

MEMORANDUM

TO: Advisory Board Members
FROM: Crystal A. Gingrich, MSW, LSW
DATE: October 13, 2009
RE: Agenda for the October 20, 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 SEPTEMBER MINUTES
3. OLD BUSINESS
4. NEW BUSINESS
5. COMMITTEE REPORTS
 - Community Relations
 - Children's Services
 - Nominations
 - By-laws
6. DIRECTOR'S REPORT
 - State Budget Update
 - Staff Vacancies and Hiring
 - Agency Initiative Updates (NGA, One Judge/One Family, FGDM)
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**

October 20, 2009

Board Members Present:

Kimberly Ibarra, Brian Young and Amy Jo Lutz-Phillips

Staff Present:

Crystal Gingrich, Betsy Frame, Kurt Miller, Ann Long, Nancy Schuyler and Kali Kunkle

Excused:

Daniel Lieberman, Fr. Allan Wolfe, Edward Tobin, Dolores Reidenbach, Heather Girvin, Alice Yoder and Commissioner Scott Martin

Public: None

Guests: None

Call to Order:

Board Chair Kimberly Ibarra called the meeting to order at 7:38 a.m. Brian Young seconded.

Approval of Board Minutes:

Due to the lack of a quorum, the minutes from the September 2009 meeting will be held for approval at the November meeting

Old Business: None

New Business: None

Committee Reports:

- **Community Relations:** The next committee meeting was rescheduled for November 10, 2009 at 8:00 a.m. Amy Campbell will send an appointment.
- **Children's Services:** None
- **Nominations:** Several packets were also mailed to potential candidates.
- **By-laws:** There are no suggested amendments and there was no meeting held.

Director's Report:

- Crystal Gingrich distributed an Expenditures and Revenue Summary and discussed the current County, State and Federal share for revenue and expenditures.
- The State Budget was recently finalized and money is starting to be filtered to the counties. We have not received any information as to whether or not anything will change for the 2009-2010 Budget. We have also resumed paying our providers, for those services provided since July. There should be no further delays in payment.
- There is no new information for the County Budget. There will be a meeting next week with the County Administrator, to discuss possible merit increases for staff and healthcare changes. Once Crystal receives any updated information, she will pass it along to staff.
- Lancaster County has been selected as a County participant in the National Governor's Academy (NGA), whose goal is to safely reduce 15% of the out of home child placements by December 31, 2010. The next phase is to target case review meetings. Crystal, Amy Campbell and Betsy Frame will attend this meeting, along with representatives from MH/MR, Juvenile Probation, OCYF, an attorney and a guardian ad litem. The meetings will be held once a month. The initial reviews will focus on cases involving youths who are 16 years of age or older, who have been in placement over 24 months and have the goal of long-term care. The goal is to identify strengths and barriers to these youths remaining in care.
- Beginning January 1, 2010, the Agency and the court will be implementing the One Judge/One Family model. All families will have the same judge and legal team for the entirety of the case. This change is intended to assist in achieving timeliness of permanency for the child.
- Jessica Laspino, the CASA Executive Director, will be training the initial group of volunteers. It is expected the volunteers will be ready to accept cases after Thanksgiving 2009.
- The Agency is continuing to move forward with the Family Group Decision Making (FGDM) contract with It Takes a Village, Inc. (ITAV). We are in the process of developing an implementation plan. ITAV has been doing FGDM for eight years already, so the process should go smoothly. All staff will be attending a one day overview training this December. FGDM will mainly target youth who are approaching their 18th birthday.
- The Agency is continuing to move forward with the development of a new case management database. The initial planning meeting will take place in November.
- The Independent Living contract with the Boys & Girls Club of Lancaster is scheduled for approval by the Commissioners in November. We will be contracting with the Boys & Girls Club for two caseworkers and one clerical/case aide, to strictly focus on services for IL youth who are 16 years of age or older. These workers will assist the youth with independent living skills, housing, employment and post secondary education, in order for the youth to be successful when they transition into society. The staff will be located in Betsy Frame's department.

- Crystal shared a letter that was recently received from COBYS Family Services, stating that Phil Hershey, the former Executive Director, had resigned suddenly (in August) from COBYS. A forensic audit will be conducted to determine any misuse of financial funds. The Agency has several contracts with COBYS.
- Crystal distributed a current staff organizational chart. Crystal will be attending Salary Board in November for approval to fill two placement casework positions. A protective caseworker recently submitted a resignation letter and one placement caseworker will be transferring to another County department on November 6, 2009. We are hiring a reinstatement caseworker from Chester County on November 2, 2009.

Protective Department: Kurt Miller

- Kurt Miller distributed his monthly reporting form, documenting the statistics and changes in the In-Home Department. He included the number of families and children who the Protective units are currently serving and the types of issues they are addressing. For the first time in more than two years, the protective department was fully staffed with 23 caseworkers and four supervisors. Kurt also noted that there has been an increase in cases involving legal custody.
- Kurt coordinates the CWEL (Child Welfare Education for Leadership) program. This is a program that provides funds for staff who have been employed at the Agency for more than a year, to obtain their graduate degree in Social Work. The Commonwealth allocates Federal funds for the CWEL program. Six new students per year are accepted into the CWEL program. This has been a great opportunity for our caseworkers and supervisors since 1995. We contract with Temple and Widener University; however, Millersville University is currently going through accreditation for CWEL as well.

Placement Department: Betsy Frame

- Betsy Frame discussed updates and children in the Placement Department. Two Millersville University students were hired to do an unpaid internship here. The students have been helping with evening parent/child visitation. We are also in the process of hiring a full-time intern from Lancaster Bible College.
- There are currently 207 active resource homes, 68 of those being kinship homes.
- Betsy has been concerned with the number of youth on the run. When a child is on the run for more than 60 days, the Agency looks to release custody of them. Also in the last 4-6 weeks, there have been more youth 18 years of age or older deciding to leave care, prior to completing their high school education.

Discussion: Dr. Brian Young suggested the possibility of a parenting class for expectant/new mothers in the Columbia area to assist with parenting/coping skills.

Upcoming Events: The Resource Parent Association Christmas Party at Willow Valley is on December 12, 2009.

Announcements: None

Public Comment: None

Kimberly Ibarra moved to adjourn. Brian Young seconded. Meeting was adjourned at 8:52 am.

**NEXT MEETING: TUESDAY, NOVEMBER 17, 2009
7:30 - 9:00 am
at the Children and Youth Agency
900 East King Street, Lancaster, PA**

Respectfully Submitted,

Kali Kunkle