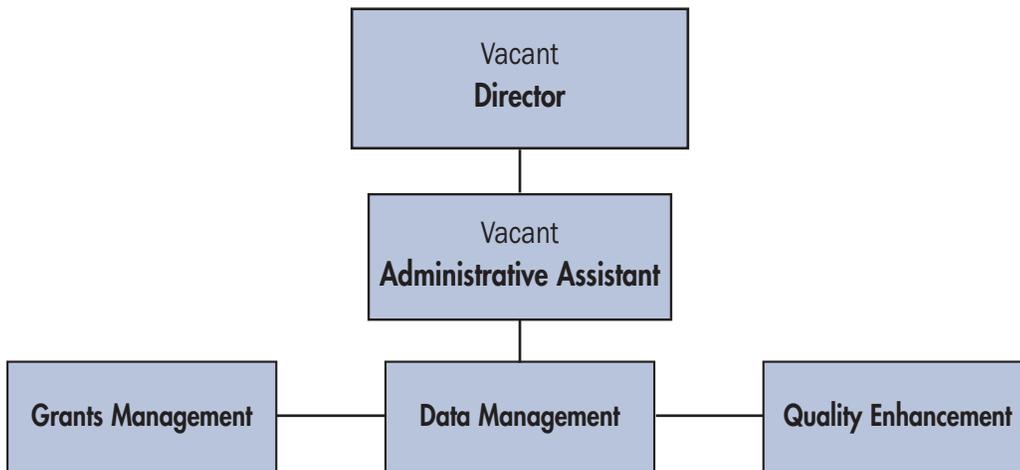
Course Load Includes:

120 Class Hours Plus Integration Module

- Role of the Director
- Child Development - Infants and Toddlers
- Child Development - Pre-school and School-age Program Staffing
- Program Development
- Financial Management
- Program Administration
- Curriculum: Theory and Practice
- Integration: Knowledge to Practical Application

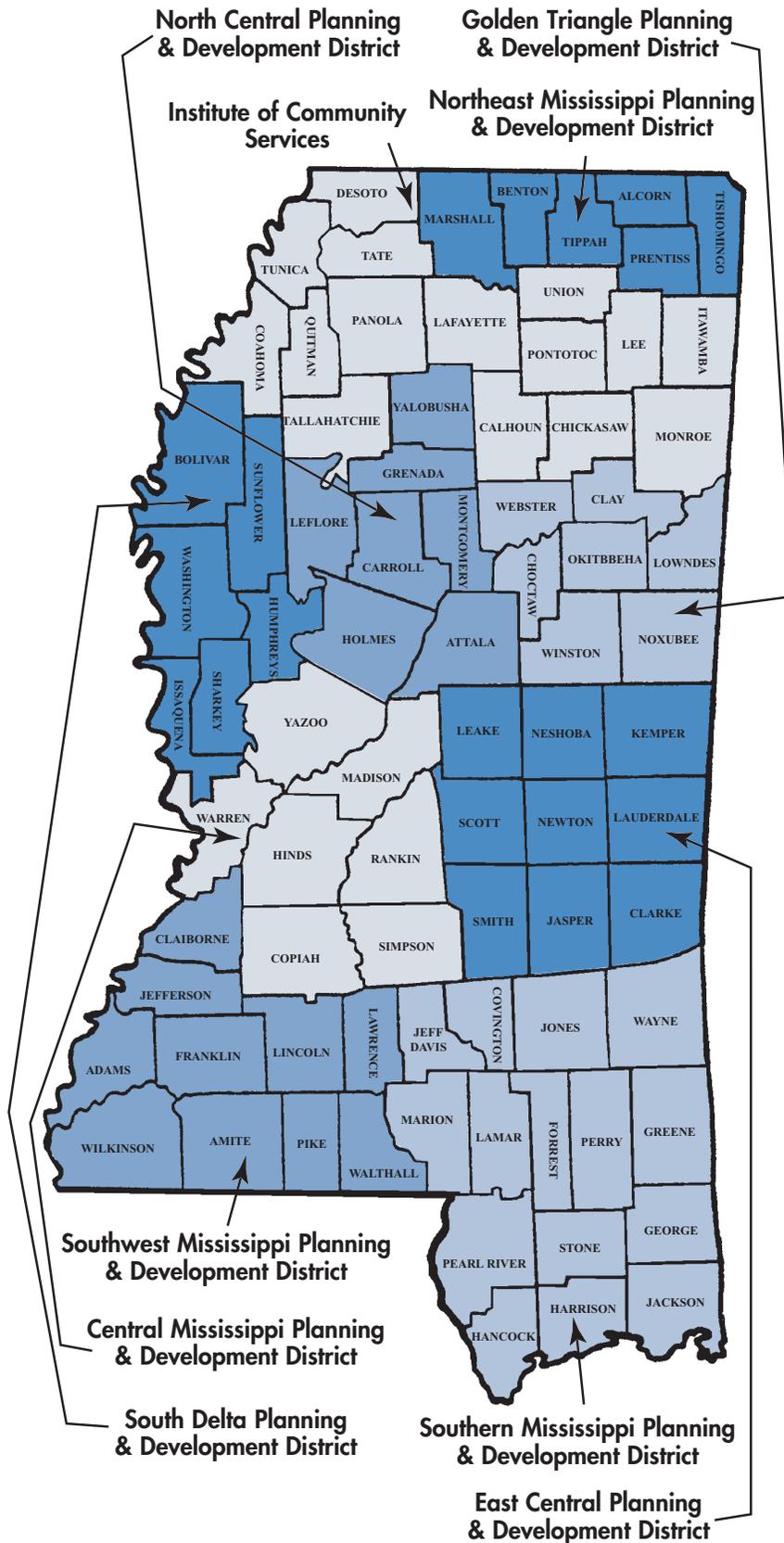


ORGANIZATIONAL CHART



REGIONAL MAP

OFFICE FOR CHILDREN AND YOUTH



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 special projects or pilot projects that can be duplicated in other areas of the state; and, the remaining one percent is used for administration at the state level.

Derra E. Dukes, Director

Estella Robinson, Secretary Administrative

Erika Jones, Fiscal Officer I

The Social Services Block Grant (SSBG) 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.....	\$17,087,926
*FY 2002 TANF.....	\$9,818,172
SSBG FFY 2002.....	\$219,325
Available Services Dollars.....	\$26,466,158
Total Administration.....	\$269,001
Total Set Aside.....	\$170,879

*Effective 10/01/01 - 9/30/2003



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 with a major in Education and 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 Departments of Health and 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 of working to enhance the lives of families, children, and the elderly through 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 Club of Federated Women.

FUNDS ALLOCATED TO STATE AGENCIES FOR SELECTED SERVICES

	Projected Clients	Allocation
Mississippi State Department of Health, Family Planning	9,089	\$396,384
Department of Mental Health, Mental Illness and Mental Retardation	4,542	\$3,577,613
MDHS - Division of Aging and Adult Services Maintaining Elderly in their Own Home	11,186	\$5,871,295
MDHS - Division of Family & Children's Services Prevention & Protection	41,607	\$ 12,000,000
MDHS - Division of Youth Services Family Development	12,264	\$4,235,000

HIGHLIGHTS

Three discretionary grants were funded out of Fiscal Year 2002 funds, serving a total of 537 adults and children. Programs provided an array of services that included:

- Home-delivered meals
- Residential care
- Family development

Greater Mt. Calvary.....	\$80,000.00
Aging and Adult Services.....	\$400,000.00
Southern Foundation.....	\$98,895.20

FUNDING BY BOARD SERVICE CATEGORIES

SELF-SUFFICIENCY SERVICES ALLOCATION

Special Projects	\$798,220.20
Family Planning.....	\$396,384.00
Child Care/Development Disabled	\$255,366.00
Adoption.....	\$180,190.00
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	\$ 3,137,480.00
TOTAL.....	\$7,073,405.20

PROTECTIVE SERVICE ALLOCATION

Interstate Placement/Child	\$149,784.00
Residential Group Home	\$ 2,750,000.00
Protective Service/Child	\$ 2,970,724.00
Prevention Abuse/Neglect	\$933,212.00
Emergency Shelter/Child	\$983,690.00
Protective Service/Adult.....	\$215,023.00
Placement	\$870,001.00
Foster Care.....	\$27,588.00
TOTAL.....	\$8,900,022.00

MAINTENANCE SERVICE ALLOCATION

Homemaker Home Health	\$ 2,066,000.00
Home-Delivered Meals	\$ 2,035,000.00
Adult Day Care.....	\$185,000.00
Respite.....	\$79,000.00
TOTAL.....	\$4,365,000.00

EXTENDED AGING HOME DELIVERED MEALS PROGRAM

This program is an extension of the regular Home Delivered Meals programs allowing meals to be extended to seven days a week instead of five days a week. This program will continue to reduce the need for premature institutionalization and the concept to keep elderly citizens in their own homes and community as long as possible. This program will continue the frozen home delivered meals project that decreases the number of deliveries, yet maintains the number of home delivered meals for 142,349 units of services based on a seven day serving.

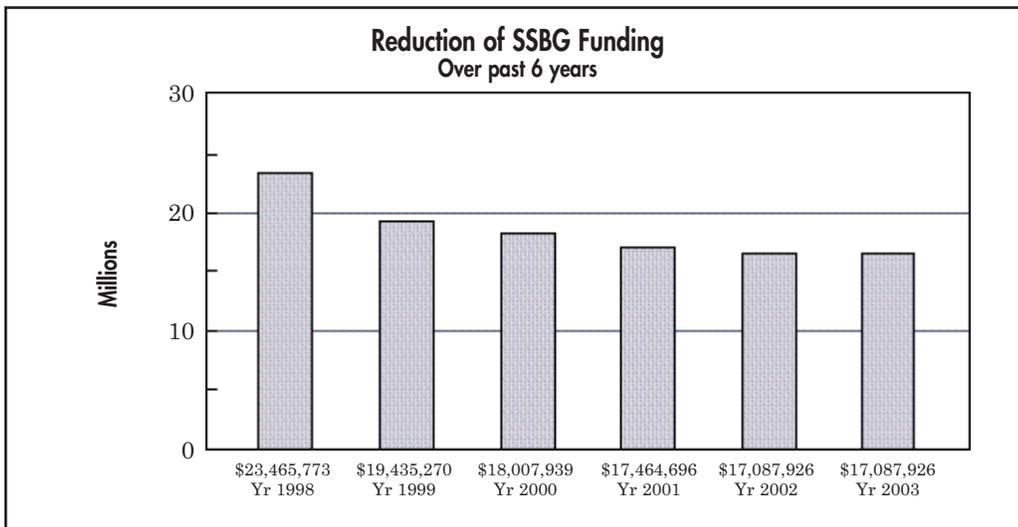
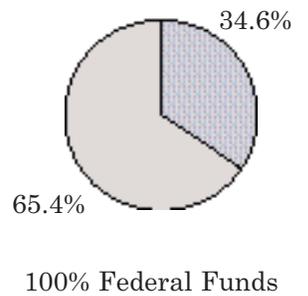
OTHER SERVICE ALLOCATION

Case Management.....	\$ 1,293,450.00
Ombudsman.....	\$28,000.00
Transportation.....	\$555,000.00
TOTAL.....	\$1,876,450.00

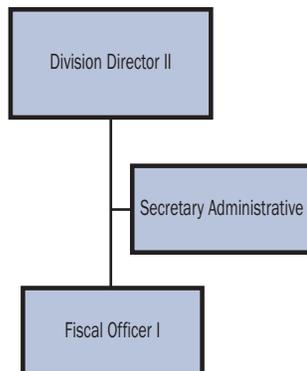
SOCIAL SERVICES BLOCK GRANT SOURCE OF FUNDS

TANF	\$9,818,172.
SSBG	\$17,087,926.

TANF
 SSBG



ORGANIZATIONAL CHART



To our clients and friends:

I was truly honored to accept Executive Director, Janice Broome Brooks', invitation to join the Mississippi Department of Human Services as Deputy Administrator for Public Affairs and Administrative Services. 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, MIS, Human Resources, Office of Communications, 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

A MESSAGE FROM
THE DEPUTY DIRECTOR OF PUBLIC
AFFAIRS AND ADMINISTRATION



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.

Contact Information:
Mississippi Department of Human Services

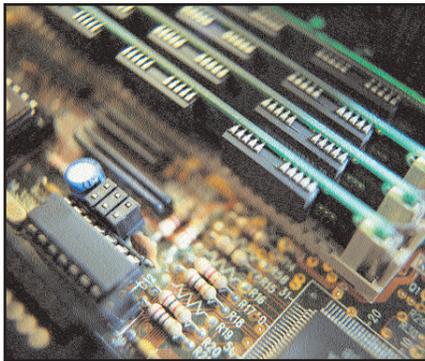
P. O. Box 352 • 750 N. State Street • Jackson, MS 39205
Emma Levi • Phone: (601) 359-4514

Division of Management Information Systems

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.

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.

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, including 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 is 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 is a necessity, **not a luxury**.



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 health-care industry. There are many activities underway at all levels of the agency to ensure compliance.

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. 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



Arnette D. Stevenson

Arnette D. Stevenson, Interim Division Director, has been with the Mississippi Department of Human Services for 12 years and has been in the information technology (IT) field for more than 21 years.

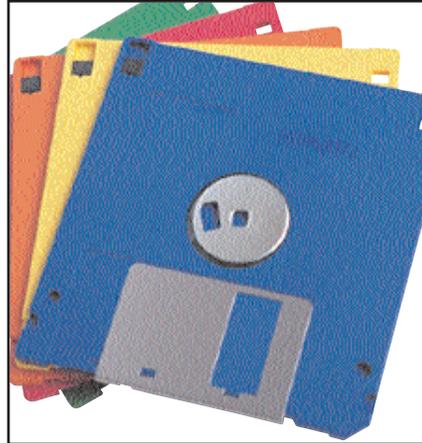
She is a seasoned and efficient senior IT Manager with extensive leadership and management skills. Her significant track record for managing large scale projects with thousands of users and large scale technical and non-technical personnel is outstanding. Arnette performs to her maximum capability during crises and functions as a tactical manager with strong people and communication skills. She is goal-oriented and result-focused with team and process management. She possesses strong analytical, technical, communication, and business skills with emphasis on building effective teams and strong organization structures to merge technology with the business model.

- Mainframe Computer Operations
- Network Data Networking Services
- Information Technology Network and Infrastructure Management
- Information Technology Systems Support and Related Planning Services including procurement, office automation, systems interfaces, feasibility studies, need assessment, etc.
- Personal Computer Applications Systems
- System 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 Divisions of Economic Assistance (TANF, Medicaid, CHIP, and Food Stamps), Child Support Enforcement, and Family and Children's Services.

Because of their extremely complex supporting computer systems and large number of employee users, the majority of the MIS applications support services concentrates on these three areas. All program divisions are supported by MIS at various levels depending upon the level of complexity and existence of supporting computer 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 Administrators within MIS maintain more than 500 gigabytes of critical data utilized by employees.



Mainframe Computer Operations

The mainframe applications systems are supported by a staff of computer operators and management personnel that are 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. This 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 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 notices are printed daily, weekly, and monthly as required by the various jobs. All benefit checks that are printed are generated by this unit, then 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.

The 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 Statewide Payroll and Human Resource System (SPAHRs) and 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 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 than \$10 per thousand sheets. A future goal of the Unit is to help move the Agency to online reporting. Online reporting will not only reduce operating cost, but give system users real time information to better support our clients.

Information Technology Network Infrastructure Management

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 plan-

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.

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DIVISION'S GOALS

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ning, 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 JCMS 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 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 farm, 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 problems. Network planning and implementation of new or enhanced systems are also managed by this unit. 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 client's information and systems data. This group is responsible for documentation and implementation of new systems security requirements and conducting 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. Specifically, information technology planning, procurement, systems interfaces, training, and information technology contracts management/administration are facilitated and managed by this unit. An agency with the diversity of MDHS requires constant activity on the part of information technology planning and execution of projects. This unit is very active in contract management as they relate to information technology projects currently engaged, as well as, planned. Significant federal reporting is required in all areas. Members of this staff group supplement functional staff members in the program areas in the compilation of statistical data for planned projects, as well as, ongoing projects.

Another significant duty of this unit is in the area of information technology planning as required by the agency and its initiatives. MIS works with all program areas on an ongoing basis to plan computer related projects as defined by the respective division. This unit works to initiate required documents and facilitates the information technology 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 Information Technology Procurement Unit within MIS is responsible for facilitating all information technology purchases and acquisition projects for the agency. This unit processes and reviews forms required to purchase any computer-related product for the agency, including support products.

This unit also provides systems interfaces support, troubleshooting, and resolution services for MAVERICS and METSS operations.

Personal Computer Application Systems

Nearly all divisions at MDHS utilize smaller personal computer applications systems. These systems can range from several computer workstations networked together to single computers containing critical data. In nearly all cases, these systems have evolved as a direct result of reporting requirements on the part of state and federal activities. MIS currently maintains more than 30 small systems supported by this area. Most of these small 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.

- 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.
- Achieve the necessary funding growth to build an adequate team with tools required to achieve success in managing MDHS systems.
- Operate in a cost-effective manner and realize long range savings through the effective application of technology.

