

**LANCASTER COUNTY CHILDREN & YOUTH AGENCY  
CITIZENS' ADVISORY COMMITTEE  
MINUTES  
February 20, 2007**

**Board Members Present:** Joanne Castner, Kathryn Gregoire, Karen Jaskot, James Laughman, Fernando Sanchez, Gwen Scalyer, Commissioner Shellenberger, Nancy Valkenburg

**Staff Present:** Julie Bergstresser, Amy Campbell, Timberlin King, Gregory Landis, Angie Leed, Dale Latimer, Pat Lee, Pedro Rodriguez, Lisa Runge, Nancy Schuyler, Patty Shiffler

**Public:** None

**Guests:** Kim Shirker, Nicole Zimmerman

Board Chair Karen Jaskot called the meeting to order at 12:07. She requested approval to table the vote on the December and January minutes until the March meeting. At that time, minutes will be submitted with staff morale issues listed as bullets only, not identifying the speaker. Kathryn Gregoire moved that we hold approval of the minutes until the March meeting. Fernando Sanchez seconded the motion. Motion passed.

**Old Business:** None

**New Business:** None

**Community Relations Committee:** No report

**Children's Services Committee:**

A meeting was held today prior to the board meeting. Discussion centered on legislative changes including Juvenile rules, RMTS, photographs of children receiving services, visitation spreadsheet and tracking form. Discussion will continue next month. Kathryn Gregoire pointed out that many of these changes are unfunded mandates, requiring additional paperwork. Staff will face major challenges to their workload and will be asked to do more with less. Amy Campbell distributed the DPW summary.

**Nominations Committee:**

Karen Jaskot reported that she made contact with several prospective board members who had expressed interest - Father Wolfe, Dave Dolan and a possible representative from Representative Katie True's office.

The By-laws will be reviewed by a committee comprised of Fernando Sanchez, Amy Campbell, Pat Lee and Karen Jaskot on March 13, 2007.

**Directors Report:**

Amy Campbell deferred to Nancy Schuyler who updated the Board on staff hiring.

Nancy Schuyler reported that she re-surveyed the Caseworker II list for applicants from surrounding counties. The process is going well. Amy Campbell reported the agency hired 8 new staff since August. In addition, eleven staff have moved to new positions. She distributed the organizational chart reflecting promotions/staff moves.

Dale Latimer, Director of Protective Services, stated there are 2 new supervisors in her service unit, Jessica Hamby and Jen Smith. Protective Service staff work with families to resolve issues in their home to assure the safety of children. There is a lot of turnover of staff and burnout in protective services due to clients not making progress. Workers need ongoing training in community resources to keep abreast of available services for clients. Some changes on tap for protective units such as developing Family Service Plans with families and developing a library of community resources. She stated it has been helpful having the protective units together in one location supporting each other.

Dale Latimer gave an update on the Agency Safety Committee. The County is now self insured, a cost saving move. One requirement for self insurance was the formation of a county wide safety committee as well as one in each department. CYA has had a long-standing safety committee, with representatives from each service area and unit. The committee is required to review all workman's comp claims and look for patterns, leading to proactive safety measures. The committee has developed and met goals related to safety tips for workers in the field and de-escalating hostile clients. CYA had three accident claims last year.

Greg Landis updated the board on Intake Units. Child abuse referrals numbers were high in January and leveled off in February.

The Intake Neglect Unit has a new supervisor, the third in recent months. Two of the five caseworkers in the Neglect 2 Unit will be changing units. The Screening Unit has a new supervisor, Heather Welsh. The Child Abuse Investigation Unit is understaffed. We currently do not have a school liaison caseworker. That position is not mandated, however we staffed the position to conduct the C.A./Schools meetings, improving our relationship with County school personnel. Currently, the former Screening supervisor is handling the C.A./Schools meetings.

Concerns in intake include the new court rules and all the requirements related to emergency placements and petitions. There are new rules about serving petitions and photographing children. Intake workers handle 1700 investigations annually and accept approximately 200 clients for services. Previously, all abused children had to be photographed, now possibly ALL children must be photographed. DPW is taking a look at the impact this will have on agencies.

Pedro Rodriguez distributed the Act 148 State Expenditure Report outlining the Federal, State and County share of the budget. He also discussed the revenue and expenditures by department.

The Agency will be audited by the State, Department of Public Welfare in March 2007. Our personnel records, Advisory Board minutes, staff training records and programs and services to clients will be audited.

It was announced that Kevin Fillgrove, advisory board member from the Ephrata School District, has resigned due to other commitments.

Pat Lee postponed her report, allowing Placement Staff attending today's meeting to discuss staff morale. The three placement caseworkers, Julie Bergstresser, Timberlin King and Angie Leed shared comments and concerns from their units and co-workers.

Angie Leed, a 20 year employee is the Agency's Resource Coordinator. She locates foster homes for children entering placement, working closely with the Resource Parents.

Timberlin King is the CYA Independent Living Coordinator. She monitors the Agency's grant, providing services and training to children ages 16+, helping them to acquire life skills in anticipation of release from Agency care.

Julie Bergstresser is a placement caseworker and has worked at the Agency for the past two years. Julie and Timberlin are both in the MSW Program through CWEL (Child Welfare Education League.) Their comments to the Board were added to the ongoing Staff Morale list.

Following their discussion, Karen Jaskot proposed the March meeting be used to categorize the ongoing list so the board can take small bites and identify what does work and tweak what doesn't. Nancy Valkenburg motioned that no staff attend the March meeting so the Board can address the issues already discussed. Kathryn Gregoire seconded the motion. Motion passed.

Meeting adjourned.

**NEXT MEETING, TUESDAY, MARCH 20, 2007  
at the Children and Youth Agency  
Conference Room #1  
900 East King Street  
Lancaster, PA 17602**

(If you are unable to attend this meeting,  
please call Patty Shiffler at 295-2017)