

LYCOMING COUNTY CHILDREN AND YOUTH STANDING COMMITTEE
SHARWELL BUILDING
AUGUST 17, 2022

ATTENDANCE:

Commissioner Richard Mirabito and Commissioner Tony Mussare were in attendance.

Staff: Matt Salvatori - CYS Administrator; Keith Wagner – Joinder Executive Director-MH/ID Administrator; Rhonda Asaro – Joinder Fiscal Director; David Goodwin – Chief Juvenile Probation Officer; Cathy Bennett – Administrative Assistant; and Jonathan DeWald – Joinder Solicitor.

CALL TO ORDER:

The meeting was Called To Order by Commissioner Mirabito at 8:39 a.m.

MINUTES OF PREVIOUS MEETING:

Commissioner Mussare Moved and Commissioner Mirabito Seconded a Motion to:

“Approve the minutes from the July 20, 2022 Lycoming County Children and Youth Standing Committee meeting as presented by staff.”

The Motion passed unanimously.

CONTRACTS AND AGREEMENTS:

Administrative Agreement

Mr. Salvatori presented a renewal Agreement for data sharing with the Pennsylvania Department of Human Services. He noted that the CYS Agency’s JCIS platform needs to communicate with the State and this Agreement addresses the process/procedure for data sharing. Commissioner Mussare Moved and Commissioner Mirabito Seconded a Motion to:

“Approve the renewal of the Child Welfare Information System (CWIS) Data Sharing Agreement between the Pennsylvania Department of Human Services and Lycoming County Children and Youth Services for the period 10/1/22 to 9/30/23.”

The Motion passed unanimously.

Child and Family Services: FY 22-23

Mr. Salvatori noted there were six renewal Agreements for child and family services being presented for approval. He added that the Agreement with STEP did reflect a decrease of \$6500.00 from last year’s contracted amount due to the discontinuation of the STEPPing Stones Program. Commissioner Mussare Moved and Commissioner Mirabito Seconded a Motion to:

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

- **Crossroads Counseling, Inc.** for outpatient mental health assessment and treatment services (various services and rates per approved fee schedule);
- **Families United Network** for foster care services at rates between \$29.51 and \$137.31 per day and residential services at rates between \$247.66 and \$274.31 per day;
- **JusticeWorks YouthCare, Inc.** for prevention services for children at rates between \$79.31 and \$120 per hour;
- **Lycoming-Clinton Counties Commission For Community Action (STEP, Inc.)** for Family Navigator Services and the Youth Enrichment For Success (YES) Program in the amount of \$248,200;
- **Susquehanna Valley CASA – Voices For Children** for the provision of trained volunteer child advocates during court proceedings for dependent children in the amount of \$30,000;
- **West Branch Drug and Alcohol Abuse Commission** for the Strengthening Families Program in the amount of \$20,000.”

The Motion passed unanimously.

Professional Services: FY 22-23

Mr. Salvatori presented a renewal Agreement with Dr. Russell Gombosi who provides medical consulting services to staff for difficult abuse and neglect cases. He noted this Agreement is minimally used but invaluable when needed. Commissioner Mussare Moved and Commissioner Mirabito Seconded a Motion to:

“Approve the renewal Purchase of Service Agreement between Lycoming County Children and Youth Services and Dr. Russall Gombosi for medical consulting services in the amount of \$15,000 for the period 7/1/22 to 6/30/23.”

The Motion passed unanimously.

Guardian Ad Litem Services: FY 22-23

Mr. Salvatori presented a renewal Agreement with Angela Lovecchio, Esq. for her services as the Agency’s guardian ad litem. He noted that her monthly retainer fee remained the same as last year’s amount. Commissioner Mussare Moved and Commissioner Mirabito Seconded a Motion to:

“Approve the renewal Purchase of Service Agreement between Lycoming County Children and Youth Services and Angela Lovecchio, Esq. for guardian ad litem services at a \$3,700/month retainer fee for the period 7/1/22 to 6/30/23.”

The Motion passed unanimously.