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, spread sheets, 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 MACWIS staff to install a new version of 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 our disaster recovery plan
- Assisted MACWIS with successfully installing a new middle ware software in the test regions

Information Technology Infrastructure Management and Systems Security

- Management of the statewide maintenance contract with Business Communications Incorporated (BCI) providing equipment maintenance coverage for 150 locations
- Performed Router upgrades to stabilize communications over the MDHS Wide Area Network
- In partnership with other units within MIS and the Division of Child Support Enforcement, MIS relocated the CRDU unit from a non-state office building to the MDHS State Office, thereby reducing operating cost
- Implemented new network and mainframe security audit procedures to ensure information security compliance with state and federal guidelines
- Established Value Private Network (VPN) connectivity for the Hinds County Youth Court to the Juvenile Case Management System for the Division of Youth Services. This allows the Youth Court to create, view, and update records on youth being processed by the court system
- Successfully installed the educational administrative School Administration Manager System (SAM) software system for the MDHS Oakley and Columbia Training Schools. This project also provided connectivity to the Department of Education's Mississippi Student Information System (MSIS) system that is mandated for information updates from the schools
- Installed Fiber Optic cabling at the Youth Services Training Schools so that Network connections could be shared among the facilities on the campus without adding any additional monthly expense for these data circuits
- Upgraded personal computers for the Child Support Division's Hinds and Warren County locations using surplus hardware to achieve expense reduction
- Installed all infrastructure peripherals and services to support the Medicaid Outstation workers at 45 medical clinics throughout the state in compliance with a mandate to have Medicaid Eligibility Workers close to the clients they serve. Personal computers, printers, routers and data circuits were successfully installed in these medical clinic locations
- Provided connectivity and configuration for a new computer lab at Oakley Training School. This included the configuration of a new educational management software application called Aztec
- Coordinated the installation management of telephone lines at more than 102 MDHS county offices to support the EBT Personal Identification Number (PIN) select devices. The System Security Unit established security profiles and users access to the Electronic funds and Services Transfer (EFAST) system for more than 2,000 users
- Participated with ITS & MDHS operations in disaster recovery testing
- The network group performed in-house upgrades of MACWIS Developers Platform, which provided a \$32,000 annual cost savings, and installation of the CRDU equipment, which provided a one-time cost savings of \$20,000

DIVISION'S OBJECTIVES:

- Maintain successful support operation and management of MDHS existing systems.
- 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 Systems, JCMS, EBT Program, etc.
- Ongoing technical support of the new MACWIS System for the Division of Family and Children Services.
- 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.

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- Cancelled Novell Border Manager License, at a cost savings of \$5,000 annually, and Novell Zenworks License, at a cost of \$4,957 annually. Also, de-installed the Cisco 7507 Routers, which provided an annual cost savings of \$90,000
- Implemented system security procedures to achieve audit compliance for MDHS systems with the State of Mississippi Audit Department
- Worked with Information Technology Services (ITS), to discontinue the use of IBM's Netview utility at an annual cost savings of \$36,000
- Coordinated the successful upgrade of personal computers at the Hinds and Warren County Child Support offices using surplus hardware. This project provided faster computers for the workers at these offices while reducing the expense to upgrade
- Coordinated the successful installation of EBT telephone lines at 102 locations to support the statewide implementation of the Electronics Benefits Transfer (EBT) system. Also provided systems security support to provide access to MDHS workers to the new EFAST system that processes all EBT transactions
- Coordinated the successful move of multiple MDHS county office locations moving into newer facilities throughout the state
- Upgraded the Juvenile Case Management system software by migrating to Windows 2000 Advanced Server and Citrix XP. These software upgrades will keep this network on the latest software platforms to ensure stability and to support additional growth
- Implemented the necessary network software patches and security updates to protect MDHS networks from intrusion. Also, maintained current Anti-Virus definition files on the Norton system to provide Anti-Virus protection for Internet users
- Provided computer, network, and security support for over 3,500 MDHS computer users in over 150 MDHS locations
- Coordinated technical requirements for the emergency relocation of the Lowndes County DHS Office that was damaged by tornadoes

Computer Operations Unit

- Developed inventory processes which reduced the cost of mission critical supplies by ordering in bulk. An example of cost savings—check stock used for our clients warrants cost the agency over \$40 per thousand sheets; now the cost is less than \$10 per thousand sheets. Another example of savings is with white bond paper. The annual consumption rate is over 10 million sheets, therefore, by ordering the paper in bulk and reducing the paper weight, the operating cost was reduced in this area. The cost per thousand sheets went from \$10 to \$4.04, thereby resulting in a cost saving for the agency.
- MIS implemented a new process for permanent storage of all the agency's check registers, which eliminated the need for microfiche, resulting in a cost saving of \$5,000 per year, and also reduced paper consumption. Now all check registers are copied to CDs and can be viewed online. Converting check registers to CDs has replaced the need for e-carts, therefore reducing the annual cost savings by \$1,000 for the purchase of cartridges. Also, the discontinued printing of check registers, approximately 100K pages per year, resulted in an annual saving of approximately \$2,000.
- MIS spearheaded the implementation of CA-DocView software. This software allows the agency's users to view mainframe reports online, permanent storage of reports electronically, as well as, e-mail reports internally and externally. This provides the agency's users access to real-time information and reduces paper and printer supplies.
- Currently, MIS, the Division of Budgets and Accounting (BA), and Mississippi Department of Finance and Administration (DFA) are working to provide all monthly, quarterly, and annual cost allocation reports for online viewing and electronic storage. This will not only reduce paper consumption, but also alleviate the storage problem for these large reports.
- MIS is working with the BA staff to convert the printing of the purchase orders from the impact printer to the mainframer laser Xerox printers. The purchase order forms are printed on a 5 part carbonless paper which cost over \$100 per thousand sheets. Once the purchase orders are converted to the laser

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

printers, plain white paper will cost approximately \$4.27 per thousand sheets, thus greatly reducing the operating cost in the future.

Mississippi Automated Child Welfare Information System (MACWIS)

- Implemented and documented 500 - 700 reported problems. This was done within a total of five new system releases.
- Reduced the cycle time performance for defects and changes from 4.5 days to an average of 3.5 days, i.e., problem determination, code design, coding, unit test, and QA test completion.
- The enhancement list included the Change Order #3 which contained 18 high priority items. This list was revised by the Division of Family and Children Services (DFCS) to include high priority, medium priority, and low priority enhancements totaling 67 items. In less than 11 months, MIS completed over 22 high priority items and eight of the medium to low priority items were also completed.
- Worked in partnership with ITS, other MIS players, and Software AG to conduct a Proof of Concept project with Software AG that will enable MDHS to implement SAG's Entire X middleware software tool during the Spring of 2003. Entire X will enhance mainframe processing and enable implementation of the standard RACF Security tool for the MACWIS system.

MAVERICS

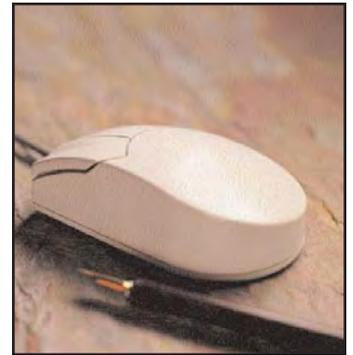
- The MAVERICS Staff completed nearly 500 service requests including de-linking the TANF and Medicaid programs in the establishment of the Health Benefits Umbrella Program to handle the eligibility determination for all Medicaid and CHIP cases.
- Reestablished review dates for passive re-certification for Health Benefits cases and generated numerous client notices and special reports based upon the Division of Economic Assistance's mandates.
- Enhanced the MSCAP Outreach Program which included the generation of several client's notices, reports and conversion files to SSA, etc. Participation in the program is determined by the social supplemental income of a one-person household.
- Modified MAVERICS to support the implementation of the Electronic Benefits Transfer (EBT) program statewide.

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; after the modification, it 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)

- Provides daily maintenance and user support for the Mississippi Child Support System.
- Works closely with the Division of Child Support Enforcement to define new requirements, enhance METSS to meet new federal, state and user requirements, setup and update appropriate batch jobs, and provide nightly on-call support for batch processes.
- Enhanced the METSS receipting function to incorporate a new receipting mechanism for employer payments, which will allow templates to be saved with identifying information for each noncustodial parent's payment routinely included in the employer's check. This template can be accessed, updated, and processed to create individual receipts for each payment entry; thus, reducing the number of receipts that must be manually entered by the Central Receipting and Disbursement Unit (CRDU).
- Designed, programmed, tested, and implemented a case review and modification tracking process to enforce federal time frames.



- Incorporated updates to the administrative review process.
- Worked with various states, employers and payroll companies to initiate the sending and/or receiving of child support payments via Electronic Funds Transfer (EFT)/Electronic Data Interchange (EDI) for approximately eight states and 309 employers.
- Modified METSS to prevent the receipting of check payments for noncustodial parents and employers from whom a bad check has been previously received.
- Enhanced METSS to allow the entry and payment of non-sufficient fund fees on noncustodial parents and employers.
- Worked with the Database Administrators to successfully incorporate numerous program changes required as a result of a software upgrade to Natural 3.
- Completed a full test of the METSS archive and purge process, and successfully archived approximately 39,975,811 records from various METSS files.
- Incorporated numerous changes to the processes utilized to accurately update the annual federal reports and to the processes which extract data files for the yearly federal audits.
- Modified METSS to allow workers to automatically update METSS data with data received via the Federal Case Registry (FCR) and data received as part of the Case Information (CSI) transaction which is received via the Child Support Enforcement Network (CSENet).
- Enhanced METSS to allow the submission of Custodial Parents (CP) to several external locating sources in order to acquire address information. Modifications were also incorporated to properly handle data received as a result of previously submitted CP locate requests.

MIS Auxiliary Systems Accomplishments

- Designed, developed, and implemented a Financial Tracking System to support all of the financial transactions of the EBT Program. All purchases, credits, etc. are tracked by this system.
- Analyzed and redesigned the EBT Financial Tracking System.
- Implemented the Child Care Data Viewer Software which allows for editing of the child care data prior to submission for federal reporting.
- Hosted a conference and training session for the Office for Children and Youth with the Federal Partners for Child Care.
- Performed extensive customization of the HEAT Tracking System to handle problem tracking for EBT.
- Automated the EBT reporting process.
- Implemented a File Transfer Process to submit electronic copies of client payroll checks to MDHS' Financial Processing Bank for use in validation of cleared checks.
- Re-designed the agency web-pages. Continues to monitor, support, and enhance the Internet workload.
- Enhanced the Time Measurement System (TMS) to include new reporting capabilities.
- Provided daily support and maintenance for all of MDHS financial systems.
- Upgraded the Random Moment Sample System's (RMS) manual process to an automated process.
- Researched the emerging technology for several office automation software packages to maximize existing agency resources while enhancing the effectiveness of the agency's services.

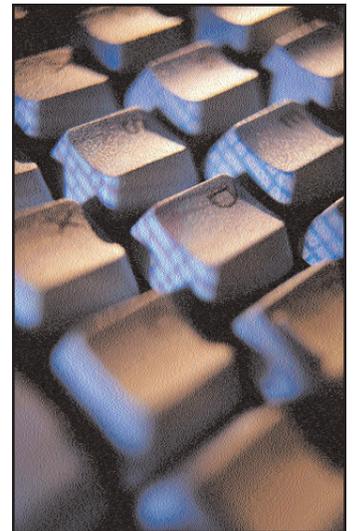
Procurement and Contract Administration

- Provided procurement support for the acquisition of multiple software and hardware purchases throughout the year for all the divisions within the agency.
- Provided proper update and maintenance to the Agency Disaster Recovery Plan, which is quite vital to the agency in the case of a major disaster to continue to provide the human services that are much needed by the citizens of Mississippi.
- Planned and coordinated activities to support multiple county office moves, along with providing procurement to acquire the services associated with the moves, consisting of securing services from

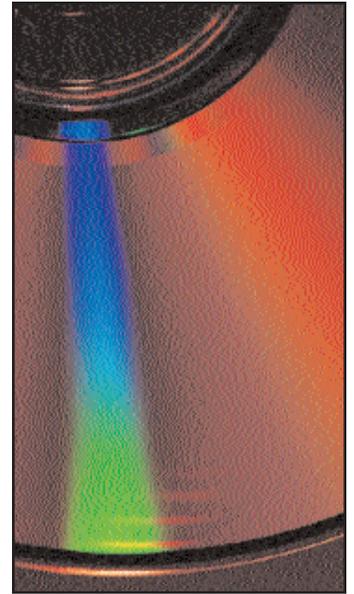
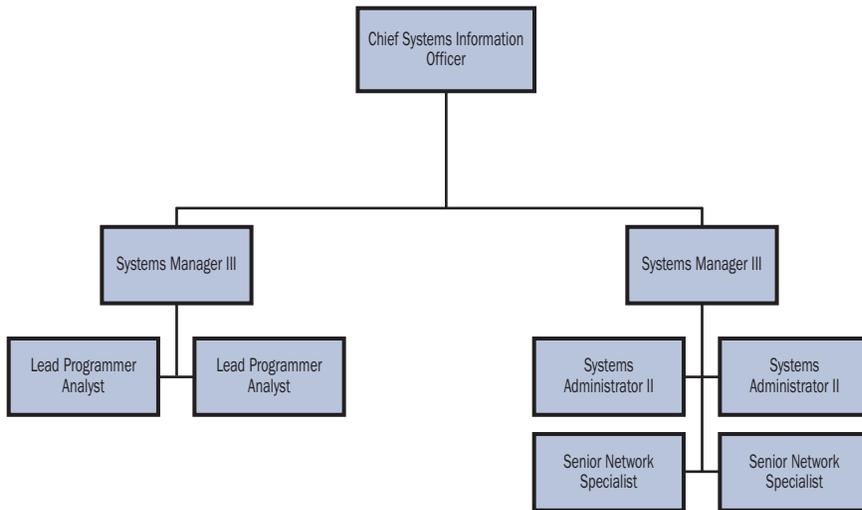


movers, and purchasing technical equipment and services. This included the Lowndes County DHS, due to tornadoes in the Columbus area. Assisted with moving the Child Support Central Receipting and Disbursement Unit (CRDU) from an offsite location, which cost approximately \$4,000/month, into the State Office building.

- Successfully worked in partnership with ITS to establish or renew professional services contracts, which includes MACWIS Ciber Contract Extension, Manpower Data Entry Contract, and the Agency Statewide Maintenance/Cabling Contract with Business Communications Incorporated (BCI). The statewide maintenance contract provides support for more than 5,000 pieces of equipment in 152 locations.
- Worked in partnership with ITS and network support to negotiate a Best and Final Offer (BAFO) with the vendor for the Statewide Maintenance Contract, which resulted in a cost savings of \$678,017 over a three-year period.
- Provided administrative assistance for the Electronic Benefits Transfer (EBT) of Food Stamps and TANF Pilot and Statewide Implementation.
- Provided procurement support to bid and purchase 600,000 EBT cards, along with monitoring the contract of the purchase of the cards.



ORGANIZATIONAL CHART



Division of Human Resources

The Division of Human Resources (HR) is helping 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 department'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 department'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 the employee, 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 Administrative 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, and processing of retirement requests in relation to leave creditability towards years of service, and mailing of forms to the retirement system.

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.), employment verifications, new hire packets, certificate of eligibles' requests, promotional opportunity 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.

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)



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 in 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), a member of the State Personnel Board 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.

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 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.

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 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, we strive 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 2002.

PROPERTY OFFICE

The MDHS Property Office manages all real estate, state property, and fixed assets in 378 offices in all 82 counties of Mississippi. The majority of the county office space is provided by the host county. The property management for the two youth training centers at Oakley and Columbia also fall under the control of the MDHS Property Office. All MDHS programs are monitored and audited with administrative support; these services are provided to approximately 3,800 state employees.

HUMAN RESOURCES

Gloria Jackson

Personnel Director

Bob Griffin

Bureau Director

Janice Houf

Personnel Officer III

Wilhelmina Hall

Projects Officer IV, Special

Cynthia Amos

Sec. Admin., Confidential

Corlis Davis

Secretary Executive

PERSONNEL ADMINISTRATION

Leverne Brent

Personnel Officer IV

Hazel Funches

Personnel Officer II

PERSONNEL MANAGEMENT

Lorisia Wilbert

Personnel Officer IV

Linda Odies

Personnel Officer III

Tonya Bingham

Personnel Officer III

Billy Bullock

Personnel Officer I

Accomplishments and Goals:

- The Fixed Assets Audit of North Mississippi, conducted by the Office of the State Auditor, resulted in zero deficiency findings with 100% accountability.
- 690 items of lease/purchase and state property with a value of \$901,550 were placed on inventory with the State Auditor.
- Obsolete and surplus property totaling \$271,935 was properly disposed of or transferred and removed from inventory.
- Approximately 199 non-reportable items were tagged.
- Maintain and continue our record of five consecutive years of zero deficiency findings with the State Auditor.

Assets:

Furniture and Equipment Owned	\$27,093,414
DP Lease/Purchase Equipment	\$901,550
Land Acres	3,976
Land Value	\$110,715
Buildings	79
Buildings Value	\$9,560,634
Improvements	\$1,266,376

TELECOMMUNICATIONS UNIT

Telecommunications is responsible for the purchasing, maintenance, monitoring, and billing of all telephonic services. In FY 2002, the Telecommunications Unit bid and purchased much needed telephone systems for three county offices at a cost of \$15,439. This allowed the county offices to provide clients better service through increased telecommunication services. With a reduction in the number of cellular phones and pagers, we anticipate an overall savings of \$5,000 for the next fiscal year.

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 insure proper communication needs are 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:

- Publications and Forms 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



Clients and employees of the State Office are greeted with courtesy and professionalism.

