

M E M O R A N D U M

TO: Advisory Board Members
FROM: Crystal A. Gingrich, MSW, LSW
DATE: August 15, 2012
RE: Agenda for the August 20, 2012 Meeting

A G E N D A

Meeting Location:
Children and Youth Agency
900 East King Street
Lancaster, PA
7:30 a.m.

1. CALL TO ORDER
2. APPROVAL OF JUNE MINUTES
2. OLD BUSINESS
3. NEW BUSINESS
4. COMMITTEE REPORTS
 - Community Relations
 - Children's Services
 - Nominations
 - By-laws
7. DIRECTOR'S REPORT
 - Budget
8. FISCAL REPORT
9. PUBLIC COMMENT
10. 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.**

**LANCASTER COUNTY CHILDREN & YOUTH AGENCY
CITIZENS' ADVISORY COMMITTEE
MINUTES**

August 20, 2012

Board Members Present: Kimberly Ibarra, Dolores Reidenbach, Fr. Allan Wolfe, Alice Yoder, Loretta Nolt, Rebecca Sollenberger, Jeffrey Shank, George Pappas

Staff Present: Crystal Gingrich, Robin Boyer, Betsy Frame, Pedro Rodriguez and Kali Kunkle

Excused: Ed Tobin, Heather Girvin, Melvin Frye, Jr., Ryan Aument and Commissioner Scott Martin

Public: None

Guests: Alice Yoder's intern, Andre Davis

Call to Order: Kimberly Ibarra called the meeting to order at 7:35 a.m.

Approval of Board Minutes: Rebecca Sollenberger made a motion that the minutes from the June 2012 meeting be accepted as presented. Dolores Reidenbach seconded. Motion passed.

Old Business: None

New Business: None

Committee Reports:

- **Community Relations:** None
- **Children's Services:** None
- **Nominations:** Steve Brubaker, Water Street Rescue Mission and Dr. Greta Laube are in the process of receiving their clearances.
- **By-laws:** None

Dr. Brian Young has submitted his resignation from the Board.

Director's Report

- Crystal distributed an organizational chart and discussed the personnel changes. Kurt Miller, Director of Family Support, resigned July 5, 2012. Crystal has been overseeing that department until a replacement is named. Kate Eberz, Adoption Supervisor, also resigned effective June 29, 2012. We are in the process of interviewing the candidates and are awaiting Civil Service approval. We had several workers from Pennsylvania Counseling start. They are unable to be assigned cases until they have completed safety assessment trainings which is scheduled for September.
- The Needs Based Plan narrative was submitted August 15, 2012. The fiscal portion is due September 15, 2012. It will be reviewed by the Lancaster County Board of Commissioners prior to being submitted to the State. Crystal distributed

the executive summary of the Needs Based Plan and discussed proposed changes. Our Child Welfare Budget is part of Juvenile Probation, Youth Intervention Center and Children and Youth.

- The Children and Youth Agency continues to anticipate moving to the newly acquired building located at Erin Court. The move is expected to take place in early 2014. Currently, the County is reviewing the construction needs and budget.
- The Child Welfare County Budget Summary was distributed. This is a summary that is presented to the Commissioners regarding the estimated expenditures and revenue proposed for 2013 as compared to the 2012 budget. The County's portion of the child welfare budget is approximately 22% (\$9.4 million).
- Pedro Rodriguez distributed and discussed the State Expenditure and Revenue Report for fiscal year 2012. There was a balance of \$2,352,710. 94.34% of the proposed budget was spent. Some of the under spending was related to personnel costs (position vacancies) and a reduction in placement costs due to less children in out of home placement.
- Crystal provided an update on the Block Grant process. Lancaster County did apply to be a block grant county. A decision from DPW will be made by early September. Some of the Board members requested a detailed update on the impact at the September meeting. Human Service Lead, Jim Laughman, will be invited to attend the next Advisory Board meeting on 9/17/12.

Dolores Reidenbach motioned to accept the Needs Based Plan and Budget and Alice Yoder seconded. Motion passed.

Upcoming Events: None

Announcements: None

Public Comment: None

Meeting was adjourned at 8:40 a.m.

**NEXT MEETING: Monday, September 17, 2012
7:30 - 9:00 am
at the Children and Youth Agency
900 East King Street, Lancaster, PA**

Respectfully submitted,

Kali Kunkle