APPENDIX A: NEIGHBORHOOD PLACE MOUS AND CEAS

STATE OF LOUISIANA

COOPERATIVE ENDEAVOR AGREEMENT

THIS COOPERATIVE ENDEAVOR AGREEMENT, made and entered into this 15th *day* of April, 2009 by and between the State of Louisiana, Department of Health and Hospitals, hereinafter referred to as "DHH," and Sabine Parish School Board, officially domiciled at 695 Peterson Street, Many, LA 71449 hereinafter referred to as "SPSB."

WITNESSETH:

WHEREAS, Article VII, Section 14(C) of the Constitution of the State of Louisiana provides that "for a public purpose, the state and its political subdivisions ... may engage in cooperative endeavors with each other ...; "and

WHEREAS, DHH and SPSB desire to cooperate with each other in the implementation of the project as hereinafter provided; and

WHEREAS, the public purpose is described as creating a Neighborhood Place in Sabine Parish; and

WHEREAS, a Neighborhood Place works with communities to provide blended and accessible health, education, employment and human services that support children and families in their progress toward self-sufficiency; and

WHEREAS, the Guiding Principles of the Neighborhood Place program are:

- Support community human service endeavors that transcend and strengthen the mission of any single agency.
- Recognize that collaboration occurs among people, not among institutions.
- Encourage agencies to fully cooperate through productive dialogue and action that dissolves barriers and advances effective service delivery.
- Promote a commitment to collaboration at all levels of participating organizations.
- Acknowledge the diversity of both the community and the providers.
- Recognize and address the obstacles local agencies, organizations or institutions will face in this process.
- Instill mutual accountability among all participating organizations measured by qualitative and quantitative data.
- Promote maximization of state general fund investments and increase the state's return on investments.

NOW THEREFORE, in consideration of the mutual covenants herein contained, the parties hereto agree as follows:

I. Scope of Project

The parties agree jointly to coordinate and perform the activities and services described herein within the scope of legislative and federal requirements governing the parties' respective programs, services and agencies.

A. Sabine Parish School Board shall:

Provide space, utilities, maintenance, and renovation for two NP sites in Sabine Parish.

Provide local leadership for the implementation of the NP model in Sabine.

Provide Site-based Manager and Intake Specialists positions for each site.

Provide administrative support, personnel administration, clinical and program supervision for the sites and staff provided directly or through contract by the SPSB.

Continue to develop and integrate school-based support services for children and youth throughout the district and in coordination with Neighborhood Place.

Participate with the Sabine Children and Youth Services Planning Board (C&YSPB), designated as the local Neighborhood Place Community Council in keeping with the Board's mission to develop a full continuum of care for children, youth and families within the parish.

Provide accurate data on services provided as well as unmet needs as part of the Neighborhood Place program evaluation component.

Provide startup costs of $180,000 for renovation and purchase of both sites.

Fund ongoing annual operational cost of $115,000.

Provide ongoing annual in-kind support of $180,000.

B. DHH shall, insofar as practicable, and within its appropriated budgets:

Allocate necessary staffing positions and associated funding from DHH agencies to operate a Neighborhood Place based on documented need as determined by DHH.

Develop training necessary to operate a Neighborhood Place Site and provide said training to DHH staff.

Ensure communication, collaboration and cooperation between state, regional and local DHH agencies and their community partners in regard to the successful operation of a Neighborhood Place Site.

Dedicate specific staff to work toward sustainability by seeking grants and entitlements that may be used to sustain and institutionalize the Neighborhood Place model.

Provide DHH core services as needed through the Neighborhood Place sites or in close proximity when possible;

Designate a state and local contact person to participate in planning discussions regarding Neighborhood Place implementation and support;

Participate in state, regional and local level discussions on policy issues affecting the Neighborhood Place site including facilities, leasing, privacy, confidentiality, service coordination evaluation and data-sharing;

Participate in the development of an integrated intake/assessment, case management, service delivery and referral process between parties;

Provide DHH staff to conduct Medicaid enrollments and reenrollments during the initiation of the Neighborhood Place Site.

Train Neighborhood Place Intake staff to qualify as a Medicaid Enrollment Center.

Work toward removing barriers to billing Medicaid for Mental Health, Nurse Family, Multi-systemic and other services based on identified needs in the parish.

Regional and Local OPH will work to establish "fast lane'" referrals for Neighborhood Place clients.

Provide local OPH staff to actively participate in family staffings as needed.

Provide local OPH staff to actively participate in Neighborhood Place Community Council.

Through contract or agreement between the DHH Office of Mental Health and SPSB, provide behavioral health services one day a week at each Neighborhood Place site as determined necessary by DHH.

Through contract or agreement between the DHH Office of Mental Health and SPSB, provide clinical and program supervision, and participation in Family Staffings for clients receiving behavioral health services through the Neighborhood Place.

Provide input, training and technical assistance in developing intake, screening, referral, assessment, service planning, service delivery, case review processes and confidentiality procedures necessary to integrate behavioral health service delivery into the Family Plan.

Provide local OMH staff to actively participate in the C&YSPB.

C. Ongoing System Development and Operations

Partners will continue to plan, develop, implement and support on-going efforts of Neighborhood Place sites by having on-going contact with the State Leadership Team, Local Implementation Team, staff and reviewing feedback forms from customers.

II. Goals

The parties to this Agreement agree to work together to:

A. Establish broad parameters that guide and help to support the development of Neighborhood Place Sites eliminating duplication of services and providing better outcomes for the children and families of Louisiana.

B. Identify state or local level policies, procedures and or practices that inhibit the implementation of Neighborhood Place sites and develop strategies to address barriers.

C. Seek innovative approaches for improving program performance.

D. View the Neighborhood Place as an integral part of how the State provides comprehensive services designed to meet Louisiana's vision of supporting citizens to become self-sufficient.

The purpose of this Agreement is to identify and coordinate agency resources to create a seamless, customer-friendly system that addresses the needs of Louisiana's citizens by offering comprehensive, accessible, blended services. This Agreement establishes commitments, shared values, joint processes and procedures to develop a plan of operation with state-level Neighborhood Place Partners, local partners and to support extensive planning, collaboration, and coordination toward providing a system of service delivery in Louisiana.