**CONTRACTS
MANAGEMENT/
CORRECTIVE
DISCIPLINE AND
GRIEVANCE UNIT**

Rose Banks
Personnel Officer IV

Ruby Smith
Personnel Officer I

**STAFF DEVELOPMENT
AND TRAINING**

Jackie Nelson
DHS-Program Administrator
Senior

Joseph Broger
Training Coordinator

**OFFICE OF
ADMINISTRATION**

Bob Griffin
Director

Robert Moore
Property

**TELECOMMUNICATIONS/
PUBLICATIONS AND
FORMS**

Renfred Tate
Management

Worley Davis
Safety and Security

Ronnie Statham
Facility Maintenance

needs

- Maintain 450 forms for 82 Counties

MAIL SERVICES UNIT

Mail Services provides all mail related services for the department, including mass mailings (checks, 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 3,934,696 mailouts
- The new mail sorter purchased in FY 2001 saved \$306,906 from reduced postage costs
- The Shipping Department shipped 10,595 items
- The Printing Department was responsible for making 163,141 copies for the Central Office
- Cross training of employees to increase 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:

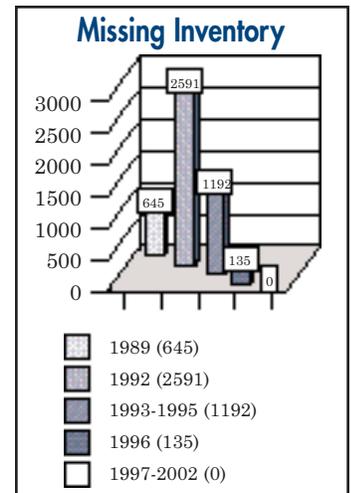
- Lower leasing cost for all leased facilities
- Work with lessors and county boards of supervisors to increase the quality of the work environment

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
- 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



NEW TELEPHONE SYSTEMS INSTALLED SINCE JULY 2001

August 2001

Tippah County
Adoption Unit
\$1,875

January 2002

Scott County
Division of Family and
Children's Services
\$3,707

TOTAL \$15,439

standards and the ongoing review of information collected regarding specific issues

- Facilitate efforts to correct safety problems as they occur

FACILITY MAINTENANCE UNIT

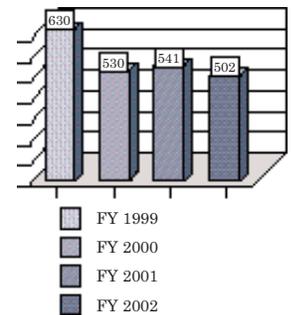
The Facility Maintenance Unit is responsible for the day-to-day maintenance of MDHS' State Office. The unit works closely with the Director of Administrative Services and the facility owner to ensure all clients, visitors, and employees have a facility that is safe, clean, and operational at all times.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

Telecommunications

Reduction of Pager Units



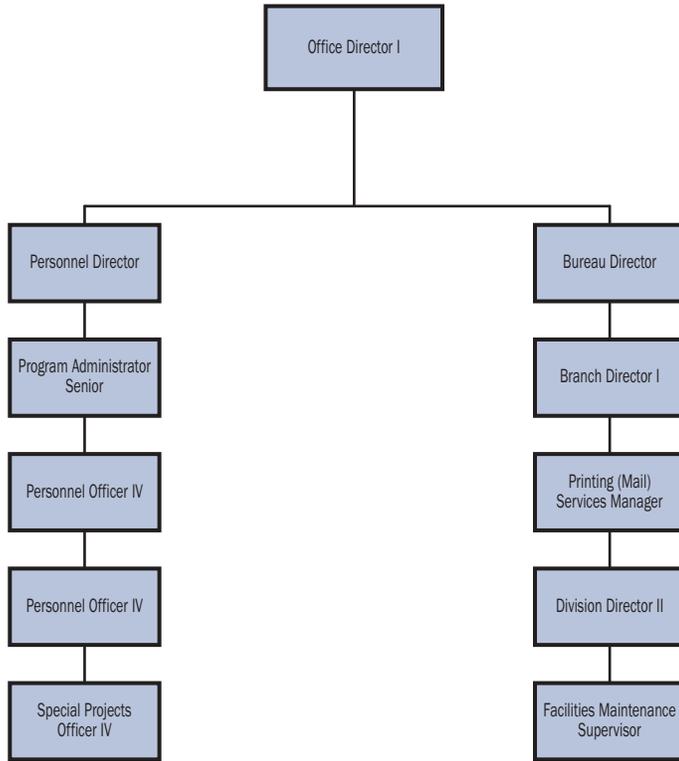
REGIONAL OFFICE LEASES

Biloxi	Jackson
Rolling Fork	Natchez
Picayune	Clarksdale
Pontotoc	Ripley
McComb	
Meridian	

SAFETY TRAINING AGENDA

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

ORGANIZATIONAL CHART



Division of Program Integrity

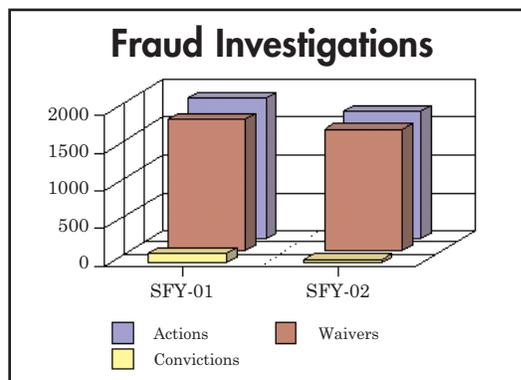
The mission of the Division of Program Integrity (PI) is to take the initiative in ensuring that all programs administered by MDHS are performed in such a manner so as to comply with all applicable federal and state laws and regulations. To accomplish this mission PI has two Bureaus—the Bureau of Investigations 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, we are adapting to fully address the issues of fraud, waste, and abuse.

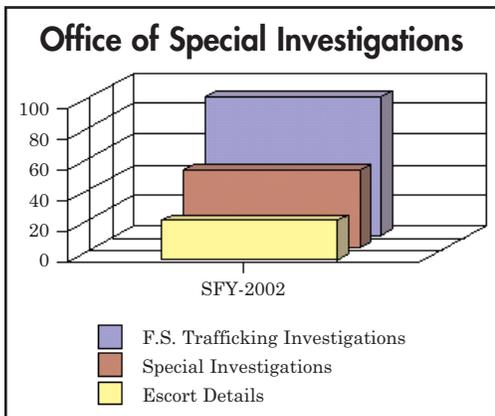
During SFY 2002 the office obtained 45 food stamp fraud convictions involving \$68,219 in program dollars. The office also obtained 1,606 food stamp waivers requiring the repayment of \$1,261,799 in food stamp benefits. In the TANF program, the office obtained four fraud convictions involving \$5,985 program dollars, as well as, 96 restitution agreements requiring the repayment of \$45,193 in benefits. In total, the Office of Fraud Investigations accounted for 49 convictions and 1,702 enforcement actions involving \$1,381,196 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 2002, 73 special investigations were conducted.

During SFY 2002, this office in conjunction with the United States Department of Agriculture (USDA) and other law enforcement entities, conducted trafficking investigations involving 22 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 unit also conducts specialized training for investigators.



During SFY 2002, the Office of Special Investigations performed 30 executive details and 260 background investigations for the Division of Family and Children's Services and 180 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. This office presents its

Cornelius Powell

Cornelius Powell has served as the Director, Division of Program Integrity (PI), since June 2001. He has been with MDHS for over eight years. He has over 22 years of experience in the criminal justice field, 18 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. Cornelius is a Persian Gulf Veteran, where he served over six months in the Kingdom of Saudi Arabia. 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.

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 2002, 17 contracts were reviewed with an aggregate award of \$1,287,035.55. These reviews identified \$594,386.18 in fraudulent or questioned costs. In addition, seven cases of fraud were identified with \$169.74 in benefits that had been received illegally. Further, 107 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.

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 this office when a food stamp overissuance claim (suspected intentional program violation) has been referred from the Claims Management Unit or the Fraud Investigations Unit. 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 on 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.

This 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. Our office follows both of these in decision making.

During SFY 2002, the office's major achievement was 507 **Fair Hearings**. The handling of these 393 cases involved food stamps, 87 TANF, 14 Medical Assistance, and 13 CHIP. Also, during SFY 2002 there were 1,839 **Administrative Disqualification Hearing** decisions rendered in the food stamp program. As a result of these decisions, 1,467 persons were disqualified from the food stamp program anywhere from 12 months to permanently for fraudulently obtaining a total of \$749,579.00 in food stamps.

BUREAU OF AUDIT AND EVALUATION

The Bureau of Audit and Evaluation (BAE) was formed as an independent appraisal arm of MDHS 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. BAE establishes measures to assist in accomplishing MDHS's goals and objectives in accordance with prescribed governmental laws and regulations. The programmatic and fiscal findings identified as deficiencies during the desk review or on-site visit and recommended corrective actions were documented and presented in comprehensive reports to each MDHS subgrantee monitored.

During the 2002 State Fiscal Year, the total expenditure of **\$1,583,745** was identified as questionable costs. Of this total, **\$826,029** was resolved and **\$268,659** was recovered from the subgrantees to MDHS.*

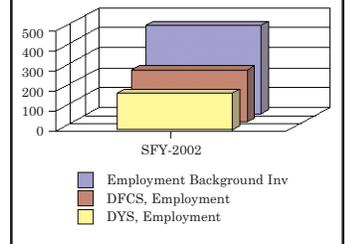
The activities of BAE either directly or indirectly affect all programs administered by MDHS. These activities can be broadly grouped into five categories: (1) monitoring subgrantees and personal/professional service contracts, (2) reviewing independent audit reports, (3) performing internal audit procedures, (4) performing pre-award review procedures, (5) tracking the status of MDHS subgrant and personal/professional service agreements, and (6) inventorying and tagging equipment. A summary of BAE's activities are as follows:

- **Monitoring Subgrantees and Personal/Professional Service Contracts** - Federal regulations, state law, and the MDHS Subgrantee/Contract Manual require MDHS, as the primary recipient, to monitor each of its subgrantees at least once during the grant period to assure fiscal and programmatic compliance.

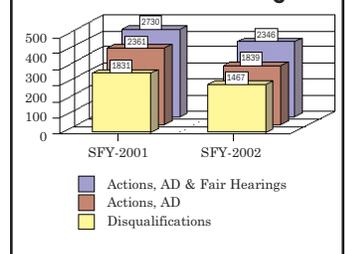
During the State Fiscal Year ending June 30, 2002, **524** subgrants totaling **\$194,627,441** were moni-

*The remainder of the unresolved questioned costs was resolved after the end of the fiscal year because some programs operated on the federal or calendar fiscal year.

Background Investigations



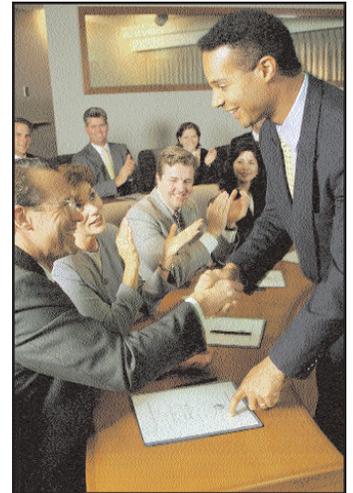
Aministrative Hearings



tored prior to the end of the subgrant period. The monitoring reviews conducted on these subgrants include a desk review and/or an on-site visit. These reviews consist of reviewing expenses involving salaries/wages, fringe benefits, contractual services, equipment, subsidies/loans and grants, travel, etc. In addition, requests for cash, reporting worksheets, general ledgers, cash disbursement journals, vouchers, and receipts were reviewed to ensure accountability and fiscal integrity.

During the State Fiscal Year ending June 30, 2002, BAE received **18** personal or professional service contracts in the amount of **\$48,928,533**. Monitoring was conducted for all of the personal or professional service contracts.

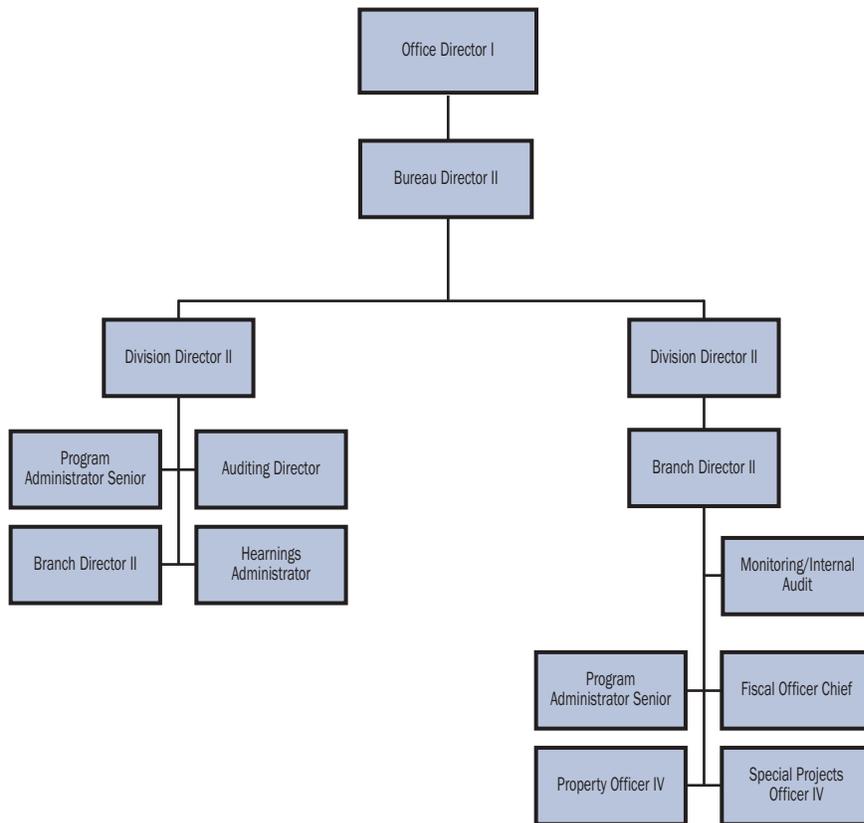
- **Single Audit Review** - The Single Audit Act requires MDHS, as a primary recipient, to review the annual independent audit reports submitted by subgrantees that expended \$300,000 or more in federal funds within a fiscal year to ensure that subgrantees are in compliance with the Single Audit Act. BAE also requires subgrantees that expended less than \$300,000 of federal funds in a fiscal year to complete a form indicating all federal funds received and expended, as a means to comply with the Single Audit Act. During the State Fiscal Year, BAE reviewed **67** independent audit reports from MDHS subgrantees.
- **Internal Audit Procedures** - The following internal audit procedures were performed by BAE staff:
 - **Food Coupon Inventories** - A coupon inventory was performed at Systems and Methods, Inc. located in Carrollton, Georgia. This inventory included coupons for all 82 counties totaling **\$44,798,620**. The review also included monitoring the contract for compliance with the terms of the agreement. The results of this review were provided to the State Auditor's Office for inclusion in their fieldwork procedures related to the state single audit requirement.
- **Administrative Review Memorandum Process** - Each subgrant, modification, or personal/professional services contract underwent the clearing house process. As part of MDHS's pre-award review process, applicable to all subgrants, modifications, and personal/professional service contracts, BAE researched its records to determine whether there were any unresolved monetary findings so that necessary corrective actions could be made by the subgrantee prior to issuance of a subsequent subgrant/contract. During the State Fiscal Year, BAE processed **1,043** Administrative Review Memorandum, including both original agreements and any subsequent modifications.
- **Subgrant/Contract Tracking System** - During the State Fiscal Year, BAE maintained a computer based tracking system which enables BAE to determine the current status of any subgrantee to ensure they have been monitored and/or questionable costs have been resolved. The system also enables BAE to be more efficient in coordinating monitoring visits, and thereby makes the best use of BAE's limited personnel and travel resources.
- The Bureau of Audit and Evaluation **inventoried and tagged equipment** identified in the subgrants/contracts administered by **215** subgrantees.



Comparison of SFY 2001 Activities to SFY 2002

QUESTIONED COSTS	SFY 2001	SFY 2002	% CHANGE
Identified	\$972,495	\$1,583,745	62.9% ↗
Resolved	310,322	826,029	166% ↗
Recovered	39,731	268,659	575% ↗
Total Number of Subgrantee and Personal/Professional Service Contracts	715	542	24.2% ↘
Total Amount of all Subgrants and Personal/Professional Service Contracts	\$222,382,036	\$243,555,974	9.52% ↗

ORGANIZATIONAL CHART



FUTURE PROJECTS:

- Bureau of Audit and Evaluation staff will attend the annual conferences conducted by the federal agencies that fund each funding division within MDHS to obtain primary information to develop monitoring policies and procedures.
- Bureau of Audit and Evaluation will provide training and technical assistance designed to strengthen the fiscal and programmatic operations of funding divisions within MDHS and subgrantees to minimize questionable cost or disallowed cost.
- Key managers and supervisory personnel will participate in the Mississippi Certified Public Manager (CPM) Program and the Basic Supervisory Course. Other low costs/high quality training will be made available to all staff.

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. 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 quarterly 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 bank reconciliations.

