**MISSION STATEMENT AND PROGRAM OVERVIEW**

**CDS FAMILY & BEHAVIORAL HEALTH SERVICES, INC.**

CDS is a not for profit organization that has produced programs of quality, innovation and progressiveness since 1970. All services provided by CDS strive for family preservation. The corporation dedicates its efforts to providing excellence in youth and family services.

The mission for CDS is:”***Empowering Youth & Building Strong Families for a Brighter Tomorrow”***

CDS is a multi-program agency administered through a central office. The programs and their funding sources are:

Interface/Family Action: Program for runaway, truant, throwaway/lockout and ungovernable youth and families in crisis (state, federal, local)

Prevention: Substance abuse prevention programs for youth, families and adults (state, federal, local)

SNAP®, which stands for STOP NOW AND PLAN, is an evidence-based, cognitive-behavioral model that helps troubled children and their parents learn how to effectively manage their emotions and ‘keep problems small.

Administration: Centralized Fiscal, Personnel, and Program Management

Each of these programs has distinct goals and activities, which are consistent with the organization's mission.

**Interface Youth Program:** Program for Youth and Families in Crisis

Locations:

**Interface Central (20 Beds)** **Interface East (12 Beds) Interface Northwest (12 Beds)**

1400 NW 29th Road 2919 Kennedy Street 1884 SW Grandview Street

Gainesville, FL 32605 Palatka, FL 32177 Lake City, FL 32025

(352) 244-0618 (386) 385-0405 (386) 487-0190

FAX 244-0699 FAX 385-0410 FAX 487-0195

Why runaway services?

An estimated 900-1,000 young people who have run away from home travel through north central Florida each year. Previously these youth were held in secure detention facilities with criminal offenders but with the passage of the Juvenile Justice and Delinquency Prevention Act of 1974, runaways could no longer be held in secure detention. Volunteer foster homes were used to house these youth, but arrangements were often time-consuming and difficult.

Frequently the homes served only as places to sleep and eat until the youth was returned home, possibly to run again at the first opportunity. A place was needed where all runaways could go to eat, sleep, talk to counselors and others like themselves, and with a clearer state of mind make some decision about the next step.

The Alachua County Juvenile Committee endorsed CDS Family & Behavioral Health Services, Inc.'s efforts to secure funding in 1974. On October 1, 1976, all the planning, writing, waiting, and working paid off as CDS Family & Behavioral Health Services, Inc.'s runaway shelter opened its doors to these displaced young people. Our second shelter, Interface East, opened in June 1997, and our third shelter, Interface Northwest, opened in June 1998.

Today the goal of CINS/FINS services is to strengthen families and prevent juvenile crime and child abuse pursuant to 984 Florida Statutes. At risk youth will be served by providing a continuum of services to include short term shelter, counseling and case management. Youth who qualify are not currently adjudicated delinquent or dependent.

Who comes?

Any youth aged 10-17 who is thinking of running away, who actually has run away, or who has been ejected from home, or who is ungovernable or truant, or who is involved with the Courts for runaway, ungovernable, truant behaviors or domestic violence and who is currently within our 11-county catchment area are appropriate for residential services or on a non-residential basis youth 6-17 are eligible for services.

What happens when they come? (Service Approach)

Access to services is handled through a centralized intake and screening process, which is available 24 hours per day, 365 days per year.

- Screening for Eligibility: Staff who determines eligibility for CINS/FINS services, provides information and referral, intervention for crisis situations and initiate the assessment process for the Interface Youth Program.

- The youth/family is met by a staff that talks with them about the current situation and explains our program.

- If the youth decides to stay, an individual counselor will be assigned to develop with the youth an individualized plan based upon assessment data that is gathered to address the youth/family’s needs.

- The counselor and youth will meet typically at least three times per week (unless otherwise specified by their individual plan) during the youth's stay to discuss alternatives and explore options for the future. The counselor also assists the youth in contacts with parents, other relations, schools, and other agencies.

- Family counseling is provided on a weekly basis if possible and groups are held at least five times per week, in which the youth is expected to participate (unless otherwise specified by their individual plan).

