

M E M O R A N D U M

TO: Advisory Board Members
FROM: Crystal A. Gingrich, MSW, LSW
DATE: January 13, 2012
RE: Agenda for the January 17, 2012 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 NOVEMBER MINUTES
3. OLD BUSINESS
4. NEW BUSINESS
5. COMMITTEE REPORTS
 - Community Relations
 - Children's Services
 - Nominations
 - By-laws
6. DIRECTOR'S REPORT
 - Agency Goals for 2012
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.

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

January 17, 2012

Board Members Present: Kimberly Ibarra, Commissioner Scott Martin, Loretta Nolt, Fr. Allan Wolfe, Alice Yoder and Melvin Frye, Jr.

Staff Present: Crystal Gingrich, Amy Campbell, Robin Boyer, Betsy Frame, Kurt Miller, Pedro Rodriguez, Ann Long and Kali Kunkle

Excused: Dolores Reidenbach, Ed Tobin, Brian Young, and Heather Girvin

Public: None

Guests: None

Call to Order: Kimberly Ibarra called the meeting to order at 7:44 a.m.

Approval of Board Minutes: Fr. Allan Wolfe made a motion that the minutes from the October and November 2011 meetings be accepted as presented. Melvin Frye seconded. Motion passed.

Old Business: None

New Business: None

Committee Reports:

- **Community Relations:** None
- **Children's Services:** None
- **Nominations:** Several packets were sent to potential candidates. Jeffrey Shank, Esquire, Guardian Ad Litem, Representative Ryan Aument, and an Adult Probation and Parole staff member.
- **By-laws:** There are no suggested amendments. A meeting will be held following the Board meeting to discuss changing the Advisory Board meeting months.

Director's Report

- Crystal discussed the former CYA client who spoke at the Board meeting in November and at our December staff meeting.
- We were looking to identify prospective member to join the Board. Please let her know if you know of anyone who may be interested in serving. Crystal is trying to set up a tour of the YIC Shelter and Detention side for the March Board meeting.
- Crystal distributed the tentative Agency goals for 2012 and gave a brief overview of those goals.
- Beginning in July, the Agency has been averaging 40-50 less children in placement and children are in care for a shorter amount of time; however, we have been spending more on purchased resource homes as opposed to our Agency resource homes. There appears to be a correlation between Family Group Conferencing and the reduction of children in placement from the protective department.

Quality Assurance Department: Amy Campbell

- Amy Campbell distributed a current staff organizational chart. We are currently interviewing and hiring for fiscal and clerical staff. We do have several casework interviews. We have several interns who will graduate this Spring. In March, we will be interviewing any of those interns who are interested in fulltime employment upon their graduation.

Intake Department: Robin Boyer

- Robin Boyer distributed a monthly reporting form documenting the changes and statistics for the Intake department. She also discussed several case highlights. She noted an increased number of medical neglect cases and situations involving children with complex medical conditions who are very medically fragile.

Protective Department: Kurt Miller

- Kurt Miller distributed a monthly reporting form documenting the changes and statistics for the Protective department.
- Kurt updated the Board on the number of families and children that the Protective department and the Adolescent Response Unit are currently serving.
- The Protective department has really been utilizing Family Group Conferencing to further assist families.
- Kurt discussed cases including a family which was receiving services in another county and then relocated to Lancaster County.

Placement Department: Betsy Frame

- Betsy Frame updated the Board on statistics in the Placement department.

Fiscal Report: Pedro Rodriguez

- Pedro distributed and discussed a current Expenditures and Revenue Report.

Upcoming Events: None

Announcements: None

Public Comment: None

Meeting was adjourned at 9:06 am.

**NEXT MEETING: Tuesday, February 21, 2012
7:30 - 9:00 am
at the Children and Youth Agency
900 East King Street, Lancaster, PA**

Respectfully Submitted,

Kali Kunkle