III. Performance Indicators

- Increase number of eligible Medicaid recipients by 5%
- Reduce teen pregnancy rates by 2%
- Reduce reported incidence of substance abuse in children and youth by 5%

- Reduce the number of children and youth in out of home placements by 5%

IV. Payment Terms

It is mutually agreed that all agency partners, including DHH, will support the operating expenses of Neighborhood Place with a fair share concept in recognition of the joint use of the Neighborhood Place Site by the agencies, including DHH.

In consideration of its responsibilities described herein, DHH shall provide $8,480.24 annually to SPSB as the DHH fair share.

DHH is responsible for providing the core services applicable to its program(s) at the Neighborhood Place site as provided herein. DHH will define the specific core services that are applicable to its programs, levels of commitment, state-level guidance for funding, and expected outcomes.

V. Miscellaneous Terms and Conditions

Confidentiality Statement

The Sabine Parish School Board shall abide by the Federal and State laws and regulations concerning confidentiality which safeguard information and the participant's confidentiality (42 U.S.C. 602 and LA. R.S. 46:56) to the extent allowed by federal and state law. DHH shall comply with all applicable state and federal requirements for the confidentiality and security of its clients' personal information, including but not limited to state requirements under R.S. 46:56, and including but not limited to federal requirements under 42 C.F.R. 431.300 et seq., 42 C.F.R. Part 2, and the HIPAA Privacy and Security Rules (45 C.F.R. Parts 160 and 164).

Termination for Convenience

Either SPSB or DHH may terminate the Agreement at any time by giving thirty (30) days prior written notice to the other party. The Agreement can be immediately terminated by either party, if it is determined by either party that any provision of this Agreement cannot be fulfilled because of legal or regulatory reasons.

Liaison Officials

The primary point of contact who shall function as the lead liaison for all services described in this Agreement is Dorman Jackson, Superintendent of Sabine Parish School Board. Contact information is P. O. Box 1079, Many, LA 71449, (318) 256-9228, and djackson@sabine.k12.la.us.

The primary point of contact who shall function as the lead liaison for all services described in this Agreement for DHH is Deputy Secretary Sybil Richard. Contact information is P. O. Box 629, Baton Rouge, LA 70821-0629; (225) 342-7092.

Non-assignability

Neither party shall assign any interest in this Agreement by assignment, transfer, or novation, without prior written consent of the other.

Auditors Clause

It is hereby agreed that the Legislative Auditor of the State of Louisiana and/or the Office of the Governor, Division of Administration auditors shall have the option of auditing all accounts of SPSB or DHH which relate to this Agreement.

Term of Agreement

This Agreement shall begin on May 1, 2009, and shall terminate on April 30, 2014.

Fiscal Funding

The continuation of this Agreement is contingent upon the appropriation of funds to fulfill the requirements of the Agreement by the Legislature. If the Legislature fails to appropriate sufficient monies to provide for the continuation of the Agreement, or if such appropriation is reduced by the veto of the Governor or by any means provided in the Appropriations Act to prevent the total appropriation for the year from exceeding revenues for that year, or for any other lawful purpose, and the effect of such reduction is to provide insufficient monies for the continuation of the Agreement, the Agreement shall terminate on the date of the beginning of the first fiscal year for which funds are not appropriated.

Discrimination Clause

The parties agree to abide by the requirements of the following as applicable: Title VI of the Civil Rights Act of 1964 and Title VII of the Civil Rights Act of 1964, as amended by the Equal Employment Opportunity Act of 1972, Federal Executive Order 11246 as amended, the Rehabilitation Act of 1973, as amended, the Vietnam Era Veteran's Readjustment Assistance Act of 1974, Title IX of the Education Amendments of 1972, the Age Discrimination Act of 1975, the Fair Housing Act of 1968 as amended, and the requirements of the Americans with Disabilities Act of 1990.

Both parties agree not to discriminate in its employment practices, and will render services under this Agreement without regard to race, color, religion, sex, national origin, veteran status, political affiliation, disabilities.

Any act of discrimination committed by either party, or failure to comply with these statutory obligations when applicable shall be grounds for termination of this Agreement.

THUS DONE AND SIGNED AT Baton Rouge, Louisiana on the 28th day of April, 2009.

WITNESSES SIGNATURES:

Barbara Sylatta

DHH SIGNATURE:

By: _____

Title: Deputy Secretary, DHH

THUS DONE AND SIGNED AT _____, Louisiana on the _____

day of _____, 2009.

WITNESSES SIGNATURES:

_____

_____

SPSB SIGNATURE:

By: _____

Dorman Jackson

Title: Superintendent, Sabine Parish School System

Neighborhood Place
Sabine Parish

Medicaid

Medicaid is an assistance program that provides medical benefits to low-income people. Louisiana's Medicaid program covers many of the same things that private health insurance programs traditionally cover. Different Medicaid programs have various eligibility requirements, income limits, age or disability.

LaCHIP

The Louisiana Children's Health Insurance Program is a Medicaid program that offers low-cost or no-cost health care plans for uninsured Louisiana children up to age 19. Eligibility is based on family size and income. A family of 4 can earn as much as $55,000 and still qualify for LaCHIP coverage for kids.

WIC

The Women, Infants and Children program is a special supplemental nutrition program for pregnant, breastfeeding and postpartum women, infants and children under five years old. WIC provides nutritious foods, nutrition information, and referrals to other health and social services.

EarlySteps

EarlySteps is Louisiana's Early Intervention System which provides services to families with infants and toddlers from birth to three years of age who have a medical condition likely to result in a developmental delay, or who have developmental delays. EarlySteps services are typically provided in the child's natural setting (such as home or daycare) and are designed to improve a family's capacity to enhance their child's development. **But the services provided at this Neighborhood Place will be informational only.**

Mental health services

Office of Mental Health staff will provide mental health services including information, screening and referral to Many Mental Health Center or existing school-community based services for eligible individuals. On-site mental health services will be available for existing school-based health center clients and families.

MEMORANDUM OF UNDERSTANDING BETWEEN

THE SABINE PARISH SCHOOL BOARD
AND
THE LOUISIANA DEPARTMENT OF SOCIAL SERVICES

This Memorandum of Understanding (MOU) is entered into by the Department of Social Services (DSS), relative to cost and service delivery for the Zwolle and Many Neighborhood Place (NP) locations.

Mission, Guiding Principles, Goals and Principles of Collaboration

Mission

Neighborhood Place works with communities to provide blended and accessible health, education, employment and human services that support children and families in their progress toward self-sufficiency.