***How long do they stay?*** The average length of stay is typically 19 days, but may stay up to 35days.

***What happens when they leave? (Desired Outcomes)***

It is our hope that all youth who seek services through Interface will personally grow from the experience and take with them practical skills that will aide them to be safer and more self-sufficient; feel better and more secure about themselves; know how to advocate for their needs appropriately; and lead productive lives based on seeking the fulfillment of personal aspirations and goals. Beyond that, the Florida Network of Youth and Family Services and the Department of Juvenile Justice have specific outcome measures, which provide our program benchmarks to further assess achievement. Those standards are as follows:

 A. Performance Outputs

1. Goal: 100% of youth served will complete services. Completers are those youth or families that meet the following criteria:

1. Services completed, aftercare planned
2. Services completed, no referral made
3. Services completed, referral made
4. Family voluntarily withdrew

Measure: This shall be measured by reviewing the youth admission information and subsequent release in NetMIS.

Minimum Standard: 85% of youth served will complete services.

2. Goal: 99% of youth admitted to services will have an intake completed and a Needs Assessment initiated.

Measure: Intake and Assessment data completed in NetMIS.

Standard: At least 99% of youth admitted to services will have an intake completed and a Needs Assessment initiated.

3. Goal: At least 90% of youth will receive a 30 and 60 day follow-up call after discharge.

Measure: 30 and 60 day follow-ups completed in NetMIS.

Standard: 90% of youth completing the program will receive a 30 and 60 day follow-up.

B. Outcomes

1. Youth Arrests During Placement (ADP) Rate

Goal: Zero (0) arrests during placement

Measure: The number of youth arrested at program for offenses occurring while in the program, regardless of whether the case is filed with the court. Arrest information is gathered from the CCC database. Each youth arrested in any given incident is counted individually. If a youth is arrested for more than one CCC incident, each arrest is counted.

Standard: 97% of youth will have no arrests during services.

2. Recidivism

Goal: Program within the recidivism rate of the statewide average for similar programs (restrictiveness level and program type) programs.

Measure: Recidivism rates reported in the Comprehensive Accountability Report (CAR) relative to the statewide average for the program’s restrictiveness level and type. The official definition of recidivism is all adjudications, adjudications withheld, and convictions for any new violation of law within 12 months of program completion for non-residential and 6 months for residential services.

Standard: Not to exceed 20% recidivism rate for shelters.

Not to exceed 8% recidivism rate for non-residential services.

3. Goal: 100% of youth completing services will be discharged to home or an appropriate setting.

Measure: Discharge data completed in NetMIS.

Standard: 90% of youth completing services will be discharged to home or an appropriate setting.

4. Goal: 100% of youth completing services will report living at home or in an appropriate placement at follow-up.

Measure: 30 and 60 day follow-up data completed in NetMIS.

Standard: 90% of youth completing services will report living at home or at follow-up.

5. Goal: 100% of youth completing services will report attending school regularly at follow-up.

Measure: 30 and 60 day follow-up data completed in NetMIS.

Standard: 75% of youth completing services will report regularly attending school at follow-up.

C. Performance/Outcome Evaluation

1. The following data will be collected for evaluation purposes:

a. Demographic information of youth served: Name, date of birth, race, sex, Social Security Number, date of admission, and date of release.

b. Behavior characteristics of youth admitted to the program.

c. Types of prevention services provided.

d. Risk Factors of youth served

2. CDS is required to maintain data on a monthly basis in each individual participant file and shall enter data in NetMIS as required within 3 days of admission and 3 days of discharge.

3. CDS throughout the term of the Contract, shall document compliance with required service tasks, performance and evaluation data, and provide documentation of such data for inspection upon request.

4. CDS shall participate in the annual Comprehensive Accountability Report (CAR) data verification project for a period of two years following the completion of this contract.

5. The Department of Juvenile Justice will conduct outcome evaluations and recidivism studies concentrating on the adjudication of juveniles who complete the program.

6. These evaluations and studies will consider the content of the program, its components and the duration of the program. The results may be used in the rating of the program for any future funding.

Primary Service Area:

Circuits: #8: Alachua, Gilchrist, Levy, Bradford, and Union

 #3: Columbia, Hamilton, Dixie, Suwannee, and Lafayette

 #7: Putnam only

**Family Action:**

 Locations:

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| --- | --- | --- |
| **Gainesville**3615 SW 13th Street, Suite 4Gainesville, FL 32608(352) 244-0628FAX 244-0668 | Palatka2919 Kennedy StreetPalatka, FL 32177 (386) 385-0405FAX 385-0410 | **Lake City**1884 SW Grandview StreetLake City, FL 32025(386) 487-0190FAX 487-0195 |

**What other services are provided?**

1. **Family Action**

Not all children require the temporary shelter care that Interface offers. Through Family Action, participants and their families meet with counselors in a mutually agreeable location or at the participant's home. Access to services is handled through a centralized intake assessment process, which is provided 24 hours per day, 365 days per year. The program's objectives are to repair broken communication between parents and adolescents and the reunification of the family unit. This non-residential component is an excellent complement to the array of services that the participants receive through Interface.