OVERVIEW OF FY 22-23 CHILDREN & YOUTH/JPO BUDGET:

Mr. Salvatori noted that Rhonda Asaro, CYJ Fiscal Officer, and Dave Goodwin, Chief Juvenile Probation Officer, were also present at today's meeting to provide an overview and answer any questions pertaining to the Lycoming CYJ/JPO FY 23-24 Needs Based Budget. He noted that following this presentation he would be presenting a document for approval by the Commissioners acknowledging the County's commitment to provide the Local Match funds necessary to obtain State and Federal funds. He noted that this document was due in Harrisburg by 9/1/22 and, at present, Ms. Asaro was still working on finalizing this number which is in the range of \$2.5 million dollars. If the Commissioners were in agreement to approve the submission of the form at today's meeting, he would provide them with the final number that would be submitted to Harrisburg. He noted this was the procedure that was agreed to by the Commissioners last year and the group concurred with this request.

Ms. Asaro distributed a 3 page summary document of the CYJ/JPO budget which will be included as an attachment to these minutes (Attachment A). Page one provides a summary of actual and certified budget numbers for FY 18-19 through FY 22-23, as well as the amount being submitted for the FY 23-24 needs based budget which is \$15,031,009. On page two, revenue and special grant funding information is broken down for these same periods of time. Page 3 shows the breakdown of funding sources, including the Local Match numbers requested from the County for these periods of time. The amount that will be submitted as part of the FY 23-24 Needs Based Budget is projected to be in the range of \$2.9 million dollars.

REQUEST FOR APPROVAL OF FY 23-24 COUNTY ASSURANCE OF FINANCIAL COMMITMENT AND PARTICIPATION FORM

Upon conclusion of the budget presentation and following a brief discussion, Commissioner Mirabito Moved and Commissioner Mussare Seconded a Motion to:

"Approve the submission of the "County Assurance Of Financial Commitment And Participation" form with the understanding that the estimated amount of the local fund commitment by Lycoming County is in the range of \$2.9 million dollars and that once the Local Match number has been finalized and placed on the form, this document will be emailed to the Commissioners prior to its submission to the State."

The Motion passed unanimously.

OTHER BUSINESS, NEXT MEETING AND ADJOURNMENT:

Mr. Salvatori noted that he anticipated having additional contracts ready by September and would be scheduling a Standing Committee meeting for 12:30 p.m. on Wednesday, September 21, 2022. The regularly scheduled Executive Committee meeting is scheduled to begin at 1:00 p.m. on this same date. With no further business presented, the meeting was adjourned at 9:20 a.m.

Respectfully Submitted,



Matthew Salvatori
LCYS Administrator

ATTACHMENT A

Lycoming County Child Welfare Budget

EXPENDITURES	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24
	Actuals	Actuals	Actuals	Estimated Actuals	Certified Budget	Needs Based Budget Request
In-Home	\$ 6,451,816	\$ 6,328,137	\$ 6,210,313	\$ 6,100,159	\$ 7,153,350	\$ 7,646,322
Community Based Placement	\$ 2,358,027	\$ 2,316,021	\$ 2,555,651	\$ 2,520,140	\$ 3,064,534	\$ 3,181,139
Institutional Placement	\$ 1,508,979	\$ 1,170,903	\$ 1,132,511	\$ 1,701,786	\$ 1,243,585	\$ 1,727,461
Administration	\$ 187,913	\$ 163,819	\$ 201,202	\$ 182,761	\$ 225,810	\$ 209,112
Total ACT 148 Expenditures	\$ 10,506,735	\$ 9,978,880	\$ 10,099,677	\$ 10,504,846	\$ 11,687,279	\$ 12,764,034
SPECIAL GRANT FUNDING						
Evidence Based Programs	\$ 474,500	\$ 501,041	\$ 472,900	\$ 454,167	\$ 672,572	\$ 658,270
Pennsylvania's Promising Practices	\$ 71,805	\$ -	\$ -	\$ -	\$ -	\$ -
Housing Initiative	\$ 66,091	\$ 29,278	\$ 40,306	\$ 65,493	\$ 75,000	\$ 75,000
Alternatives To Truancy	\$ 390,868	\$ 481,829	\$ 455,940	\$ 511,401	\$ 526,500	\$ 563,850
Information Technology	\$ 417,042	\$ 394,806	\$ 326,862	\$ 371,879	\$ 578,400	\$ 609,364
Supervised Independent Living	\$ 232,382	\$ 248,963	\$ 256,795	\$ 304,727	\$ 390,996	\$ 360,491
Total Special Grant Expenditures	\$ 1,652,688	\$ 1,655,917	\$ 1,552,803	\$ 1,707,667	\$ 2,243,468	\$ 2,266,975
Total Child Welfare Expenditures	\$ 12,159,423	\$ 11,634,797	\$ 11,652,480	\$ 12,212,513	\$ 13,930,747	\$ 15,031,009