Guiding Principles

- Support community human service endeavors that transcend and strengthen the mission of any single agency.
- Recognize that collaboration occurs among people, not among institutions.
- Encourage agencies to fully cooperate through productive dialogue and action that dissolves barriers and advances effective service delivery.
- Promote a commitment to collaboration at all levels of participating organizations.
- Acknowledge the diversity of both the community and the providers.
- Recognize and address the obstacles local agencies, organizations or institutions will face in this process.
- Instill mutual accountability among all participating organizations measured by qualitative and quantitative data.
- Promote maximization of state general fund investments and increase the state's return on investments.

Goals

Jointly, the parties to this ***Memorandum of Understanding*** agree to work together to:

Establish broad parameters that guide and help to support the development of Neighborhood Place Sites and eliminating duplication of services to providing better outcomes for the children and families of Louisianans;

Identify state or local level policies, procedures and or practices that inhibit the implementation of Neighborhood Place sites and develop strategies to address barriers;

Seek innovative approaches for improving program performance;

View the Neighborhood Place concept as an integral part of how the State provides comprehensive services designed to meet Louisiana's vision of supporting citizens to become self-sufficient.

Principles of Collaboration

1. Improve access to services near where people live.

2. Provide multiple services in one location.

3. Build relationships to solve problems and strengthen responses.

4. Make connections with people who live and work in neighborhoods.

5. Work together in teams to place the needs of families above agency or procedural concerns.

6. Work with families as partners by utilizing family team meetings.

7. Respect and value families from initial greeting to closure.

8. Involve neighborhood residents in decision making as members of Neighborhood Place Community Councils, the Managing Board and other advisory groups.

9. Recognize the diversity of communities as well as the diversity of service providers.

Background

In the 2003 Regular Legislative Session, the Louisiana Legislature directed the Department of Social Services to develop an integrated service delivery system to meet the needs of clients. In November of 2007, leaders from the Louisiana Department of Social Services, together with community leaders, judges, and legislators, visited Louisville. The intent was to observe the approach of a select number of Kentucky's service delivery models, designed to address child welfare.

On April 17, 2008, the first meeting of the Neighborhood Place State Leadership group was held to develop a comprehensive plan for a "seamless" system of service delivery for Louisiana. This Leadership group is comprised of the Department of Health and Hospitals, the Louisiana Workforce Commission, the Department of Education, the Office of Juvenile Justice, and the Department of Social Services. On July 6, 2008, Governor Bobby Jindal signed Act 775, representing the required legislation to launch the Neighborhood Place Program in Louisiana.

The purpose of the MOU is to identify and coordinate agency resources to create a seamless, customer-friendly system that addresses the needs of Louisiana's citizens by offering comprehensive, accessible, blended services. This MOU establishes

commitments, shared values, joint processes and procedures to develop a plan of operation with state-level Neighborhood Place Partners, local partners and to support extensive planning, collaboration, and coordination toward providing a system of service delivery in Louisiana.

Liaison Officials

The primary point of contact, which shall function as the lead liaison for all services described in this MOU is Dorman Jackson, Superintendent Sabine Parish School Board. Contact information is P. O. Box 1079, Many, LA 71449, (318) 256-9228, and djackson@sabine.k12.la.us.

The primary point of contact, which shall function as the lead liaison for all services described in this MOU for DSS is Marie Brown-Mercadel, P. O. Box 3957, Baton Rouge, LA 70821, 225-342-1102, fax 225-342-9833, and Marie.Brown@dss.state.la.us.

Measures

Current data regarding poverty levels, income data, food stamp recipients, Medicaid enrollment, dropout rates, unemployment rates, and behavioral health issues was analyzed and used to determine the first year outcome measures for each of the agency partners. Each agency will have specific measures with the understanding that the achievement of each measure will be affected by the contributions of each of the Neighborhood Place partners. The following performance measures will be tracked and will be utilized to build a more accurate profile to be used in subsequent years to meet the ongoing and unmet needs of the parish:

- Increase the number of recipients receiving Food Stamp by 5%
- Reduce the number of children and youth out of home placements by 5%

Cost Allocation

Each Neighborhood Place Partner (NPP) is responsible for providing the core services applicable to its program(s) at the Neighborhood Place sites as needed. Partners will define the specific core services that are applicable to its programs, levels of commitment, state-level guidance for funding, and expected outcomes. It is mutually agreed that all agency partners will support the operating expenses of Neighborhood Place with a fair share concept based on the amount of time staff is domiciled at Neighborhood Place.

Confidentiality Statement

The Sabine Parish School Board shall abide by the Federal and State laws and regulations concerning confidentiality which safeguard information and the participant's confidentiality (7 CFR 272.1 (c)(i), 45 CFR 205.50, 34 CFR 361.38 & 361.40 and LA. R.S. 46:56) to the extent allowed by federal and state law. DSS/DHH/DOE/OJJ and Workforce Commission will further abide by all Federal and State and laws and

regulations as they relate to data sharing of pertinent information for performance accountability and program evaluation purposes.

Responsibilities

DSS agrees to jointly coordinate and perform the activities and services described herein within the scope of legislative and federal requirements governing the parties' respective programs, services and agencies. Agencies will provide technical assistance in support of agency and local partners.

DSS shall:

Allocate necessary staffing positions and provide fair share of associated funding through a lease agreement with the Sabine Parish School District to operate NP based on documented need;

Develop and provide staff with the training necessary to operate a Neighborhood Place site;

Ensure communication, collaboration and cooperation between state, regional and local DSS agencies and their community partners in regard to the successful operation of Neighborhood Place;

Dedicate specific staff to work toward sustainability by providing technical assistance for grants and funding opportunities to be used to sustain and institutionalize the Neighborhood Place model;

Provide core services as needed through the Neighborhood Place sites or in close proximity;

Designate a state and local contact person to participate in planning discussions regarding Neighborhood Place implementation and support;

Participate in state, regional and local level discussions on policy issues affecting each the Neighborhood Place site including facilities, leasing, privacy, confidentiality, service coordination evaluation and data-sharing;

Participate in the development of an integrated intake/assessment, case management, service delivery and referral process between parties; and

Acknowledge each required state partners' obligation to contribute its fair share to meet needs of the Neighborhood Place sites; recognizing that all partners will continue to be subject to statutory and regulatory funding limitations and requirements regarding allowable costs in each program.

