

**LYCOMING CHILDREN AND YOUTH STANDING COMMITTEE
SHARWELL BUILDING
AUGUST 18, 2021**

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; Rhonda Asaro – CYS Fiscal Officer; David Goodwin – Chief JPO; Cathy Bennett – Administrative Assistant; and Charles Greevy, III. – Joinder Solicitor.

Coffee and donuts were provided for this meeting and a receipt was provided to the Fiscal Department.

CALL TO ORDER:

The meeting was Called To Order by Commissioner Mirabito at 8:35 a.m.

CONTRACTS AND AGREEMENTS:

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 Metzger 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 10/1/21 to 9/30/22.”

The Motion passed unanimously.

Professional Services: FY 21-22

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 Metzger Moved and Commissioner Mussare Seconded a Motion to:

“Approve the Purchase of Service Agreement between Lycoming County Children and Youth Services and Dr. Russell Gombosi for medical consulting services in the amount of \$15,000 for the period 7/1/21 to 6/30/22.”

The Motion passed unanimously. Mr. Salvatori presented a renewal agreement with Ironcutter Creative. He noted that Alivia Tagliaferri had completed her project of re-designing 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 anticipated this would only involve 5 to 6 hours of work per month and that her hourly rate remains the same as in the previous agreement.

Commissioner Mussare Moved and Commissioner Metzger Seconded a Motion to:

“Approve the renewal agreement between 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 7/1/21 to 6/30/22.”

The Motion passed unanimously.

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

Mr. Salvatori noted that Rhonda Asaro, CYS Fiscal Officer, and Dave Goodwin, Chief JPO, were also present today to provide an overview and answer any questions pertaining to the Lycoming CYS/JPO FY 22-23 Needs Based Budget. He noted that at last month’s meeting he had discussed that a document acknowledging the County’s commitment to provide the Local Match funds necessary to obtain State and Federal funds was due in Harrisburg by 9/1/21 and would need approval by the Commissioners prior to its submission. At present, Ms. Asaro is working on finalizing this number which is in the range of \$2.7 million dollars. If the Commissioners were in agreement to approve the submission of the form at today’s meeting, we would not need to schedule another meeting later in the month. In the event they would prefer waiting until the final number was prepared, a meeting can be scheduled closer to September 1st. The Commissioners requested that the budget information be presented and a decision would be made following this report. Ms. Asaro distributed a 3 page summary document of the CYS/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 19-20 through FY 21-22, as well as the amount being submitted for the FY 22-23 needs based budget which is \$13,871,266. 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 22-23 Needs Based Budget is projected to be in the range of \$2.7 million dollars.

REQUEST FOR APPROVAL OF FY 22-23 COUNTY ASSURANCE OF FINANCIAL COMMITMENT AND PARTICIPATION FORM

Upon conclusion of the budget presentation and following a brief discussion, Commissioner Metzger 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 \$2.7 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:

Commissioner Mirabito noted that the minutes from last month's meeting had been sent by email for review and that action would need to be taken to approve them. Commissioner Mussare Moved and Commissioner Mirabito Seconded a Motion to:

"Approve the minutes from the August 18, 2021 Lycoming Children and Youth Standing Committee as prepared by staff."

The Motion passed unanimously.

NEXT MEETING AND ADJOURNMENT:

Mr. Salvatori reported that he was not planning on scheduling a meeting of the Standing Committee for September as he did not think there would be any contracts that required action at that time. It was agreed that the next meeting would be scheduled for Wednesday, October 20, 2021 at 8:30 a.m. in the lower level meeting room of the Sharwell Building. Zoom conferencing or call in will continue to be offered for attendance of these meetings.

With nothing further presented, the meeting was adjourned at 8:55 a.m.

