The Warren-Forest Counties Economic Opportunity Council, Inc. (EOC) is a Community Action Agency sponsored by the Pennsylvania Department of Community and Economic Development and the U.S. Department of Health and Human Services. EOC is supported by the Warren County and Forest County Commissioners as well as municipalities, agencies, and organizations in Northwestern Pennsylvania.

*This Project was financed by a grant from the Commonwealth of Pennsylvania Department of Community and Economic Development.*
Evolution

The 2011-2012 agency year was one of transformation, evolving as needed, to meet the ever changing needs of our consumers who are experiencing the difficult economic times. As an agency, we are always in “flux.” Unsure funding streams, regulation changes, programs concluding, new programs beginning - these all created an atmosphere of uncertainty, fear and hope. Last year we experienced all three. The end of ARRA Weatherization and LEARN; state budget uncertainty; not knowing if Homeless Assistance Program (HAP), Homeless Prevention & Rapid Rehousing (HPRP), or Work Ready would survive. And “growth” with the expansion of our transitional housing for domestic violence victims, our permanent supportive housing, and the opening of the Faith Inn transitional housing project.

I have been known to preach that the only constant at the agency is “change” and 2011-2012 reinforced that belief. We are stronger and more committed than ever to continue our dedicated service to the citizens of Warren and Forest Counties. We will remain steadfast in speaking out for those who are desperately trying to break the chains of poverty in their lives.

It is with pride that we present the 2011-2012 Annual Report.

Sincerely,

Robert A. Raible
Executive Director

Child Care Information Services (CCIS)

CCIS is an information center for child care issues, as well as a referral service for families to locate child care providers. Information and publications are available both in the office at 1209 Pennsylvania Avenue West and online at www.compass.state.pa.us. Staff can be reached by phone at 814-726-1361. In addition, the staff assist families with the cost of care if eligible. Parents must be a resident of Pennsylvania; employed a minimum of 20 hours/week or employed 10 hours and attending school 10 hours/week; and have an income within state guidelines. Co-pays are based on gross income and family size.

Highlights include:

♦ Number of children served: 511
♦ Number of subsidy providers utilized by parents: 60
♦ Educational material packets dispersed: over 179
♦ Parents who came into the office for information/referral services: 70

The Local Education and Resource Network (LEARN) is a coalition of community members who promote the importance of early learning and quality child care to the community, parents, and business leaders. The goal is that every family understands the importance of quality early care and education and takes steps to make it happen for their children.

Highlights include:

♦ Coordinated the Month of the Young Child activities in April: Children’s Art Exhibit, Children’s Fair, Provider Appreciation Dinner, and Community Readers.
♦ Coordinated the Pre-K Scholarship program in which businesses contributed scholarship funds to assist 151 children at 14 different early learning facilities with the cost of pre-k programs.
♦ Met monthly with agencies, early learning providers, and school district representatives to discuss and share information related to early learning, plan and organize outreach goals and strategies, and identify needs of the early learning community.

Comments from parents:

“Without this program, I would never be able to keep my job and better myself. It has bee a God send.”

“This wonderful program has enabled me to stay off of welfare.”

“My son really needed a pre-school experience but we were not eligible for any source of assistance. What a great relief it was to learn that we were going to be receiving a scholarship portion for his pre-school class. Thank you.”
What We Do at Warren-Forest Counties EOC

Community Services
Community Services provides a wide array of supportive services, including self-sufficiency, housing and homelessness prevention, job training, and utility assistance. This past year was a witness to the necessity of a community action agency in the community as far as housing assistance and supportive services were concerned. EOC helped hundreds of families prevent homelessness and gain stable housing which paved the way to self-sustainability. The utility assistance program helped several households save on their utilities, and the money saved by the households was used to pay for other basic necessities that were needed by the families. The employment program continues to empower individuals who desire to improve their lives by gaining stable employment. The mortgage counseling program has assisted families with keeping their homes, and helped them discover other resources within the community to remain in their homes. Faith Inn Transitional Housing opened in September.