Specific deliverables from Agency participants are as follows:

Sabine Parish School Board Deliverables

Provide space, utilities, maintenance, and renovation for two Neighborhood Place sites in Sabine Parish;

Provide local leadership for the implementation of the Neighborhood Place model in Sabine;

Provide Site-based Manager and Intake Specialists positions for each site;

Provide administrative support, personnel administration, clinical and program supervision for the sites and staff provided directly or through contract by the district;

Continue to develop and integrate school-based support services for children and youth throughout the district and in coordination with Neighborhood place;

Participate with the Sabine Children and Youth Services Planning Board (C&YSPB) , designated as the local Neighborhood Place Community Council in keeping with the Boards mission to develop a full continuum of care for children, youth and families within the parish;

Provide accurate data on services provided as well as unmet needs as part of the Neighborhood Place program evaluation component;

Provide startup costs of $180,000 for renovation and purchase of both sites;

Provide funding for ongoing annual operational cost of $115,000; and

Provide ongoing annual in-kind support of $180,000.

Sabine OCS:

Provide one caseworker full time to be flexed between the Neighborhood Place sites;

Integrate contracted services such as Family Resource Center, VOA, transportation and other support services as part of individual family plans as indicated by Neighborhood Place family staffing;

Actively participate in the local Community Council (C&YSPB); and

Provide accurate data on services provided and unmet needs as part of the program evaluation component.

Sabine OFS:

Provide Family Assistance staff to co-locate in the two Neighborhood Place sites, ratio to be determined by need;

Make available other OFS contracted or provided services to the Neighborhood Place Sites' caseloads;

Provide accurate data on services provided and unmet needs as part of the program evaluation component; and

Actively participate in the local Community Council (C&YSPB).

LRS Region VII:

Assist persons with disabilities in their desire to obtain or maintain employment.

Provide one vocational rehabilitation counselor one-half a day each week at each site to meet with potential consumers;

Provide information on LRS and the services available to persons with disabilities and transition students; and

Actively participate in the local Community Council (C&YSPB).

Ongoing System Development and Operations

Partners will continue to plan, develop, implement and support on-going efforts of Neighborhood Place sites by having on-going contact with the State Leadership Team, Local Implementation Team, staff and reviewing feedback forms from customers.

Service Period

The effective date of this agreement is May 1, 2009 – April 30, 2014.

Terms of MOU

Any alterations, variations, modifications or waiver of provisions of this MOU shall be valid only when reduced to writing, duly signed, and attached to the original of this MOU. Amendments to this MOU may be made upon written agreement of the signatories.

Termination

Both parties agree to give at least thirty (30) days' written notice to other if it becomes necessary to terminate this MOU. The MOU can be immediately terminated by either

party, if it is determined by either of the co-signers of this MOU that any provision of this MOU cannot be fulfilled because of the legal or regulatory reasons.

Execution

For the faithful performance of the terms of this MOU, the parties, by their authorized representatives in their capacities as stated, affix their signatures and agree to be bound by the provisions hereof. This MOU is effective when signed by the Secretary of the Department of Social Services, and the Superintendent of Sabine Parish Schools.

Authority and Signatures

Approved:

Louisiana Department of Social Services

_____ _____

Kristy H. Nichols Date
Secretary of DSS

Sabine Parish School District

_____ _____

Dorman Jackson, Superintendent Date
Sabine Parish Schools

MEMORANDUM OF UNDERSTANDING BETWEEN

THE SABINE PARISH SCHOOL BOARD
AND
THE LOUISIANA WORKFORCE COMMISSION

This Memorandum of Understanding (MOU) is entered into by the Louisiana Workforce Commission (LWC), relative to cost and service delivery at Neighborhood Place.

Mission, Guiding Principles, Goals and Principles of Collaboration

Mission

Neighborhood Place works with communities to provide blended and accessible health, education, employment and human services that support children and families in their progress toward self-sufficiency.

Guiding Principles

- Support community human service endeavors that transcend and strengthen the mission of any single agency.
- Recognize that collaboration occurs among people, not among institutions.
- Encourage agencies to fully cooperate through productive dialogue and action that dissolves barriers and advances effective service delivery.
- Promote a commitment to collaboration at all levels of participating organizations.
- Acknowledge the diversity of both the community and the providers.
- Recognize and address the obstacles local agencies, organizations or institutions will face in this process.
- Instill mutual accountability among all participating organizations measured by qualitative and quantitative data.
- Promote maximization of state general fund investments and increase the state's return on investments.

Goals

Jointly, the parties to this *Memorandum of Understanding* agree to work together to:

1. Establish broad parameters that guide and help to support the development of Neighborhood Place Sites eliminating duplication of services and providing better outcomes for the children and families of Louisiana.

2. Identify state or local level policies, procedures and or practices that inhibit the implementation of Neighborhood Place sites and develop strategies to address barriers.

3. Seek innovative approaches for improving program performance. (This speaks to

number 2)

4. View the Neighborhood Place as an integral part of how the State provides comprehensive services designed to meet Louisiana's vision of supporting citizens to become self-sufficient.

Principles of Collaboration

1. Improve access to services near where people live.
2. Provide multiple services in one location.
3. Build relationships to solve problems and strengthen responses.
4. Make connections with people who live and work in neighborhoods.
5. Work together in teams to place the needs of families above agency or procedural concerns.
6. Work with families as partners by utilizing family team meetings.
7. Respect and value families from initial greeting to closure.
8. Involve neighborhood residents in decision making as members of Neighborhood Place Community Councils, the Managing Board and other advisory groups.
9. Recognize the diversity of communities as well as the diversity of service providers.

I. Background

In 2003, the Louisiana legislature passed Act 1225, the Juvenile Justice Reform Act. This legislative act provided a framework for reforming and restructuring Louisiana's juvenile justice system. The legislation led to the closure of the state juvenile correctional center in Madison. Act 555, passed during the 2004 legislative session, requiring state agencies to develop a regional plan for the comprehensive delivery of services to children and families. It also mandates that the state's 41 judicial districts establish parish Children and Youth Planning Boards to assist in the assessment, alignment, coordination, prioritization and measurement of all available services and programs to address the needs of children and youth. Act 555 states that local planning boards will provide for "the preparation of a comprehensive plan for the development, implementation and operation of services for children and youth."