Office of Payroll and Payables is responsible for processing the agency's bills that include payments to vendors and employees. The responsibility of processing payroll for approximately 3,500 employees rests with this office. Other payments include expenses such as foster care and adoption clothing, county offices expenditures, child support court costs and paternity testing, and contractual employees. 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, and 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:

- Assisted in the implementation of Electronic Benefit Transfer (EBT), for the Food Stamps and TANF programs, which included developing procedures to draw down federal funds for the EBT. The EBT system is the replacement of paper documents (Food Stamp coupons and checks) with electronic delivery of public benefits.
- Encouraged and emphasized bulk purchasing where appropriate, thereby decreasing the number of SAAS documents, shipping charges, checks, and staff time.
- Reduced paper cost by printing certain reports two-sided versus single sheets, printing reports only on an as-needed basis, and discontinued several client payment reports completely.
- Increased agency cash flow by billing third-party health care facilities and the Division of Medicaid for their fair share of cost associated with the Medicaid Out-Stationed Eligibility Workers on a projected



"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

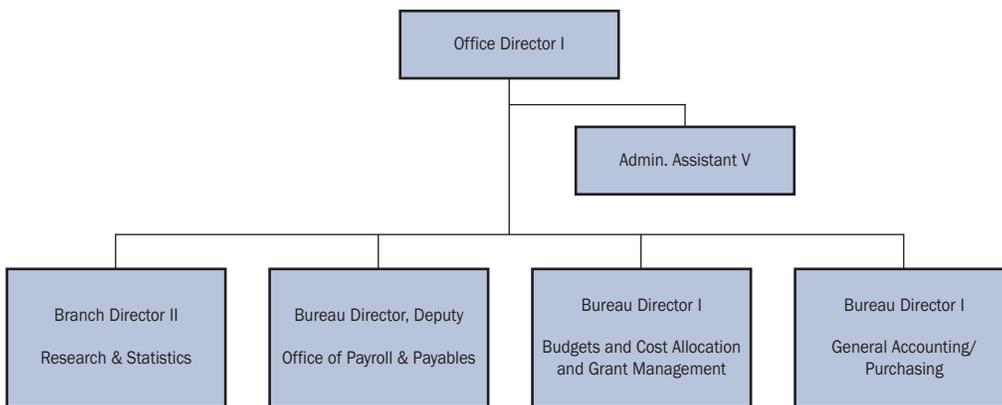
Sandra Maddox is a graduate of Mississippi State University with a Bachelor of Science degree in Accounting. In addition, she has extensive experience in state government, as she has worked 25 years with the Department of Human Services.

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).

monthly/quarterly amount.

- Was able to get the IV-E Waiver Demonstration Project and a new Social Worker Random Moment Sample System approved and started during 2002. Modified existing time measurement system to incorporate new coding structure used in Social Worker Random Moment Survey (RMS) and time study reporting systems. Modified forms and assisted in revision of instructions, and conducted training for Family and Children’s Services staff in time study completion for IV-E Waiver Demonstration Project and RMS form completion.
- Worked with the Department of Finance and Administration’s Office of Insurance to reconcile the Blue Cross/Blue Shield insurance billing for MDHS employees.
- Reorganized the job assignments after three employees retired, which resulted in a savings of approximately \$86,000.

ORGANIZATIONAL CHART



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 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. The Consumer Services Office is authorized to serve as the central establishment for the collection, investigation, evaluation, and referral of consumer complaints. The Consumer Services Office 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 Consumer Services Office handles constituent requests for state, local, and federal officials. To date, the Consumer Services Office has successfully handled over 9,000 inquiries since its inception. In an effort to continue our effectiveness in assisting clients and constituents, the Consumer Services Office will continue to provide the most accurate information in a fair, timely, and compassionate manner.

The Consumer Services Office is available to assist its own (MDHS) employees with any problems and/or concerns they may have, whether job related or personal, throughout the State of Mississippi.

The "Just Wait" Abstinence Program was established to be a resource of technical support for communities who desire to address this issue 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, making 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 the Office of Consumer Services, 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 the Consumer Services Office, Abstinence Program, and MEMA can be of assistance to any citizen, please call us at 601-359-4410 or 1-800-345-6347. The staff takes great pride in serving all Mississippians.



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. For the most part, if the citizens we serve could do better they would not choose to become a client of this agency.

Jesse is very proud of his staff for the 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.

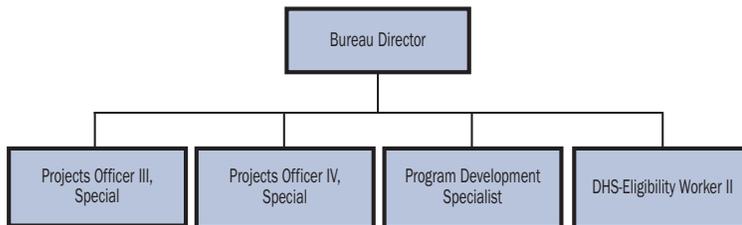
Jesse would like to see MDHS and other agencies work closely to continue serving the less fortunate citizens of this state.

His primary goal for the Consumer Services Unit 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.*

ORGANIZATIONAL CHART



Office of Communications

Pamela Confer, Media Director for MDHS, has a decade of experience in communications and public relations. She brings to the Mississippi Department of Human Services (MDHS) the talent to apply the principles of media and community relations to ever-changing political and working environments.

Currently Pamela is at the dissertation stage of a Ph.D. in Public Policy and Administration at Jackson State University.

Janet Mobley completed her bachelor's degree at The University of Southern Mississippi where she majored in Advertising and minored in Art. Janet is currently a part-time student at Belhaven College where she is majoring in Computer Information Systems.

She has more than 12 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 "Golden Eagles" fan and enjoys attending football games, outdoor festivals, concerts, church, and art exhibits. She also enjoys water aerobics and spinning.

Idetra Berry, administrative assistant, 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 department.

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.

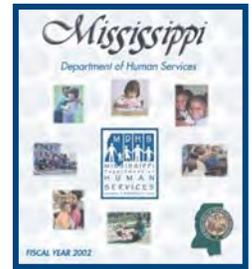
The Office of Communications was established to promote a more cohesive and positive image for MDHS, the executive director, and employees of the agency.

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.
- Stream-lining 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.

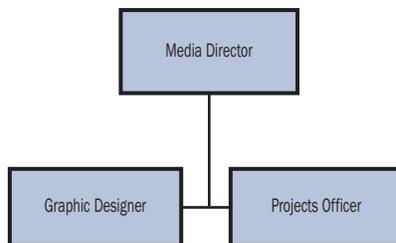


Service Statement—To enhance and improve the image of the Mississippi Department of Human Services, internally and externally, using established communications principles and marketing techniques to foster a true spirit of cooperation and to promote quality service delivery.



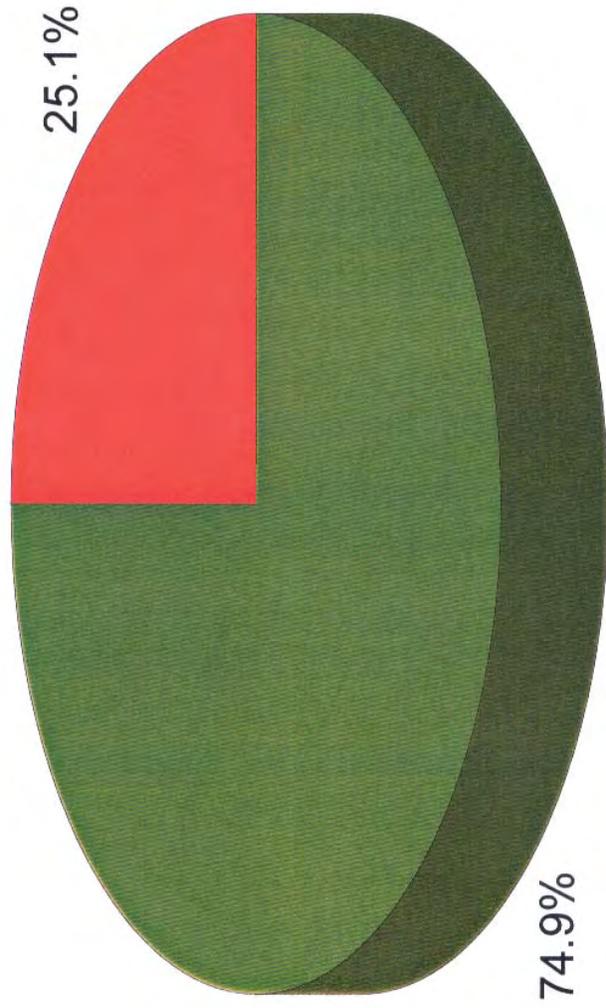
*The staff of the Office of Communications—
Left to right: Pamela Confer, Media Director;
Idetra Berry, Administrative Assistant; Janet
Mobley, Senior Graphic Designer.*

ORGANIZATIONAL CHART

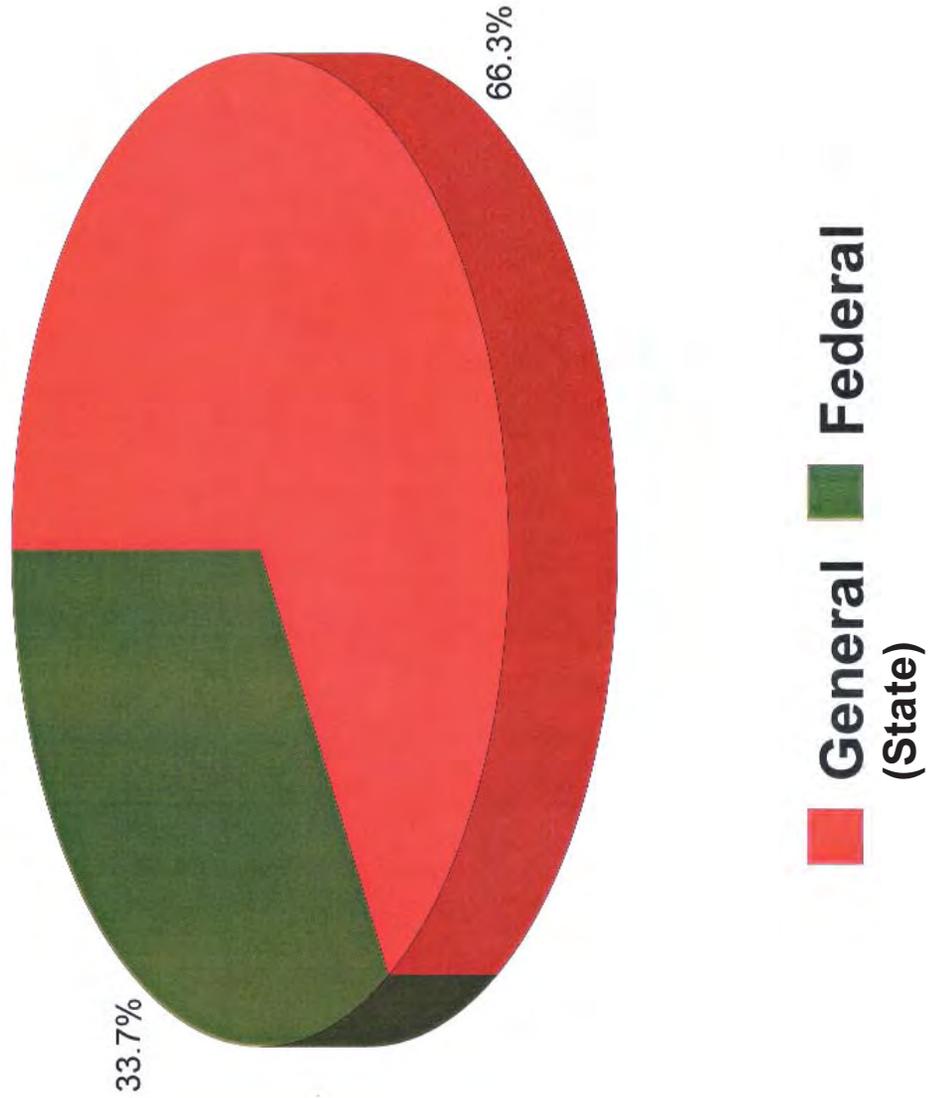


Division of Economic Assistance

Funding:

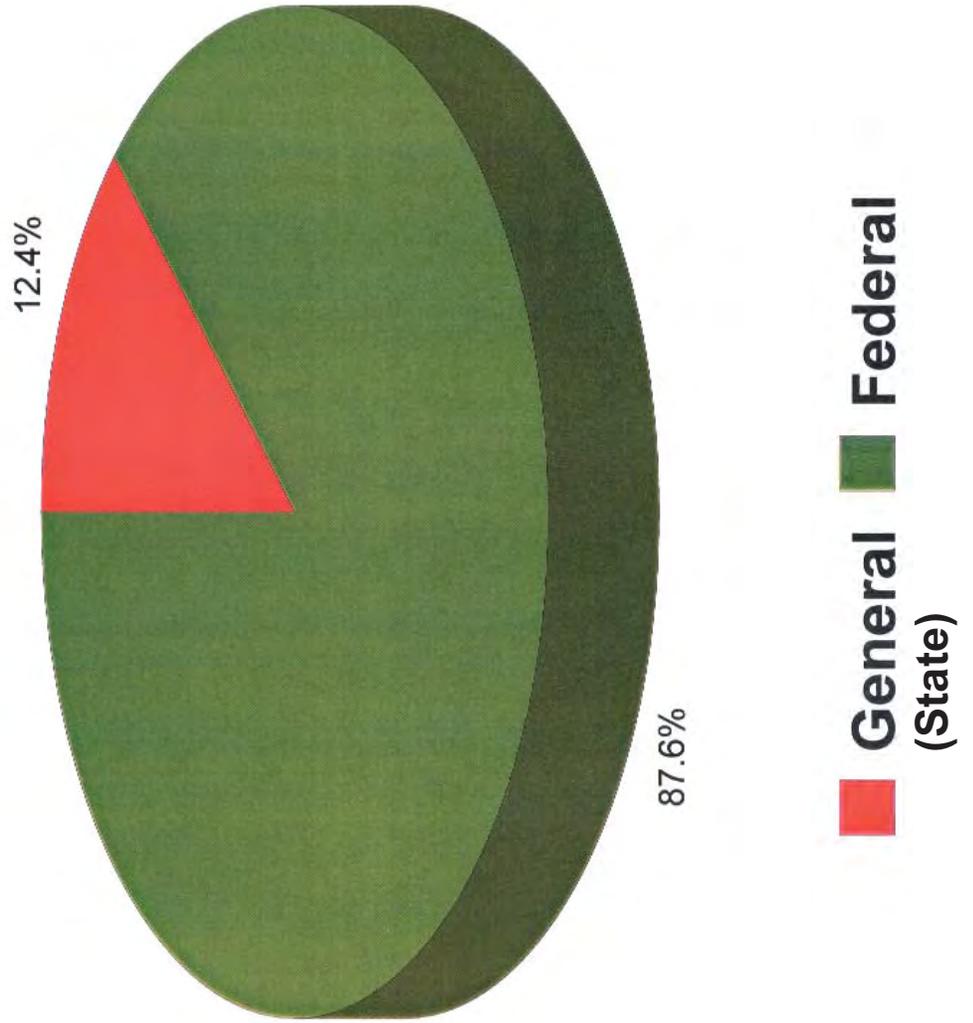


Division of Youth Services Funding:



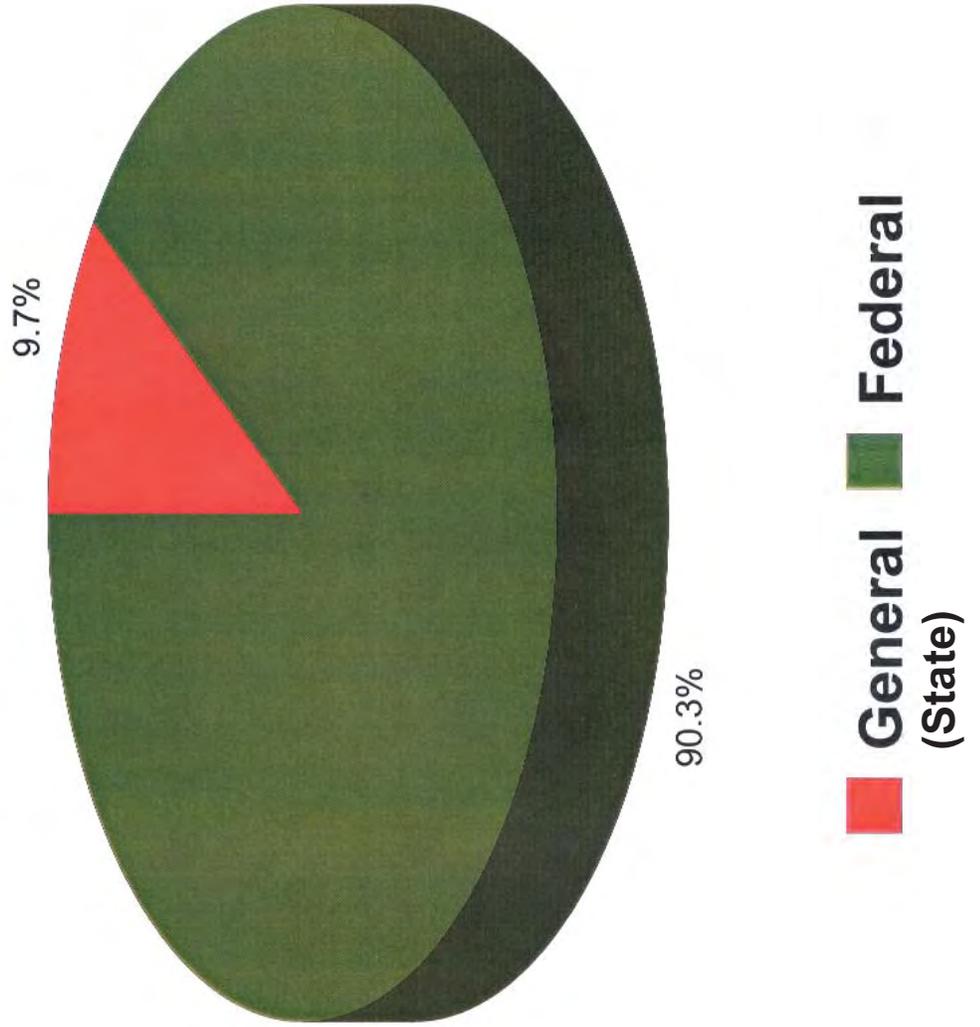
Division of Child Support Enforcement

Funding:



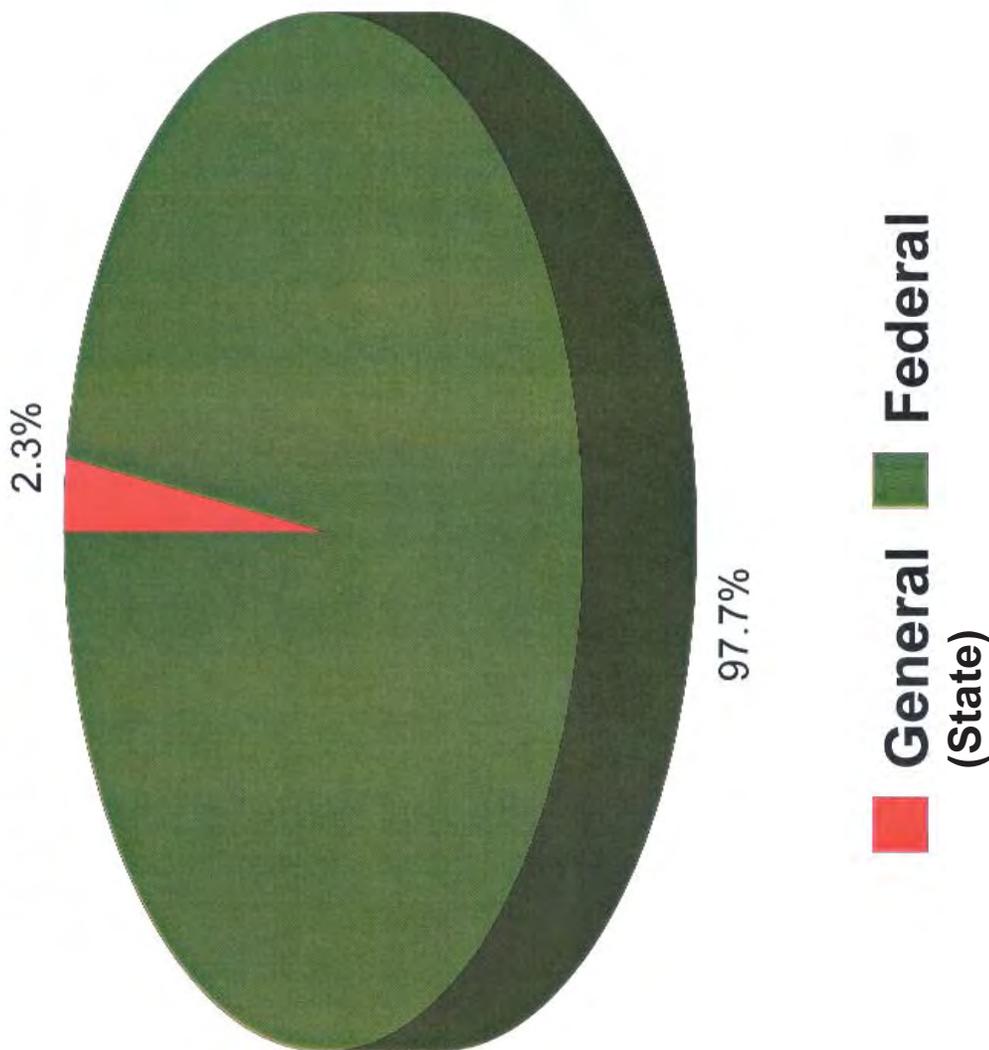
Division of Family and Children's Services

Funding:



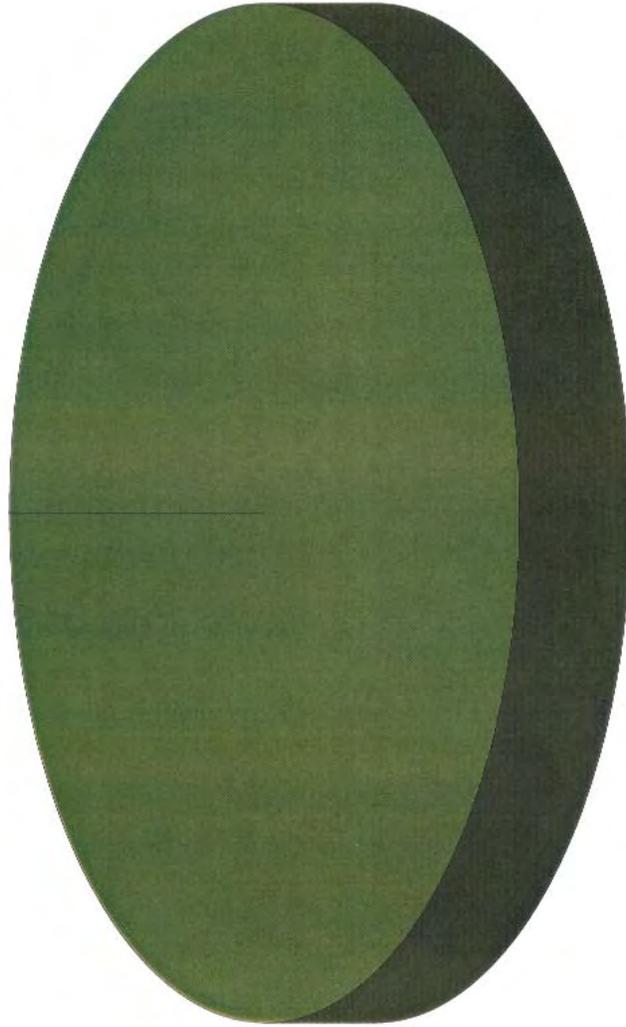
Division of Aging and Adult Services

Funding:



Division of Community Services

Funding:

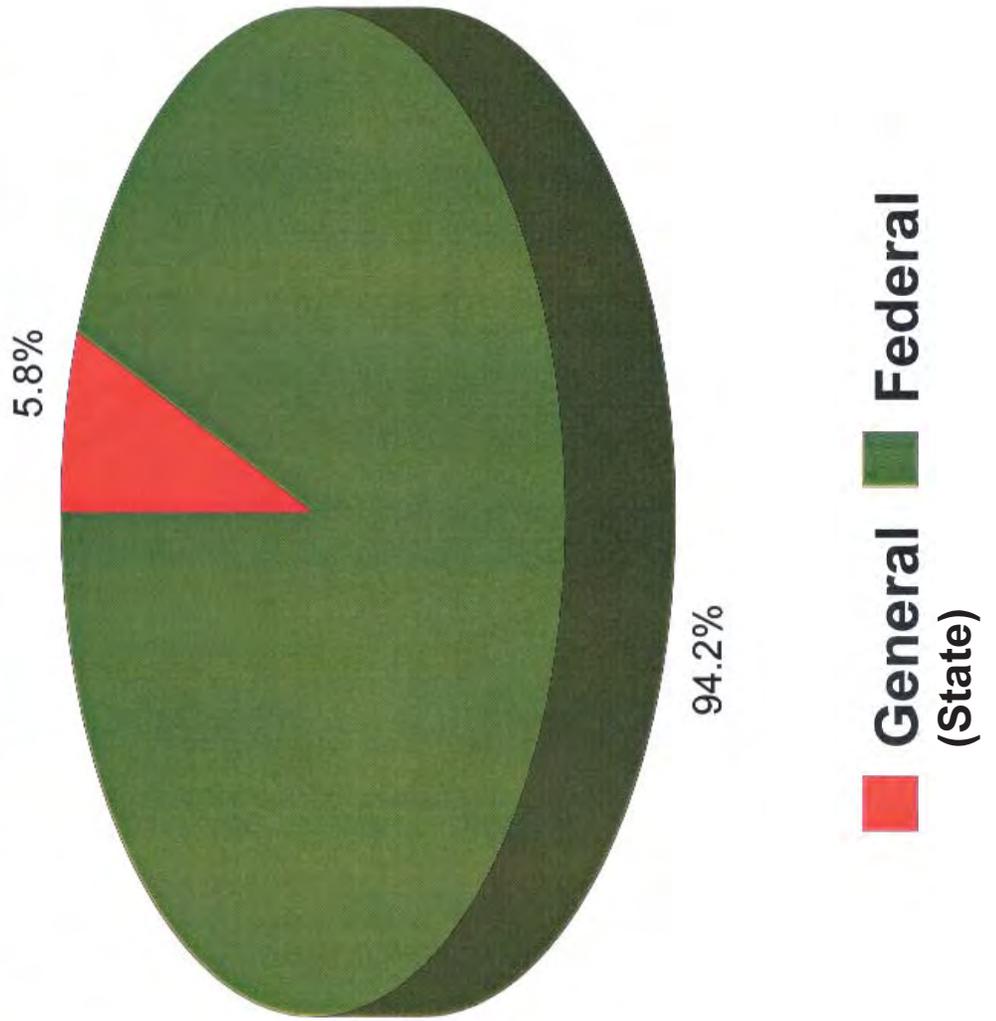


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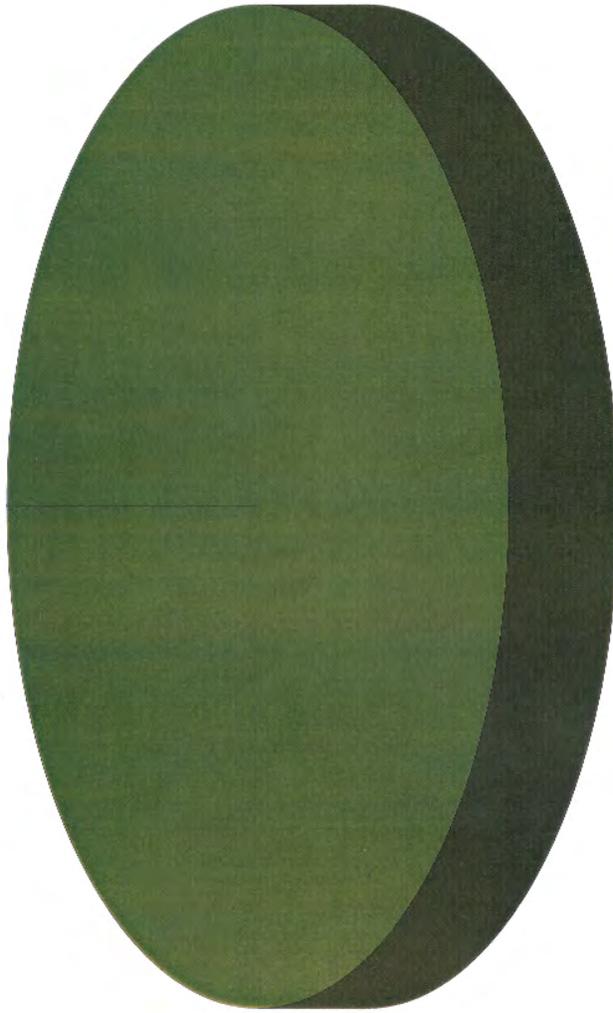
Office for Children and Youth

Funding:



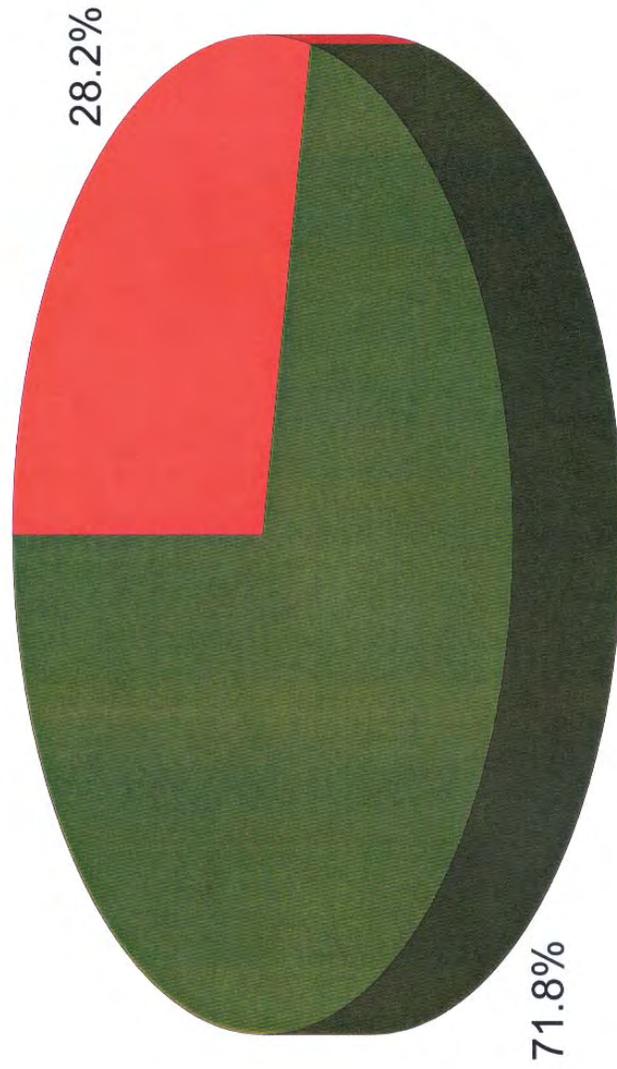
Division of Social Services Block Grant

Funding:



Support Services

Funding:



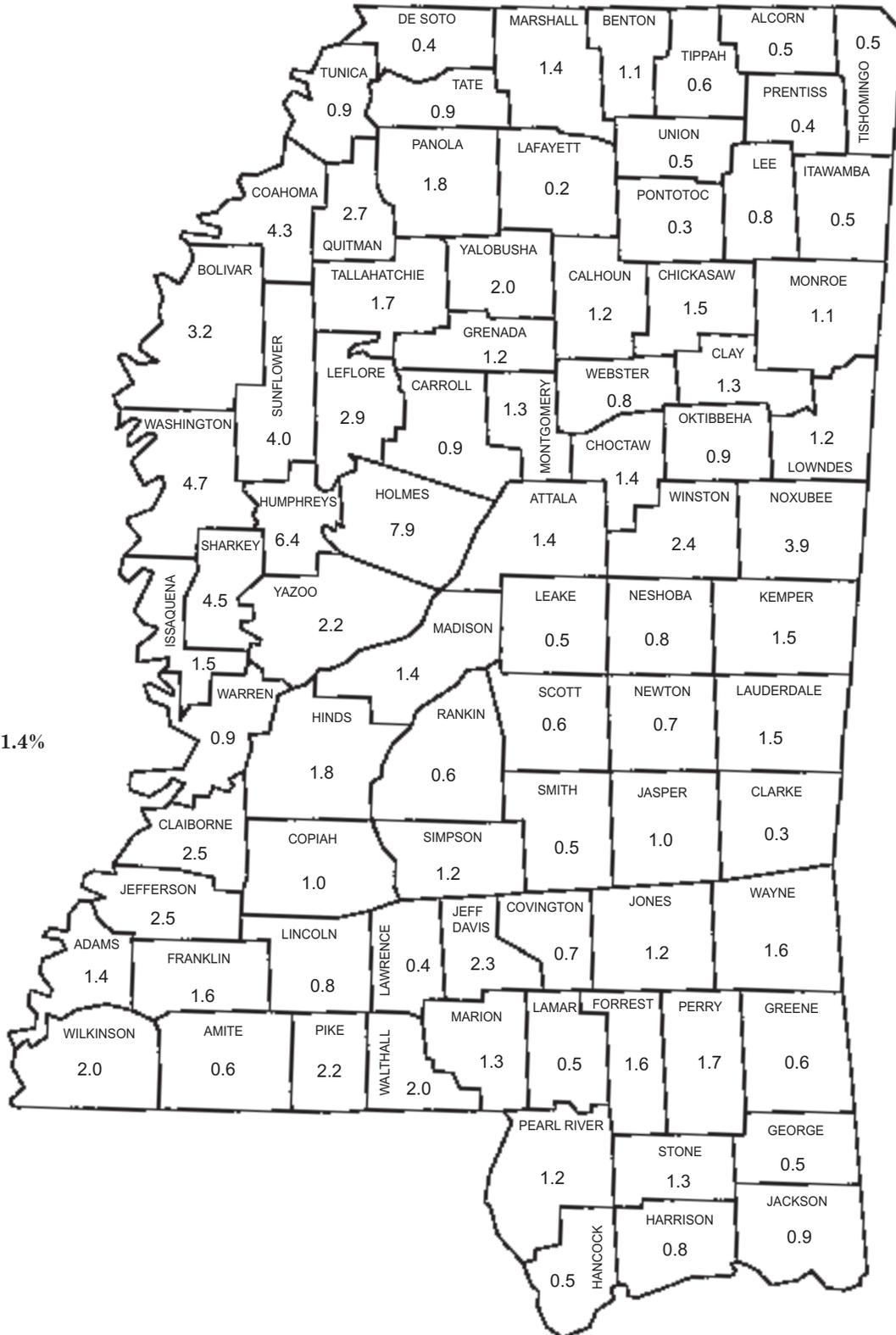
MDHS 10 HIGHEST SALARIES SFY 2002

Rank	Title	Salary
1.	Executive Director	\$85,000
2.	Deputy Administrator	\$71,000
3.	Deputy Administrator	\$71,000
4.	Office Director II	\$63,634
5.	Staff Officer III	\$63,416
6.	Office Director I	\$61,755
7.	Systems Information Officer, Chief	\$61,290
8.	Office Director II	\$61,000
9.	Office Director II	\$61,000
10.	Office Director I	\$60,607

