

**LYCOMING COUNTY CHILDREN AND YOUTH STANDING COMMITTEE  
SHARWELL BUILDING  
OCTOBER 19, 2022**

**ATTENDANCE:**

Commissioner Tony Mussare, Commissioner Richard Mirabito, and Commissioner Scott Metzger were in attendance.

**Staff:** Matt Salvatori - CYS Administrator; Keith Wagner – Joinder Executive Director/ MH/ID Administrator; Rhonda Asaro – Joinder Fiscal Director; Mark Longenberger – Support Services Director; Matt Wood – Clinical Director; Heather Wood – Specialized Services Director; Cathy Bennett – Administrative Assistant; and Jon DeWald – Joinder Solicitor.

**CALL TO ORDER:**

The meeting was Called To Order by Commissioner Mirabito at 8:32 a.m.

**MAX DAY EVENT PRESENTATION:**

Mr. Salvatori welcomed Susie Eyer, Matt Eyer, and Dale Appleman from The Edge Team of Muncy and noted they were present today to present a \$3,000 check to Lycoming County Children and Youth Services. In summary, three fund raising events were held by the Muncy Business Exchange in June, July and August, with August’s event supporting Lycoming CYS. Mr. Salvatori also recognized Agency staff Mark Longenberger, Heather Wood, and Matt Wood, who were present at today’s meeting, and thanked them for their assistance at the August event. Mr. Salvatori thanked The Edge Team for the generous donation and noted that these funds would be used to assist youth who entered services from the Muncy/ Hughesville/ Montgomery area who might need clothing or other items, as well as toward items needed for the relocation of our current parent/child Visitation Center that is going to be re-located to the Shelter facility in the near future.

**MINUTES OF PREVIOUS MEETING:**

Commissioner Mussare Moved and Commissioner Metzger Seconded a Motion to:

*“Approve the minutes from the September 21, 2022 Lycoming County Children and Youth Standing Committee meeting as presented by staff.”*

The Motion passed unanimously.

**DELEGATION OF SIGNATORY AUTHORITY:**

Mr. Salvatori noted that he was requesting the Commissioners’ approval to delegate authority to him to sign off on FY 22-23 CYS Act 148 Quarterly Expense Reports and Budget Amendments. He noted that approval has been given in the past for the Administrator to sign off on these documents as it helps to keep the process moving, rather than holding documents up to obtain the Board President’s signature. He noted that a letter of authorization has been prepared for signature by the Commissioners which will be submitted to the Department of Human Services – Bureau of Financial Operations. Commissioner Mussare Moved and Commissioner Metzger Seconded a Motion to:

*“Delegate authority to Matthew Salvatori, Lycoming County Children and Youth Administrator, to sign and submit FY 22-23 County Children and Youth Act 148 Quarterly Expense Reports and Budget Amendments.”*

The Motion passed unanimously.

**AGREEMENTS AND CONTRACTS:**

**Child and Family Services: FY 22-23**

Mr. Salvatori presented an Addendum Agreement with Geisinger Clinic for the Child Advocacy Center of the Central Susquehanna Valley to add Business Associate Agreement language as part of the Agreement that is currently in place for FY 22-23. He noted that Mr. DeWald has reviewed and approved that this document be signed. The second document he presented was a Renewal Agreement with Merakey Pennsylvania for foster care services at rates between \$12.25 and \$170.86 per day. He noted that these services were not used on a frequent basis, but were in place in the event we were unable to place a child within our local resource care system. Commissioner Mussare Moved and Commissioner Metzger Seconded a Motion to:

*“Approve the following Agreements with Lycoming County Children and Youth Services for the period 7/1/22 to 6/30/23:*

- *First Addendum to the Purchase of Service Agreement with Geisinger Clinic for the Child Advocacy Center of the Central Susquehanna Valley to add Business Associate Agreement Language;*
- *Renewal Agreement with Merakey Pennsylvania for foster care services at rates between \$12.25 and \$170.86 per day.”*

The Motion passed unanimously.

**OTHER BUSINESS, NEXT MEETING AND ADJOURNMENT:**

Mr. Salvatori noted that an Executive Committee meeting is scheduled to be held at the Piper Building in Lock Haven on Wednesday, November 16<sup>th</sup> beginning at 9:30 a.m., with a combined Children and Youth Agencies’ meeting scheduled to begin at 9:00 a.m. As we might have some CYS contracts ready for approval by November, a short Standing Committee meeting might need to be scheduled beginning at 9:00 a.m., immediately followed by the CYS Agencies’ meeting.

With no further business presented, the meeting was adjourned at 8:45 a.m.

Respectfully Submitted,



Matthew Salvatori  
LCYS Administrator