Highlights include:
- Families avoiding eviction: 54
- Persons purchasing first homes: 3
- Persons receiving foreclosure prevention assistance: 287
- Persons obtaining employment: 7
- Persons improving financial management skills: 15
- Persons participating in the Family Savings Account program: 6
- Domestic Violence Consumers assisted with Transitional Housing: 5
- Families receiving assistance with utilities or utility termination: 287
- Consumers assisted with Permanent Supportive or Transitional Housing: 74

Operation Overcoat is a program where local residents donate usable fall and winter coats in children’s sizes. The coats are then cleaned by Jarvis Cleaners and brought to EOC where they are available for anyone in need of a winter coat. Over 400 clothing items were donated, cleaned and distributed to those in need. EOC partnered with Cablecomm, Northwest Savings Bank, WNAE/WRRN, and Jarvis Cleaners.

Community Development
The Community Development Department began operation at the beginning of 2009. During the past year, construction began on four additional transitional housing units in Youngsville; a new ongoing program of purchasing and rehabilitating permanent housing units for those with a mental health diagnosis in both Warren and Forest Counties; and completion of the repair of two housing units under the Warren County Commissioner’s Discretionary Fund Program in Warren and Sugar Grove Township. In addition, 22 Housing Quality Standards inspections were conducted in support of the Rapid Rehousing program.

Pre-K Counts
Pre-K Counts is a state funded pre-school program for 3 and 4 year children. Eligible children are from families whose income is at or below 300% of the federal poverty level. In Warren County, Warren-Forest Counties EOC is the lead agency. With funds to provide Pre-K Counts services to sixteen children, EOC partners with Head Start and the Jefferson Defrees Family Center. All children participate in full day classes (five hours of instructional time), five days per week, 180 class days per year.
What We Do at Warren-Forest Counties EOC

Weatherization
Weatherization services provides a variety of repairs to weatherize homes in order to improve the energy efficiency of these dwellings. In addition to the repair or replacement of windows and doors, the repair/replacement of inefficient heating and cooling systems may be accomplished/installed. These services are designed to help elderly, disabled, and low-income homeowners with weatherization assistance in order to conserve energy and reduce high heating and utility bills.

 Highlights include:
- Columbia Gas  People receiving services: 20  Families receiving services: 6
- National Fuel Gas LIURP  People receiving services: 24  Families receiving services: 8
- National Fuel Gas LIRA  People receiving services: 40  Families receiving services: 21
- UGI LIURP  People receiving services: 5  Families receiving services: 4
- Total Persons receiving crisis services (Warren, Forest & Venango): 177
- Total families receiving crisis services (Warren, Forest & Venango): 77
- ARRA completions (Warren, Forest & Venango): 107 persons/229 families

Comments from people utilizing our services
“I am in complete awe of your generosity. You have caused me to finally have pride in my home. I will forever be eternally grateful to you.”

“I am very grateful to have been included in the program. I have noticed a great deal of difference throughout the house, especially around the door and fireplace and windows. The crew was very nice and they were very polite and worked throughout the day. Thank you.”

Warren County Regional Main Street
The Warren County Regional Main Street Program is a grassroots effort to preserve and strengthen smaller communities in Warren County by utilizing the National Main Street Four Point approach. These points involve ORGANIZATION at the local level; ECONOMIC restructuring: PROMOTION; and DESIGN, so as to make Warren County’s downtowns more attractive places for living and working. The four communities involved with the program are Sheffield, Sugar Grove, Tidioute, and Youngsville.

 Highlights include:
- The Artisans Gallery in Sheffield has expanded, better able to serve their customers.
- Façade work was completed on the Sugar Grove Borough building, the Sugar Grove Soft Serve, the Candlelight Inn in Tidioute, the Kozy Corner Kleaning Center in Youngsville, and the Youngsville Hardware store.
- The Streetscape in Youngsville will be going out to bid in November 2012, with construction to begin shortly thereafter.
- The Bike/Hike Trail in Youngsville is close to being completed.

