



COUNTY of LUZERNE
PENNSYLVANIA
ESTABLISHED 1786

Luzerne County Children and Youth Services

Date/T:

**October 10, 2018/November 13, 2018
Advisory Board Meeting Minutes**

In Atte

John B

Ciro Cinti, Barry Finn, Dennis Gochoel, LeDonne Kelly, Larry

Marchetti, Fritz Scarnulis, Eileen Song, Joshua Wilder, Rita Mauriello, Susan Roskos

Absent:

Anthony Bartoli, Maggie Farrell, Joseph Sperrazza, Rosella Fedor-Purcell, James Geiger, Sue Strassman, Ruth Betty Baltimore

Children and Youth:

Ceil Bartolai, Janice Bonner, Ellen Dymond, Emily Intelicato, Nicole Litostansky, Georgine Meyers, Robin Ritsick

Welcome – Chairman Finn welcomed everyone to the October Advisory Board Meeting. He introduced the newest member to the Advisory Board, Dr. Gene Camoni. Member Camoni shared his background with the Board.

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

Director's Report – Manager Litostansky will give the Director's Report today. She noted that Director Van Saun is at the Pennsylvania Children and Youth Administrators (PCYA) conference and Deputy Director German is off today so she will be covering for them. Manager Litostansky stated that the agency currently has 17 caseworker vacancies with a total of 27 vacancies in the agency for all positions. There are a few resignations coming, but the agency has potential candidates that have been interviewed.

The QSR begins November 7th-9th. There is a two day training coming up for new reviewers. The QSR is a part of our audit and involves an interview process that speaks to the level of services that the agency is providing.

The Needs Based Budget Narrative was submitted. The Regional Office only submitted 4 clarification questions. The team answered the questions and are awaiting feedback.

Director Van Saun continues to manage the Fiscal Department since March due to the absence of Fiscal Officers. The Fiscal Officer 3 position was posted and there are applicants.

The RFP process was completed and have been advertised on the County Website. The Bidders Conference is scheduled for October 25, 2018 at 2pm. The team will review proposals after the submission deadline date.

PFM Consulting Firm completed interviews in the Legal Department. We should receive their recommendations shortly on how to improve that department.

The Office of Human Services hosted the Community Expo on September 26th. It was well attended. There were several different presentations and break-out sessions. They would like to have this occur as an annual event. There were tables set up with information from different categoricals and providers.

The Adoption Celebration planning has begun. The event will occur on November 30th from 10am-12pm. Location to be determined. There is a mini-grant that is available to help fund this event that our agency is applying for.

The agency is still working with Fran Gutterman, Consultant. She met with the management group to discuss the Myers Briggs Assessment as well as look at the team's leadership styles. This will help identify strengths and provide feedback. The agency is also looking at the field screening process. The agency's new field screeners are assisting with the volume of referrals and determining what can be screened out. The agency continues to meet to look at the data and tweak any issues. Ms. Gutterman is also reviewing permanency.

Manager Litostansky answered some questions in regards to the Director's Report.

Old Business

- 1. Fiscal Posting** – Chairman Finn asked where the Fiscal positions were posted. The agency is unsure of the exact resources used when posting as Kendra Malinovitch from the Human Resource Department would be the person who handles the C&Y postings. A few at the meeting replied that they have seen the posting on the Luzerne County website and local newspaper. Chairman Finn plans to make a few phone calls. He stated that these job postings should be posted at local colleges. He also spoke to Rep. Tarah Toohill regarding openings and if a person is not yet registered with Civil Service she will expedite the process and approve emergency hiring. The posting has the salary range and qualifications for the Fiscal Officer 3 position. Vice Chairman Kelly noted that for Caseworker 2 positions, the candidate is required to have a year experience in some kind of social service field or BSW. She also noted it is not an easy job and starting salary is not high. Members felt it is a good idea to post at colleges. The level of responsibility, high caseloads, pressure, and liability are an issue considering the starting salary of a caseworker.

New Business

- 1. Committees** – Chairman Finn stated that the Committee discussion will be tabled until next month. Please let Member Wilder know which committee you are interested in as everyone must be on at least one committee.

2. Christmas Party-Chairman Finn noted the Childrens Holiday Party is on December 8th from 1pm-3pm at High Point Church in Larksville. Santa will be there to hand out presents. A piano player will play Christmas music. In order to support agency events the Advisory Board will continue to hand out letters to friends, family and business owners.

Final Questions/Comments – No final questions or comments.

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

NEXT MEETING: Wednesday, November 14, 2018 at 12:00pm.