

Greene County Children and Youth Services
Advisory Board Meeting Minutes
January 9, 2018

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, January 9, 2018. The meeting convened at 9:00 a.m., President Pat Lemley presiding.

Members Present: Pat Lemley, Donna Neino, Michele Robinson, Sam Silbaugh, and Commissioner Archie Trader.

Members Absent and/or Excused: Rich Pekar, Thelma Szarell, and Laura Walters.

Non-Board Members Present: Amy Anderson, Lisa Cogar, Stacey Courtwright, Cheryl Cowen, Sharon Willison, Brandy Yekel, Judge Toothman, and Gene D'Antonio.

Approval of January 9, 2018 Minutes: Donna Neino noted a correction on the last page that 5013C needs changed to 501C3. Motion to Donna Neino, with correction noted, to approve minutes of the January 9, 2018 minutes. Seconded by Sam Silbaugh. Motion carried.

Approval of March 13, 2018 Treasurer's Report: Motion to Sam Silbaugh to approve Treasurer's Report for the March 13, 2018. Seconded by Michele Robinson. Motion carried.

Christmas Party – Donna Neino reported that there were 71 that RSVP to attend the Christmas party and only 41(19 adults and 22 children – 14 being Foster children) showed up. She stated that this was the lowest attendance they ever had. Donna ended up returning a lot of the gifts due to the low attendance. After returning the unused gifts \$425.87 was spent on the Foster Children. The cost for supplies and pizza was \$168.98. She thanked Sam for getting the Santa Claus. Donna also thanked the Commissioners for the use of the hall. The next Christmas party is December 18, 2018. Pat thanked Donna, her husband, and children for all their hard work with organizing the party. Pat also wanted to thank the Blue Knights for their generous monetary donation for the Foster Children that attend the Christmas party.

Pat stated that Christmas presents are to be given at the party and if they do not attend then they should not get one after. Stacey reported that she made the decision for Maryann Strobe to be able to get the presents for the children since she had emergency surgery and always attends the party and has been a foster parent for a long time, housing 175 children through the years. Stacey stated she would have done the same thing for Michele as well. Pat feels that this would encourage people to not attend the party and pick up their present at the agency after. Pat stated this will need to be discussed later on in the year before the next Christmas party.

Judge Toothman:

- The Judge stated that he learned a lot at the last meeting and only has a few minutes today and brought Gene D'Antonio from Juvenile Probation with him. He reported that 2018 will be the year for truancy in the courts. The Judge stated he talked to all of the magistrates and wants everyone on the same page to fix the truancy problem. He stated he will be setting up a meeting with the Superintendents, Magistrates, and CYS to make sure everyone is dealing with Truancy the same. He wants Gene to start attending the agency's Dependency Days on Thursdays as well.
- Judge Toothman also, advised everyone there will be no more cell phones allowed on the second floor. Judge Toothman thanked the Commissioners for being cooperative on redoing the 3rd floor

library. There is a new table and set up with assigned seating so the Judge knows who everyone is. The paralegals will be sitting next to him, so the Judge can have easy access to the orders, etc. And there will be a printer set up right there as well.

- Judge Toothman will be hearing all of the Agency cases. There will be one judge/one family so he will know everyone and everything about the case.

CYS Director – Stacey Courtwright:

- Stacey reported that from November 17, 2017 – January 8, 2018 there have been 217 incidents, involving 189 families and 335 children. Stacey stated that it has been a very busy year. From January 2017 – December 2017 there were 1,293 incidents involving 793 families and 1,519 children.
- There are currently 6 Caseworker and 1 Social Service Aide positions open. There are interviews for SSA this Friday. Stacey also reported that Glenn Perry, caseworker, was promoted to an intake supervisor. Glenn is finishing up cases and should be ready for the transition within a week or so.
- Stacey announced that the agency's annual licensure is 2/27 – 3/2. Everyone will be going through all of their cases in the last year, making sure everything is there and updated to prepare. Once the list of cases are given that will be pulled for audit the clerical will be busy pulling all of the files and making sure all the paperwork is there.
- Stacey got information about the 501C3 from Carol Gooden, Controller's office and got the process started. Carol will be helping Stacey out with the process. Stacey stated that down the road we will have a meeting with the board about it.

County Solicitor's Report – Cheryl Cowen:

- Cheryl announced that she is the County Solicitor, not CYS, but is stepping in the position to help out for as long as needed since Greg resigned his position. She stated that Judge Toothman is now hearing all of the dependency cases and there are many changes occurring.
- Besides Cheryl, the agency hired a new part time solicitor as of January 1st, Joyce Hatfield-Wise, which worked for Washington County CYS. And Kevin Freyder and Jeff Grimes are still solicitors as well.
- Cheryl reported that the amount of cases that CYS sees continues to be staggering and the majority of them are due to drugs.

CYS Independent Contractor – Sharon Willison:

- Sharon and Stacey have been working steadily on getting new policies made. They completed policies for the mobile radios, body armor, and staff orientation. Sharon and Stacey are also working on some on call changes as well.
- Sharon stated that they are still trying to schedule a meeting with the ABA (American Bar Association) for the presentation of data they collected.

"For the Kids" Report – Laura Walters:

- Donna asked if the bed frame she had was still needed. Amy advised her that the caseworkers are still working on the request. There are two twin beds needed. Stacey added that she sent the request back to be reevaluated, as the amount of one bed was \$300.00 and felt that was way to

expensive. Amy advised that she would send it to the committee as soon as she received it. She also stated that the caseworker would have to set up something with maintenance to get the bed frame off of Donna.

- Pat suggested leaving Greg on "For the Kids" committee since him and his wife were the ones that started the committee. It was asked if there was anything in the By-laws about who is on a committee. Chery Cowen advised that the By-Laws do state that all Standing Committees are appointed by the Chairperson and be a member ex-officio of each. Pat reported that since you must be a member Greg Hook and Stacey Courtwright would be removed from the "For the Kids" Committee.

New Business:

- Pat read all the Committees for 2018:

Activity/Fundraising:

Donna Neino
Pat Lemley
Laura Walters

Budget:

Archie Trader
Thelma Szarell

Nominating

Donna Neino
Laura Walters
Michele Robinson

Publicity

Sam Silbaugh
Rich Pekar

For the Kids

Pat Lemley
Donna Neino
Laura Walters
Sam Silbaugh
Michele Robinson

- Sam Silbaugh wanted to make sure that Stacey relayed to the agency that he wanted to thank everyone for all of their help all of the time.

Next meeting is scheduled for March 13, 2018

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