You can tell that there is lots of community pride in each of the communities because many volunteers have stepped up to keep their downtowns clean, friendly and welcoming.

Head Start
Head Start is a federally funded program that promotes school readiness of children ages 3 to 5 by enhancing their cognitive, social, and emotional development in a learning environment that supports growth in language and literacy, cognition and general knowledge, physical development and health, social and emotional development and approaches to learning. Head Start provides comprehensive services to enrolled children and their families, which include health, nutrition, social and other services determined to be necessary by a family needs assessment.
What We Do at Warren-Forest Counties EOC

**Head Start (continued)**

The Warren-Forest Counties EOC Head Start program operates twelve pre-school classes, four days a week for five hours per day in five centers in Warren County and one in Forest County: McClintock Building and Seneca Building in Warren; Allegheny Valley Elementary School; Youngsville High School; Lottsville Freehold Township Building; and West Forest Elementary School in Tionesta.

The **Creative Curriculum**, a researched based curriculum is used in all Head Start classrooms along with the **Teaching Strategies Gold Assessment System**. Children are assessed three times each year. Results of the assessment are aggregated and analyzed at the program and center levels. Teachers use the assessment data to formulate goals in each child’s individual curriculum plan. School readiness goals are identified for children in a variety of domains that are aligned with the **Pennsylvania Early Learning Standards**, and the **Head Start Child Development and Early Learning Framework**. Individual plans are reviewed with the parents. The **Classroom Assessment Scoring System (CLASS)** is an observation instrument used to assess classroom quality in three domains: emotional support, classroom organization and instructional support.

Head Start emphasizes the role of parents as their child’s first and most important teacher and builds relationships with families that support family well-being and positive parent-child interaction, families as learner, and lifelong educators, family engagement in transitions, family connections to peers and community, and families as advocates and leaders. EOC Head Start program provided many opportunities for parent involvement throughout the year.

School readiness/transition efforts include: collaborating with parents, staff, principals, and kindergarten teachers; providing opportunities for kindergarten classroom visitation; meeting with agencies and principals to ensure no break in services for children with disabilities; empowering parents to advocate for their child; and creating packets of activities for child and parent to work on throughout the summer.

The most recent on-site monitoring review by ACF was conducted in March 2009 and Head Start was found to be in compliance.

The most recent financial audit of Warren-Forest EOC (grantee for Head Start) reported no material findings or deficiencies.

**Highlights include:**

- Funded enrollment: 200 children
- Number of Head Start children served: 213
- Income eligible children served: 97%
- Actual monthly enrollment: 200 children (100%)
- Average attendance: 87%
- Children enrolled for a second year: 72
- Children who received medical exams: 213
- Children who received dental exams: 212
- Children with up-to-date immunizations: 210
- Children identified as having a disability: 47
- Families served: 199
- Meals served to children: 42,974

**Comments from parents:**

“When I needed help Head Start was there.”
“*My child learned something new everyday in Head Start.*”
“Head Start provided so many services. Thank you.”
“The dads’ activities are really fun.”
“I am glad my child got to go to Head Start.”

