



## Luzerne County Children and Youth Services Advisory Board Meeting Minutes

**Date/Time/Location:** October 12, 2022/noon/ Conference Room 132 (MS Teams/Conference Call Meeting)

**In Attendance:** Denise Acosta, Robert Childs, Helen Elko, Kathleen McCarthy, Maylan Nicholson, Eileen Song, Joshua Wilder, Robin Watson

**Absent:** Charlene Aben, Mary Agnes Kratz, Alex Milanes, Olga Papa, Tiffany Spearman, Susan Roskos, Dennis Gochoel

**Children and Youth:** Ellen Dymond, Kelly Gaughan, Dave Maslowski, Georgine Meyers, David Gaugler, Brian Steve

**Human Resources:** Jessica Beishline, Kylee Majikes

**CWEL/CWEB Presentation Staff:** Alicia Johnson, Laura Borish, Helen Cahalane, Brooke Rawls

**Welcome** – Chairman Wilder welcomed everyone to the October Advisory Board Meeting. He announced that we have a new member joining, Robin Watson. He asked that during attendance if everyone would take the time to introduce themselves to Member Watson. Ms. Meyers announce that participants on the phone will need to press \*6 to unmute to speak and all Advisory Board meetings are recorded in order to do the meeting minutes. Please stay muted to reduce background noise, which interferes with the meeting. If we hear excessive background noise, we will try to mute the person so please only unmute yourself to speak. Ms. Meyers took attendance.

**Approval of Minutes** – September meeting minutes approved by Secretary Song, seconded by Vice Chairwoman Nicholson, all in favor.

**Director's Report** – Acting Director Gaughan discussed current vacancies at the agency. Since the approval of salary increases there has been an increase of applicants on the Civil Service list. The PCYA meeting was last week. Acting Director Gaughan and Acting Deputy Director Gaugler attended. There was good collaboration between counties. The Risk and Safety Assessments might be combined into one universal assessment tool. The Administrator 4/Director position was posted until 10/13/22 and the agency is hoping for some good candidates. They are also planning to have a 2<sup>nd</sup> Deputy position to assist the Director.

**Fiscal Update** – No update. Acting Director Gaughan noted that they are finalizing the Needs Based Budget Submission.

### **Committee Reports**

1. **Events and Fundraising** – Chairman Wilder noted that the agency is working on the Adoption Celebration. There was a product donation request sent to Wegmans.
2. **Strategic Planning and ByLaws** – Chairman Wilder noted that the Advisory Board would like to do a better job with onboarding new members. The Executive Committee and Ms. Meyers will be meeting with Member Watson but Chairman Wilder would like to do this with all Advisory Board Members. He would like 2023 to be a productive year.
3. **Recruiting and Community Advocacy** – Member Acosta announced there is a coat drive at the Salvation Army until December 1<sup>st</sup>. If anyone would like to donate, please drop coats off at 17 South Pennsylvania Avenue in Wilkes-Barre. Chairman Wilder will email this information to everyone. Ms. Meyers let everyone know that the Adoption Celebration invitation was sent out to all Board Members yesterday.

**CWEL/CWEB Presentation** by Dr. Helen Cahalane, Dr. Brooke Rawls, Dr. Alicia Johnson and Professor Laura Borish.

**Final Questions/Comments** – Chairman Wilder will be reaching out to everyone regarding onboarding and committee assignments for next year. He thanked all the presenters as well as the County HR department for attending.

**Adjournment** – Motion to adjourn made by Secretary Song, seconded by Member Elko, all in favor.

**NEXT MEETING:** Next meeting November 9, 2022.