



Luzerne County Children and Youth Services Advisory Board Meeting Minutes

Date/Time/Location: March 11, 2020/noon/ Conference Room 132

In Attendance: Charlene Aben, Robert Childs, Ciro Cinti, Dennis Gochoel, LeDonne Kelly (via phone), Larry Marchetti, Fritz Scarnulis, Eileen Song, Joshua Wilder, Susan Roskos

Absent: John Bonin, Martin Dartoe, Maggie Farrell, Barry Finn, Mary Agnes Kratz

Children and Youth: Ceil Bartolai, Donna Domiano, Ellen Dymond, Lisa Fox, Kelly Gaughan, Deanna German, Georgine Meyers, Joanne Van Saun

Office of Human Services:

Welcome – Secretary Wilder welcomed everyone to the March meeting. He noted that Chairman Finn was not able to attend and Vice Chairman Kelly is participating via phone.

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

Director's Report – Director Van Saun discussed the formation of a Coronavirus committee to discuss what is mandatory, how to plan on staff working remotely and await guidance from the County. Caseworkers have the capability to work remotely, therefore she is looking at staff in fiscal, clerical, and legal and how to handle those departments. The agency is being proactive and handing out wipes and gloves to staff as well as having sick employees stay home. The agency is talking to other counties and service providers to talk about their plans. As the agency gets more information, we will plan accordingly. Children and families will still be seen and staff will still ensure the safety of children.

Currently there are 21 casework vacancies. Staff are busy and tired at this time so the agency can't afford for staff to get sick. There are 7 new hires coming on board in the next month. Due to transfers and promotions there will be 5 additional casework vacancies. Manager Bartolai has been attending job fairs.

With the resignation of the agency's previous Manager, Director Van Saun introduced the new Manager, Donna Domiano,. Ms. Domiano talked about her experience in the last 30 years with the agency.

There were two retirements recently. Emily Intelicato and Becky Willis had both worked at the agency for over 30 years each. Much experience and knowledge left with them.

Deputy Director German discussed Plans of Safe Care and infants born with substance abuse.

The Visitation Grant was received by the agency again this year with an increase. Deputy Director German has talked with aides to see what is needed at the agency and there is a plan to work on staff retention and recruitment activities. With that a committee will be formed shortly to meet on the annual Retreat and Caseworker Appreciation Week in the beginning of June.

Secretary Wilder asked about tuition reimbursement for the Masters programs. He asked if it was included in job postings. Discussion took plan on schooling. Director Van Saun talked about the CWEL/CWEB program as well as the tuition reimbursement program options and requirements.

Old Business

1. No old business

New Business

1. Vote for Executive Committee- Ms. Meyers noted that the ByLaws do not address if there is a tie in voting for the Executive Committee so the Advisory Board will need to decide how to break the tie. The Advisory Board Members that were present for the meeting discussed voting options, ideas, Strategic Planning, the future of the Board meetings, and how to add value to the meetings and to C&Y. Also discussed creating objectives and following through. Director Van Saun will talk to staff on their expectations for the Advisory Board. She feels that the Advisory Board should be advocating for C&Y outside of the meetings whether with the community or with those higher than the county level. Member Song talked about recruiting community leaders, clarifying the role of the Advisory Board and establishing a purpose. Members need to attend meetings and participate. What does the agency need? What can the Board do? Director Van Saun talked about the bad press, how the agency is an involuntary agency and clients are not happy to have involvement, salaries are low, and how difficult the job actually is.

Member Gochoel made a motion to have another vote at the next Board meeting and Members must be present to vote. Member Marchetti seconded the motion, all in favor.

Secretary Wilder noted that he has served on many boards and outside of the Board meeting there is no connection. He asked if the Board should restructure the meeting, have 15 minutes of just the Board together or maybe just a few staff members attending. He would like people to know that C&Y are here to help. He would also like public perception to be better and to work on vacancies.

2. Fundraising – Secretary Wilder and Member Gochoel are approaching businesses this month. A letter was sent to Administration for approval.

Final Questions/Comments – Members would like the Chairman or Executive Committee to talk to Mr. McGinley regarding those members not meeting the attendance requirements since Secretary Wilder reached out to certain Board Members, they still are not attending and have not submitted a resignation letter. Members in attendance discussed absenteeism, participation, ByLaws and solutions. Members also discussed additional meeting time whether added to the monthly meeting, Skype, or conference call. Changing the time of the meeting was done in the

past but did not improve attendance so it went back to the second Wednesday of the month at noon. Member Marchetti noted that technology is there so maybe the Board should explore. In December Secretary Wilder reached out to Members not attending via email and did receive a few responses. Members need to prioritize to attend meetings.

Adjournment - Motion to adjourn approved by Member Song, seconded by Member Gochoel, all in favor.

NEXT MEETING: Wednesday, April 8, 2020 at 12:00pm.