	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24
	Actuals	Actuals	Actuals	Estimated Actuals	Certified Budget	Needs Based Budget Request
Revenue						
Program Income	\$ 186,539	\$ 171,676	\$ 211,734	\$ 249,418	\$ 284,381	\$ 321,917
Title IV-E	\$ 1,417,808	\$ 1,165,887	\$ 1,158,447	\$ 1,134,109	\$ 1,213,669	\$ 1,298,145
TANF	\$ 266,856	\$ 266,856	\$ 266,857	\$ 266,857	\$ 266,857	\$ 266,857
Title XX	\$ 87,158	\$ 87,158	\$ 87,158	\$ 87,158	\$ 87,158	\$ 87,158
Title IV-B	\$ 50,108	\$ 50,108	\$ 50,108	\$ 50,108	\$ 50,108	\$ 50,108
Family First Transition Act			\$ 17,102	\$ 44,512	\$ -	\$ -
Medical Assistance	\$ 2,334	\$ 2,421	\$ 2,124	\$ 3,858	\$ 4,113	\$ 5,090
Act 148	\$ 6,374,616	\$ 6,123,125	\$ 6,063,514	\$ 5,908,241	\$ 7,271,344	\$ 7,554,938
YDC/YFC state share	\$ 142,960	\$ 213,624	\$ 259,184	\$ 629,625	\$ 287,398	\$ 629,625
YDC/YFC local share	\$ 95,306	\$ 142,416	\$ 172,270	\$ 419,750	\$ 191,599	\$ 419,750
County Match (including county non-remb)	\$ 1,883,050	\$ 1,755,609	\$ 1,811,179	\$ 1,711,210	\$ 2,030,652	\$ 2,130,446
Total Revenue	\$ 10,506,735	\$ 9,978,880	\$ 10,099,677	\$ 10,504,846	\$ 11,687,279	\$ 12,764,034
SPECIAL GRANT FUNDING						
SIL-Chafee Federal Funds	\$ 59,343	\$ 30,172	\$ 33,966	\$ 33,966	\$ 33,966	\$ 33,966
SIL-State Funds	\$ 146,881	\$ 185,972	\$ 189,405	\$ 230,147	\$ 303,476	\$ 277,546
SIL-Local Funds	\$ 26,158	\$ 32,819	\$ 33,424	\$ 40,614	\$ 53,555	\$ 48,979
EBP -State Funds	\$ 450,775	\$ 475,989	\$ 449,255	\$ 431,459	\$ 638,943	\$ 625,357
EBP-Local Funds	\$ 23,725	\$ 25,052	\$ 23,645	\$ 22,708	\$ 33,629	\$ 32,914
PP-State Funds	\$ 64,625	\$ -	\$ -	\$ -	\$ -	\$ -
PP-Local Funds	\$ 7,181	\$ -	\$ -	\$ -	\$ -	\$ -
Housing Initiative-State Funds	\$ 56,177	\$ 24,886	\$ 34,260	\$ 55,669	\$ 63,750	\$ 63,750
Housing Initiative-Local Funds	\$ 9,914	\$ 4,392	\$ 6,046	\$ 9,824	\$ 11,250	\$ 11,250
Alternatives to Truancy-State Funds	\$ 351,781	\$ 433,646	\$ 410,346	\$ 460,261	\$ 473,850	\$ 507,465
Alternatives to Truancy-Local Funds	\$ 39,087	\$ 48,183	\$ 45,594	\$ 51,140	\$ 52,650	\$ 56,385
IT-Federal Funds	\$ 65,324	\$ 59,181	\$ 49,306	\$ 59,501	\$ 92,544	\$ 97,498
IT-State Funds	\$ 192,892	\$ 184,504	\$ 153,720	\$ 187,427	\$ 291,514	\$ 307,119
IT-Local Funds	\$ 91,076	\$ 104,436	\$ 87,011	\$ 124,951	\$ 194,342	\$ 204,746
IT-Program Income (JCIS Services Sold)	\$ 67,750	\$ 46,685	\$ 36,824	\$ -	\$ -	\$ -
	\$ 1,652,688	\$ 1,655,917	\$ 1,552,803	\$ 1,707,667	\$ 2,243,468	\$ 2,266,975
TOTAL CHILD WELFARE BUDGET	\$ 12,159,423	\$ 11,634,797	\$ 11,652,480	\$ 12,212,513	\$ 13,930,747	\$ 15,031,009

