

**LANCASTER COUNTY YOUTH INTERVENTION CENTER**  
**BOARD OF MANAGERS MEETING MINUTES**  
**FRIDAY, NOVEMBER 4, 2022**

The meeting was called to order by Commissioner Josh Parsons at 11:00 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.  
Christina Hausner, Resident  
Mark Korman, Resident  
Donald Geiter, Resident  
Sherry Lupton, Resident

Not Present: Mary Glazier, Resident

Also, present were:

Larry George, Commissioner's Office, on behalf of Robert Devonshire, Director,  
Facilities Management  
Drew Fredericks, Director, Youth Intervention Center  
Bryan Hubbard, Program Coordinator, Youth Intervention Center

Commissioner Parsons requested that the August 5, 2022, board minutes be approved as circulated. Mark Korman moved to approve. Commissioner D'Agostino seconded. The motion passed unanimously.

Drew Fredericks, Director, Youth Intervention Center, provided the Operations Report to the Board. Mr. Fredericks reported that during this past quarter in August, the Salary Board approved their request to increase the starting hourly rates for shelter youth care workers, P.U.L.S.E. youth care workers, as well as the detention, P.U.L.S.E., and shelter supervisors. He reported that the Salary Board also approved their request to hire an additional Adolescent Therapist. Mr. Fredericks stated that both requests have been advertised and they hope to see an increase in qualified applicants. They have begun scheduling interviews for the Adolescent Therapist position.

Mr. Fredericks reviewed the detention and shelter population statistics for the period July to September. The detention population has had a dramatic increase over the last several weeks, as well as the length of stays. Mr. Fredericks reported that they continue to receive referrals for a few of the youthful offenders. He stated that these numbers tend to be low, and they do not have a significant impact on their operations as they are handled like the general population. Mr.

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Fredericks reported that they have experienced lengthy stays due to the complex nature of certain cases and the shortage of juvenile beds throughout the state. He stated that this is more evident in the shelter; however, they are starting to see it in detention as well. Mr. Fredericks reported that they have been trying to increase the staffing complement in detention to meet those needs.

Mr. Fredericks reported that the shelter population is high, and they continue to contain extreme cases and problematic dynamics. He stated that they continue to try to gap their available beds due to these challenges along with the staffing shortage in the shelter. There are staffing shortages at other facilities which causes residents to stay at YIC until a bed becomes available, which creates a bottleneck.

Mr. Fredericks reported the P.U.L.S.E. weekend program has officially ended as it was no longer a need due to the low utilization. He stated that JPP has expressed opening a day treatment program to coincide with the evening program. Mr. Fredericks stated that initial discussions with JPP, CYA, Larry George, and the School District of Lancaster have begun, and he will continue to report updates to the Board as these discussions progress. Staffing continues to be a struggle in P.U.L.S.E. as well. Two full time positions have been posted for over a month and they have not received any applicants. Mr. Fredericks stated that they hope to see an increase in qualified applicants. He stated that the P.U.L.S.E. evening treatment center remains closed on Tuesdays due to staffing issues. The evening treatment center was closed for a week in August to allow the participants time to transition back to school. During this time, the evening staff completed a variety of trainings. Mr. Fredericks reported the P.U.L.S.E. evening treatment center served 26 participants and had 16 new admissions for the months of July, August, and September 2022.

Bryan Hubbard, Program Coordinator, YIC, provided the Juvenile Services Report to the Board. The 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. Sandy Padron from Hugh Smith and Associates is there one day a week. Mr. Hubbard stated that the posting of a second Adolescent Therapist is to help offset the 25-30 residents that Brandee Jason meets with. Mr. Hubbard reported that Amy Bitner, Case Manager, is working on conducting a second round of Trauma Informed Training for staff in December 2022. The Counseling Team is also working on a new program called Trust-Based Relational Intervention (TBRI). TBRI is an attachment-based, trauma-informed intervention that is designed to meet the complex needs of children who have experienced adversity, toxic stress, abuse, and trauma. This training will provide an understanding of the biological effects of trauma and provides a road map on how to build trust and correct behavior.

Mr. Hubbard reported that their technology upgrade is still a working progress. They are participating in a trial of the monitoring software in one classroom with 12 children. Mr.

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Hubbard reported that training will be held next Wednesday for the rest of the teachers so that they can start using the monitoring software in the other classrooms as well. YIC has acquired their fourth classroom teacher in the beginning of the year. With the increase in numbers, it has been very helpful. Currently, there are three male residents that are going offsite for shelter schooling as it was determined to be in the best interest for the residents by CYA and YIC. Mr. Hubbard reported that YIC will be receiving Elementary and Secondary School Emergency Relief (ESSER) and Title I funds for the neglected and delinquent youth in their facility. He stated that they have purchased creative programming and facility enhancement projects with those funds. Those projects include the monitoring software, interactive smartboards, mobile whiteboards, creative hope studio, and stem education projects.

YIC is working on building back their recreational and religious programs. They are up to 23 volunteer based program groups. The Family Writing Circle was held for the first time in two years because of COVID. Mr. Scott Feifer gives the group a writing prompt, and all participants can contribute by reading their writings and sharing with the group. After the program, those parents that came to participate, are given an extra 30 minutes of visitation with their child.

Mr. Fredericks presented the Administrative Report. YIC is focusing on wellness and work life balance training for staff. They are closing out the year on covering trainings on those topics, trauma informed training, and the County mandated trainings. Currently, they are working on trainings for 2023.

Larry George, Commissioner's Office, on behalf of Robert Devonshire, Director of Facilities Management, gave an update on the Facility Management Report. He said that Facilities Management continues to have two openings. In 2022, Facilities closed out 99 work orders. Mr. George reported that the staff is prepping for winter operations, primarily the hot water systems. He stated that currently there is a sewage issue at the facility that is being worked on.

Lisa Colón, Controller, presented the Financial Report as of September 30, 2022. The increase in revenue is approximately \$2 million. Actual expended to date for personnel services is \$4.1 million, \$84,385 for supplies, \$650,382 for purchased services, and \$4,850 for capital expenditures. The total actual expenditures are under budget for the year. Controller Colón reported that going forward this report will be issued quarterly.

In new business, Mr. Fredericks reported that YIC just finished their fourth Prison Rape Elimination Act (PREA) audit on October 18-19. Mr. Fredericks stated that they should receive the final report in December, which he will share at the next meeting. He stated that the auditor was amazed at how knowledgeable the residents were with PREA and what the process is. Mr. Fredericks noted that the auditor put YIC in the top three of all the facilities he audited.

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

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Commissioner D'Agostino moved to adjourn the meeting at 11:33 a.m. Mark Korman seconded. The motion passed unanimously. The next meeting is February 3, 2023, at 11:00 a.m.

Respectfully submitted,

Lisa Colón, Controller  
Secretary of the YIC Board of Managers