In the 2003 Regular Legislative Session, the Louisiana Legislature directed the Department of Social Services to develop an integrated service delivery system to meet the needs of clients. In November of 2007, leaders from the Louisiana Department of Social Services, together with community leaders, judges, and legislators, visited Louisville. The intent was to observe the approach of a select number of Kentucky's service delivery models, designed to address child welfare.

On April 17, 2008, the first meeting of the NP Senior State Leadership Group, (inclusive of the Department of Health and Hospitals, the Louisiana Workforce Commission, the Department of Education, the Office of Juvenile Services, and the Department of Social Services) was held to develop a comprehensive plan for a "seamless" system of service delivery for Louisiana. On July 6, 2008, Governor Bobby Jindal signed Act 775, representing the required legislation to launch the Neighborhood Place Program in Louisiana.

II. Liaison Officials

The primary point of contact, who shall function as the lead liaison for all services described in this MOU is Dorman Jackson, Superintendent Sabine Parish School Board. Contact information is P. O. Box 1079, Many, LA 71449, (318) 256-9228, and djackson@sabine.k12.la.us.

The primary point of contact, who shall function as the lead liaison for all services described in this MOU for LWC is Fredell Butler, WIA/Wagner-Peyser Act Manager, Contact information is Louisiana Workforce Commission, 1001 North 23rd Street, Post Office Box 94094, Baton Rouge, LA (225) 342-8753, and email fbutler@lwc.la.gov.

III. NP Service

This program initiative meets NP Services as required by Act 775, and in accordance with Acts 1225 and 555.

IV. Program Description

The purpose of the MOU is to identify and coordinate agency resources to create a seamless, customer-friendly system that addresses the needs of Louisiana's citizens by offering comprehensive, accessible, blended services. This MOU establishes commitments, shared values, joint processes and procedures to develop a plan of operation with state-level Neighborhood Place Partners, local partners and to support extensive planning, collaboration, and coordination toward providing a system of service delivery in Louisiana.

V. Performance Indicators

While it is understood that it will take at least a year of operation to get a true picture of the needs of children, youth and families in Sabine Parish as measured by the participating agencies and NP Staff, the following performance indicators will serve as a baseline on which to build a more accurate profile to be used in subsequent years to meet the ongoing and unmet needs of the parish:

- Reduce unemployment rate by 1%.

VI. Cost Allocation

Each Neighborhood Place Partner (NPP) is responsible for providing the core services applicable to its program(s) at the Neighborhood Place site as needed. Partners will define the specific core services that are applicable to its programs, levels of commitment, state-level guidance for funding, and expected outcomes. It is mutually agreed that all agency partners will support the operating expenses of Neighborhood Place with a fair share concept based on the amount of time staff is domiciled at NP.

VII. Confidentiality Statement

The Sabine Parish School Board shall abide by the Federal and State laws and regulations concerning confidentiality which safeguard information and the participant's confidentiality (42 U.S.C. 602 and LA. R.S. 46:56) to the extent allowed by federal and state law. DSS/DHH/DOE/OJS and Workforce Commission will further abide by all Federal and State and laws and regulations as they relate to data sharing of pertinent information for performance accountability and program evaluation purposes.

VIII. Responsibilities

Participants of the MOU agree jointly to coordinate and perform the activities and services described herein within the scope of legislative and federal requirements governing the parties' respective programs, services and agencies. Agencies will provide technical assistance in support of agency and local partners.

A. LWC shall:

1. Allocate necessary staffing positions and associated funding to operate NP based on documented need.

2. Develop and provide staff with the training necessary to operate a Neighborhood Place Site.

3. Ensure communication, collaboration and cooperation between state, regional and local agencies and their community partners in regard to the successful operation of NP

4. Dedicate specific staff to work toward sustainability by seeking grants and entitlements to be used to sustain and institutionalize the NP model.

5. Provide $4,240.12 as the agency's portion of cost

B. **NP PARTNER AGENCIES (DSS/ DHH /DOE /OJS AND LWC) shall:**

1. Provide core services as needed through the Neighborhood Place sites or in close proximity;

2. Designate a state and local contact person to participate in planning discussions regarding Neighborhood Place implementation and support;

3. Participate in state, regional and local level discussions on policy issues affecting the Neighborhood Place site including facilities, leasing, privacy, confidentiality, service coordination evaluation and data-sharing;

4. Participate in the development of an integrated intake/assessment, case management, service delivery and referral process between parties;

5. Acknowledge each required state partners' obligation to contribute its fair share to meet needs of the Neighborhood Place sites; recognizing that all partners will continue to be subject to statutory and regulatory funding limitations and requirements regarding allowable costs in each program.

C. **Specific deliverables from Agency participants are as follows:**

Sabine Parish School Board Deliverables

1. Provide space, utilities, maintenance, and renovation for two NP sites in Sabine Parish.
2. Provide local leadership for the implementation of the NP model in Sabine.
3. Provide Site-based Manager and Intake Specialists positions for each site.

4. Provide administrative support, personnel administration, clinical and program supervision for the sites and staff provided directly or through contract by the district.
5. Continue to develop and integrate school-based support services for children and youth throughout the district and in coordination with Neighborhood place.
6. Participate with the Sabine Children and Youth Services Planning Board (C&YSPB) , designated as the local NP Community Council in keeping with the Boards mission to develop a full continuum of care for children, youth and families within the parish.
7. Provide accurate data on services provided as well as unmet needs as part of the NP program evaluation component.
8. Provide startup costs of $180,000 for renovation and purchase of both sites.
9. Fund ongoing annual operational cost of $115,000.
10. Provide ongoing annual in-kind support of $180.000.

Louisiana Workforce Commission

1. Advise all referred NP clients regarding education, training and employment options.
2. Survey all referred NP clients to link them with appropriate vocational and educational opportunities
3. Provide work ready training to all eligible NP clients to include Work Keys testing and training.
4. Local OPH staff to actively participate in Family Staffings as needed.
5. Actively participate in the local Community Council (C&YSPB)

IX. Ongoing System Development and Operations

Partners will continue to plan, develop, implement and support on-going efforts of Neighborhood Place sites by having on-going contact with the State Leadership Team, Local Implementation Team, staff and reviewing feedback forms from customers.