2. **SafePlace**

Another important part of our program, SafePlace, is a network of local stores and offices which provide a safe haven where kids can get help fast. These community-conscious businesses display the big yellow and black SafePlace sign to show that their staff has been trained and are willing to provide assistance.

4. **Prevention Outreach**

In addition to SafePlace, other activities to reduce truancy, ungovernability and runaway behavior are targeted throughout the Circuits. These may include, but are not limited to, information services, educational services, alternative services, early intervention services, and community development.

5. **SNAP and SNAP® for Schools & Communities**

This gender-sensitive SNAP® Boys and SNAP® Girls program is designed for children ages 6 to 11 who are engaging in aggressive, anti-social behavior, and/or have been reprimanded by authority figures at school or in the community. Children and families participate with the goal of preventing future anti-social behavior and reducing the chances of conflict with family, peers, and authority figures.

SNAP® for Schools & Communitiesis an educational curriculum provided in elementary schools focus-ing on topics such as managing anger, handling peer pressure and dealing with bullying with the overall goal of increasing productive school attendance.

6. **Staff Secure Shelter**

Youth who have been adjudicated CINS are eligible for an extended staff secure placement through referral. It is during this time that special attention is given to attempt to resolve runaway, ungovernable and/or truancy issues.

What are the hours of service?

The runaway shelter operates 24 hours a day, seven days a week. Centralized intake is also available for non-residential crisis needs 24 hours per day, seven days a week.

How can the shelter be reached?

Youth/family can access Interface services through more than 80 Safe Place sites throughout Alachua and Putnam Counties, or by calling the Interface directly at 352-244-0618 in Gainesville; 386-385-0405 in Palatka; 386-487-0190 in Lake City, or by dropping by CDS Family & Behavioral Health Services, Inc. at 3615 S.W. 13th St. Suite 4, Gainesville, Florida.

Primary Service Area:

Circuits: #8: Alachua, Gilchrist, Levy, Bradford, and Union

 #3: Columbia, Hamilton, Dixie, Suwannee, and Lafayette

 #7: Putnam only

**Prevention Project**: Youth/Family and Adult Substance Abuse

EVIDENCE BASED PROGRAM SITES

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| --- | --- | --- | --- |
|  Bronson Elementary School Ms. Marlene Wiggins, Principalsalinda.wiggins@levyk12.orgP. O. Box 220Bronson, FL 32621Phone 352 486-5281Fax: 352 486-5280TGFD/TGFVCDS Staff: Nancy Leech-GartrellPhone: 727 776-5365Email: nleech\_2000@yahoo.comnancy.leech@levyk12.fl.us | Chiefland Elementary SchoolMs. Amy Webberamy.webber@levyk12.org1205 NW 4th Ave Chiefland, FL. 32626352 493-6040TGFD/TGFVCDS Staff: Lisa CampbellCell: 352-356-3783Email: lisa\_campbell@cdsfl.org lisa.campbell1@levyk12.org | Williston Middle High SchoolMr. Joshua Slemp, PrincipalJoshua.slemp@levyk12.org350 Robert Philpot WayWilliston, FL 32696Phone: 352-528-3542 Fax: 352-528-2723Project SuccessCDS Staff: Latisha GeigerCell: 352 317-0441Email: latisha.geiger@cdsfl.orglatisha.geiger@levyk12.fl.us | Williston Elementary SchoolDr. Emily Hancock, Principalemily.hancock@levyk12.org801 South Main Street Williston, FL 32696Phone: 352-528-6030 Fax: 352-528-5458TGFD/TGFVCDS Staff: Catherine MahoneyCell: 352 535-3714Email: catherine\_mahoney@cdsfl.orgindiairenecoon@yahoo.com |
| Cedar Key SchoolMr. Joshua Slemp, Principaljoshua.slemp@levyk12.org951 Whiddon Ave.Cedar Key, FL 32652Phone: 352 543-5223TGFD/TGFVCDS Staff: Ben SwilleyEmail: bendiesel911@aol.com Ben\_sweilley@cdsfl.org Phone: 352 727-3119 | Bell Elementary SchoolMs. Donna Hartsfield, Principalhartsfieldd@mygcsd.org2771 East Bell Ave.Bell, FL 32619Phone: 352-463-3275TGFD/TGFVCDS Staff: Lorin Woodlorinwood@yahoo.comCell: 352-949-2438 | Trenton Elementary SchoolDr. Ronda Adkins, Principaladkinsr@mygcsd.org13500 S.W. SR 26Trenton, FL 32693Phone: 352-463-3224TGFD/TGFVCDS Staff: Lorin Woodlorinwood@yahoo.comCell: 352-949-2438 | Yankeetown School Ms. Dorenda Westfall, Principaldorenda.westfall@levyk12.org4500 Co Road 40Yankeetown, FL 34498Phone: 352 447-2372TGFD/TGFVCDS Staff: Ben SwilleyEmail: bendiesel911@aol.com Ben\_sweilley@cdsfl.org Cell: 352 727-3119 |
| Lincoln Middle SchoolMr. Darin Jones, Principaljonesdd@gm.sbac.edu1001 SE 12th St Gainesville FL352 955-6711Fax 352 955-7133Project SuccessCDS Staff: Morkisha CuylerCell: 904 414-1111Email: morkisha\_cuyler@cdsfl.orgmorkisha@gmail.com | Howard Bishop Middle SchoolMr. James Speer, spreejh@gm.sbac.edu1901 NE 9th St Gainesville, FLPhone: 352 955-6701FAX: 352 955-6966Project SuccessCDS Staff: Kevin NelsonCell: 786 526-9797Email:kevin\_nelson@cdsfl.org nelsonkevin52@icloud.com |  | Williams Elementary SchoolMs Rikki Richardson, Principalrikki.richardson@gm.sbac.edu1245 SE 7th AvenueGainesville, Florida, 32641Phone: 352 955-6719Fax: 888 519-5261TGFD/TGFVCDS Staff: Vernard WestCell: 352 281-3046Email: vernard.west@gmail.comvernard\_west@cdsfl.org |