### Head Start 2011-12 Budget

<table>
<thead>
<tr>
<th>Revenue</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Federal</td>
<td>$1,467,106.00</td>
</tr>
<tr>
<td>Non Federal (program)</td>
<td>$332,228.42</td>
</tr>
<tr>
<td>Non Federal (IU 5)</td>
<td>$53,420.00</td>
</tr>
<tr>
<td>USDA Reimbursement</td>
<td>$94,441.30</td>
</tr>
<tr>
<td>CSBG Support</td>
<td>$28,423.48</td>
</tr>
<tr>
<td>Interest</td>
<td>$ .44</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$1,975,619.64</strong></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Expenditures</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Salaries</td>
<td>$725,740.77</td>
</tr>
<tr>
<td>Fringe Benefits</td>
<td>$321,657.12</td>
</tr>
<tr>
<td>Indirect</td>
<td>$194,967.50</td>
</tr>
<tr>
<td>Supplies</td>
<td>$54,034.41</td>
</tr>
<tr>
<td>Child/Adult Food</td>
<td>$113,417.10</td>
</tr>
<tr>
<td>Transportation</td>
<td>$91,554.03</td>
</tr>
<tr>
<td>Training</td>
<td>$23,060.34</td>
</tr>
<tr>
<td>Space/Lease/Utilities</td>
<td>$55,740.22</td>
</tr>
<tr>
<td>Other (In-kind)</td>
<td>$63,219.73</td>
</tr>
<tr>
<td>Non Federal (program)</td>
<td>$332,228.42</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$1,975,619.64</strong></td>
</tr>
</tbody>
</table>
WARREN-FOREST COUNTIES EOC
STATEMENT OF REVENUE AND EXPENSES
ACTUAL FOR FISCAL YEAR 2011-2012

REVENUE

<table>
<thead>
<tr>
<th>Source</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>FEDERAL REVENUE</td>
<td>4,433,826.30</td>
</tr>
<tr>
<td>STATE REVENUE</td>
<td>1,565,252.82</td>
</tr>
<tr>
<td>LOCAL REVENUE</td>
<td>376,052.13</td>
</tr>
<tr>
<td>INTEREST/DIVIDEND EARNED</td>
<td>283,101.92</td>
</tr>
<tr>
<td>IN-KIND CONTRIBUTIONS</td>
<td>352,916.63</td>
</tr>
<tr>
<td>USDA REIMBURSEMENT</td>
<td>97,658.75</td>
</tr>
<tr>
<td>INTERMEDIATE UNIT</td>
<td>53,420.00</td>
</tr>
<tr>
<td>DONATIONS</td>
<td>475,195.50</td>
</tr>
<tr>
<td>RENT &amp; SECURITY DEPOSITS</td>
<td>53,390.77</td>
</tr>
<tr>
<td>OTHER INCOME</td>
<td>504.57</td>
</tr>
<tr>
<td><strong>TOTAL REVENUE</strong></td>
<td><strong>$7,691,319.39</strong></td>
</tr>
</tbody>
</table>

EXPENDITURES

<table>
<thead>
<tr>
<th>Category</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>PERSONNEL</td>
<td>2,205,629.92</td>
</tr>
<tr>
<td>CONSULTANTS</td>
<td>819,071.32</td>
</tr>
<tr>
<td>AUDIT</td>
<td>46,524.92</td>
</tr>
<tr>
<td>TRAVEL</td>
<td>32,870.19</td>
</tr>
<tr>
<td>SUPPLIES</td>
<td>234,776.53</td>
</tr>
<tr>
<td>TRAINING</td>
<td>33,218.35</td>
</tr>
<tr>
<td>INSURANCE</td>
<td>37,570.65</td>
</tr>
<tr>
<td>ADVERTISING/PRINTING</td>
<td>6,267.34</td>
</tr>
<tr>
<td>EQUIPMENT/VEHICLE</td>
<td>3,526.38</td>
</tr>
<tr>
<td>HOUSEHOLD FURNISHINGS</td>
<td>16,413.20</td>
</tr>
<tr>
<td>HEAD START FLEET - VEHICLES</td>
<td>96,265.82</td>
</tr>
<tr>
<td>DEPRECIATION</td>
<td>91,748.83</td>
</tr>
<tr>
<td>MATERIALS - LABOR - REHAB</td>
<td>956,455.26</td>
</tr>
<tr>
<td>SPACE COSTS</td>
<td>170,900.58</td>
</tr>
<tr>
<td>INKIND</td>
<td>377,384.59</td>
</tr>
<tr>
<td>DIRECT AID TO FAMILIES</td>
<td>230,365.10</td>
</tr>
<tr>
<td>TELEPHONE &amp; POSTAGE</td>
<td>38,798.25</td>
</tr>
<tr>
<td>ACQUISITION COSTS/TAXES</td>
<td>130,618.05</td>
</tr>
<tr>
<td>OTHER COSTS</td>
<td>73,720.68</td>
</tr>
<tr>
<td>NEW CONSTRUCTION</td>
<td>309,062.84</td>
</tr>
<tr>
<td><strong>TOTAL EXPENDITURES</strong></td>
<td><strong>$5,911,188.80</strong></td>
</tr>
</tbody>
</table>

