

## **M E M O R A N D U M**

**TO:** Advisory Board Members  
**FROM:** Crystal A. Gingrich, MSW, LSW  
**DATE:** June 10, 2010  
**RE:** Agenda for the June 15, 2010 Meeting

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## **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: Slate of Officers for 2010-2011
  - By-laws
6. DIRECTOR'S REPORT
  - Needs Based Budget
7. FISCAL REPORT
8. PUBLIC COMMENT
9. ADJOURNMENT

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**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**

June 15, 2010

**Board Members Present:** Kimberly Ibarra, Amy Jo Lutz-Phillips, Dolores Reidenbach, Dr. Brian Young, Heather Girvin and Melvin Frye, Jr

**Staff Present:** Crystal Gingrich, Amy Campbell, Betsy Frame, Greg Landis, Kurt Miller and Kali Kunkle

**Excused:** Commissioner Scott Martin, Edward Tobin, Fr. Allan Wolfe, and Alice Yoder

**Public:** None

**Guests:** Tracy Seiger

**Call to Order:** Board Chair Kimberly Ibarra called the meeting to order at 7:39 a.m.

**Approval of Board Minutes:** Dolores Reidenbach made a motion that the minutes from the May 2010 meeting be accepted as presented. Heather Girvin seconded. Motion passed.

**Old Business:** None

**New Business:** Crystal Gingrich distributed the proposed foster care rates for Fiscal Year 2010-11. Crystal explained that the rates are unchanged from those approved in FY 2009-10. Dr. Brian Young made a motion that the rates be accepted as presented. Dolores Reidenbach seconded. Motion passed.

**Committee Reports:**

- **Community Relations:** The committee met in May to discuss April's Child Abuse Prevention campaign and staff community outreach.
- **Children's Services:** None
- **Nominations:** Kimberly Ibarra presented the leadership positions. Kimberly Ibarra, Edward Tobin and Dr. Brian Young have expressed interest in continuing to serve. The Board will be voting in July. Nominations will also be accepted from the floor at that time.
- A board candidate has returned all of her paperwork which will be forwarded to the Commissioners for approval.
- **By-laws:** There are no suggested amendments and there was no meeting held.

**Director's Report:**

- Crystal Gingrich updated the Board on the County and State budgets. If the State Budget is not passed by June 30, 2010, the effects will be quickly felt by the Agency and by community providers. The County will not receive revenue from the State for reimbursement after July 1, 2010. The County will also need to notify providers for the human service departments that their payments will be delayed for any invoices for services in the new fiscal year. The current Board of Commissioners is currently working on the County Budget and hope to have it

finalized in August. The Commissioners have moved up their deadline in order to make the best decisions and not raise any taxes.

- A current staff organizational chart was distributed and Crystal Gingrich and Amy Campbell discussed current and upcoming vacancies and the Civil Service hiring process. The County Salary Board has been approving filling vacancies.

***Intake Department: Greg Landis***

- Greg Landis discussed updates in the Intake Department. The number of CPS referrals has been high during the month of May and it may end up being the highest three month quarter ever. The GPS units are assisting with the additional referrals.
- Greg discussed two recent CPS cases that were mentioned in the media.

***Placement Department: Betsy Frame***

- There were no updates or changes in the Placement and Resource Department.

***Protective Department: Kurt Miller***

- Kurt Miller distributed and discussed his monthly reporting form, documenting the statistics and changes in the In-Home Department.
- There have been five Family Group Decision Making (FGDM) conferences and another one will be held on Friday. Referrals continue to be accepted. There will be an Implementation Team Meeting on July 1, 2010 at 2:00 to discuss planning, policies and procedures.

**Upcoming Events:** Resource Parent Association Barnstormers' Game on July 16, 2010.

**Announcements:** None

**Public Comment:** None

Tracy Seiger, Personalized Parent Training (PPT) Program Coordinator gave a presentation regarding the PPT program.

Meeting was adjourned at 8:58 am.

**NEXT MEETING: TUESDAY, JULY 20, 2010  
7:30 - 9:00 am  
at the Children and Youth Agency  
900 East King Street, Lancaster, PA**

Respectfully Submitted,

K. Kunkle