

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

August 16, 2021

Board Members Present: Brian Klugh, Carrie Bair, Shanon Solava, D'Arcy Crocker, Angela Keen, Angela Eichelberger, Theresa Stauffer, Karen Rice

Staff Present: Robin Boyer, Intake Director, Betsy Frame, Permanency Director, Kelley Zipp, Family Support Director, Amy Campbell, Quality Assurance Director, and Jenna Horita, Executive Secretary

Community Present: None

Excused: Crystal Natan, Executive Director, Randall Miller, MaryAnn Gerber, Ellen Hurston

Call to Order: Board Chair D'Arcy Crocker called the meeting to order at 8:03 A.M. The meeting was held in-person and by Lifesize, a virtual platform, due to the COVID-19 restrictions of in-person gatherings.

Approval of Board Minutes: Shanon Solava made a motion that the minutes from the May 2021 Board meeting be accepted as presented. Brian Klugh seconded. Motion passed.

Old Business:

New Business:

Director's Report:

(Quality Assurance Director, Amy Campbell provided the update in Crystal Natan's absence)

- **Staffing/Workforce**
 - Amy Campbell stated the Children and Youth Agency has made a few hires over the past few weeks.
 - Amy Campbell stated many candidates are being eliminated due to error or omissions on their applications. CYA is meeting with HR this week to discuss how candidates are being reviewed during the screening process.
 - Amy Campbell discussed how CYA is working with HR to discover additional outlets to gain candidates for employment.

- **Covid-19**
 - Amy Campbell stated the Agency is continuing operations at a normal pace.

- Amy Campbell stated there are some in-person meetings. Field work and visitations are continuing to occur as normal.
- **Mobile work**
 - Staff is working approximately 50% in the office.
 - Technology issues continue to be addressed and resolved.
 - We are continuing to discover ways to keep staff up to date with learning and engaged as employees.
 - County issued, staff cell phones have been provided according to the union contract.
- **Budget**
 - Amy Campbell stated the narrative section of the Needs Based Budget Plan for 22-23 has been submitted to the State on August 13, 2021. At the end of the month, the full plan along with the budget will be reviewed and signed by the Board of County Commissioners. From there, it will be sent to the State for review.
 - Amy Campbell stated CYA received a Plan of Safe Care Grant regarding drug affected newborns. The county will receive \$50,000 each fiscal year.
 - The funds are aimed at education and community awareness. The Agency is partnering with Penn Medicine Lancaster General Hospital (Joining Forces for Children) The money will be used for a media and educational campaign in alignment with Penn Medicine to gain public awareness of plans of safe care for these newborns and their families.

Upcoming Events: None

Announcements: None

Public Comment: None

Meeting was adjourned at 9:06 A.M.

NEXT MEETING: November 15, 2021
8:00-9:30 a.m.
via Lifesize
Join the meeting: <https://call.lifesizecloud.com/6014008>

Respectfully submitted,

Jenna Horita