X. Terms of MOU

Any alterations, variations, modifications or waiver of provisions of this MOU shall be valid only when reduced to writing, duly signed, and attached to the original of this MOU. Amendments to this MOU may be made upon written agreement of the signatories.

XI. Termination

Both parties agree to give at least thirty (30) days' written notice to other if it becomes necessary to terminate this MOU. The MOU can be immediately terminated by either party, if it is determined by either of the co-signers of this MOU that any provision of this MOU cannot be fulfilled because of the legal or regulatory reasons.

XII. Execution

For the faithful performance of the terms of this MOU, the parties, by their authorized representatives in their capacities as stated, affix their signatures and agree to be bound by the provisions hereof. This MOU is effective when signed by the Superintendent of Sabine Parish Schools and the Executive Director of Workforce Commission.

XIII. Authority and Signatures

Signatures:

Approved:

Louisiana Workforce Commission

Tia Edwards
Executive Director Workforce Commission

Sabine Parish School Board

Dorman Jackson, Superintendent
Sabine Parish Schools

MEMORANDUM OF UNDERSTANDING BETWEEN

THE SABINE PARISH SCHOOL BOARD
AND
THE LOUISIANA DEPARTMENT OF EDUCATION

This Memorandum of Understanding (MOU) is entered into by the Department of Education (DOE) and the Sabine Parish School Board relative to cost and service delivery at Neighborhood Place.

Mission, Guiding Principles, Goals and Principles of Collaboration

Mission

Neighborhood Place works with communities to provide blended and accessible health, education, employment and human services that support children and families in their progress toward self-sufficiency.

Guiding Principles

- Support community human service endeavors that transcend and strengthen the mission of any single agency.
- Recognize that collaboration occurs among people, not among institutions.
- Encourage agencies to fully cooperate through productive dialogue and action that dissolves barriers and advances effective service delivery.
- Promote a commitment to collaboration at all levels of participating organizations.
- Acknowledge the diversity of both the community and the providers.
- Recognize and address the obstacles local agencies, organizations or institutions will face in this process.
- Instill mutual accountability among all participating organizations measured by qualitative and quantitative data.
- Promote maximization of state general fund investments and increase the state's return on investments.

Goals

Jointly, the parties to this *Memorandum of Understanding* agree to work together to:

1. Establish broad parameters that guide and help to support the development of Neighborhood Place Sites, eliminating duplication of services and providing better outcomes for the children and families of Louisiana.

2. Identify state or local level policies, procedures and/or practices that inhibit the implementation of Neighborhood Place sites and develop strategies to address barriers.

3. Seek innovative approaches for improving program performance. (This speaks to number 2.)

4. View the Neighborhood Place as an integral part of how the State provides comprehensive services designed to meet Louisiana's vision of supporting citizens to become self-sufficient.

Principles of Collaboration

1. Improve access to services near where people live.

2. Provide multiple services in one location.

3. Build relationships to solve problems and strengthen responses.

4. Make connections with people who live and work in neighborhoods.

5. Work together in teams to place the needs of families above agency or procedural concerns.

6. Work with families as partners by utilizing family team meetings.

7. Respect and value families from initial greeting to closure.

8. Involve neighborhood residents in decision-making as members of Neighborhood Place Community Councils, the Managing Board and other advisory groups.

9. Recognize the diversity of communities as well as the diversity of service providers.

I. Background

In 2003, the Louisiana legislature passed Act 1225, the Juvenile Justice Reform Act. This legislative act provided a framework for reforming and restructuring Louisiana's juvenile justice system. The legislation led to the closure of the state juvenile correctional center in Madison. Act 555, passed during the 2004 legislative session, requires state agencies to develop a regional plan for the comprehensive delivery of services to children and families. It also mandates that the state's 41 judicial districts establish parish Children and Youth Planning Boards to assist in the assessment, alignment, coordination, prioritization and measurement of all available services and programs to address the needs of children and youth. Act 555 states that local planning boards will provide for "the preparation of a comprehensive plan for the development, implementation and operation of services for children and youth."

In the 2003 Regular Legislative Session, the Louisiana Legislature directed the Department of Social Services to develop an integrated service delivery system to meet the needs of clients. In November of 2007, leaders from the Louisiana Department of Social Services, together with community leaders, judges, and legislators, visited Louisville. The intent was to observe the approach of a select number of Kentucky's service delivery models, designed to address child welfare.

On April 17, 2008, the first meeting of the NP Senior State Leadership Group, (inclusive of the Department of Health and Hospitals, the Louisiana Workforce Commission, the Department of Education, the Office of Juvenile Services, and the Department of Social Services) was held to develop a comprehensive plan for a "seamless" system of service delivery for Louisiana. On July 15, 2008, Governor Bobby Jindal signed Act 755, representing the required legislation to launch the Neighborhood Place Program in Louisiana.

II. Liaison Officials

The primary point of contact, who shall function as the lead liaison for all services described in this MOU is Dorman Jackson, Superintendent Sabine Parish School Board. Contact information is P. O. Box 1079, Many, LA 71449, (318) 256-9228, and djackson@sabine.k12.la.us.

The primary point of contact, who shall function as the lead liaison for all services described in this MOU for DOE is Donna Nola-Ganey, Assistant Superintendent in the Department of Education's Office of School and Community Support. Contact information is P. O. Box 94064, Baton Rouge, LA 70804, (225) 342-3900, and donna.ganey@la.gov.

III. NP Service

This program initiative meets NP Services as required by Act 775, and in accordance with Acts 1225 and 555.

IV. Program Description

The purpose of the MOU is to identify and coordinate agency resources to create a seamless, customer-friendly system that addresses the needs of Louisiana's citizens by offering comprehensive, accessible, blended services. This MOU establishes commitments, shared values, joint processes and procedures to develop a plan of operation with state-level Neighborhood Place Partners, local partners and to support extensive planning, collaboration, and coordination toward providing a system of service delivery in Louisiana.

