

MEMORANDUM

TO: Advisory Board Members
FROM: Crystal A. Gingrich, MSW, LSW
DATE: May 12, 2009
RE: Agenda for the May 19, 2009 Meeting

A G E N D A

Meeting Location:
Children & Youth Agency
900 East King Street
Conference Room #1
Lancaster, PA
7:30 a.m.

1. CALL TO ORDER
2. APPROVAL OF MAY MINUTES
3. OLD BUSINESS
4. NEW BUSINESS
5. COMMITTEE REPORTS
 - Community Relations
 - Children's Services
 - Nominations
 - By-laws
6. DIRECTOR'S REPORT
 - Family Group Decision Making
 - Contracts
 - Needs Based Budget
7. FISCAL REPORT
8. PUBLIC COMMENT
9. ADJOURNMENT

**THE MISSION OF THE LANCASTER COUNTY CHILDREN AND YOUTH AGENCY IS
TO PROTECT THE HEALTH, SAFETY AND EMOTIONAL WELL BEING OF
CHILDREN AND YOUTH AT RISK OF ABUSE AND NEGLECT,
AND TO PROMOTE THE DEVELOPMENT OF HEALTHY FAMILY FUNCTIONING.**

Please contact Kali Kunkle if you cannot attend this meeting.

**LANCASTER COUNTY CHILDREN & YOUTH AGENCY
CITIZENS' ADVISORY COMMITTEE
MINUTES
May 19, 2009**

Board Members Present:

Karen Jaskot, Kimberly Ibarra, Amy Jo Lutz-Phillips, Dolores Reidenbach, Alice Yoder and Dr. Brian Young

Staff Present:

Crystal Gingrich, Amy Campbell, Betsy Frame, Greg Landis, Pedro Rodriguez, Lisa Runge, Ann Long and Kali Kunkle

Excused: Fr. Allan Wolfe, Attorney Dan Lieberman, Roger Glick, Ed Tobin and Commissioner Scott Martin

Public: None

Guests: None

Call to Order:

Board Chair Karen Jaskot called the meeting to order at 7:36 a.m.

Approval of Board Minutes:

Alice Yoder made a motion that the minutes from the April 2009 meeting be accepted as presented. Kimberly Ibarra seconded. Motion passed.

Old Business: The start time of the Advisory Board meetings was discussed to determine if the 7:30 a.m. time still worked best. The majority of the Board agreed that the morning meeting worked better for their schedule.

New Business: We will be voting for leadership positions at the June meeting. Please consider whether you are interested in being the Chairman, Vice-Chairman or Secretary for the Board for the new year. If anyone is interested, please e-mail Karen Jaskot. Karen asked everyone about the slate of Officers for the 2009-2010 Board term. Alice Yoder nominated Kimberly Ibarra for Chairman. Dolores Reidenbach seconded. Karen Jaskot nominated Ed Tobin for Vice-Chairman and Dr. Brian Young seconded. Alice Yoder nominated Dr. Brian Young for Secretary. Kimberly Ibarra seconded. There were no further nominations from the floor.

Committee Reports:

- ❖ **Community Relations:** The committee met last month with CPS Supervisor, Robin Boyer and the Unit's intern, Christiane Britton, regarding the Amish and Plain communities. Robin continues to develop a partnership/relationship within this community. Alice Yoder suggested that a second person be designated to assist Robin and to serve as a backup. Next month, the committee will be meeting with Petra Lohr, Screening Supervisor and Shelva Hess, School Liaison, regarding working with schools and truancy.
- ❖ **Children's Services:** Lisa Runge updated the Board regarding the last committee meeting. They met with Steve Welters, Independent Living Coordinator, again to find ways for the committee to assist the Independent Living youth. At the next meeting, they will be discussing the Independent Living grant and contracted programs.
- ❖ **Nominations:** An update was given regarding potential candidates. The one candidate has returned all of her paperwork, which will be forwarded to the Commissioners for approval in the following months.
- ❖ **By-laws:** None

Director's Report:

- The Court Appointed Special Advocate (CASA) program recently received a National grant of \$40,000. With this grant money, an executive director can now be hired. The interview process will start in June. There was a Meet and Greet/Open House recently and the CASA board met with 25-30 individuals who are interested in becoming CASA volunteers. Each volunteer will be required to attend a rigorous training and submit clearances.
- The Annual Resource Parent Banquet took place on Thursday, May 14, 2009 at Willow Valley. The banquet was well attended and various resource parents were recognized for over 20 years of foster parenting. Anyone interested in becoming a resource parent can contact Jason Doyle, Resource Supervisor, or Mandy Gallelo.
- Crystal Gingrich, Alice Yoder and Judge Leslie Gorbey recently participated in a CASA interview with WGAL.
- Chip Smedley, Sunday News, interviewed Crystal, Greg Landis and Robin Boyer about the Agency. Mr. Smedley will be doing a three part article about the Agency, which will also include interviews with a caseworker and resource parent.
- The Board discussed items which have recently been highlighted in the media. It was suggested that any upcoming media events be shared with Board members.
- The Office of Children, Youth and Families may need to cut an additional 10 million dollars from the State's child welfare budget. If this occurs, cuts will be made at the county level.
- Crystal gave a brief overview of Family Group Decision Making (FGDM) and distributed forms explaining it in greater detail. FGDM will assist in engaging families in planning for the safety, permanency and well-being of their children and assist in bringing families together in the process.
- A legal notice was recently posted in the local newspapers for organizations in the community to submit a Request for Proposal (RFP) if they are interested in developing and implementing FGDM with the Agency. Several providers have expressed interest. Completed proposals will be due to the Agency by June 5, 2009. An internal RFP review committee will be developed.
- Crystal Gingrich and Judge Leslie Gorbey will be doing a presentation on FGDM to the Bar Association on June 18, 2009.
- Crystal Gingrich and Amy Campbell discussed staff vacancies. A current staff organizational chart was distributed. There is only one caseworker opening at the current time. One placement caseworker will be leaving in June. We were able to hire three of our casework interns and will be looking at hiring a caseworker who would like to transfer to Lancaster from another county. The County Salary Board has approved all the positions Crystal took before the Board in April. She will be taking the placement caseworker position and Fiscal Technician position to the County Salary Board in June.

Fiscal Report: Pedro Rodriguez

- Pedro Rodriguez distributed the 3rd Quarter Child Welfare Report and the Revenue vs. Expenditure Analysis.

Intake Department: Greg Landis

- Greg Landis updated the Board on the Intake units. It appears that the number of child abuse referrals is lower than this time last year, but still higher than compared to recent years overall.
- There was discussion about the Annual Child Abuse Report, usually published by the State each April. Greg plans to compare the County numbers to statistics around the State.

Placement Department: Betsy Frame

- Betsy Frame updated the Board on the Placement and Resource Department. Interviews are being conducted for the Placement Supervisor vacancy.
- Placements have been steadily increasing and there are 30 new anticipated cases being transferred to the Placement Department.
- An "Adoption Day" will take place on Thursday, May 21, 2009, when the adoption of 17 children will be finalized. Typically 80-90 adoptions are finalized per year.

Protective Department: Kurt Miller

- Crystal Gingrich distributed Kurt Miller's monthly reporting form, documenting the statistics and changes in his department. He included the number of families and children who the Protective units are currently serving and the types of issues they are addressing. There have been 108 cases

accepted into the Protective Department since the beginning of 2009, 16 cases from the Foster Care Department and 92 transferred from the Intake Department.

- There has been a steady increase in the families served by the Protective Department who are struggling with providing for their children's basic needs, maintaining adequate income and appropriate housing.

Announcements: None

Upcoming Events: Annual Luncheon at Millersville University on June 16, 2009.

Public Comment: None

Meeting was adjourned at 9:15 am

**NEXT MEETING: June 16, 2009
11:30 am-1:00 pm
at Millersville University**

Respectfully submitted,

Kali Kunkle