

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

Thursday, June 21 2018

The Luzerne/Wyoming Counties Drug and Alcohol Program Executive Commission conducted its monthly meeting on Thursday, June 21, 2018 at 3:00 p.m.

Participants:

Steven Ross	Luzerne/Wyoming Counties Drug & Alcohol Program
Ryan Hogan	Luzerne/Wyoming Counties Drug & Alcohol Program
Jeff Kimmel	Luzerne/Wyoming Counties Drug & Alcohol Program
Marie Baratta	Luzerne/Wyoming Counties Drug & Alcohol Program
Pamela Coveleski	Luzerne/Wyoming Counties Drug & Alcohol Program
Thomas Henry	Executive Commission, Chair
Robert Tuttle	Executive Commission, Vice Chair
Cara Devine-Homza	Executive Commission, Secretary
Charles Blewitt	Executive Commission
Eugene Dziak	Executive Commission
RaeAnne Carpenter	Executive Commission
Tee Simpkins	Executive Commission
Lynn Hill	Luzerne County Office of Human Services Director
John Alunni	Luzerne County Office of Human Services Director
Cammie Anderson	Wyoming Valley Alcohol & Drug Serv./Tunkhannock Sch. Dist.
Kendra Schultz	Tunkhannock H.S. Junior

Excused:

John McCarthy	Executive Commission
Peter Biscontini	Executive Commission
Bonnie Dodson	Executive Commission
Amy Szydlowski	Executive Commission X- Officio

Welcome

Commissioner Henry welcomed everyone to the meeting this afternoon, and noted that Ms. Carpenter will be with us for the last time today as the Wyoming County student volunteer and will be attending Cornell University. Individual introductions were made by all. Ms. Kendra Schultz was introduced by Ms. Carpenter, and welcomed by all. Commissioner Henry confirmed that Ms. Schultz will be appointed as the new Wyoming County Student volunteer at the Wyoming County Commissioners Meeting next week. The Commission reviewed the May 23, 2018 meeting minutes. *A motion to approve the minutes was made by Ms. Divine Homza, second motion by Dr. Tuttle. MOTION CARRIED, minutes approved.*

Program Administrator's Report

Mr. Ross confirmed that he and Mr. Hogan have completed the Treatment Needs Assessment and corresponding Treatment Plan. Mr. Ross confirmed that monitoring of the Providers has been completed. Provider contracts beginning July 1 have also been processed. Mr. Ross confirmed that the SCA added another Outpatient provider option through Children's Service Center in both Luzerne and Wyoming Counties. The SCA will also be adding A Better Today in Wilkes-Barre to its array of services in July as soon as they receive their license.

Mr. Ross confirmed that the Opioid Coalitions are going very well in both Luzerne and Wyoming Counties. The groups are very passionate. Strategic plans have been released for both Coalitions and many efforts related to them are already underway. Mr. Ross confirmed that he is a member on both County coalitions. *Commissioner Henry asked for a motion to accept the report. A motion was made by Ms. Simpkins, seconded by Dr. Tuttle. All in favor. MOTION CARRIED.*

Fiscal Report

Ms. Coveleski noted that there is no fiscal report today as the meeting had been rescheduled to take place before invoices could be obtained from the Providers. *Commissioner Henry asked for a motion to accept the report. A motion was made by Dr. Blewitt, seconded by Mr. McCarthy. All in favor. MOTION CARRIED.*

Case Management Report

Mr. Kimmel noted that the Case Management Unit is seeing approximately 60 to 65 clients each month. Resource coordination is picking up this month.

Commissioner Henry asked for a motion to accept the report. A motion was made by Dr. Blewitt, second motion by Mr. Dziak. All in favor. Motion approved.

Program Representative

Mr. Hogan confirmed that the PA WITS Data System goes live July 1, 2018 as well as the use of ASAM as the primary assessment tool.

Commissioner Henry asked for a motion to approve the report. A motion to accept the Report was made by Dr. Blewitt, second motion by Ms. Divine Homza. All in favor. Motion approved.

