

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

November 17, 2014

Board Members Present: Jeffrey Shank, Rebecca Sollenberger, Ollie Jones, Loretta Nolt, Dawn Horst, Richard Rush, Melvin Frye, Jr., Christine Connelly, Joshua Keller, Heather Girvin, Julie Vesper, George Pappas, Brett Cole and Commissioner Scott Martin

Staff Present: Crystal Natan, Amy Campbell, Robin Boyer, Betsy Frame, Pedro Rodriguez and Kali Kunkle

Excused: Ryan Aument and Stephanie Roy

Public: None

Guests: None

Call to Order: Jeffrey Shank called the meeting to order at 7:31 a.m.

Approval of Board Minutes: George Pappas made a motion that the minutes from the August 2014 Board meeting be accepted as presented. Brett Cole seconded. Motion passed.

Old Business: None

New Business: None

Director's Report:

- Crystal Natan updated the Board on the status of the LUIS database. We will be transitioning to CAPS in December and begin with the intake phase. The funds are approved in our IT budget for this transition. This database will also work jointly with CWIS. We will move into full implementation over the next year. There will now be a formal process for every case, CPS and GPS to be now numbered in order to gather outcomes from every case and track families across the State. This will provide the State and counties with the ability to more effectively monitor families and collect data.
- An update on the move of Children and Youth staff to the downtown building was provided. Construction begins today on the first and second floor of the building. Fiscal, QA and some intake staff at the main building will move downtown in June. We are hopeful that all staff will move by August. Board members, employees and resource parents will be provided an update as we get closer to the move.
- The CPSL Training has gone live. Staff will be participating in the training online. It will go live for all staff the week of November 26, 2014. Staff are required to do all modules by our next audit which will occur in April.
- The public meeting for the County budget is next Tuesday, November 25, 2014 at 6:30 pm at the 150 North Queen Street location.
- We are partnering with Kurt Miller (former employee of Children and Youth) and Calvary Church for Christmas presents for the children and families that we are

providing services to. The church is also hosting a thank you breakfast for staff. We appreciate their tremendous support. We also receive a variety of other donations from various organizations during the holiday season.

Upcoming Events: The Resource Parent Association is having their annual Christmas party at Willow Valley on Saturday, December 13, 2014.

Announcements: Carol LeVan is retiring after 45 years of service at Children and Youth. Her last day is Friday, November 21, 2014. We will be having a retirement celebration on her last day at 11:30.

Public Comment: None

Meeting was adjourned at 8:42.am.

<p style="text-align: center;">NEXT MEETING: Tuesday, February 17, 2015 7:30 - 9:00 a.m. at Children and Youth Agency, 900 East King Street, Lancaster, PA</p>
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Respectfully submitted,

Kali Kunkle