Goal:

Since its inception in 1978, the Prevention Project has had one goal: to prevent or minimize substance abuse among youth and adults. In 1990, this goal was expanded to include youth delinquency prevention by developing programs and alternatives to judicial sanctions.

Objectives

1. To raise community awareness of substance abuse as a salient societal and community issue.

2. To cooperate with other community agencies so as to maximize resources and avoid duplication of services.

3. To function as community change agents through education, outreach, and community organization.

4. To establish community-based and school evidenced based prevention programs for youth.

5. To provide youth with opportunities to "be heard" and to influence policies related to youth development.

6. To provide training and educational events for adults on substance abuse prevention, health, and related topics.

7. To provide program alternatives that would reduce delinquency among youth.

8. To assist at-risk youth and adults in maintaining drug-free lifestyles.

Philosophy and Approach

Substance abuse and criminal behavior are often symptomatic of underlying problems such as poor self-concept, family dysfunction, and lack of resources. Research indicates that scare tactics and mere public relations are ineffective. A three-pronged approach must be utilized -- that of: 1) providing accurate information; 2) promoting the development of evidenced based constructive alternatives; and 3) helping individuals to develop coping skills such as decision-making and communication. The Prevention Project advocates an educative approach.

Target Population

All ages, with special emphasis on youth aged 8-21 with particular attention to 11-14-year-olds (most alcohol, drug use and delinquency begin at this time). Also, "significant other" adults such as parents, counselors, clergy, and teachers.

Services

1. After-school/in-school and summer youth activity groups.

2. Drug education (classes, PTA's, etc.).

3. Educational and training workshops

4. Evidenced based prevention programs for youth

5. Community liaison with community leaders, school and agency professionals, civic, business leaders and Community coalitions

**Administration**

Location: 3615 SW 13th Street, Suite 7

 Gainesville, FL 32608

 (352) 244-0628

 (352) 244-0668 (Fax)

Because most single-member agencies expend an enormous percentage of their funds in program administration, the service dollars to participants are minimized. The administrative function of a multi-program agency such as ours is unique in that we can centralize several necessary operations and put the bulk of our financial resources into participant services. These centralized operations fall into nine categories.

Reports/Record Keeping Retention of all reports, personnel files, grants, etc.

Fiscal Corporate payroll, expenditures, revenues, centralized billing, and processing.

Accountability Program evaluation, quality control, and program supervision.

Data Coordinated system for program data collection.

Strategic Planning Programmatic and Corporate Planning process.

Resource Development Coordinate Grant writing and other development activities.

Corporate Profile Progressive, solid image in the North Central Florida Community, State, and regional affiliations.

Vision Set the standards, goals, and direction for the programs.

Board Functioning Assist the Board of Directors in making sound corporate decisions. Carry out the policies of the Board.