

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

Wednesday, August 29, 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
Pamela Coveleski	Luzerne/Wyoming Counties Drug & Alcohol Program
Jeff Kimmel	Luzerne/Wyoming Counties Drug & Alcohol Program
Marie Baratta	Luzerne/Wyoming Counties Drug & Alcohol Program
Robert Tuttle	Executive Commission, Vice Chair
Bonnie Dodson	Executive Commission
Amy Szydlowski	Executive Commission X- Officio
John McCarthy	Executive Commission
Charles Blewitt	Executive Commission
Eugene Dziak	Executive Commission
Tee Simpkins	Executive Commission
Lynn Hill	Luzerne County Office of Human Services Director
Cammie Anderson	Wyoming Valley Alcohol & Drug Services & Tunkhannock Sch. Dist.
Kendra Schultz	Tunkhannock H.S. Junior

Excused:

Thomas Henry	Executive Commission, Chair
Cara Devine-Homza	Executive Commission, Secretary
Peter Biscontini	Executive Commission

Welcome

Dr. Tuttle welcomed everyone to the meeting this afternoon as Acting Chair of the Executive Commission. Ms. Schultz was welcomed as the new Student Representative and individual introductions were made by all. The Commission reviewed the June 21, 2018 meeting minutes. *A motion to approve the minutes was made by Dr. Blewitt, second motion by Mr. McCarthy. Motion Carried, minutes approved.*

Program Administrator's Report

Mr. Ross confirmed the use of reinvestment dollars through NBHCC toward implementing CRS staff to be hired through Northeast Counseling Services (NCS) to perform staff CRS in the Hospital Emergency Rooms to help with Warm Hand-off. Through both of the Opioid Coalitions in Luzerne County and Wyoming County the Sub-committees have developed a tracking form to work with the hospital to collect all data in terms of overdose, gender, age, race, etc. Pre-Arrest Diversion Initiative is close to being in place and allows individuals who will potentially be arrested for selling drugs, etc. but now may choose arrest or choose the Diversion Initiative to contact the SCA within 24 hr. for level-of-care assessment, follow up with recommended treatment for a minimum of 90 days in which case no charges will be pressed.

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.

The SCA will now include MAT services for Suboxone and Vivitrol. MAT Policies are required and have been written, submitted to DDAP and have been approved. The SCA will be looking into a cost structure and then amending contracts to put these services into place.

The SCA will be contracting with Children's Service Center for school-based prevention services this fall. DDAP Trainings have been scheduled from October 2018 through April 2019. Mr. Ross discussed the Pilot Project of funds to be utilized for a Recovery Support Center in Luzerne and Lackawanna Counties. Mr. Ross as PACDAA Secretary met with Ms. Jenn Smith, Secretary of DDAP to discuss what collectively is going on at the State and SCA level, and attended a second meeting with Ms. Lynn Kovach, OMHSAS. *Dr. Tuttle asked for a motion to accept the report. A motion was made by Dr. Blewitt, seconded by Mr. McCarthy. 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. The FY 17/18 DDAP Report which has been completed and is required to be submitted by August 31, 2018. *Dr. Tuttle asked for a motion to accept the report. A motion was made by Mr. Dziak, seconded by Ms. Dodson. All in favor. Motion Carried.*

Case Management Report

Mr. Kimmel noted that the Case Managers are going to both Luzerne and Wyoming County jails to see clients. The Case Management Unit is doing well placing clients and resource coordination with one on one contact seems to be a positive impact for the client to continue to get assistance through resources. *Dr. Tuttle asked for a motion to accept the report. A motion was made by Dr. Blewitt, second motion by Ms. Dodson. All in favor. Motion Carried.*

Program Representative

Mr. Hogan confirmed that the PA WITS Data System is running well and is impressed with it thus far. The Case Management Unit are utilizing it very well. Mr. Hogan is offering WITS assistance for Provider Staff by meeting in small group sessions as a liaison between the Provider and the DDAP help desk to resolve questions and concerns. Mr. Hogan is happy to welcome another Provider to the table as well. *Dr. Tuttle asked for a motion to approve the report. A motion to accept the Report was made by Dr. Blewitt, second motion by Mr. McCarthy. All in favor. Motion Carried.*

Providers Report

Ms. Simpkins noted that both Clean Slate and Miners Medical reported that they are looking forward to continued communication with Providers about referring clients to their MAT Programs. All other Providers had no concerns with the exception of Graniteville. She reviewed MAT clients receiving increased dosage without any communication to the Providers themselves. MAT Providers should communicate back to the Provider to discuss this every time an increase is given. Also, in the last 5 months only one client came down on their MAT dosage. Graniteville transgender referrals have increased and they are working on a program initiative that is very specific for this population. *Dr. Tuttle asked for a motion to approve the report. A motion to accept the Report was made by Ms. Dodson, second motion by Ms. Schultz. All in favor. Motion Carried.*

Nominating Committee

Mr. Ross confirmed that he is very happy that Ms. Schultz is the new Student Representative. Mr. Dziak confirmed that Ms. Lou Divits is interested in becoming a Wyoming County Volunteer. *Dr. Tuttle asked for a motion to accept the report. A motion was made by Dr. Blewitt, seconded by Ms. Dodson. All in favor. Motion Carried.*

Prevention Committee

Mr. Hogan confirmed that he worked over the last three months on inputting Prevention Plans that have been approved by DDAP. Mr. Hogan noted that we are in the very beginning stages of a Prevention Needs Assessment, will be forming a Prevention Needs Team and will be attending a Regional Meeting in October to discuss the first stage of this process. *Dr. Blewitt asked for a motion to accept the report. A motion was made by Ms. Schultz, 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. *Dr. Tuttle asked for a motion to accept the report. A motion was made by Mr. McCarthy, seconded by Dr. Blewitt. All in favor. Motion Carried.*

Next Meeting

The next Executive Commission Meeting has been changed and will take place on September 19, 2018 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. Dodson, second motion by Dr. Tuttle. Motion Carried. Meeting adjourned at 4:25 p.m.*

Reviewed by: Steven Ross – Administrator
Respectfully submitted by: Marie Baratta – Administrative Assistant