Respectfully Submitted,



Matthew Salvatori
LCYS Administrator

Lycoming County Child Welfare Budget

EXPENDITURES	FY 19/20	FY 20/21	FY 20/21	FY 21/22	FY 22/23
	Actuals	Certified Budget	Estimated Actuals	Certified Budget	Needs Based Budget
In-Home	\$ 6,328,137	\$ 7,332,084	\$ 6,210,313	\$ 7,215,792	\$ 7,227,397
Community Based Placement	\$ 2,316,021	\$ 2,814,911	\$ 2,555,651	\$ 2,791,584	\$ 3,021,108
Institutional Placement	\$ 1,170,903	\$ 1,581,527	\$ 1,132,511	\$ 1,483,563	\$ 1,276,050
Administration	\$ 163,819	\$ 197,978	\$ 201,202	\$ 198,371	\$ 215,670
Total ACT 148 Expenditures	\$ 9,978,880	\$ 11,926,500	\$ 10,099,677	\$ 11,689,310	\$ 11,740,225
SPECIAL GRANT FUNDING					
Evidence Based Programs	\$ 501,041	\$ 625,500	\$ 472,900	\$ 586,000	\$ 612,500
Pennsylvania's Promising Practices	\$ -	\$ -	\$ -	\$ -	\$ -
Housing Initiative	\$ 29,278	\$ 75,000	\$ 40,306	\$ 75,000	\$ 75,000
Alternatives To Truancy	\$ 481,829	\$ 526,500	\$ 455,940	\$ 526,500	\$ 526,500
Information Technology	\$ 394,806	\$ 462,927	\$ 326,862	\$ 481,712	\$ 517,279
Supervised Independent Living	\$ 248,963	\$ 370,932	\$ 256,795	\$ 370,932	\$ 399,762
Total Special Grant Expenditures	\$ 1,655,917	\$ 2,060,859	\$ 1,552,803	\$ 2,040,144	\$ 2,131,041
Total Child Welfare Expenditures	\$ 11,634,797	\$ 13,987,359	\$ 11,652,480	\$ 13,729,454	\$ 13,871,266

	FY 19/20	FY 20/21	FY 20/21	FY 21/22	FY 22/23
	Actuals	Certified Budget	Estimated Actuals	Certified Budget	Needs Based Budget
Revenue					
Program Income	\$ 171,676	\$ 215,287	\$ 211,734	\$ 217,301	\$ 256,881
Title IV-E	\$ 1,165,887	\$ 1,457,225	\$ 1,158,447	\$ 1,441,090	\$ 473,059
TANF	\$ 266,856	\$ 266,857	\$ 266,857	\$ 266,857	\$ 266,857
Title XX	\$ 87,158	\$ 87,158	\$ 87,158	\$ 87,158	\$ 87,158
Title IV-B	\$ 50,108	\$ 50,108	\$ 50,108	\$ 50,108	\$ 50,108
Family First Transition Act			\$ 17,102	\$ -	\$ -
Medical Assistance	\$ 2,421	\$ 2,754	\$ 2,124	\$ 2,878	\$ 3,440
Act 148	\$ 6,123,125	\$ 7,383,282	\$ 6,063,514	\$ 7,183,213	\$ 7,916,259
YDC/YFC state share	\$ 213,624	\$ 142,960	\$ 259,184	\$ 213,624	\$ 273,198
YDC/YFC local share	\$ 142,416	\$ 95,306	\$ 172,270	\$ 142,416	\$ 182,132
County Match (including county non-remb)	\$ 1,755,609	\$ 2,225,563	\$ 1,811,179	\$ 2,084,666	\$ 2,231,133
Total Revenue	\$ 9,978,880	\$ 11,926,500	\$ 10,099,677	\$ 11,689,311	\$ 11,740,225
SPECIAL GRANT FUNDING					
SIL-Chafee Federal Funds	\$ 30,172	\$ 33,966	\$ 33,966	\$ 33,966	\$ 33,966
SIL-State Funds	\$ 185,972	\$ 286,421	\$ 189,405	\$ 286,421	\$ 310,927
SIL-Local Funds	\$ 32,819	\$ 50,545	\$ 33,424	\$ 50,545	\$ 54,869
EBP -State Funds	\$ 475,989	\$ 594,225	\$ 449,255	\$ 556,700	\$ 581,875
EBP-Local Funds	\$ 25,052	\$ 31,275	\$ 23,645	\$ 29,300	\$ 30,625
PP-State Funds	\$ -	\$ -	\$ -	\$ -	\$ -
PP-Local Funds	\$ -	\$ -	\$ -	\$ -	\$ -
Housing Initiative-State Funds	\$ 24,886	\$ 63,750	\$ 34,260	\$ 63,750	\$ 63,750
Housing Initiative-Local Funds	\$ 4,392	\$ 11,250	\$ 6,046	\$ 11,250	\$ 11,250
Alternatives to Truancy-State Funds	\$ 433,646	\$ 473,850	\$ 410,346	\$ 473,850	\$ 473,850
Alternatives to Truancy-Local Funds	\$ 48,183	\$ 52,650	\$ 45,594	\$ 52,650	\$ 52,650
IT-Federal Funds	\$ 59,181	\$ 74,068	\$ 49,306	\$ 77,074	\$ 82,765
IT-State Funds	\$ 184,504	\$ 233,315	\$ 153,720	\$ 242,783	\$ 260,709
IT-Local Funds	\$ 104,436	\$ 155,544	\$ 87,011	\$ 161,855	\$ 173,806
IT-Program Income (CIS Services Sold)	\$ 46,685	\$ -	\$ 36,824	\$ -	\$ -
TOTAL CHILD WELFARE BUDGET	\$ 11,634,797	\$ 13,987,359	\$ 11,652,480	\$ 13,729,455	\$ 13,871,266
	\$ 1,655,917	\$ 2,060,859	\$ 1,552,803	\$ 2,040,144	\$ 2,131,041