Providers Report

Ms. Simpkins noted that the Providers' stated that all is going well. *Commissioner Henry asked for a motion to approve the report. A motion to accept the Report was made by Ms. Divine-Homza, second motion by Ms. Carpenter. All in favor. Motion approved.*

Nominating Committee

Mr. Ross confirmed that Ms. Lou Divits will fill the clergy role as the newest Wyoming County volunteer to the Executive Commission, and Ms. Kendra Schultz who is attending today as a visitor will fill the role of Wyoming County student volunteer vacated by Ms. Carpenter. Commissioner Henry noted that both Ms. Schultz and Reverend Divits will be appointed to the Executive Commission on Tuesday, June, 26, 2018. *Commissioner Henry asked for a motion to accept the report. A motion was made by Ms. Divine Homza, seconded by Ms. Carpenter. All in favor. MOTION CARRIED.*

Prevention Committee

Mr. Hogan confirmed that he and Ms. Baratta inputted the Prevention Plan for Luzerne/Wyoming Counties Drug & Alcohol Program into the WITS system. WITS will be reviewed and approved by July 1, 2018 when it goes live.

Mr. Ross confirmed that the DJ Choices events took place in over 20 schools in Luzerne and Wyoming County, and noted that the responses that he is getting back from the school staff has been very positive. Mr. Ross received a letter commending him for working with DJ Choices to offer the Prevention Event to school districts from West Hazleton Elementary/Middle School Counselor - Ms. Galada who stated that the event presented a worldwide issue in a way that captured the audience's attention right from the beginning and kept them entertained throughout the entire presentation. She also stated that they had several students come forward after the presentation stating they or a family member needed help. Mr. Ross will be reaching out to the school superintendents this summer to meet with them and discuss prevention needs from their perspective to determine if what the SCA has in place can be improved.

Commissioner Henry asked for a motion to accept the report. A motion was made by Ms. Carpenter, seconded by Dr. Blewitt. All in favor. MOTION CARRIED.

By-Laws and County Joinder Agreement

The By-Laws have been updated as of January 2018, and have been approved by the Executive Commission, the County Solicitor, and the County Council. The next review of the By-Laws will take place in the spring of 2020. Mr. Ross confirmed that the term of the County Joinder Agreement is July 1, 2015 to June 30, 2020.

Commissioner Henry asked for a motion to accept the report. A motion was made by Ms. Carpenter, seconded by Dr. Blewitt. All in favor. MOTION CARRIED.

Other Business

Mr. Ross congratulated Ms. Carpenter on her High School graduation offered best wishes for her future plans. Mr. Ross and Commissioner Henry presented her with a commemorative plaque. Ms. Carpenter reviewed the Prevention Event she put in place at the Tunkhannock High School with a mock car crash with 4 students pinned in a car driven by an intoxicated student, with EMS, Fire Personnel, State police, and many others who pulled resources together for this fabulous event which was narrated by a State Police Officer during the entire video. Ms. Carpenter handed out 29 white shirts to note the 29 youth who die each day in the United States from drunk driving crashes. She stated that it was a very somber event and the entire junior/senior class came out to see the event in the school parking lot and everyone was completely silent during the event. The Executive Commission congratulated her for her hard work and organization of this very impactful prevention event.

Next Meeting

- There is no Executive Commission Meeting in July.
- The next Executive Commission Meeting will take place on **August 29th** at 3:00 p.m. at 111 N. Pa Ave. – 2nd Floor, Wilkes-Barre, PA 18701-3505.

With no further discussion of business, a motion was made to adjourn the meeting by and Ms. Carpenter, second motion by Dr. Tuttle. MOTION CARRIED. Meeting adjourned at 4:25 p.m.

Reviewed by: Steven Ross – Administrator Ryan Hogan – Program Representative
 Pamela Coveleski – Fiscal Officer Jeff Kimmel – Case Management Supervisor

Respectfully submitted by: Marie Baratta – Administrative Assistant