V. Performance Indicators

While it is understood that it will take at least a year of operation to get a true picture of the needs of children, youth and families in Sabine Parish as measured by the participating agencies and NP Staff, the following performance indicators will serve as a baseline on which to build a more accurate profile to be used in subsequent years to meet the ongoing and unmet needs of the parish:

- Reduce out-of-school suspension rates by 5%
- Increase school attendance rates by 5%
- Increase school ranking by 2 points
- Reduce the number of children and youth out-of-home placements by 5%
- Decrease the number of pre-K through 8th grade school children unsupervised after school and in summer by 5%

VI. Cost Allocation

Each Neighborhood Place Partner (NPP) is responsible for providing the core services applicable to its program(s) at the Neighborhood Place site as needed. Partners will define the specific core services that are applicable to its programs, levels of commitment, state-level guidance for funding, and expected outcomes. It is mutually agreed that all agency partners will support the operating expenses of Neighborhood Place with a fair share concept based on the amount of time staff is domiciled at NP. Note that the Sabine Parish School Board operates as the local representative for the Department of Education.

VII. Confidentiality Statement

The Sabine Parish School Board shall abide by the federal and state laws and regulations concerning confidentiality which safeguard information and the participant's confidentiality (42 U.S.C. 602 and LA. R.S. 46:56) to the extent allowed by federal and state law. DOE will further abide by all Federal and State and laws and regulations as they relate to data sharing of pertinent information for performance accountability and program evaluation purposes.

VIII. Responsibilities

Participants of the MOU agree jointly to coordinate and perform the activities and services described herein within the scope of legislative and federal requirements governing the parties' respective programs, services and agencies. Agencies will provide technical assistance in support of agency and local partners.

A. **DOE shall:**

1. Develop and provide staff with the training necessary to operate a Neighborhood Place Site.

2. Ensure communication, collaboration and cooperation between state, regional and local agencies and their community partners in regard to the successful operation of NP

3. Dedicate specific staff to work toward sustainability by seeking both grants and entitlements to be used to sustain and institutionalize the NP model.

B. **NP PARTNER AGENCIES (DSS /DHH / DOE / OJS AND LWC) shall:**

1. Provide core services as needed through the Neighborhood Place sites or in close proximity;

2. Designate a state and local contact person to participate in planning discussions regarding Neighborhood Place implementation and support;

3. Participate in state, regional and local level discussions on policy issues affecting the Neighborhood Place site including facilities, leasing, privacy, confidentiality, service coordination evaluation and data-sharing;

4. Participate in the development of an integrated intake/assessment, case management, service delivery and referral process between parties;

5. Acknowledge each required state partner's obligation to contribute its fair share to meet needs of the Neighborhood Place sites; recognizing that all partners will continue to be subject to statutory and regulatory funding limitations and requirements regarding allowable costs in each program. Note that the Sabine Parish School Board operates as the local representative for the Department of Education.

C. **Specific deliverables from Agency participants are as follows:**

Sabine Parish School Board Deliverables

1. Provide space, utilities, maintenance, and renovation for two NP sites in Sabine Parish.

2. Provide local leadership for the implementation of the NP model in Sabine.
3. Provide Site-based Manager and Intake Specialists positions for each site.
4. Provide administrative support, personnel administration, clinical and program supervision for the sites and staff provided directly or through contract by the district.
5. Continue to develop and integrate school-based support services for children and youth throughout the district and in coordination with Neighborhood place.
6. Participate with the Sabine Children and Youth Services Planning Board (C&YSPB), designated as the local NP Community Council in keeping with the Board's mission to develop a full continuum of care for children, youth and families within the parish.
7. Provide accurate data on services provided as well as unmet needs as part of the NP program evaluation component.
8. Provide startup costs of $180,000 for renovation and purchase of both sites.
9. Fund ongoing annual operational cost of $115,000.
10. Provide ongoing annual in-kind support of $180.000.

Louisiana Department of Education

1. Participate as a member of the state leadership team to encourage continued system coordination and advocacy for the local education agency's role in implementing and managing the NP sites in Sabine Parish.
2. Continue to support LEA initiatives funded through DOE that complement and provide resources to the Sabine NP sites.
3. Assist in providing accurate data used to measure performance indicators and identify needs of children, youth and families in Sabine Parish.
4. Actively participate in the local Community Council (C&YSPB).

IX. Ongoing System Development and Operations

Partners will continue to plan, develop, implement and support continuing efforts of Neighborhood Place sites by having constant contact with the State Leadership Team, Local Implementation Team and staff, as well as reviewing feedback forms from customers.

X. Terms of MOU

Any alterations, variations, modifications or waiver of provisions of this MOU shall be valid only when reduced to writing, duly signed, and

attached to the original of this MOU. Amendments to this MOU may be made upon written agreement of the signatories.

XI. Termination

Both parties agree to give at least thirty (30) days' written notice to the other if it becomes necessary to terminate this MOU. This MOU can be immediately terminated by either party, if it is determined by either of the co-signers of this MOU that any provision of this MOU cannot be fulfilled because of the legal or regulatory reasons.

XII. Execution

For the faithful performance of the terms of this MOU, the parties, by their authorized representatives in their capacities as stated, affix their signatures and agree to be bound by the provisions hereof. This MOU is effective when signed by the Superintendent of Education and the Superintendent of Sabine Parish Schools.

XIII. Authority and Signatures

Approved:

Louisiana Department of Education

Paul Pastorek
Superintendent of Education

Sabine Parish School Board

Mr. Dorman Jackson, Superintendent
Sabine Parish Schools

MEMORANDUM OF UNDERSTANDING BETWEEN

THE SABINE PARISH SCHOOL BOARD
AND
THE LOUISIANA OFFICE OF JUVENILE JUSTICE

This Memorandum of Understanding (MOU) is entered into by the Office of Juvenile Justice (OJJ), relative to the Neighborhood Place (NP) program.

Mission, Guiding Principles, Goals and Principles of Collaboration

Mission

Neighborhood Place works with communities to provide blended and accessible health, education, employment and human services that support children and families in their progress toward self-sufficiency.

Guiding Principles

- Support community human service endeavors that transcend and strengthen the mission of any single agency.
- Recognize that collaboration occurs among people, not among institutions.
- Encourage agencies to fully cooperate through productive dialogue and action that dissolves barriers and advances effective service delivery.
- Promote a commitment to collaboration at all levels of participating organizations.
- Acknowledge the diversity of both the community and the providers.
- Recognize and address the obstacles local agencies, organizations or institutions will face in this process.
- Instill mutual accountability among all participating organizations measured by qualitative and quantitative data.
- Promote maximization of state general fund investments and increase the state's return on investments.

Goals

Jointly, the parties to this *Memorandum of Understanding* agree to work together to:

1. Establish broad parameters that guide and help to support the development of Neighborhood Place Sites eliminating duplication of services and providing better outcomes for the children and families of Louisiana.

