

**LYCOMING COUNTY CHILDREN AND YOUTH STANDING COMMITTEE
SHARWELL BUILDING
JULY 20, 2022**

ATTENDANCE:

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

Staff: Matt Salvatori - CYS Administrator; Keith Wagner – Joinder Executive Director- MH/ID Administrator; Cathy Bennett – Administrative Assistant; and Jonathan DeWald – Joinder Solicitor.

CALL TO ORDER:

The meeting was Called To Order by Commissioner Mirabito at 9:00 a.m.

MINUTES OF PREVIOUS MEETING:

Commissioner Mussare Moved and Commissioner Metzger Seconded a Motion to:

“Approve the minutes from the May 18, 2022 Lycoming County Children and Youth Standing Committee meeting as presented by staff.”

The Motion passed unanimously. A meeting of the LCYS Standing Committee was not held in the month of June as there were no pressing agenda items.

CONTRACTS AND AGREEMENTS:

Child and Family Services: FY 22-23

Mr. Salvatori presented three renewal Agreements: Centre Marriage and Relational Therapy for a two month period as the youth in services would be leaving for college at the end of August; Geisinger Clinical for the Child Advocacy Center for their provision of forensic interview services as part of child abuse investigations, and Sullivan County Children and Youth Services for their purchase of Family Group Decision Making Services provided by staff from Lycoming County CYS. He noted that Centre Marriage reflected a \$25.00 increase per service in this year’s Agreement and the other two Agreements were at the same amounts as last year’s Agreement. Commissioner Metzger Moved and Commissioner Mussare Seconded a Motion to:

“Approve the following renewal Purchase of Service Agreements between the Lycoming County Commissioners, on behalf of Lycoming County Children and Youth Services and:

- *Centre Marriage and Relational Therapy, LLC for psychotherapy services per an approved fee schedule for the period 7/1/22 to 8/31/22;*
- **Geisinger Clinic for the Child Advocacy Center of the Central Susquehanna Valley** for forensic interview services

in the amount of \$100.00 per hour for the period 7/1/22 to 6/30/23;

- **Sullivan County Children and Youth Services (Income)** for Family Group Decision Making Services in the amount of \$3,000/conference and \$1,000 referral for the period 7/1/22 to 6/30/23.”

The Motion passed unanimously.

Information Technology Services: FY 22-23

Mr. Salvatori presented a renewal Agreement with Catchphrase Ventures LLC for the continued provision of consulting services pertaining to the CYS Agency’s Joinder Clinical Information System (JCIS). He noted that these services are needed in order to keep the system current with Federal guidelines. He added that the JCIS system developed by Lycoming County CYS is also used by Clinton, Sullivan and Montour County Children and Youth Agencies as their platform between their Agency and the State in regard to data sharing for child welfare information. Each of these Agencies is under contract with the Joinder for use and support of the JCIS system and the income from these agreements will be used to offset the cost of the consulting services. He noted that this Agreement is at the same rate as last year’s Agreement. Commissioner Mussare Moved and Commissioner Metzger Seconded a Motion to:

*“Approve the renewal Purchase of Professional Services Agreement between the **Lycoming County Commissioners, on behalf of Lycoming County Children and Youth Services and Catchphrase Ventures LLC** for the provision of consulting services pertaining to the CYS Agency’s Joinder Clinical Information System (JCIS) in the amount of \$50,000 (\$200/hour) for the period 7/1/22 to 6/30/23.”*

The Motion passed unanimously.

Professional Services: FY 22-23

Mr. Salvatori presented a renewal Agreement with Ironcutter Creative. He noted that Alivia Tagliaferri had re-designed the CYS Agency’s web site and foster care web site and that this Agreement was needed for her to continue doing maintenance and updates. He anticipates this would only involve 5 to 6 hours of work per month and that her hourly rate remains the same as in last year’s Agreement. Commissioner Mussare Moved and Commissioner Metzger Seconded a Motion to:

*“Approve the renewal Purchase of Professional Services Agreement between the **Lycoming County Commissioners, on behalf of Lycoming County Children and Youth Services and Ironcutter Creative** to provide continuing updates or maintenance to the CYS Agency and foster care web sites in the amount of \$5,040 (\$70.00/hour) for the period 7/1/22 to 6/30/23.”*

The Motion passed unanimously.

Solicitor Services: FY 22-23

Mr. Salvatori presented renewal Agreements with John Pietrovito, Esq. for solicitor services for Lycoming County Children and Youth Services and Greevy and Taylor Law Office for substitute solicitor services when Mr. Pietrovito was unable. He noted that Mr. Pietrovito’s retainer fee for this fiscal year has been increased by \$500.00 per month and that the hourly rate for the Greevy and Taylor law Office remains the same as last year’s amount. Commissioner Mussare Moved and Commissioner Metzger Seconded a Motion to:

“Approve the following renewal Purchase of Professional Services Agreements with the Lycoming County Commissioners, on behalf of Lycoming County Children and Youth Services for the period 7/1/22 to 6/30/23:

- **John P. Pietrovito, Esq.** for Lycoming County Children and Youth (LCYS) Solicitor Services in the amount of \$6,000/month retainer; \$100/hour for additional services;
- **Greevy and Taylor Law Office** for Substitute LCYS Solicitor Services in the amount of \$120.00 per hour.”

The Motion passed unanimously.

Substitute Guardian Ad Litem Services: FY 22-23

Mr. Salvatori presented renewal Agreements with Jennifer Ayers, Esq., Trisha Hoover Jasper, Esq., and Patricia Shipman, Esq. for substitute guardian ad litem services when our Guardian Ad Litem, Angela Lovecchio, was unavailable. He noted that their hourly rate remains unchanged from last year’s amount. Commissioner Metzger Moved and Commissioner Mussare Seconded a Motion to:

“Approve the following renewal Purchase of Professional Services Agreements with the Lycoming County Commissioners, on behalf of Lycoming County Children and Youth Services for the period 7/1/22 to 6/30/23:

- **Jennifer Ayers, Esq.** for Substitute Guardian Ad Litem Services in the amount of \$75.00 per hour;
- **Trisha Hoover Jasper, Esq.** for Substitute Guardian Ad Litem Services in the amount of \$75.00 per hour;
- **Patricia A. Shipman, Esq.** for Substitute Guardian Ad Litem Services in the amount of \$75.00 per hour.”

The Motion passed unanimously.

OTHER BUSINESS, NEXT MEETING AND ADJOURNMENT:

Mr. Salvatori noted that at the August meeting, he, Rhonda Asaro, CYS Fiscal Officer, and Dave Goodwin, Chief JPO, were planning on presenting an overview of the FY 23-24 Children & Youth/JPO Budget, as well as the Local Match numbers requested from the County for this period

of time. Since the Executive Committee meeting was scheduled to begin at 9:30 a.m., he inquired if the Commissioners would be willing to begin the Standing Committee meeting at 8:30 a.m. in order to allow enough time to approve contracts and receive the budget information. The Commissioners were in agreement with this request.

With no further business presented, the meeting was adjourned at 8:55 a.m.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read 'MS', with a long horizontal flourish extending to the right.

Matthew Salvatori
LCYS Administrator