Funds by Source	FY 18/19		FY 19/20		FY 20/21		FY 21/22		FY 22/23		FY 23/24	
	Actuals	Estimated	Actuals	Estimated	Actuals	Estimated	Actuals	Estimated	Certified Budget	Budget Request	Certified Budget	Budget Request
Program Funds	\$ 254,289	\$	\$ 218,361	\$	\$ 248,558	\$	\$ 249,418	\$	\$ 284,381	\$	\$ 321,917	
Federal Funds	\$ 1,948,931	\$	\$ 1,661,783	\$	\$ 1,665,068	\$	\$ 1,680,069	\$	\$ 1,748,415	\$	\$ 1,838,822	
State Funds	\$ 7,780,707	\$	\$ 7,641,747	\$	\$ 7,559,684	\$	\$ 7,902,829	\$	\$ 9,330,275	\$	\$ 9,965,800	
Local Funds	\$ 2,175,496	\$	\$ 2,112,907	\$	\$ 2,179,170	\$	\$ 2,380,198	\$	\$ 2,567,677	\$	\$ 2,904,470	
TOTAL CHILD WELFARE BUDGET	\$ 12,159,423	\$	\$ 11,634,797	\$	\$ 11,652,480	\$	\$ 12,212,513	\$	\$ 13,930,747	\$	\$ 15,031,009	
Percentage of Funding												
Program Funds	2.09%		1.88%		2.13%		2.04%		2.04%		2.14%	
Federal Funds	16.03%		14.28%		14.29%		13.76%		12.55%		12.23%	
State Funds	63.99%		65.68%		64.88%		64.71%		66.98%		66.30%	
Local Funds	17.89%		18.16%		18.70%		19.49%		18.43%		19.32%	

DEPENDENT VS DELINQUENT	FY 18/19		FY 19/20		FY 20/21		FY 21/22		FY 22/23		FY 23/24	
	Actuals	Estimated	Actuals	Estimated	Actuals	Estimated	Actuals	Estimated	Certified Budget	Budget Request	Certified Budget	Budget Request
DEPENDENT EXPENDITURES	\$ 9,631,159	\$	\$ 9,398,717	\$	\$ 9,292,271	\$	\$ 9,259,674	\$	\$ 11,323,784	\$	\$ 11,818,345	
DELINQUENT EXPENDITURES	\$ 2,528,264	\$	\$ 2,236,080	\$	\$ 2,360,209	\$	\$ 2,952,839	\$	\$ 2,606,963	\$	\$ 3,212,664	
TOTAL EXPENDITURES	\$ 12,159,423	\$	\$ 11,634,797	\$	\$ 11,652,480	\$	\$ 12,212,513	\$	\$ 13,930,747	\$	\$ 15,031,009	

DEPENDENT VS DELINQUENT												
DEPENDENT PERCENT OF EXP	FY 18/19		FY 19/20		FY 20/21		FY 21/22		FY 22/23		FY 23/24	
DELINQUENT PERCENT OF EXP	Actuals	Estimated	Actuals	Estimated	Actuals	Estimated	Actuals	Estimated	Certified Budget	Budget Request	Certified Budget	Budget Request
TOTAL PERCENT OF EXPENDITURES	79%		81%		80%		76%		81%		81%	
	21%		19%		20%		24%		19%		19%	
	100%		100%		100%		100%		100%		100%	