Funds by Source	FY 19/20		FY 20/21		FY 20/21		FY 21/22		FY 22/23	
	Actuals	Certified Budget	Actuals	Certified Budget	Actuals	Certified Budget	Actuals	Certified Budget	Actuals	Needs Based Budget
Program Funds	\$ 218,361	\$ 215,287	\$ 248,558	\$ 217,301	\$ 256,881					
Federal Funds	\$ 1,661,783	\$ 1,972,136	\$ 1,665,068	\$ 1,959,131	\$ 997,353					
State Funds	\$ 7,641,747	\$ 9,177,803	\$ 7,559,684	\$ 9,020,341	\$ 9,880,567					
Local Funds	\$ 2,112,907	\$ 2,622,133	\$ 2,179,170	\$ 2,532,682	\$ 2,736,465					
TOTAL CHILD WELFARE BUDGET	\$ 11,634,797	\$ 13,987,359	\$ 11,652,480	\$ 13,729,455	\$ 13,871,266					
Percentage of Funding										
Program Funds	1.88%	1.54%	2.13%	1.58%	1.85%					
Federal Funds	14.28%	14.10%	14.29%	14.27%	7.19%					
State Funds	65.68%	65.61%	64.88%	65.70%	71.23%					
Local Funds	18.16%	18.75%	18.70%	18.45%	19.73%					

DEPENDENT VS DELINQUENT	FY 19/20		FY 20/21		FY 20/21		FY 21/22		FY 22/23	
	Actuals	Certified Budget	Actuals	Certified Budget	Actuals	Certified Budget	Actuals	Certified Budget	Actuals	Needs Based Budget
DEPENDENT EXPENDITURES	\$ 9,398,717	\$ 11,356,235	\$ 9,292,271	\$ 11,113,608	\$ 11,278,699					
DELINQUENT EXPENDITURES	\$ 2,236,080	\$ 2,631,124	\$ 2,360,209	\$ 2,615,846	\$ 2,592,567					
TOTAL EXPENDITURES	\$ 11,634,797	\$ 13,987,359	\$ 11,652,480	\$ 13,729,454	\$ 13,871,266					

DEPENDENT VS DELINQUENT										
DEPENDENT PERCENT OF EXP	81%	81%	80%	81%	81%					
DELINQUENT PERCENT OF EXP	19%	19%	20%	19%	19%					
TOTAL PERCENT OF EXPENDITURES	100%	100%	100%	100%	100%					