



COUNTY of LUZERNE  
PENNSYLVANIA  
ESTABLISHED 1786

## Luzerne County Children and Youth Services

**Date/T:**

**September 11, 2019 Advisory Board Meeting Minutes**

**In Atte  
Josh W**

**Ben, Ciro Cinti, LeDonne Kelly, Fritz Scarnulis, Eileen Song,**

**Absent: Anthony Bartoli, John Bonin, Robert Childs, Martin Dartoe, Maggie Farrell,  
Barry Finn, Dennis Gochoel, Mary Agnes Kratz, Larry Marchetti**

**Children and Youth: Ceil Bartolai, Janice Bonner, Ellen Dymond, Lisa Fox, Kelly  
Gaughan, Deanna German, Emily Intelicato, Nicole Litostansky, Georgine Meyers,**

**Office of Human Services: John Alunni**

**Welcome** – Vice Chair Kelly welcomed everyone to the September Advisory Board Meeting. Chairman Finn is unable to attend today's meeting.

**Approval of Minutes** – July meeting minutes approved by Member Cinti, seconded by Member Song, all in favor.

**Director's Report** – Deputy Director German discussed recent media events. She stated that the agency is mandated to complete a comprehensive assessment when a report comes in as per regulation. Circumstances must be assessed when a referral is received.

Mr. Alunni reminded everyone of the Second Annual Community Cares Expo on September 25<sup>th</sup> at the Woodlands. Registration is still open.

Deputy Director and Manager Bartolai updated the Advisory Board on the Public Service Announcement planning. Safe Sleep PSA will be in 2019 and Safe Haven Baby PSA will be in 2020. We hope to receive a copy of the ad so it can be shown at an Advisory Board meeting.

The agency currently has 21 casework vacancies. The agency is working with the Human Resource Department on interviews and getting new staff on board.

Fiscal reports have been submitted in a timely manner. The Needs Based Budget was submitted. We received questions from the State that we are in the process of answering.

The Parenting Center Kitchen has been updated. They replaced countertops and appliances. This area is mainly used by the Independent Living teens. The 2<sup>nd</sup> floor kitchenette has been falling apart and is next to get updated.

The agency's consultant, Fran Gutterman, has completed her contract. She was instrumental in facilitating 2 groups: the intake to ongoing staffing protocol and the worker retention work group.

The Adoption Celebration is scheduled for November 6<sup>th</sup> from 10am-noon at the Holiday Inn. Invitations are going out soon. All Advisory Board Members are invited to attend. The Foster Children's Holiday Party is scheduled for December 15<sup>th</sup> at the Kingston VFW.

The annual inspection will begin on October 1<sup>st</sup>. This will last about 2 weeks.

The agency is currently working on the County budget and will be starting the Request for Proposals (RFP).

The Visitation Grant comes from the State. It is used for staff morale/retention, visitation, and recruitment. We have created a soft meeting room on the second floor, have monthly staff morale events, retreat, and purchased visitation room items to name a few.

The Land at Hillside had a Grief Camp this summer and staff participated in the butterfly release at the end of the session.

### **Old Business**

1. **Fundraising** – Member Wilder discussed fundraising activities. Fundraising results were low this year. The Advisory Board as a whole needs to assist or an Ad Hoc committee will need to be formed to discuss viable solutions. We have not heard from the attorney that assisted in the Foster Children's Holiday Party last year. Member Wilder sent out donation letters to all the Board Members to distribute to folks they know out in the community. Maybe someone can locate a person/business to underwrite the party. It was suggested to reach out to faith based organizations. Several fundraisers were held in the past by the Advisory Board to assist in both the Holiday Party and Adoption Celebration events. Members were asked to reach out to the community.
2. **Program Committee** - Member Camoni resigned recently so there is a need for a new head for the Program Committee.

### **New Business**

1. **Ad Hoc** – An Ad Hoc committee will be forming in order to assist with the fundraising issues. Member Wilder will be looking for folks to volunteer for this committee.

**Final Questions/Comments** – Member Song noted that there is a need for better attendance by Board Members.

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

**NEXT MEETING: Wednesday, October 9, 2019 at 12:00pm.**