PERCENTAGE OF MISSISSIPPI POPULATION RECEIVING TEMPORARY ASSISTANCE FOR NEEDY FAMILIES (TANF) JUNE 2002

FINANCIAL INFORMATION

STATE: 1.4%



TEMPORARY ASSISTANCE FOR NEEDY FAMILIES
APPLICATIONS RECEIVED, APPROVED, AND DENIED
JULY 1, 2001 - JUNE 30, 2002

County	Received	Approved	Denied	County	Received	Approved	Denied
State Total	34,689	15,872	16,744				
Adams	304	145	154	Leflore	802	385	351
Alcorn	95	49	49	Lincoln	341	126	178
Amite	61	29	34	Lowndes	663	314	311
Attala	236	137	91	Madison	902	357	447
Benton	64	42	21	Marion	372	147	205
Bolivar	712	406	254	Marshall	506	216	273
Calhoun	199	72	91	Monroe	388	183	180
Carroll	79	41	30	Montgomery	143	74	65
Chickasaw	236	110	130	Neshoba	138	92	45
Choctaw	106	62	41	Newton	159	74	80
Claiborne	208	121	83	Noxubee	241	159	78
Clarke	148	22	118	Oktibbeha	459	146	271
Clay	350	140	176	Panola	668	259	410
Coahoma	802	458	270	Pearl River	814	382	383
Copiah	242	98	147	Perry	204	105	85
Covington	174	71	99	Pike	693	316	297
DeSoto	539	253	240	Pontotoc	71	43	33
Forrest	1,301	526	675	Prentiss	87	47	38
Franklin	104	60	31	Quitman	179	111	64
George	221	82	130	Rankin	760	290	453
Greene	89	50	45	Scott	220	95	117
Grenada	241	119	104	Sharkey	178	109	38
Hancock	403	176	212	Simpson	297	130	154
Harrison	2,404	896	1,441	Smith	88	34	57
Hinds	3,167	1,517	1,606	Stone	194	79	100
Holmes	695	420	215	Sunflower	856	530	281
Humphreys	393	213	135	Tallahatchie	186	102	68
Issaquena	23	14	9	Tate	290	116	169
Itawamba	154	69	79	Tippah	207	72	133
Jackson	1,667	655	861	Tishomingo	117	37	71
Jasper	162	80	79	Tunica	73	24	45
Jefferson	112	69	38	Union	179	73	107
Jefferson Davis	237	119	98	Walthall	254	101	134
Jones	961	406	465	Warren	665	185	401
Kemper	123	54	53	Washington	1,365	812	465
Lafayette	77	39	32	Wayne	284	130	134
Lamar	330	103	199	Webster	92	41	38
Lauderdale	1,067	456	526	Wilkinson	99	64	24
Lawrence	119	36	70	Winston	337	204	111
Leake	136	50	75	Yalobusha	167	104	55
Lee	755	309	415	Yazoo	455	230	174

TEMPORARY ASSISTANCE FOR NEEDY FAMILIES

NUMBER OF MONEY PAYMENTS, RECIPIENTS, AMOUNT OF ASSISTANCE, MINIMUM AND MAXIMUM GRANT¹ / JUNE 2002

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	17,695	30,334	10,043	\$2,571,803	\$10	\$338	Leflore	484	823	270	\$68,620	\$25	\$290
Adams	212	383	95	30,888	23	242	Lincoln	134	217	57	19,706	35	218
Alcorn	88	153	8	11,801	18	194	Lowndes	302	518	186	44,079	10	242
Amite	54	73	13	6,543	30	242	Madison	431	804	244	65,544	14	290
Attala	130	212	64	18,150	14	218	Marion	149	244	79	21,523	13	242
Benton	44	69	17	5,917	54	194	Marshall	213	359	131	31,667	10	242
Bolivar	607	919	356	84,277	10	266	Monroe	194	308	102	26,671	12	218
Calhoun	84	135	39	11,552	21	218	Montgomery	69	125	33	9,736	66	266
Carroll	51	75	25	6,696	19	314	Neshoba	98	169	51	11,483	10	194
Chickasaw	113	217	68	17,572	16	242	Newton	74	128	31	10,061	14	242
Choctaw	61	110	25	8,172	47	218	Noxubee	229	370	119	32,209	19	218
Claiborne	124	228	73	18,593	10	242	Oktober	179	296	79	24,749	22	266
Clarke	21	42	10	3,221	110	194	Panola	290	493	148	39,813	24	266
Clay	128	204	79	18,667	10	218	Pearl River	264	448	159	38,824	34	266
Coahoma	537	940	352	80,541	10	242	Perry	93	152	62	13,612	36	242
Copiah	133	233	60	18,892	33	242	Pike	368	643	206	53,574	13	266
Covington	76	112	32	9,905	65	194	Pontotoc	43	73	11	6,076	76	194
DeSoto	224	397	117	35,665	22	290	Prentiss	68	97	13	8,250	17	218
Forrest	465	843	323	69,503	10	242	Quitman	120	222	45	15,978	20	218
Franklin	60	95	43	8,068	21	218	Rankin	286	502	166	41,279	24	242
George	67	104	38	9,541	17	218	Scott	86	147	37	12,443	36	218
Greene	33	59	17	4,830	92	218	Sharkey	132	223	67	18,866	18	242
Grenada	142	227	56	19,207	10	242	Simpson	130	249	86	19,577	10	266
Hancock	113	181	59	16,296	12	266	Smith	37	66	10	5,564	110	218
Harrison	798	1,357	492	119,533	10	266	Stone	72	122	45	10,567	14	242
Hinds	1,811	3,357	1,081	276,265	10	314	Sunflower	616	968	374	88,509	18	242
Holmes	709	1,192	495	106,804	16	314	Tallahatchie	120	214	40	17,071	11	338
Humphreys	310	498	205	43,284	12	242	Tate	100	157	63	14,876	10	218
Issaquena	16	25	9	2,006	37	194	Tippah	72	111	20	9,533	58	242
Itawamba	63	95	28	9,013	45	211	Tishomingo	51	71	15	6,531	14	194
Jackson	592	1,055	444	89,710	11	290	Tunica	41	77	7	5,202	40	218
Jasper	80	149	40	11,503	21	218	Union	57	97	26	7,969	13	194
Jefferson	120	190	57	16,764	10	242	Walthall	134	241	74	19,437	10	266
Jefferson Davis	133	233	82	18,560	28	266	Warren	206	361	99	32,278	24	266
Jones	344	606	171	49,525	10	266	Washington	1,247	2,065	813	182,185	10	266
Kemper	75	121	32	10,290	12	242	Wayne	165	261	83	23,235	16	290
Lafayette	42	73	16	5,819	14	218	Webster	46	69	16	5,854	11	218
Lamar	94	159	56	13,651	14	242	Wilkinson	117	161	44	15,264	48	242
Lauderdale	468	885	249	68,714	10	266	Winston	207	340	138	29,246	11	242
Lawrence	38	44	15	4,766	24	170	Yalobusha	110	200	63	15,617	10	218
Leake	52	84	17	7,029	29	218	Yazoo	286	531	125	41,502	14	242
Lee	263	478	148	39,290	14	242							

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

TEMPORARY ASSISTANCE FOR NEEDY FAMILIES

INDIVIDUALS ELIGIBLE FOR ASSISTANCE¹ / JUNE 2002

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	30,334	10,043	878	439					
Adams.....	383	95	24	14	Leflore.....	823	270	11	6
Alcorn.....	153	8	-	-	Lincoln.....	217	57	-	-
Amite.....	73	13	-	-	Lowndes.....	518	186	38	22
Attala.....	212	64	8	4	Madison.....	804	244	17	3
Benton.....	69	17	-	-	Marion.....	244	79	18	8
Bolivar.....	919	356	76	42	Marshall.....	359	131	18	10
Calhoun.....	135	39	-	-	Monroe.....	308	102	-	-
Carroll.....	75	25	-	-	Montgomery.....	125	33	-	-
Chickasaw.....	217	68	16	3	Neshoba.....	169	51	-	-
Choctaw.....	110	25	5	4	Newton.....	128	31	-	-
Claiborne.....	228	73	6	-	Noxubee.....	370	119	4	3
Clarke.....	42	10	-	-	Oktibbeha.....	296	79	6	3
Clay.....	204	79	4	4	Panola.....	493	148	42	18
Coahoma.....	940	352	26	17	Pearl River.....	448	159	-	-
Copiah.....	233	60	-	-	Perry.....	152	62	-	-
Covington.....	112	32	-	-	Pike.....	643	206	5	4
DeSoto.....	397	117	22	9	Pontotoc.....	73	11	-	-
Forrest.....	843	323	20	11	Prentiss.....	97	13	-	-
Franklin.....	95	43	-	-	Quitman.....	222	45	-	-
George.....	104	38	-	-	Rankin.....	502	166	9	7
Greene.....	59	17	-	-	Scott.....	147	37	-	-
Grenada.....	227	56	-	-	Sharkey.....	223	67	-	-
Hancock.....	181	59	-	-	Simpson.....	249	86	11	4
Harrison.....	1,357	492	71	38	Smith.....	66	10	-	-
Hinds.....	3,357	1,081	109	52	Stone.....	122	45	-	-
Holmes.....	1,192	495	8	4	Sunflower.....	968	374	-	-
Humphreys.....	498	205	11	4	Tallahatchie.....	214	40	6	-
Issaquena.....	25	9	-	-	Tate.....	157	63	8	2
Itawamba.....	95	28	-	-	Tippah.....	111	20	-	-
Jackson.....	1,055	444	54	29	Tishomingo.....	71	15	-	-
Jasper.....	149	40	9	4	Tunica.....	77	7	-	-
Jefferson.....	190	57	15	7	Union.....	97	26	-	-
Jefferson Davis.....	233	82	21	12	Walthall.....	241	74	3	2
Jones.....	606	171	16	1	Warren.....	361	99	19	12
Kemper.....	121	32	-	-	Washington.....	2,065	813	102	57
Lafayette.....	73	16	-	-	Wayne.....	261	83	-	-
Lamar.....	159	56	-	-	Webster.....	69	16	-	-
Lauderdale.....	885	249	12	7	Wilkinson.....	161	44	-	-
Lawrence.....	44	15	3	3	Winston.....	340	138	6	3
Leake.....	84	17	-	-	Yalobusha.....	200	63	8	3
Lee.....	478	148	11	3	Yazoo.....	531	125	-	-

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

TEMPORARY ASSISTANCE FOR NEEDY FAMILIES
AMOUNT OF MONEY PAYMENTS
JULY 1, 2001 - JUNE 30, 2002

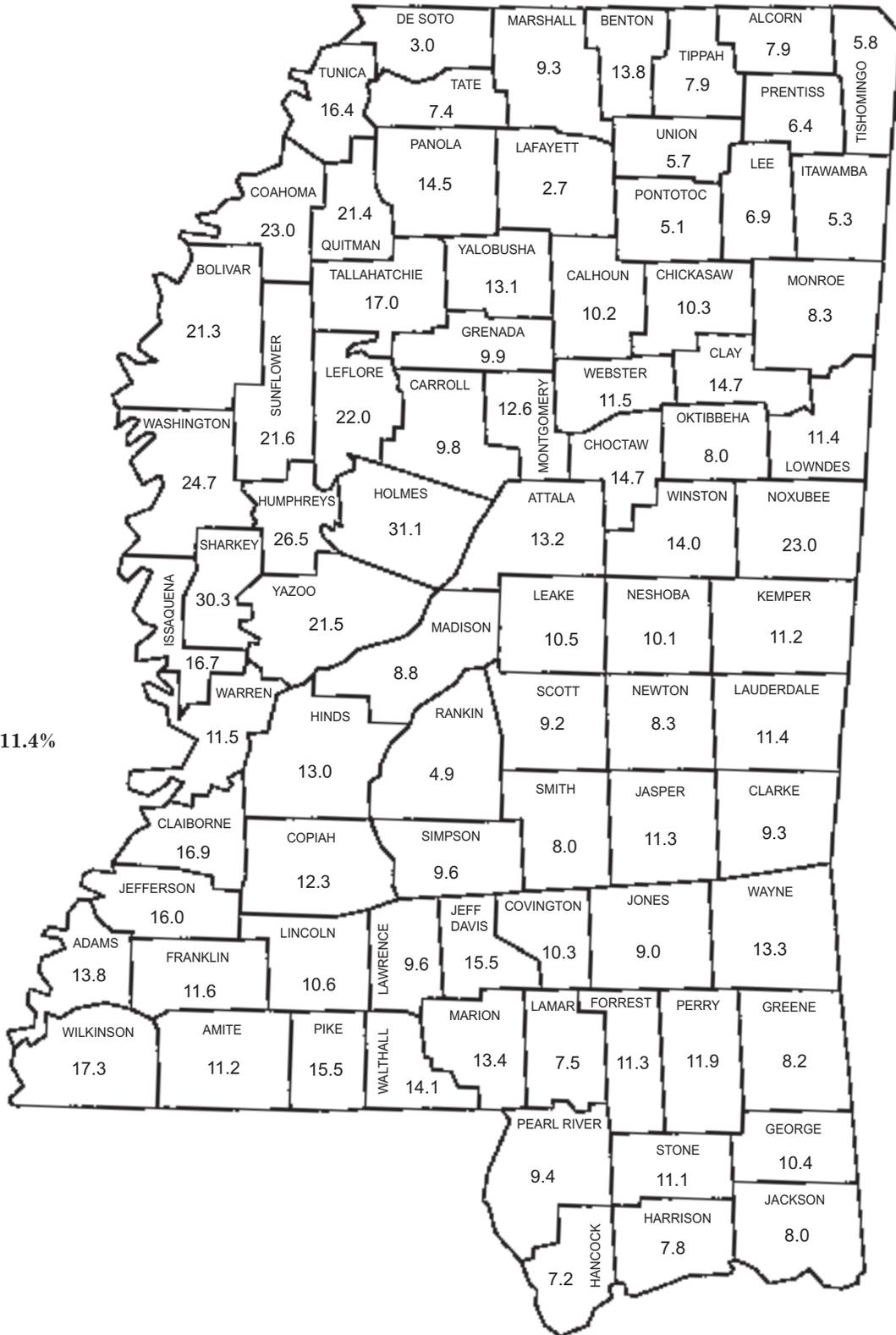
County	Payments	County	Payments
State Total	\$30,058,062		
Adams	357,078	Leflore	828,548
Alcorn	156,220	Lincoln	225,148
Amite	87,255	Lowndes	511,801
Attala	229,907	Madison	800,106
Benton	78,914	Marion	287,619
Bolivar	995,278	Marshall	387,583
Calhoun	115,012	Monroe	324,225
Carroll	82,394	Montgomery	112,986
Chickasaw	223,395	Neshoba	141,611
Choctaw	105,874	Newton	139,981
Claiborne	240,897	Noxubee	372,102
Clarke	54,951	Oktibbeha	283,374
Clay	207,077	Panola	465,245
Coahoma	890,341	Pearl River	496,565
Copiah	225,128	Perry	162,938
Covington	112,806	Pike	629,885
DeSoto	376,099	Pontotoc	71,023
Forrest	766,619	Prentiss	102,118
Franklin	97,206	Quitman	219,717
George	104,118	Rankin	467,840
Greene	78,248	Scott	156,585
Grenada	240,500	Sharkey	228,357
Hancock	186,109	Simpson	203,184
Harrison	1,327,772	Smith	69,467
Hinds	3,096,464	Stone	119,908
Holmes	1,170,548	Sunflower	996,802
Humphreys	434,400	Tallahatchie	206,229
Issaquena	34,235	Tate	194,214
Itawamba	122,722	Tippah	122,151
Jackson	1,000,686	Tishomingo	71,787
Jasper	145,433	Tunica	72,427
Jefferson	220,558	Union	96,131
Jefferson Davis	243,390	Walthall	213,352
Jones	614,473	Warren	395,703
Kemper	122,442	Washington	2,071,233
Lafayette	60,163	Wayne	247,814
Lamar	149,946	Webster	73,727
Lauderdale	869,489	Wilkinson	200,349
Lawrence	62,973	Winston	371,561
Leake	104,302	Yalobusha	185,233
Lee	453,494	Yazoo	486,517

