

Greene County Children and Youth Services
Advisory Board Meeting Minutes
March 12, 2019

Call to Order: The regular meeting of the Greene County Children and Youth Services Advisory Board was held in the 3rd Floor Conference Room of the Fort Jackson Building, 19 South Washington Street, Waynesburg, PA on Tuesday March 12, 2019. The meeting convened at 9:00 a.m., Pat Lemley, Chairperson presiding.

Members Present: Pat Lemley, Donna Neino, Sam Silbaugh, Thelma Szarell, Archie Trader, and Laura Walters.

Members Absent and/or Excused: Gary Moser, Christine Owens, and Michele Robinson

Non-Board Members Present: Amy Anderson, Stacey Courtwright, Cheryl Cowen, and Gene D'Antonio.

Approval of January 8, 2019 Minutes: Motion by Laura Walters to approve minutes of the March 12, 2019 minutes. Seconded by Donna Neino with the correction that Donna abstained from voting on reimbursement of \$1451.09 for the Christmas party. Motion carried.

Approval of March 12, 2019 Treasurer's Reports: Motion by Donna Neino to approve Treasurer's Report for the May 14, 2019. Seconded by Thelma Szarell. Motion carried.

CYS Director – Stacey Courtwright:

- Stacey reported that since this time last meeting there were 258 incidents (34% increase), involving 208 families (16% increase), and 408 children (23% increase). Stacey stated that drug abuse continues to be a huge problem.
- There are 4 open casework positions and 1 Fiscal Assistant position open.
- Stacey reported that the annual inspection was 2/26 thru 3/1 and went very well and just waiting for the final report. There were only a few technical errors and no safety errors, which Stacey is very pleased with. There was a big improvement on dictation.
- The lock boxes finally came in. Stacey stated these will be given to families that are on prescribed medications to keep locked up due to the increase in children getting into their parent's medications.
- Stacey, Jess, Brandy, Patty, and Kevin are attending PCYA on March 20th and 21st.
- Stacey is also attending the Round Table in Clarion County on March 26th and the Round Table Summit in Seven Springs that is a three day event in April.
- Stacey stated that April is Child Abuse Month and CASA wants to partner with the Agency to promote Child Abuse Awareness. Stacey will have Amy send an email with dates of the proclamation and what ever other events that will take place. Stacey reported that she would like to put the pinwheels in the court lawn this. She then asked if anyone else had any ideas.

Solicitor – Cheryl Cowen:

- Cheryl reported that the court has transferred CYS cases to hearing officers again and is going well.
- Cheryl stated the ABA has been involved with the Agency for two years now. They have been down a few times already this year for meetings and trainings. Last week a Confidentiality training was held at the fairgrounds.
- Cheryl will be attending the Seven Springs Summit and also the Washington DC conference.
- There was a By-Law meeting last week on March 6th. Cheryl reported that the committee should be able to finish up with one more meeting and the By-Laws will be complete.

CYS Independent Contractor: - Sharon Willison

- Sharon thanked Cheryl for the update on the Confidentiality training that the ABA held. There were two sessions with a total of 95 attendees.
- The ABA subcommittee for behavioral health will be holding a substance abuse training later in the summer.
- On May 10, Family Engagement will be holding a training for Grandparents and others raising children at the Fairgrounds.

“For the Kids” Report – Laura Walters:

- No New Requests.

Old Business:

- Cheryl reported that the Bar Association recently hired someone to do the paperwork for 501C3 for \$2,800.00 and thinks this is an option that the Advisory Board can look at. Cheryl suggested that the “For the Kids” fund has \$10,000 left and thought an amendment to the “For the Kids’ By-Laws can be made to use funds from there to pay to hire someone to do the paperwork. Ultimately, the 501C3 will be able to make more money for the “For the Kids” Committee. **Thelma Szarell made a motion to amend the “For the Kids” Policy to allow funds to be used to apply to obtain the 501C3. Seconded by Donna Neino. Motion carried.** Cheryl will bring the Attorney’s name to the next meeting. Stacey stated that the “For the Kids” By-Laws also stated that the committee shall consist of the HS Administrator, CYS Director, the Agency Solicitor, and 4 Board Members, so this will need changed/looked at as well. **Donna Neino made a motion to look at/suggest changes to “For the Kids” Policies. Seconded by Gary Moser. Motion carried.**
- Donna reported that she did find information on publishing the Advisory Board Meetings. For regular public meetings, agencies must provide at least three days advance notice prior to the first regularly scheduled meeting of the calendar year, along with all further scheduled meetings for the remainder of the calendar year. The notice must include, the date, time, and location of the meetings, must be printed in a newspaper of general circulation, and posted at the location

where the meetings take place. Amy Anderson will place the ad for the remainder of the year and will publish them every year after that.

Motion by Gary Moser to adjourn the meeting at 10:13 A.M. Seconded by Donna Neino . Motion carried.

Next meeting is scheduled for May 14, 2019

Respectfully submitted by:
Amy Anderson, Administrative Assistant
Greene County Children and Youth Services