OBLIGATED FUNDS

<table>
<thead>
<tr>
<th>Source</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>DEFERRED REVENUE</td>
<td>1,453,000.55</td>
</tr>
<tr>
<td>DUE TO GRANTOR</td>
<td>23.96</td>
</tr>
<tr>
<td>(INCLUDES INTEREST)</td>
<td></td>
</tr>
<tr>
<td>CLOSED TO FUND BALANCES</td>
<td>327,106.08</td>
</tr>
<tr>
<td><strong>TOTAL OBLIGATED FUNDS</strong></td>
<td><strong>$1,780,130.59</strong></td>
</tr>
</tbody>
</table>

EOC also benefits from linkages established within our local community. These include Lowe’s, A Safe Place, UPMC Health Plan, PNC Bank, Highmark, Northwest Savings Bank, First Niagara Bank, Forest/Warren Department of Human Services, Jefferson DeFreese Family Center, Ellwood Investment Corporation, First United Methodist Church, Community Foundation, Federal Home Loan Bank of New York, Northwest Alliance, Pregnancy Support Center, Salvation Army, Warren County Assistance Office, and many individuals from the community. In addition, the boroughs of Sugar Grove, Tidioute, and Youngsville as well as the townships of Brokenstraw, Sheffield, and Sugar Grove participating in the Regional Main Street Program.

Northwest Savings Bank is partnering with Warren-Forest Counties EOC as they continue with Phase II of renovating the Faith Inn.

Oneida Lumber/Ace Hardware donating materials to EOC that will be used for supportive and transitional housing projects in Warren County.
WARREN-FOREST COUNTIES EOC
EXPENDITURES BY PROGRAM
FISCAL YEAR 2011-2012

CSBG 196,076.50
Pre-K Counts 128,817.45
Head Start 1,947,196.16
LEARN 50,870.70
Weatherization 194,884.85
Weatherization - ARRA 968,482.71
New Communities Program - DCED 49,396.51
Community Revitalization Assistance Program (80.00)
Child Care Information Services 944,938.31
Emergency Shelter Grant 54,289.76
Homeless Prevention & Rapid Re-Housing Program - Warren 65,581.14
Homeless Prevention & Rapid Re-Housing Program - Forest 12,849.82
Housing Assistance Program 27,809.23
St. Benedict Education EARN 588.23
Supportive Housing 47,720.00
Work Ready Program - InspiriTec 16,184.82
Work Ready Program - DPW/BETP 50,817.92
Warren Transitional Housing - HUD 42,435.00
Warren Transitional Housing - HUD - Matching 17,506.92
Transitional Housing - CHDO 41,595.94
Youngsville - Transitional Housing - HUD 154,984.00
Youngsville - Transitional Housing - HOME 145,618.58
Youngsville - Transitional Housing - CDBG 17,000.00
Youngsville - Transitional Housing - Housing Trust Fund 6,280.00
Other:
COGENT Services 2,065.50
Columbia Gas of PA - Weatherization 23,245.36
PHFA Pre-Purchase 1-on-1 Counseling - CHCI 12.15
First Energy WARM Program 44,021.03
National Fuel - LIURP 40,415.66
National Fuel - LJRA 3,493.27
UGI Central Penn Gas - Operation Share Energy 1,195.00
UGI Central Penn Gas - WARM 20,763.16
Family Savings Accounts 2,459.97
Pre-K Scholarship Program 173,099.70
Warren Anthems/Presidential Place 13,839.68
Mental Health Residences 98,677.06
Fairweather Lodge 5,393.97
Laurel Street 3,067.06
Lexington 45,000.00
Permanent Supportive Housing 97,534.95
Warren County Housing Trust Fund 12,300.00
Seneca Duplex 9,243.39
Community Fund 7,542.10
Youngsville Borough ROY Project 11,722.00
Regional Main Street - Local Match 15,935.33
254 West Main Street Youngsville 1,178.26
Depreciation 91,748.73
Agency Activities 6,569.08
Total $5,911,188.80