PERCENTAGE OF MISSISSIPPI POPULATION RECEIVING FOOD STAMP BENEFITS JUNE 2002

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STATE: 11.4%



FOOD STAMP PARTICIPATION JUNE 2002

County	Households	Persons	Benefit Value	County	Households	Persons	Benefit Value
State Total	126,964	326,903	\$24,678,502				
Adams	1,702	4,687	361,007	Leflore	2,924	8,227	\$616,087
Alcorn	1,083	2,727	187,791	Lincoln	1,368	3,548	271,334
Amite	535	1,508	110,345	Lowndes	2,540	6,963	550,257
Attala	979	2,600	184,747	Madison	2,326	6,750	549,799
Benton	443	1,096	77,299	Marion	1,294	3,390	274,465
Bolivar	3,190	8,550	638,976	Marshall	1,258	3,275	275,404
Calhoun	623	1,519	105,457	Monroe	1,181	3,141	224,611
Carroll	404	1,053	72,629	Montgomery	587	1,525	108,225
Chickasaw	759	2,001	141,448	Neshoba	1,031	2,880	202,635
Choctaw	534	1,416	98,284	Newton	661	1,838	126,512
Claiborne	690	1,993	150,018	Noxubee	1,053	2,875	193,104
Clarke	613	1,669	117,756	Oktibbeha	1,261	3,362	256,969
Clay	1,191	3,203	246,522	Panola	1,716	5,015	361,686
Coahoma	2,353	6,931	521,590	PearlRiver	1,696	4,712	380,605
Copiah	1,332	3,545	263,049	Perry	545	1,456	122,968
Covington	665	2,019	140,818	Pike	2,198	6,041	480,535
Desoto	1,297	3,442	276,407	Pontotoc	528	1,379	93,247
Forrest	3,012	8,220	672,294	Prentiss	662	1,642	110,979
Franklin	345	971	68,905	Quitman	770	2,158	151,575
George	709	2,030	165,223	Rankin	2,190	5,828	482,893
Greene	413	1,098	79,016	Scott	903	2,610	190,515
Grenada	856	2,266	153,379	Sharkey	696	1,947	144,360
Hancock	1,204	3,184	248,813	Simpson	967	2,657	191,842
Harrison	5,518	14,708	1,169,883	Smith	412	1,288	86,896
Hinds	11,681	32,353	2,758,553	Stone	574	1,550	119,590
Holmes	2,433	6,673	522,007	Sunflower	2,633	7,328	565,374
Humphreys	908	2,898	206,407	Tallahatchie	758	2,484	157,519
Issaquena	119	372	25,072	Tate	716	1,905	147,335
Itawamba	491	1,220	84,269	Tippah	681	1,659	111,478
Jackson	3,873	10,571	911,582	Tishomingo	475	1,098	68,270
Jasper	703	2,072	147,941	Tunica	552	1,534	107,579
Jefferson	502	1,555	113,639	Union	556	1,461	104,017
Jefferson Davis	850	2,154	164,871	Walthall	748	2,174	160,014
Jones	1,944	5,788	411,053	Warren	1,975	5,696	482,773
Kemper	444	1,175	83,432	Washington	5,381	15,300	1,232,345
Lafayette	424	1,064	78,517	Wayne	1,033	2,828	203,321
Lamar	1,124	3,050	244,803	Webster	429	1,183	84,987
Lauderdale	3,188	8,828	687,873	Wilkinson	687	1,788	129,829
Lawrence	484	1,282	93,119	Winston	1,073	2,820	211,591
Leake	741	2,217	148,563	Yalobusha	657	1,737	125,493
Lee	1,923	5,302	397,155	Yazoo	2,118	5,973	466,166

FOOD STAMP BENEFIT VALUE

JULY 1, 2001 - JUNE 30, 2002

County	Benefit Value	County	Benefit Value
State Total	\$289,491,141	MSCAP¹	\$4,241,932
Adams	4,368,277	Leflore	7,316,523
Alcorn	2,118,269	Lincoln	3,014,256
Amite	1,261,412	Lowndes	6,447,415
Attala	2,191,097	Madison	6,571,065
Benton	946,108	Marion	3,221,220
Bolivar	7,285,677	Marshall	3,097,040
Calhoun	1,297,750	Monroe	2,972,388
Carroll	892,807	Montgomery	1,241,559
Chickasaw	1,741,985	Neshoba	2,284,002
Choctaw	1,064,780	Newton	1,488,834
Claiborne	1,760,756	Noxubee	2,290,222
Clarke	1,374,001	Oktibbeha	3,089,745
Clay	2,957,803	Panola	4,644,931
Coahoma	6,274,339	Pearl River	4,561,737
Copiah	3,048,592	Perry	1,448,535
Covington	1,661,671	Pike	5,576,955
Desoto	3,246,829	Pontotoc	1,182,727
Forrest	7,655,128	Prentiss	1,293,716
Franklin	825,472	Quitman	1,871,068
George	1,978,294	Rankin	5,352,490
Greene	1,004,591	Scott	2,279,572
Grenada	2,019,693	Sharkey	1,718,026
Hancock	2,901,113	Simpson	2,273,309
Harrison	13,569,672	Smith	1,056,298
Hinds	32,054,206	Stone	1,428,037
Holmes	6,187,943	Sunflower	6,699,482
Humphreys	2,370,744	Tallahatchie	1,897,245
Issaquena	302,791	Tate	1,718,641
Itawamba	1,049,344	Tippah	1,405,411
Jackson	10,395,053	Tishomingo	960,682
Jasper	1,644,116	Tunica	1,273,299
Jefferson	1,336,140	Union	1,271,738
Jeff Davis	1,965,771	Walthall	1,880,307
Jones	4,674,324	Warren	5,572,563
Kemper	920,782	Washington	14,473,459
Lafayette	997,750	Wayne	2,384,980
Lamar	2,717,622	Webster	980,605
Lauderdale	8,244,800	Wilkinson	1,542,761
Lawrence	1,161,748	Winston	2,525,599
Leake	1,810,304	Yalobusha	1,475,149
Lee	4,812,914	Yazoo	5,373,150

¹Mississippi Combined Application Project

FOOD STAMP PROGRAM
APPLICATIONS RECEIVED, APPROVED, AND DENIED
JULY 1, 2001 - JUNE 30, 2002

County	Received	Approved	Denied	County	Received	Approved	Denied
State Total	143,557	93,665	42,081				
Adams	1,671	1,009	517	Leflore	2,418	1,699	585
Alcorn	1,728	1,142	498	Lincoln	1,955	1,405	393
Amite	554	355	147	Lowndes	2,570	1,832	630
Attala	1,034	696	248	Madison	2,352	1,392	768
Benton	514	363	103	Marion	1,575	1,033	519
Bolivar	2,856	2,043	683	Marshall	1,812	991	798
Calhoun	781	485	222	Monroe	1,866	1,146	608
Carroll	470	297	131	Montgomery	664	404	192
Chickasaw	1,071	742	318	Neshoba	1,207	865	293
Choctaw	580	435	123	Newton	944	601	235
Claiborne	720	503	164	Noxubee	660	515	127
Clarke	911	552	283	Oktibbeha	2,728	1,357	1,055
Clay	1,451	892	486	Panola	1,958	1,254	719
Coahoma	2,248	1,602	597	Pearl River	2,469	1,579	708
Copiah	1,561	1,055	434	Perry	773	538	208
Covington	960	631	265	Pike	2,541	1,624	705
DeSoto	3,007	1,593	1,071	Pontotoc	920	598	290
Forrest	4,318	2,753	1,217	Prentiss	1,052	664	300
Franklin	440	290	111	Quitman	764	549	191
George	1,204	822	306	Rankin	3,323	2,010	1,220
Greene	645	400	200	Scott	1,217	733	423
Grenada	1,207	725	376	Sharkey	580	450	98
Hancock	2,349	1,534	626	Simpson	1,446	951	410
Harrison	9,660	5,842	3,102	Smith	661	399	241
Hinds	12,104	8,357	4,019	Stone	784	570	163
Holmes	1,703	1,190	412	Sunflower	2,574	1,844	634
Humphreys	754	537	164	Tallahatchie	725	516	188
Issaquena	122	81	31	Tate	1,101	612	407
Itawamba	877	504	280	Tippah	1,161	699	385
Jackson	5,991	3,815	1,745	Tishomingo	878	494	299
Jasper	860	555	266	Tunica	734	523	151
Jefferson	418	257	137	Union	984	607	326
Jefferson Davis	922	610	233	Walthall	850	552	254
Jones	2,935	1,734	879	Warren	2,742	1,517	1,133
Kemper	434	260	135	Washington	4,027	3,138	812
Lafayette	1,181	634	438	Wayne	1,077	754	257
Lamar	1,694	1,064	505	Webster	548	377	139
Lauderdale	4,231	2,508	1,259	Wilkinson	569	353	133
Lawrence	656	433	173	Winston	1,132	761	303
Leake	908	570	298	Yalobusha	705	495	202
Lee	3,129	2,032	939	Yazoo	1,850	1,311	405
				MSCAP¹	1,802	2,051	33

¹Mississippi Combined Application Project

FOSTER HOME CARE PAYMENTS

JULY 1, 2001 - JUNE 30, 2002

County	Payments	County	Payments
State Total	\$6,012,137.56		
Adams.....	91,854.98	Lee.....	127,681.36
Alcorn.....	68,162.96	Leflore.....	24,177.65
Amite.....	13,192.72	Lincoln.....	31,009.27
Attala.....	19,236.13	Lowndes.....	197,076.70
Benton.....	1,854.84	Madison.....	44,810.79
Bolivar, E.....	98,660.27	Marion.....	7,897.04
Bolivar, W.....	41,012.70	Marshall.....	74,960.72
Calhoun.....	2,096.52	Monroe.....	174,143.63
Carroll.....	0.00	Montgomery.....	7,679.08
Chickasaw, E.....	4,060.41	Neshoba.....	10,084.01
Chickasaw, W.....	26,641.75	Newton.....	7,351.90
Choctaw.....	2,541.78	Noxubee.....	2,610.00
Claiborne.....	15,449.01	Oktibbeha.....	18,868.60
Clarke.....	63,620.25	Panola.....	60,218.75
Clay.....	82,941.14	Pearl River.....	211,291.75
Coahoma.....	140,898.63	Perry.....	18,297.99
Copiah.....	55,865.93	Pike.....	35,798.08
Covington.....	32,229.57	Pontotoc.....	18,447.23
DeSoto.....	154,869.75	Prentiss.....	125,215.98
Forrest.....	291,049.14	Quitman.....	5,272.58
Franklin.....	42,969.14	Rankin.....	77,662.85
George.....	18,026.71	Scott.....	5,542.17
Greene.....	9,135.00	Sharkey.....	9,165.00
Grenada.....	39,264.07	Simpson.....	3,408.16
Hancock.....	168,717.46	Smith.....	11,547.95
Harrison.....	438,750.14	Stone.....	47,465.81
Hinds.....	551,491.56	Sunflower.....	154,225.22
Holmes.....	28,358.70	Tallahatchie.....	19,986.48
Humphreys.....	84,346.82	Tate.....	66,418.09
Issaquena.....	0.00	Tippah.....	24,684.44
Itawamba.....	34,019.83	Tishomingo.....	87,229.95
Jackson.....	611,998.69	Tunica.....	63,459.87
Jasper.....	31,426.94	Union.....	86,484.60
Jefferson.....	24,163.69	Walthall.....	17,882.22
Jefferson Davis.....	1,454.62	Warren.....	140,178.28
Jones.....	131,730.04	Washington.....	157,591.14
Kemper.....	13,528.23	Wayne.....	4,811.63
Lafayette.....	49,101.29	Webster.....	8,564.71
Lamar.....	39,666.40	Wilkinson.....	40,064.57
Lauderdale.....	114,124.25	Winston.....	45,551.29
Lawrence.....	2,616.67	Yalobusha.....	13,377.68
Leake.....	6,370.76	Yazoo.....	76,442.85

CHILD SUPPORT CASES

JUNE 2002

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	56,514	265,384	3,424				
Adams	957	4,912	16	Lee	1,032	4,920	7
Alcorn	381	1,857	15	Leflore	1,437	6,278	9
Amite	225	1,262	1	Lincoln	602	2,647	4
Attala	432	2,110	1	Lowndes	1e+03	6,021	32
Benton	165	687	4	Madison	945	5,231	6
Bolivar, E.	1e+03	5,307	15	Marion	675	2,806	4
Bolivar, W.	450	1,458	8	Marshall	917	3,079	29
Calhoun	239	1,190	6	Monroe	750	2,896	8
Carroll	169	1,015	2	Montgomery	255	1,185	2
Chickasaw, E.	179	654	7	Neshoba	405	2,692	20
Chickasaw, W.	191	1,088	8	Newton	317	2,051	30
Choctaw	207	978	6	Noxubee	599	1,961	9
Claiborne	402	1,590	21	Oktibbeha	612	3,445	21
Clarke	236	1,506	20	Panola	1e+03	4,473	8
Clay	530	2,642	6	Pearl River	769	2,962	3
Coahoma	1e+03	5,485	6	Perry	255	1,000	0
Copiah	533	3,352	5	Pike	1e+03	4,414	7
Covington	343	1,660	19	Pontotoc	199	1,464	5
DeSoto	879	4,120	51	Prentiss	238	1,212	11
Forrest	2e+03	7,295	15	Quitman	384	1,532	3
Franklin	202	798	1	Rankin	790	6,215	42
George	235	1,158	4	Scott	452	3,386	79
Greene	167	616	1	Sharkey	309	1,101	2
Grenada	522	2,084	13	Simpson	424	2,148	7
Hancock	520	2,871	23	Smith	184	1,191	0
Harrison	3e+03	14,622	123	Stone	281	1,251	6
Hinds	5e+03	27,535	86	Sunflower	1e+03	5,342	24
Holmes	1e+03	3,777	9	Tallahatchie	390	2,085	3
Humphreys	605	1,910	1	Tate	460	2,086	30
Issaquena	53	183	0	Tippah	244	1,225	5
Itawamba	201	896	4	Tishomingo	173	841	3
Jackson	2e+03	10,372	370	Tunica	360	1,425	42
Jasper	306	1,766	9	Union	273	1,334	5
Jefferson	394	1,203	7	Walthall	340	1,348	5
Jefferson Davis	378	1,738	6	Warren	992	5,891	20
Jones	1e+03	5,831	210	Washington	3e+03	10,281	10
Kemper	242	999	6	Wayne	574	2,184	29
Lafayette	344	1,993	22	Webster	193	695	8
Lamar	366	2,184	2	Wilkinson	373	1,468	1
Lauderdale	1e+03	8,109	30	Winston	616	2,114	4
Lawrence	194	1,172	4	Yalobusha	305	1,231	2
Leake	291	2,168	3	Yazoo	984	4,001	4
				CRDU ²	5	111	1709
				SPL ³	0	8	0

¹ Includes IV-E Foster Care (FC) Cases² Centralized Receipting and Disbursement Unit³ State Parent Locator

TOTAL EXPENDITURES BY BUDGET UNIT
JULY 1, 2001 - JUNE 30, 2002

Major Objects of Expenditure							
Budget Unit	Salaries	Travel	Contractual Services	Commodities	Capital Outlay-Equipment	Subsidies, Loans and Grants	Total
Economic Assistance	\$44,776,759	\$506,328	\$36,433,204	\$519,210	\$583,701	\$68,007,653	\$150,826,855
Child Support Enf.	17,084,260	272,476	6,961,512	163,354	209,886	8,969,737	33,661,225
Fam. & Children's Svcs.	23,300,090	2,157,666	19,248,327	260,398	1,460,664	24,316,074	70,743,219
Children and Youth	679,792	12,058	370,574	17,544	692	83,614,173	84,694,833
SSBG	134,312	3,487	68,679	3,405	-0-	18,192,363	18,402,246
Aging & Adult Services	455,653	12,311	152,849	29,049	-0-	18,140,383	18,790,245
Youth Services	16,279,873	141,912	2,044,974	1,284,963	50,870	6,214,183	26,016,775
Community Services	461,211	34,648	412,574	30,763	14,164	22,889,771	23,843,131
Support Services	8,516,895	129,805	2,771,783	101,032	42,634	44,712	11,606,861
Total	\$111,688,845	\$3,270,691	\$68,464,476	\$2,409,718	\$2,362,611	\$250,389,049	\$438,585,390

SOURCE OF FUNDING BY BUDGET UNIT
JULY 1, 2001 - JUNE 30, 2002

Major Objects of Expenditure				
Budget Unit	Federal	State	Other	Total
Economic Assistance	\$116,021,415	\$30,379,001	\$4,426,439	\$150,826,855
Child Support Enf.	17,532,857	6,559,255	9,569,113	33,661,225
Fam. & Children's Svcs.	49,038,627	20,727,406	977,186	70,743,219
Children and Youth	81,430,564	3,264,269	-0-	84,694,833
SSBG	18,402,246	-0-	-0-	18,402,246
Aging & Adult Services	18,046,455	493,790	250,000	18,790,245
Youth Services	9,434,349	16,528,151	54,275	26,016,775
Community Services	23,843,131	-0-	-0-	23,843,131
Support Services	6,968,313	4,578,282	60,266	11,606,861
Total	\$340,717,957	\$82,530,154	\$15,337,279	\$438,585,390

OUT OF STATE TRAVEL FISCAL YEAR 2002

NOTE: All Expenditures recorded on this form must be totaled and said total must agree with the out-of-state travel amount indicated for FY 2002 on Form MBR - 1, line 1.A.2.b.