2. Identify state or local level policies, procedures and or practices that inhibit the implementation of Neighborhood Place sites and develop strategies to address barriers.

3. Seek innovative approaches for improving program performance. (This speaks to Number 2.)

4. View the Neighborhood Place as an integral part of how the State provides comprehensive services designed to meet Louisiana's vision of supporting citizens to become self-sufficient.

Principles of Collaboration

1. Improve access to services near where people live.

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5. Work together in teams to place the needs of families above agency or procedural concerns.

6. Work with families as partners by utilizing family team meetings.

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8. Involve neighborhood residents in decision-making as members of Neighborhood Place Community Councils, the Managing Board and other advisory groups.

9. Recognize the diversity of communities as well as the diversity of service providers.

I. Background

In 2003, the Louisiana legislature passed Act 1225, the Juvenile Justice Reform Act. This legislative act provided a framework for reforming and restructuring Louisiana's juvenile justice system. The legislation led to the closure of the state juvenile correctional center in Madison. Act 555, passed during the 2004 legislative session, requiring state agencies to develop a regional plan for the comprehensive delivery of services to children and families. It also mandates that the state's 41 judicial districts establish parish Children and Youth Planning Boards to assist in the assessment, alignment, coordination, prioritization and measurement of all available services and programs to address the needs of children and youth. Act 555 states that local planning boards will provide for "the preparation of a comprehensive plan for the development, implementation and operation of services for children and youth."

In the 2003 Regular Legislative Session, the Louisiana Legislature directed the Department of Social Services to develop an integrated service delivery system to meet the needs of clients. In November of 2007, leaders from the Louisiana Department of Social Services, together with community leaders, judges, and legislators, visited Louisville. The intent was to observe the approach of a select number of Kentucky's service delivery models, designed to address child welfare.

On April 17, 2008, the first meeting of the NP Senior State Leadership Group, (inclusive of the Department of Health and Hospitals, the Louisiana Workforce Commission, the Department of Education, the Office of Juvenile Services, and the Department of Social Services) was held to develop a comprehensive plan for a "seamless" system of service delivery for Louisiana. On July 15, 2008, Governor Bobby Jindal signed Act 775, representing the required legislation to launch the Neighborhood Place Program in Louisiana.

II. Liaison Officials

The primary point of contact, who functions as the lead liaison for all services described in this MOU, is Dorman Jackson, Superintendent Sabine Parish School Board. Contact information is P. O. Box 1079, Many, LA 71449, (318) 256-9228, and djackson@sabine.k12.la.us.

The primary point of contact, who functions as the lead liaison for all services described in this MOU, for OJJ is Marlyn Goins-McCants, LCSW, Office of Juvenile Justice, Community and Family Liaison, 7919 Independence Blvd, Baton Rouge, Louisiana, 70806, (225) 287-7985 (work), (225) 276-6271(cell), Marlyn.McCants@la.gov.

III. NP Service

This program initiative meets NP Services as required by Act 775, and in accordance with Acts 1225 and 555.

IV. Program Description

The purpose of the MOU is to identify and coordinate agency resources to create a seamless, customer-friendly system that addresses the needs of Louisiana's citizens by offering comprehensive, accessible, blended services. This MOU establishes commitments, shared values, joint processes and procedures to develop a plan of operation with state-level Neighborhood Place Partners, local partners and to support extensive planning, collaboration, and coordination toward providing a system of service delivery in Louisiana.

V. Performance Indicators

While it is understood that it will take at least a year of operation to get a true picture of the needs of children, youth and families in Sabine Parish as measured by the participating agencies and NP Staff, the following performance indicators will serve as a baseline on which to build a more accurate profile to be used in subsequent years to meet the ongoing and unmet needs of the parish:

- Reduce out of school suspension rates by 5%
- Reduce juvenile arrest and incarceration rates by 5%
- Reduce reported incidence of substance abuse in children and youth by 5%

VI. Confidentiality Statement

The Sabine Parish School Board shall abide by Federal and State laws and regulations concerning confidentiality which safeguard information and the participant's confidentiality (42 U.S.C. 602 and LA. R.S. 46:56) to the extent allowed by federal and state law. OJJ shall abide by all applicable Federal and State laws, regulations, policies, and procedures regarding confidentiality and rights of privacy.

VII. Responsibilities

Participants of the MOU agree jointly to coordinate and perform the activities and services described herein within the scope of state and federal requirements governing the parties' respective programs, services and agencies.

A. Specific deliverables from each party are as follows:

Sabine Parish School Board Deliverables:

1. Provide space, utilities, maintenance, and renovation for two NP sites in Sabine Parish.
2. Provide local leadership for the implementation of the NP model in Sabine.
3. Provide Site-based Manager and Intake Specialists positions for each site.
4. Provide administrative support, personnel administration, clinical and program supervision for the sites and staff provided directly or through contract by the district.

5. Continue to develop and integrate school-based support services for children and youth throughout the district and in coordination with Neighborhood place.
6. Participate with the Sabine Children and Youth Services Planning Board (C&YSPB) , designated as the local NP Community Council in keeping with the Boards mission to develop a full continuum of care for children, youth and families within the parish.
7. Provide accurate data on services provided as well as unmet needs as part of the NP program evaluation component.
8. Provide startup costs of $180,000 for renovation and purchase of both sites.
9. Fund ongoing annual operational cost of $115,000.
10. Provide ongoing annual in-kind support of $180,000.

Office of Juvenile Justice (Region 8-B) deliverables:

1. One OJJ officer will be available 4 days per week as needed and will attend Family Staffings as needed.
2. Continue to support and integrate OJJ contracted services such as SPSB Academy, PALS, Project Celebration Counseling and other support services as part of individual family plans as indicated by NP Family Staffings.
3. Actively participate in the local Community Council (C&YSPB)
4. Provide accurate data on services provided and unmet needs as part of the program evaluation component.

VIII. Ongoing System Development and Operations

Partners will continue to plan, develop, implement and support on-going efforts of Neighborhood Place sites by having on-going contact with the State Leadership Team, Local Implementation Team, staff and reviewing feedback forms from customers.

IX. Terms of MOU

Any amendments, alterations, variations, modifications or waiver of provisions of this MOU shall be reduced to writing, duly signed by both parties, and attached to the original MOU.