The Warren-Forest Counties Economic Opportunity Council is a Community Action Agency and part of a 43-agency network covering the 67 counties in Pennsylvania and more than 1,000 Community Action Agencies nationwide.

Today’s Warren-Forest Counties EOC is the result of work begun in 1966 in response to the federal Economic Opportunity Act of 1964. The objective of the agency - both then and now - is to help people help themselves. To this end, the EOC contracts with federal, state, and local governments to administer nearly 30 programs that operate in collaboration with other social service providers as well as private and public partners throughout Warren and Forest Counties.

Warren-Forest Counties EOC Board of Directors 2011-2012

Karen Davis  President
Barbara Beach  Vice President
Paul Hayes  Secretary
Stephanie Freitag  Treasurer

Public Officials
John Bortz  Warren County Commissioner
Karen Davis  City of Warren Representative
Shawn Estes  Warren County Hearing Officer
Norman Wimer  Forest County Commissioner
Teresa Wolfgang  Forest County Representative
Barbara Beach  Forest County Representative

Representatives of Private Organizations
Barb Litten  Barbara C. Litten, Esq.
Stephanie Freitag  Northwest Savings Bank
Hon. Maureen Skerda  Warren County Courthouse
Jeffrey Scutella  McKissock Capital Mgmt.
Pastor Michael  Pleasant Community Church
Poindexter  Intermediate Unit
Alice Fadale  Intermediate Unit

Target Area Representatives
Harvey Hollis  Area III Irvine
Paul Hayes  Area IV Warren
Judy Silves  Area VI Sheffield

Warren-Forest Counties EOC Staff 2011-2012

Lori Anderson  Tish Montgomery
Cindy Atkins  Laura Myers
Dawn Bines  Peggy Osten
Nancy Birt  Suzanne Painter
Julie Blum  Tammy Perkins
Carilee Branstrom  Nicole Phillips
Sheredith Briggs  Lyn Pryor
Shelly Brown  Robert Raible
Dorothy Butcher  Kathleen Reitinger
Roxanne Carifo  Chad Ressler
Lynn Carlberg  Carie Ristau
Romona Carlson  Shelly Ristau
Sherri Carr  Julia Roque
Jane Chapman  Diane Sivak
Daniel Dart  Kerwin Smith
Jonilyn Eck  Loraine Smith
Beth Fantaskey  Wendy Smith
Laura Fitch  Tami Sorensen
Laurel Gardner  Jerome Stiner
Roger Genberg  Todd Summers
Diane Graham  Shelly Teska
Cynthia Gray  Amy Tipton
Linda Hackett  Cassandra Traut
Brittany Henry  Shelle Tubbs
Laurie Livingston  Dawn Turner
Patricia Lobell  Penny Vermilya
Brandilyn Lyon  Nancy Walters
Jill Lyon  Cheryl White
Michael Madigan  Carie Wiedmaier
Susan Marshall  Melissa Woodcock
Laura May  Janene Zaffino
Sheri Miller