



Luzerne County Children and Youth Services Advisory Board Meeting Minutes

Date/Time/Location: February 12, 2019/noon/ Conference Room 132

In Attendance: Robert Childs, Ciro Cinti, Maggie Farrell, LeDonne Kelly, Fritz Scarnulis, Josh Wilder (via phone), Susan Roskos

Absent: Charlene Aben, John Bonin, Martin Dartoe, Barry Finn, Dennis Gochoel, Mary Agnes Kratz, Larry Marchetti, Eileen Song

Children and Youth: Janice Bonner, Caitlyn Holland, Kelly Gaughan, Deanna German, Lisa Koval, Robin Ritsick

Office of Human Services: John Alunni, Lynn Hill

Welcome – Vice Chairman Kelly welcomed everyone to the February meeting. Member Roskos asked a question on which children in the December notes received Christmas gifts. Deputy Director German explained that staff gathered and delivered gifts to “children involved with our agency”.

Approval of Minutes – December meeting minutes approved by Member Scarnulis, seconded by Member Farrell, all in favor.

Director’s Report – Deputy Director German noted that Chairman Finn is not present due to illness and Director Van Saun is now Secretary on the PCYA board and is attending that meeting today. Deputy Director German talked about the last PCYA meeting’s discussion on a policy and procedure manual and sharing policies from different counties.

There was a press release recently that the agency had received full licensing. There were some citations so a Plan of Correction (POC) was developed, however now the Regional Office must come out to ensure the POC is being followed.

There are currently 20 casework vacancies, 1 supervisory vacancy, and 1 manager vacancy. Interviews were recently held for the manager position.

The State is working on a State Child Welfare Casemanagement system. Our county uses CAPS. Currently other counties have 5 or 6 different computer systems being used. CWIS is a State wide system. A steering committee was created to meet 3 days per week every other week for an entire year. Also a 2 hour phone call on the off week. They are creating a user friendly State Child Welfare Casemanagement system that can be used in all counties as well as with all Human Services. OHS Director Hill noted that John Reuben, the new Deputy Secretary, has

remarkable knowledge and sees the need for all of these systems to connect. This will improve the process across the board.

Safe Care will be launched publicly in April. Mr. Alunni noted OHS has a plan in process.

In December, Cumulus Radio and Wyoming Valley BMW donated coats to our agency. They were very generous with donations.

Supervisors and Managers will be trained in Coach Approach Adaptive Leadership Model in order to enhance supervisory skills. Many supervisors are new and this will enhance their skills and help them work smarter not harder. This is an OHS initiative and division wide training. It will be a 2 – 3 year process. Mr. Alunni noted that this will extend to our consumers eventually in order to enhance their skills.

Deputy Director German noted that OHS developed a way for all the categoricals to collaborate on complex cases that touch all the different agencies. All the systems come together and talk about what services can be provided and how we can better assist the family in need. Then an action plan is developed.

Child Welfare Professionals Week will be the first week of June. The C&Y Retreat will be planned for that week. Anyone interested in being on the planning committee please see Georgine Meyers.

April is Child Abuse Prevention Month so the committee will plan for an event in April.

Ms. Holland from the Fiscal Department gave a financial report to the Board. The fiscal department is currently closing out 2019, which is due the end of this week. They do not foresee any issues. 2020 contracts are being finalized. The Budget Analyst position will be posted soon. Member Farrell recommended posting in colleges. OHS Director Hill noted it was a good idea and she could talk with the HR team. Casework positions can also be posted there. The Budget Analyst is not a Civil Service position nor is it a Union position.

Old Business

1. No Old Business

New Business

- 1. November meeting** - 11/11/20 the agency is closed, so the Board will need to decide whether to meet on Wednesday 11/4/20 or Wednesday 11/18/20. The agency will need to publicize that the meeting date is changed so discussion needs to take place today. Member Cinti made a motion to have the meeting November 4th, Member Scarnulis seconded, all in favor.
- 2. Vote for Executive Committee**- Ballots were handed out. It is currently a tie, however there are a few members who have not voted so we will try to reach out to those members in order to break the tie. ByLaws will need to be reviewed as well.
- 3. Fundraising** – Member Wilder talked about approaching businesses to sponsor the Children’s Holiday Party. They will continue to send out letters to businesses. Attorney Rogers may be interested in donating again this year. He would like to put a digital version

of the letter on social media. They will submit to Georgine Meyers to get approval to put letters on social media.

Final Questions/Comments – Vice Chairman Kelly noted that Ruth Betty Baltimore passed away and they would like to send a card to her family. Member Farrell asked about Child Abuse Prevention Month. Deputy Director German said they were thinking about reaching out to businesses to see if they would put a blue ribbon in their window in April. In past years the agency had designed t-shirts that staff could purchase and wear each Friday in April or blue ribbon pins. This year the OHS agencies came together and made up a t-shirt for all Human Services awareness months. Staff bought their own shirts to wear. It was not any type of fundraiser. In the past, Aging has put out signs to show awareness. Child Advocacy Center had put pinwheels on the Courthouse lawn for awareness-. Member Farrell will do some research.

Adjournment – Motion to adjourn approved by Member Cinti, seconded by Member Scarnulis, all in favor.

NEXT MEETING: Wednesday, March 11, 2020 at 12:00pm.