

Integrated Children's Leadership Team  
Committee Meeting

**Date of Meeting:** Oct. 14, 2008 @ 2 p.m.  
**Location of Meeting:** 1st Floor Conference Room, 100 W. Market Street  
**Facilitator:** Michelle Hovis  
**Minutes Prepared by:** Connie Livingston

**1. Purpose of Meeting (see attached agenda)**

- Draft, prepare, monitor the Integrated Children's Service Plan to be Submitted to DPW. Identify continued areas of focus that further integration efforts as outlined in DPW's bulletin.

**2. Meeting Attendance (bold were present)**

<u>Name</u>	<u>Agency</u>	<u>Name</u>	<u>Agency</u>
Becky Wilson	CYS	Liz Vaught	MHMR
Beth Rosengrant	CYS	Maria DeFelice	Parent/MHA Intern
Bev Mackereth	HSD	<b>Michelle Hovis</b>	<b>HCMU</b>
Bob Piccolo	HCMU	Michelle Segal	MH-MR
<b>Bruce Funk</b>	<b>HSD</b>	Pat Neiderer	CYS
Bryce Wickard	JPO	<b>Patti Colbey</b>	<b>CYS</b>
<b>Connie Livingston</b>	<b>HCMU</b>	<b>Paul Stevens</b>	<b>CASSP</b>
Dan Abrahams	MHA	Raye DeShields	MH-MR
Debra Kingston	HCMU	Rob Monzon	YDC
<b>Heather Crouse</b>	<b>CYS</b>	Rosiland Lauchman	MH-MR
<b>Jennifer Moubray</b>	<b>CYS</b>	Sharon Griffner	E.I.
<b>Jerry Anderson</b>	<b>CYS</b>	Sharon Harlacher	E.I.
Jodi Skiles	D&A	Steve Warren	MHMR
<b>Joel Richie</b>	<b>MHMR</b>	<b>Sue Claytor</b>	<b>JPO</b>
Kara LeCates	LIU #12	Tiffani Kleiser	MH-MR
<b>Kenny Watts</b>	<b>HCMU</b>		
Larissa Schell	MH-MR	<b>GUESTS</b>	
Laurie Anne Spagnola	CHOY-CYFAC	<b>Samiah Slusser</b>	<b>MHA of Y/A CO.</b>
		<b>Garrett Trout</b>	<b>AHCS</b>
		<b>Steve James</b>	<b>Avanco</b>
		<b>Sharon Michaels</b>	<b>Adams County</b>

**3. Meeting Notes, Decisions, Issues**

Introductions were made.

Adams County Integrated Team Presentation by Samiah Slusser, Chairperson of the Adams County ICSP Committee. Adams County is a Tier 1 County, the same as York County. They have been working on integration for the past 2-1/2 to 3 years. The biggest problem they encountered was HIPPA and Confidentiality agreements. Currently a release is being developed for use within all Human Services departments. This release will be reviewed by attorneys for Adams County and then reviewed and approved by the State for use by Adams County.

Adams County will be BETA testing new software developed by Avanco. Some human service departments have been using this software since July 2008. The ICSP purchased notebook computers for use in the field by case managers. The ICSP also held training for case managers to learn the computer system, training in diversity as Adams County has a large and growing

Latino population and also training on the poverty within Adams County. The software being tested is a screening tool and not an intake tool. Appropriate screens will pop-up indicating in which direction to steer the caller.

The ICSP committee has appointed subcommittees for training, IT, schools, case conferencing, community engagement. These subcommittees meet once a month and report back to the ICSP committee.

The ultimate goal of the ICSP is to have one telephone number for persons within Adams County to call to be directed to the services they need, to have information available to other agencies within Adams County when a case overlaps for services, and to provide the best services possible with the least inconvenience to the families involved.

Steve James, Regional Director, of Avanco International, presented information on the database software which is being tested in Adams County. There are currently 15 counties within the Commonwealth of PA who are using this particular database and 3 more counties are coming on board in the very near future.

A brief description of the database is as follows:

- Internet Access - Web Based - encrypted
- System contains internal security processes
- Fiscal is included for billing purposes
- Vendors can interface
- Reports can be generated for a variety of needs.
- Built on Oracle Technology which is state of the art
- Database is based on the County's requirements
- Cost per user, per County, per day is less than \$1.
- The needs based budget can be prepared using the database numbers in the very near future.
- Data is backed up daily to a "hot" site. The "hot" site is backed up. Guarantee access to information within 48 hours of a disaster.
- Disaster Recovery is the responsibility of Avanco, not the County.
- Access to the database is guaranteed from 9-5 daily.
- Notices sent well in advance of system down time for maintenance/upgrades.
- Electronic signatures are available.

Cost/Business Process:

- Program is gratuitous.
- Owned by the County.
- Annual Hosting Cost is required.
- Data Conversion Cost
  - Corporate Data Closing
- Business Partnership w/Avanco.

Questions:

Cost of the system? Approximately \$35-40,000 per year. Depends on number of users so this is a true guess. Currently Adams County is paying \$24,500.

Will JCMS be able to interface with this database? Yes.

How can current data be melded into this system? Specific persons are employed by Avanco to do exactly this task.

Does this need to be presented to our IT department? Since York and Adams are a Joinder and since Adams CYS is already using this system, the IT department is already up and functioning

and has approved use.

Promissory Practices Grant Request. Letter received from the Commonwealth was distributed to committee. Implementation of the project should begin.

Next Meeting:

Monday, Nov. 17th, 2 p.m. First Floor Conference Room

<b>4. Action Items</b>			
<u>Action</u>	<u>Assigned To</u>	<u>Due Date</u>	<u>Status</u>
Peer-to-Peer Update	Patti Colby	10/14/08	
Reassemble the MH/Dependency Court Team	Steve Warren	11/17/08	
Discuss the interest in the Avanco System	Team	11/17/08	

<b>5. Next Meeting</b>					
<b>Target Date:</b>	<b>11/17/08</b>	<b>Time</b>	<b>2:00</b>	<b>Location</b>	<b>1st floor conf. room</b>
<b>Target Date:</b>	<b>12/8/08</b>	<b>Time</b>	<b>2:00</b>	<b>Location:</b>	<b>1st floor conf. room</b>

**Objectives next meeting:**

- Update on MH/Dependency Court
- Discussion on feedback of the Avanco system
- Discussion regarding school based behavioral health options- Dr Dogin from Community Care will present