

**LUZERNE/WYOMING COUNTIES DRUG AND ALCOHOL PROGRAM  
MINUTES OF THE EXECUTIVE COMMISSION MEETING**

Wednesday, June 24, 2020

The Luzerne/Wyoming Counties Drug and Alcohol Program Executive Commission conducted its monthly meeting on Wednesday, June 24, 2020 at 2:00 p.m.

<b><u>Participants</u></b>	Ryan Hogan, Pamela Coveleski, Marie Baratta	SCA
<b><u>Participants via Teleconference</u></b>	John Alunni	OHS
	Rev. Lou Divis, John McCarthy, Eric Bieski, Gene Dziak	Executive Commission
	Charles Blewitt	Guest

**Welcome** Mr. Hogan welcomed everyone, and the May 27, 2020 minutes were reviewed. *A motion was made to accept the minutes by Mr. Bieski, seconded by Mr. McCarthy All in favor. MOTION CARRIED.*

**Administrator's Report** Mr. Hogan reviewed RFP's have been received for Drug & Alcohol Services that include Treatment, Prevention, Case Management, and more. Mr. Hogan and Ms. Coveleski are working on Provider Allocations and contracts at this time in order to have them signed and returned as soon as possible. Mr. Hogan noted that Governor Wolf signed a five (5) month state budget, rather than the typical six (6) month budget or twelve (12) month budget. Weekly phone calls continue with DDAP and PACDAA regarding COVID-19 responses, needs, challenges, etc. NBHCC and CCBH phone calls continue as well regarding COVID-19 weekly. Mr. Hogan works closely with CCBH and NBHCC on the Warm Hand-Off protocols. Mr. Hogan has plans for improvements for the Wyoming County Warm Hand-Off Process with a CRS Model in the near future.

The SCA DDAP Audit will take place July 21, 2020. Mr. Hogan confirmed that the Block Grant Public Meeting took place this morning and went very well. A second Block Grant Meeting will take place again this evening. *A motion was made to accept by Mr. McCarthy, seconded by Rev. Divis. All in favor. MOTION CARRIED.*

**Case Management Report** Mr. Hogan noted that Ms. Sprau is off today. He reviewed that she is doing well in her new position as the Case Management Supervisor. The CM Unit is working closely with LCCF and Luzerne County Public Defender's Office to move forward with prison assessments once again. Ms. Sprau continues to participate in Veterans Court Meetings, Warm Hand-Off meetings and data entry, PACDAA/SCA/DDAP calls, Pyramid Regional Stakeholder Forum, etc. She has been creating and organizing training procedures for the new Case Managers coming onboard. Mr. Hogan confirmed that the CM Unit are very busy and completed 34 of 37 scheduled assessments via telehealth with appropriate level of care placements. *A motion was made to accept by Mr. McCarthy, seconded by Mr. Bieski. All in favor. MOTION CARRIED.*

**Fiscal Report** Ms. Coveleski reviewed the cash disbursements report for May. DDAP Allocations from the State have been received and the Boiler Plates will be completed with review of Budget and Contracts. She confirmed the Administrative Budget is on track. Inpatient Budget is at 96%. MAT Services are at 150% due to over-spending by Children's Service Center for Buprenorphin and Vivitrol Cases. Case Management is at 48% due to a hiring freeze during Covid-19. Mr. Hogan reviewed that WVADS has increased PHP and IOP Group Programs. *A motion was made to accept by Mr. McCarthy, seconded by Mr. Bieski. All in favor. MOTION CARRIED.*

**OHS Report** Mr. Alunni reviewed the Office of Human Services planning process in working toward coming back fully to the Office in the second, (2<sup>nd</sup>) week of July. Governor Wolf has taken Luzerne/Wyoming Counties through the careful precaution stages for Covid-19 of Red, Yellow, and now Green. Mr. Alunni commended the Drug & Alcohol Program for doing an excellent job in serving our Communities. *A motion was made to accept by Rev. Divis, seconded by Mr. McCarthy. All in favor. MOTION CARRIED.*

**Prevention Committee Report** Mr. Hogan noted that Children's Service Center and Pathway to Recovery are doing well regarding School-Based Prevention Services through shared methods including Web-Based SAP Activities and Social Media Postings that are available to students/parents via telephone and online. Prevention Needs Assessments and Prevention Plans are being reviewed and will be utilized beginning July 1, 2020.

Mr. Hogan noted that WVADS had laid off Prevention Education staff, with the exception of keeping one (1) staff. Children's Service Center will offer Prevention Education through the Robinson Center for Schools in both Wyoming and Luzerne Counties' schools and communities. Mr. Hogan reviewed that, as of now, Pathway to Recovery and CSC 12 School districts served in our Luzerne and Wyoming Counties. *A motion was made to accept by Mr. McCarthy, seconded by Mr. Dziak. All in favor. MOTION CARRIED.*

**Executive Commission Nominating Committee** Mr. Hogan confirmed that on 06-23-2020, Luzerne County Council appointed Dr. Blewitt for a second, three-year term. Mr. Nicholas Wilson has also been appointed by Luzerne County Council for a three-year term. Our Executive Commission volunteer compliment represents both Luzerne and Wyoming Counties. *A motion was made to accept by Mr. Bieski, seconded by Rev. Divis. All in favor. MOTION CARRIED.*

**Provider Report** No report was available. *A motion was made to accept by Mr. Bieski, seconded by Mr. McCarthy. All in favor. MOTION CARRIED.*

**By-Laws and County Joinder Agreement** The By-Laws were reviewed and approved in the 1<sup>st</sup> quarter of 2020. The By-Laws will continue to be reviewed on a bi-yearly basis in the 1<sup>st</sup> quarter of calendar year 2022, 2024, 2026, etc. Mr. Hogan confirmed that the term of the County Joinder Agreement is July 1, 2015 to June 30, 2022. *A motion was made to accept by Mr. Bieski, seconded by Mr. McCarthy. All in favor. MOTION CARRIED.*

**Next Meeting** The next Executive Commission Meeting will take place on August 26, 2020 at 3:00 p.m. *With no further business the Meeting adjourned at 2:50 p.m. via teleconference. All in favor. MOTION CARRIED.*

Submitted by: Marie Baratta, Administrative Assistant

Reviewed by: Ryan Hogan, Assistant Administrator