Employee's Name	Destination	Purpose	Cost
Janis Bond	Nashville, TN	\$6 Million Club Coordinator's Meeting	\$244.04
Janis Bond	Grand Rapids, MI	National Associate of Program Information and Performance Measurements	\$784.55
Janis Bond	Atlanta, GA	\$6 Million Dollar Club/Food Stamp Strategic Planning Meeting	\$377.15
Pamela Simpson	Atlanta, GA	\$6 Million Dollar Club/Food Stamp Strategic Planning Meeting	\$741.66
Ronza Anderson	Atlanta, GA	WINSAGA Training for Weatherization Programs	\$515.82
Ronza Anderson	Tampa, FL	Southeast Regional Weatherization Technical Training	\$730.00
Ronza Anderson	Washington, DC	National Association of State Community Services	\$1,566.78
Maxine W. Baggett	New Orleans, LA	AJCA Annual Meeting regarding Interstate Compact	\$760.68
Cynthia Balius	Birmingham, AL	\$6 Million Club Conference	\$39.00
Cynthia Balius	Atlanta, GA	Southeastern Regional Payment Accuracy Video	\$793.00
Cynthia Balius	Knoxville, TN	Enhanced Funding Video Task Force	\$380.20
Jayne Boughtman	Alexandria, LA	Accompanied Regional SW Advance for out of Home Investment	\$129.58
Willie Blackmon	Longmont, CO	Fourth National Juvenile Justice Training Needs Assessment Forum	\$18.00
Willie Blackmon	Charlotte, NC	17th Annual National Juvenile Corrections and Detention Forum	\$133.00
Janis Bond	Birmingham, AL	\$6 Million Club Conference	\$71.50
Janis Bond	Dallas, TX	Farm Bill Training	\$589.46
Thelma Brittain	Birmingham, AL	\$6 Million Club Conference	\$506.37
Nichoras Carrena	Philadelphia, PA	NARA 2001 Licensing Seminar	\$360.50
Edna Caston	Salt Lake City, UT	Third National Training Conference of National Senior Service Corps Grantees	\$1,104.50
Edna Caston	Washington, DC	National Family Caregiver Support Program	\$626.16
Edna Caston	Myrtle Beach, SC	The New Millennium: An Aging Kaleidoscope	\$1,051.78
Edna Caston	Dallas, TX	2001 Operation Restore Trust Bi-Regional Conference	\$808.70
Melva Chatman	Salt Lake City, UT	Third National Training Conference of National Senior Service Corps Grantees	\$997.00
John Christmas	Atlanta, GA	Regional TANF Data Reporting Meeting	\$544.59
John Christmas	Grand Rapids, MI	National Associate of Program Information and Performance Measurements	\$894.06
Alyce Clark	Glorieta, NM	Destination Future, 2001	\$402.75
Phoebe J. Clark	San Francisco, CA	Adoption Pathways & Partnerships Conference	\$477.54
Phoebe J. Clark	San Francisco, CA	Adoption: Pathways & Partnerships	\$1,737.00
Phoebe J. Clark	Miami, FL	Conference Rewriting the Scrip: Lifting Up Achievement	\$1,183.07
Lizabeth Collier	Birmingham, AL	\$6 Million Club Conference	\$45.64
Carolyn Cotton	Arlington, TX	12th Annual Family Preservation Institute Conference	\$388.67
Carolyn Cotton	Arlington, TX	12th Annual Family Preservation Institute Conference	\$297.00
Ivory Craig	Atlanta, GA	16th National Conference of Chronic Disease	\$75.00
Ivory Craig	Atlanta, GA	Reach 2001 National Train the Trainer Workshop	\$762.03
Derrick B. Crawford	Birmingham, AL	\$6 Million Club Conference	\$216.59
Ronnie Crawford	Phoenix, AZ	APHSAs Excellence in Child Welfare Leadership Conference	\$493.05
Dennis Daniels	FT. Lauderdale, FL	Conference on Clinical Updates in Correctional Health Care	\$161.44
Carolyn Deiorio	Birmingham, AL	\$6 Million Club Conference	\$18.35
Stanley Ellis	FT. Lauderdale, FL	Conference on Clinical Updates in Correctional Health Care	\$150.98
Misty W. Evans	Nashville, TN	Team 2001 Meeting	\$216.18
Misty W. Evans	Nashville, TN	Team 2001 Meeting	\$545.09
Elizabeth Fort	Washington, DC	National Child Care State Administrators Meeting	\$976.36
Marilyn Gouguet	Evergreen, CO	Meeting Intermediate Level of Training in Attachment Disorder	\$17.83
Rita C. Graham	Chicago, IL	National Association of Foster Care Reviewers Meeting	\$350.00

OUT OF STATE TRAVEL FISCAL YEAR 2002

NOTE: All Expenditures recorded on this form must be totaled and said total must agree with the out-of-state travel amount indicated for FY 2002 on Form MBR - 1, line 1.A.2.b.

Employee's Name	Destination	Purpose	Cost
Betty B.Green	Dallas, TX	2001 Operation Restore Trust Bi-Regional Conference	\$724.65
Robert A. Hamrick	Chicago, IL	National Association of Foster Care Reviewers Meeting	\$352.28
Delores A. Harris	Atlanta, GA	Meeting -National Adoption Technology for the New Millennium	\$933.23
Cherri M. Hedglin	Washington, DC	The 7th National Child Welfare Conference	\$493.50
Cherri M. Hedglin	Washington, DC	Collaboration Counts Working Together to Strengthen America	\$794.83
Loraine C. Hill	Birmingham, AL	\$6 Million Club Conference	\$70.48
Edna F. Hollie	San Francisco, CA	Adoption Pathways & Partnerships Conference	\$1,075.54
Edna F. Hollie	San Francisco, CA	Adoption: Pathways & Partnerships	\$1,160.00
Michael Howard	FT. Lauderdale, FL	Conference on Clinical Updates in Correctional Health Care	\$162.03
Brent Hurley	Grand Rapids, MI	National / Alliance of CTF'S Roof Sit	\$457.92
Nira Coleman-Johnson	Atlanta, GA	Early Learning Regional Conference	\$940.05
Sophia Kelly	Washington, DC	To Hand off Teen Foster Child to Relative Meeting	\$200.00
Barbara Kinnel	Birmingham, AL	\$6 Million Club Conference	\$253.75
Samuel Lee	Washington, DC	The 7th National Child Welfare Conference	\$1,255.23
Sanuel Lee	Washington, DC	CFSR Meeting at the National Child Welfare Resource Center	\$278.50
Rita G. Lollar	Aliceville, AL	Alabama Council on Welfare Fraud	\$266.77
Kimberly Lynn	Nashville, TN	Team 2001 Meeting	\$168.18
Nelson V. Mangold	New Orleans, LA	Partnership for Safe Schools Workshop	\$347.01
Derrick L. McBeth	Glorieta, NM	Destination Future, 2001	\$404.50
Alsee McDaniel	Birmingham, AL	\$6 Million Club Conference	\$871.66
Anniece McLemore	Monroe, LA	20th Annual LA Long-Term Care Ombudsman Program Conference	\$263.43
Anniece McLemore	Washington, DC	National Citizens for Nursing Home Reform Annual Training	\$247.00
Lee Samuel Michael	Memphis, TN	National Grant Makers Forum	\$151.11
Michael W. Miller	Birmingham, AL	\$6 Million Club Conference	\$241.34
Alfreda Moody	Nashville, TN	Team 2001 Meeting	\$168.18
Judy Mullins	Alexandria, VA	Treasury Offset Program Workshop	\$1,108.33
Carrie Munson	Memphis, TN	Family Sessions and IEP'S	\$69.00
Barbara G. Murphy	Florence, AL	Field Supervisor Seminar	\$173.19
Glen A. Newton	Chicago, IL	National Association of Foster Care Reviewers Meeting	\$350.00
Glen A. Newton	Chicago, IL	National Association of Foster Care reviewers Meeting	\$492.24
John Noble	Birmingham, AL	\$6 Million Club Conference Planning Meeting	\$569.78
John Noble	Columbus, GA	The User Acceptance Test for the Mississippi EBT	\$409.22
Sollie Norwood	Columbia, SC	Fiscal Training Seminar 2001	\$1,501.60
Sollie Norwood	Atlantic Beach, NC	Southeastern 2001 Annual Training Conference	\$751.53
Sollie Norwood	Annapolis, MD	Mississippi Results Oriented Management and Accountability Training Session for Maryland/North Carolina	\$1,254.80
Sollie Norwood	Atlanta, GA	Community Services Block Grant / Head Start Meeting	\$689.16
Sollie Norwood	Atlanta, GA	2002 Year of the Family - Strengthening Fatherhood and Healthy Families	\$1,937.02
Sollie Norwood	Charleston, SC	Mississippi Results Oriented Management and Accountability Training Session	\$960.09
Sollie Norwood	Kansas City, MO	2001 National Association of Community Action Agencies Annual Conference	\$993.59
Sollie Norwood	Seattle, WA	National Association of Community Action Agencies Annual Training Conference	\$448.00
Sollie Norwood	Washington, DC	National Association of State Community Services Programs Conference	\$1,596.03
Jim Obrien	Memphis, TN	Meeting At Youth Villages	\$270.13

OUT OF STATE TRAVEL FISCAL YEAR 2002

NOTE: All Expenditures recorded on this form must be totaled and said total must agree with the out-of-state travel amount indicated for FY 2002 on Form MBR - 1, line 1.A.2.b.

Employee's Name	Destination	Purpose	Cost
Sue Perry	Atlanta, GA	Title IV Audit Finding Appeal	\$453.00
Desira Perry	Nashville, TN	Team 2001 Meeting	\$146.73
Desira Perry	Nashville, TN	Team 2001 Meeting	\$168.18
Clarence Powell	Charlotte, NC	17th Annual National Juvenile Corrections and Detention Forum	\$61.24
Celeste Proulx	New Orleans, LA	Team Meeting	\$50.37
Celeste Proulx	New Orleans, LA	Team Meeting	\$260.83
Shirley Rainey	Myrtle Beach, SC	The New Millennium: An Aging Kaleidoscope	\$1,016.76
Shirley Rainey	Washington, DC	National Family Caregiver Support Program	\$706.00
Barbara R. Rayburn	Atlanta, GA	Southeast Coalition on Prevention and Investigation of Child Deaths	\$809.98
Carol A. Reid	Nashville, TN	Team 2001 Meeting	\$216.18
Carol A. Reid	Nashville, TN	Family Planning Training Conference	\$137.46
Gloria M. Richardson	Mobile, AL	Independent Living Retreat	\$54.02
Zenotha Robinson	Birmingham, AL	\$6 Million Club Conference	\$281.67
Tina Ruffin	Little Rock, AR	Energy Low Income Summit	\$356.79
Tina Ruffin	Atlanta, GA	2001 National Weatherization Training Conference	\$866.98
Tina Ruffin	Atlanta, GA	Community Services Block Grant / Head Start Meeting	\$358.04
Tina Ruffin	Atlanta, GA	2002 Year of the Family - Strengthening Fatherhood and Healthy Families	\$889.41
Tina Ruffin	Ft. Lauderdale, FL	Joint Low Income Energy Conferences: National Fuel Funds Network and National Low Income Energy Consortium Conferences	\$1,060.00
Tina Ruffin	Washington, DC	National Association of State Community Services Programs Conference	\$1,582.53
Herbert A. Scott	Birmingham, AL	\$6 Million Club Conference	\$118.04
Pamela Simpson	Nashville, TN	\$6 Million Club Coordinator's Meeting	\$545.57
Pamela Simpson	Birmingham, AL	\$6 Million Club Coordinator's Meeting	\$607.05
Robin Smith	Alexandria, VA	Treasury Offset Program Workshop	\$1,108.33
Sarah Smith	Atlanta, GA	National Family Child Care Convention	\$635.87
Jane Smith	Atlanta, GA	Nutrition Education State Plan Meeting	\$465.50
Jane Smith	Atlanta, GA	Food Stamp Program Nutrition Education Plan Preparation	\$690.73
Lillie Smith	Columbia, SC	Fiscal Training Seminar 2001	\$1,497.20
Lillie Smith	Charleston, SC	Mississippi Results Oriented Management and Accountability Training Session	\$971.76
Cheryl Sparkman	Birmingham, AL	\$6 Million Club Conference	\$126.53
Mary E. Stanton	Birmingham, AL	\$6 Million Club Conference	\$81.16
Arnette Stevenson	Columbus, GA	The User Acceptance Test for the Mississippi EBT	\$539.95
Vannie W. Sturgis	Greenville, SC	Southeastern Exchange, Annual Board Meeting	\$92.00
Betty Sullivan	Seattle, WA	Private Sector Options for Juvenile Corrections	\$316.17
Amerita Tell	Washington, DC	Temporary Assistance to Needy Families	\$312.45
Gloria Thornton	Washington, DC	6th Annual Child Welfare Demonstration Projects Meeting	\$675.00
Gloria Thornton	Atlanta, GA	Title IV-E Audit Finding Appeal	\$640.47
Gloria Thornton	Washington, DC	6th Annual Child Welfare Meeting	\$270.51
Gloria Thornton	Phoenix, AZ	APHSA'S Excellence in Child Welfare Leadership Conference	\$552.25
Julia Todd	Seattle, WA	Private Sector Options for Juvenile Corrections	\$309.15
Sergio A. Trejo	Birmingham, AL	Southeast Regional Conference on Child Fatalities	\$330.94
Sergio A. Trejo	Atlanta, GA	Southeast Coalition on Prevention and Investigation of Child Deaths	\$808.34
Sergio A. Trejo	New Orleans, LA	Louisiana Southern Region Military & Civilian Job Fair	\$169.00
Edna Watts	Atlanta, GA	National Family Child Care Convention	\$1,121.62
Edna Watts	Washington, DC	National Child Care State Administrators Meeting	\$708.65

OUT OF STATE TRAVEL FISCAL YEAR 2002

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Employee's Name	Destination	Purpose	Cost
Edna Watts	Atlanta, GA	Early Learning Regional Conference	\$911.52
Jeff Wedgeworth	New Orleans, LA	Partnership for Safe Schools Workshop	\$172.50
Gwendolyn Williams	Birmingham, AL	\$6 Million Club Conference	\$71.11
Robin E. Wilson	Washington, DC	NCANDS and NDAS Executive Steering Committee	\$574.24
Robin E. Wilson	Washington, DC	NCANDS and NDAS Executive Steering Committee	\$875.00
Gail S. Young	Memphis, TN	2001 Youth Villages Odyssey	\$232.01

FINANCIAL INFORMATION

VEHICLE REPORT

Agency Name: DYS - Mississippi Youth Corrections Complex (Oakley), Raymond, MS

Vehicle Type	Model Year	Model	Use	Tag Number	Mileage 6/30/02	Average Miles Per Year	Replacement Proposed		Comments
							FY03	FY 04	
School Bus	1984	GMC	Transport Students Campus Only	G-10845	101,678	8,393			
Van	1993	GMC	Maintenance	G-02073	79,119	5,000			
Sedan	1993	Ford	Oakley Corr. Fac. Unit I (Boys)	G-07016	139,704	15000		Replace	
Pickup	1994	Ford	Warehouse	S-14649	43,389	3,328			
Van	1994	Dodge	Security	S-14650	106,125	13,500			
Van	1994	Ford	Maintenance	G-08185	80,140	10,000			
Station Wagon	1994	Olds	Clinic	S-14496	111,117	2,600			
Van	1995	Ford	Oakley Corr. Fac. Unit IV (Ironwood)	S-16104	42,560	4,200			
Pickup	1995	Ford	Security	S-15932	50,134	5,000			
Pickup	1996	Ford	Campus Maintenance	S-16343	45,403	3,500			
Pickup	1997	Ford	Security	G-01435	63,394	14,000			
Van	1997	Dodge	Dining Hall	G-01635	17,853	5,000			
Station Wagon	1997	Ford	Administration	G-01436	25,975	5,000			
Pickup	1998	Ford	Security	G-06014	44,178	16,000			
Pickup	1998	Ford	Maintenance	G-05796	41,634	15,000			
Van	1999	Dodge	Security	G-10767	50,292	20,000			
Station Wagon	1999	Ford	Administration	G-10766	15,827	6,000			
Pickup	2000	Dodge	Administration	G-14432	14,042	10,000			
Pickup	2000	Dodge	Oakley Corr. Fac. Unit I	G-14433	18,086	10,000			
Van	2000	Dodge	Security	G-14073	N/A	N/A			Salvaged 12/00

VEHICLE REPORT

Agency Name: DYS - Columbia Campus, Columbia, MS

Vehicle Type	Model Year	Model	Use	Tag Number	Mileage 6/30/02	Average Miles Per Year	Replacement Proposed		Comments
							FY03	FY 04	
Truck	1975	Ford	Campus Maintenance	S-1045	80,010	2,000			Poor Condition
Truck	1982	Ford	Campus Maintenance	S-9155	111,373	7000			Poor Condition
Truck	1985	GMC	Campus Maintenance/Forestry	S11179	106,831	1800			Poor Condition
Truck	1990	Dodge	Security Staff, Administration, Staff	S-12057	59,372	6000		Replace	Poor Condition
Car	1991	Chev.	Security Staff	G-00444	128,952	2800			Fair Condition
Car	1993	Ford	Security Chief, Staff	G-07015	111,927	45,000			Fair Condition
Van	1994	Ford	Security Staff, Administration, Staff	S-14859	82,507	18,000			Good Condition
Van	1995	Ford	Staff, Counseling, Administration	S-15288	75,960	33,206			Good Condition
Truck	1995	Ford	Duty Personnel, Admin., Staff	S-15456	41,656	5200			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	12000			Excellent
Van	1997	Dodge	Counseling, Administration, Staff	G-02689	53,560	25,000			Excellent
Van	1997	Dodge	Duty Personnel, Admin., Staff	G-03455	23,882	14,000			Excellent
Truck	1998	Ford	Duty Personnel, Admin., Staff	G-05765	14,545	7500			Excellent
Van	1998	Ford	Duty Personnel, Admin., Staff	G-06021	34,228	11,000			Good Condition
Station Wagon	1998	Ford	Administration, Duty Personnel	G-07391	27,108	6,800			Excellent
Van	1999	Dodge	Student Transport	G-10813	6,621	2400			Excellent
Truck	1999	Dodge	Administration, Duty Personnel	G-10814	7,299	2400			Excellent
Van	2000	Dodge	Administration	G-13898	18,989	12,000			Good Condition
Truck	2000	Dodge	Administration	G-15481	8,968	4,000			Good Condition

Contacts

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Carleen Hicks.....	359-4332

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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
Estell Kelly	359-4180
Richard Davidson	359-9667
Leigh Robinson	359-4416
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Idetra Berry, Office of Communications.....	359-4517
Janet Mobley, Office of Communications	359-9669

DIVISIONS

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Cornelius Powell, Division Director, Program Integrity	359-4908

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 Quency Coleman, Abstinence Unit359-5036
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