



COUNTY of LUZERNE
PENNSYLVANIA
ESTABLISHED 1786

Luzerne County Children and Youth Services

Date/T:

March 14, 2018/noon/ County Advisory Board Agenda

In Attendance:

**Joe Carroll
Roskos**

Chairman: Perry Finn, LeDonne Kelly, Fritz Scarnulis, Joshua Wilder, Susan

Absent:

**Dennis Goshoe, Joe Sperazza, Rosella Fedor-Purcell, James Geiger, Rita Mauriello,
Jennifer Moisey, Patty Searfoss, Sue Strassman, Ruth Betty Baltimore**

Children and Youth:

**Janice Bonner, Tannille Copp, Lisa Fox, Deanna German, Emily Intelicato, Nicole
Litostansky, Georgine Meyers, Robin Ritsick, Jillian Thomas**

C&Y Consultant:

Fran Gutterman

Welcome – Chairman Finn welcomed everyone to the March meeting and apologized for the late start.

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

Director's Report – Deputy Director German noted that Director Van Saun is currently at the PCYA quarterly meeting. This is the Pennsylvania Children and Youth Administrators Meeting.

Currently there are 20 vacancies. It is fluctuating as people are coming in and staff are leaving.

Deputy Director German introduced Fran Gutterman as the County Consultant. Ms. Gutterman was from Casey Family Programs. She is assisting the agency with permanency issues and screen out policies.

The annual Licensing Inspection is still in process. We responded to the citations and hope to have the final answer on licensing by the end of the month.

Contract negotiations are almost complete. Teamsters voted to accept the county's offer. County needs to sign the contract.

Adoption records are being scanned. The completion of the project should be in the next month or two. The closed files are to be moved tentatively next week. We hope that once we have more space we will create a training room in the main building. Last month we switched our

fiscal and legal departments in the Union Street building and created offices for the legal staff so they had private meeting areas.

The Swift 911 Quick Alert System has been set up. This system will alert staff via text messaging of any emergencies or weather related issues.

The agency also added a third IT person to the staff to assist.

There was recently a story on WBRE on safe sleep/co-sleeping for infants. It aired on Friday or Saturday. It was tied into discussions with physicians at Geisinger.

The Events Committee is meeting on Friday, March 23 at 9am to continue planning the Child Welfare Appreciation Week in June and discuss ideas for Child Abuse Awareness Month in April.

The fiscal department is currently going through 2 audits. Chairman Finn noted that he received a call from the auditors to ask for any concerns.

Member Caffrey asked about citations with the Licensing Inspection. Deputy Director German discussed details of citations with the Board.

GPS and CPS Intake Supervisors did a presentation on their units.

Old Business

- 1. Attendance requirements discussion** – Chairman Finn noted that active members need to attend at least 5 meetings per year, sign up for 1 committee and attend case reviews. Voluntary status needs to attend 3 meetings per year and sign up for 1 committee. There was a discussion on case reviews and the difficulty of attending since they are not regularly scheduled. One option is to attend 10 day meetings on Tuesdays. Managers are scheduling their own CPP meetings and going through Ms. Seybert to schedule rooms. We will ask Ms. Seybert to send out CPP notifications and Ms. Dymond to send out 10 day meetings to Advisory Board.
- 2. Thank you note from Resource Units** – Chairman Finn read the thank you note from the Resource Units. Deputy Director German thanked Chairman Finn to attending the event.
- 3. Fundraising update** – Member Wilder will send out fundraising letters to all Board Members. Please feel free to send out and share with family, friend, work associates. Also Member Wilder noted there may be a July fundraiser through Derrick who owns a tattoo shop. He would like to discuss at the next Events Meeting what C&Y is allowed and not allowed to do. Chairman Finn noted that the County C&Y website has not yet improved. Manager Litostansky noted that the County hired a web consultant and they are meeting with agency representatives to discuss individual needs of each agency.

New Business

- 1. Committee Chairs for Program-Events-Business Leaders** – Member Caffrey and Member Cinti will sit down with Chairman Finn to further discuss Business Leaders. Member Scarnulis will head up the Events Committee. We will discuss further Program Committee responsibilities.

Adjournment – Motion to adjourn made by Member Wilder, seconded by Member Scarnulis, all in favor.

NEXT MEETING: Wednesday, April 11, 2018 at 12:00pm.