

**LANCASTER COUNTY YOUTH INTERVENTION CENTER**  
**BOARD OF MANAGERS MEETING MINUTES**  
**FRIDAY, AUGUST 5, 2022**

The meeting was called to order by Commissioner Josh Parsons at 10:10 a.m. followed by the Pledge of Allegiance in the Public Meeting Room at the Lancaster Administrative Office Building.

Board Members present at today's meeting were:

Joshua G. Parsons, Commissioner  
Ray D'Agostino, Commissioner  
John B. Trescot, Commissioner  
Lisa Colón, Controller  
Theresa Stauffer, Detective, Northern Lancaster Co. Regional Police Dept.  
Mark Korman, Resident  
Donald Geiter, Resident  
Mary Glazier, Resident  
Sherry Lupton, Resident

Not Present: Christina Hausner, Resident

Also, present were:

Robert Devonshire, Director, Facilities Management  
Drew Fredericks, Director, Youth Intervention Center

Commissioner Parsons welcomed everyone to the second Youth Intervention Center Board of Managers meeting and told the board members that they have full capabilities to ask any questions and be as involved as they want.

Drew Fredericks, Director, Youth Intervention Center provided the Operations Report to the Board. Mr. Fredericks introduced Tracy Kauffman as the new business administrator. Tracy has been with the County since 1993 and was most recently a Shelter Supervisor. He also introduced the intern Savannah Kolenda from Millersville University.

Mr. Fredericks reviewed the detention and shelter population statistics for the period April to June. The detention population has steadily increased over the last couple of months, which is due to lengthy stays due to the complex nature of certain cases and the shortage of juvenile beds in Pennsylvania. There are staffing shortages at other facilities which causes residents to stay at YIC until a bed becomes available, which creates a bottleneck. Currently, staffing shortages are affecting shelter more than detention. He noted that this workforce issue is across the board on every level of the organization.

Mr. Fredericks reported that they recently hired a new shelter director. He stated that the learning curve for a youth care worker is a year, so it is even longer for a supervisor. Due to the Juvenile Justice Reform act passed in December 2021, youthful offenders are handled like general

Youth Intervention Center Board of Managers Minutes  
August 5, 2022  
Page 2

population. Since youthful offenders are not affiliated with the Juvenile Probation or Children and Youth offices, the YIC staff works with the District Attorney's office.

Mr. Fredericks reported that their annual Department of Human Services (DHS) inspection was held on May 31<sup>st</sup> -June 1<sup>st</sup>, the Department of Human Services found three minor deficiencies (medical and paperwork). The DHS official results are still pending. The Prison Rape Elimination Act (PREA) audit is scheduled for October 18 and 19, 2022.

Mr. Fredericks stated that there are more recently referrals for firearms. He stated that staff is handling these and the ongoing level of youth offenders on psychotropic drugs (70%).

Mr. Fredericks reviewed the P.U.L.S.E. Program evening treatment center serving 15, 15, and 11 participants for each of the months of April, May, and June 2022. The P.U.L.S.E. weekend program is not currently operating. Mr. Fredericks will be working with JPP and CYA to review the weekend program.

Mr. Fredericks reviewed the upcoming annual staff training schedule for August through December. Both in person training and online trainings are mandatory for staff.

Drew Fredericks provided the Juvenile Services Report to the Board. Mr. Fredericks stated their Juvenile Services Report consists of updates from the Counseling Team; Educational; Recreational and Religious Programs, and Medical Services Reports.

The Counseling Team consists of Bryan Hubbard, Program Coordinator; Amy Bitner, Case Manager; Brandee Jason, Adolescent Therapist, and they also contract with Hugh Smith and Associates. Olivia Dalton from Hugh Smith and Associates is there one day a week. The Prime Care report shows that 70% of the average daily population, is on psychotropic medications.

YIC has four full-time teachers and three paraeducators from the School District of Lancaster on-site, and there are students in their shelter who go to off-site schools. In January, they updated their smart board technology in the classrooms to touchscreen smartboards. Recently they have installed monitoring software so that teachers can monitor at all times. In addition, the SDOL network and County network are integrated and filter for appropriate computer usage. The last day of summer school was yesterday.

YIC welcomed all recreational and religious program volunteers back to in-person in mid-March. Some of the summer shelter outings were: Adventure Sports in Hershey, trips to Sight and Sound, Millersville Bible Church, Rocky Springs Bowling Alley, etc.

Mr. Fredericks presented the Medical Services Report beginning with the Prime Care report listing the number of physicals, dental, and psychological visits that took place throughout the months of April, May, and June, as well as the out-of-facility medical treatment.

Youth Intervention Center Board of Managers Minutes  
August 5, 2022  
Page 3

Mr. Fredericks presented the Administrative Report reviewing data on vacant positions in both Detention and shelter. He reviewed the list of upcoming staff trainings for August-December. YIC is also focusing on Self Care and for staff. They are doing two Self Care trainings in house for the staff, as well as some wellness training. Mr. Fredericks stated they are very fortunate have good trainers and are looking forward to the remaining of the training.

Mr. Robert Devonshire, Director of Facilities Management, gave an update on the Facility Management Report. He said that, currently, they do not have staff at the YIC. Facilities Management is backfilling two positions with maintenance staff from other sites and are actively working on filling those positions. In 2022, Facilities closed out 40 work orders. In response to Commissioner Trescot's question on long term maintenance and upgrades, Mr. Devonshire stated that the YIC building is now 21 years old and future projects as part of capital improvements plan include replacing the chillers, boilers, and roof.

Drew Fredericks presented the Financial Report. Year to date Detention expenditures are 3.96% under budget and Shelter expenses are 5.29% over budget. Historically, they are under budget for the year. Their overtime costs are, generally, related to their complex cases. Right now, costs are driven by vacancies and complex cases.

Commissioner Parsons requested that the May 6, 2022, board minutes be approved as circulated. Commissioner Trescot moved to approve. Commissioner D'Agostino seconded. The motion passed unanimously.

Commissioner Parsons thanked the Board for attending and offered board members the opportunity to take a tour of the facility by contacting Drew.

Commissioner Trescot moved to adjourn the meeting at 10:50 a.m. Commissioner D'Agostino seconded. The motion passed unanimously. The next meeting is November 4, 2022, at 11:00 a.m.

Respectfully submitted,

Lisa Colón, Controller  
Secretary of the YIC Board of Managers