

**MEDINA COUNTY FAMILY FIRST COUNCIL
ADMINISTRATIVE COMMITTEE MEETING
DECEMBER 15, 2009**

Attending: Chris Jakab, Mike Jenks, Greg LaForme, Pat Robertson, Christine Ruf, Nick Solar, Phillip Titterington, Mead Wilkins and Brad Williams

Chair: Mead Wilkins

Mead Wilkins welcomed everyone and called the meeting to order at 8:30 a.m.

1. Approval of the Minutes from October 20 and November 17, 2009.

Pat Robertson made a motion to approve the minutes from October 20 and November 17, 2009. Brad Williams seconded. The motion passed.

2. Coordinator's Report

A copy of the report is attached to the original minutes. Christine Ruf reported on:

- Family and Civic Engagement Grant - The Medina County ESC and Family First Council will be applying for one of the twenty-five grants that will be awarded throughout the state.
- Chris and Amy Perrine will be attending a two-day ICAT facilitator training event in Toledo.
- Jayme McCourt will be attending a data capacity training event for surveys and statistics in Sandusky County.
- Chris attended the regional meeting in Massillon.
- Chris learned how FCSS funds could be billed for service coordination (Amy's time).
- Chris will be tabulating a report for HMG which is due on December 28, 2009.

3. ICAT Update

The Youth ICAT Service Coordination Plan is being formulated. The first draft will be submitted to the ICAT Administration for input and then to the Prosecutor's office for final approval.

- Meetings need to be open to the public.
- Meetings that are speaking about children need to be confidential.
- Meetings need to go into executive session to speak about confidential matters.
- The staff needs time to speak amongst themselves without family or attorneys present.
- Multiple tiered cases need more time allocated.

4. Eleemosynary (Christmas) Project

Pat Robertson will be delivering the gifts next week. Pat thanked Jayme McCourt for all of her help.

5. Nick Solar - Last Meeting as Chair

Nick Solar had departing words of wisdom for the committee. He thanked everyone for their cooperation and support over the past year. It has been a difficult year, but he was also pleased at the work completed. He was sad to see it end. We are moving forward with the new strategic plan and new members. Nick wished Brad Williams and Mead Wilkins success in the future.

6. Senior ICAT

Kathe Shook will present information about Senior ICAT at the February Council meeting. At the recent Senior Summit the Senior Pathways book was unveiled and distributed. This book can be used for any housing issue.

7. Coordination Between Administration and Planning

Pat Robertson noted that in the draft strategic plan the organizational chart needs to be revised. There needs to be coordination between the Administrative Committee and the Planning Committee for this to be accomplished.

8. Adjournment

Nick Solar made a motion to adjourn. Phillip Titterington seconded. The motion passed. The meeting adjourned at 9:15 a.m.

Respectfully submitted by,
Jayme McCourt