

Greene County Children and Youth Services
Advisory Board Meeting Minutes
March 13, 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, March 13, 2018. The meeting convened at 9:00 a.m., President Pat Lemley presiding.

Members Present: Pat Lemley, Donna Neino, Sam Silbaugh, and Laura Walters.

Members Absent and/or Excused: Rich Pekar, Michele Robinson, Thelma Szarell, and Archie Trader.

Non-Board Members Present: Amy Anderson, Stacey Courtwright, Cheryl Cowen, Sharon Willison, Brandy Yekel, Gene D'Antonio, and Jeff Marshall.

Approval of January 9, 2018 Minutes: No quorum. Will submit at the May 8, 2018 meeting.

Approval of March 13, 2018 Treasurer's Report: No quorum. Will submit at the May 8, 2018 meeting.

CYS Director – Stacey Courtwright:

- From January 9, 2018 – March 12, 2018 the agency had 227 incidents that involved 180 families and 320 children.
- Stacey reported that the agency is down to 3 intake workers due to 2 being on medical leave and 1, Glenn Perry was promoted to Intake Supervisor. Contessa and Natalie both resigned as well. There are currently 7 casework positions open and interviews are scheduled for 3/23/18. Stacey stated that we are doing the best we can and everyone is working as a team. A couple cases went to Lucinda and a couple of the supervisors to help out too.
- Jessica and Stacey attended PCYA on 1/24 and 1/25. A big part of the day was doing an all-County survey/discussion on whether the Counties should go back to deciding if a report should be a GPS or CPS instead of the state deciding.
- Stacey reported there is a 227% increase due to JPO placements and costing the agency \$400.00 to \$500.00 a day for detention shelters due to lack of beds in facilities.
- Stacey stated that the agency had it's IV-E Audit. Brandy reported that the agency received a 90% and the auditors would not have to come back for 9 months. However, Brandy requested them to come back in six months since her and Tina are new and still learning.
- The agency finished the annual audit and had an exit meeting. The auditors stated there has been a marked improvement on dictation and keeping children safe. There have been Booster Trainings being held at the agency for risk/safety assessment have helped and the agency will continue to have them.
- On March 28th the Spring Round Table will be held in Crawford County and Stacey and the Judge will attend. It is an all-day event with several topics being discussed.
- April 28th Pam Snyder's office holds the Child Fest at the Fairgrounds and Stacey would like to reserve a table for Foster Parent recruitment and would like the Board members to help with that. Stacey stated that we can meet in the next couple weeks to discuss ideas and an activity for the children and also discuss Child Abuse Awareness Month and Foster Parent Appreciation Month.

County Solicitor's Report – Cheryl Cowen:

- Cheryl reported that the agency is now having hearings every Thursday that last all day long, sometimes past 4:30. Jeff Grimes is unable to commit to every Thursday, so he is resigning his position as of 4/26/18. The agency does still have 3 Attorneys, Kevin Freyder, Joyce Hatfield-Wise, and herself. Jeff has 20 cases and they are still unsure if they will hire someone else to replace Jeff or the cases will be split between the 3.
- Cheryl and Carol Gooden have been working together to try and get the 501C3 process going. They still have not received the all of the information that is needed to complete the application. The information needed is a Missions Statement, By-Laws, activities for the past two years, purchases and disbursements. Cheryl has asked Pat for the information. The Board does not have a Mission Statement so one will need to be made. Pat, Laura, and Donna will get together to work on this information.
- Cheryl advised the Board that they may want to consider making some changes to the By-Laws in the near future. The last time they were updated was in 2012.

CYS Independent Contractor – Sharon Willison:

- Sharon reported a brief update on the ABA. On 2/21/18 was a meeting to report the data that was found from the 25 random cases that were pulled. And there also was a brainstorming session after that and the turn-out was very good and a lot of input was given. Sharon stated that the next step will be getting together with Stacey, Judge Toothman, and the Solicitors and start forming sub-committees. The sub-committees will be formed from the barriers that were found from the cases that were pulled.

“For the Kids” Report – Laura Walters:

- Laura reported that there were no new requests.

Next meeting is scheduled for May 8, 2018

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